

AGENDA
SANTA CRUZ METRO BOARD OF DIRECTORS
REGULAR MEETING OF APRIL 27, 2012
9:00 AM



Mission Statement: "To provide a public transportation service that enhances personal mobility and creates a sustainable transportation option in Santa Cruz County through a cost-effective, reliable, accessible, safe, clean and courteous transit service."

**THE BOARD MEETING AGENDA PACKET CAN BE FOUND ONLINE AT
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ADMINISTRATIVE OFFICES LOCATED AT 110 VERNON STREET, SANTA CRUZ, CALIFORNIA**

Director Lynn Robinson, City of Santa Cruz – Chair
Director Daniel Dodge, City of Watsonville – Vice Chair
Director Margarita Alejo, City of Watsonville
Director Hilary Bryant, City of Santa Cruz
Director Dene Bustichi, City of Scotts Valley
Director Ron Graves, City of Capitola
Director Michelle Hinkle, County of Santa Cruz
Director Deborah Lane, County of Santa Cruz
Director John Leopold, County of Santa Cruz
Director Ellen Pirie, County of Santa Cruz
Director Mark Stone, County of Santa Cruz
Ex-Officio Director Donna Blitzer, UC Santa Cruz

Leslie R. White, General Manager / Secretary of the Board
Margaret Gallagher, District Counsel

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AMERICANS WITH DISABILITIES ACT

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**MEETING LOCATION:
SANTA CRUZ CITY COUNCIL CHAMBERS
809 CENTER STREET, SANTA CRUZ, CALIFORNIA**

9:00 A.M.

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

SECTION I: OPEN SESSION

1. ROLL CALL

2. ORAL AND WRITTEN COMMUNICATIONS

This time is set aside for Directors and members of the general public to address any item not on the Agenda which is within the subject matter jurisdiction of the Board. No action or discussion shall be taken on any item presented except that any Director may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Santa Cruz METRO will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Director may place matters brought up under Oral and Written Communications on a future agenda. In accordance with District Resolution 69-2-1, speakers appearing at a Board meeting shall be limited to three minutes in his or her presentation. Any person addressing the Board may submit written statements, petitions or other documents to complement his or her presentation. When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

3. LABOR ORGANIZATION COMMUNICATIONS

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

All items appearing on the Consent Agenda are recommended actions which are considered to be routine and will be acted upon as one motion. All items removed will be considered later in the agenda. The Board Chair will allow public input prior to the approval of the Consent Agenda items.

5-1. ACCEPT AND FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETINGS OF DECEMBER 21, 2011 AND FEBRUARY 15, 2012

Submitted by Sherri Escobedo, Administrative Assistant

5-2. ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR APRIL 2012

Submitted by Les White, General Manager

5-3. ACCEPT AND FILE STATUS REPORTS OF PROPOSED FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES

Submitted by Leslie R. White, General Manager

5-4. ACCEPT AND FILE MONTHLY METRO PARACRUZ OPERATIONS STATUS REPORT—FEBRUARY 2012

Submitted by April Warnock, Paratransit Superintendent

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- 5-5. ACCEPT AND FILE MONTHLY ACCESSIBLE SERVICES REPORT FOR FEBRUARY 2012**
Submitted by John Daugherty, Accessible Services Coordinator
- 5-6. CONSIDERATION OF AWARD OF CONTRACT WITH SANTA CRUZ TRANSPORTATION, LLC FOR SUPPLEMENTAL PARATRANSIT SERVICES FOR AN AMOUNT NOT TO EXCEED \$850,000**
Submitted by Erron Alvey, Purchasing Agent
- 5-7. CONSIDERATION OF AWARD OF CONTRACT with MANSFIELD OIL COMPANY FOR PURCHASE AND DELIVERY OF CARB ULTRA-LOW SULFUR DIESEL FUEL FOR AN AMOUNT NOT TO EXCEED \$1,185,000**
Submitted by Erron Alvey, Purchasing Agent
- 5-8. NOTIFICATION OF ACTION TAKEN IN CLOSED SESSION**
Submitted by Margaret Gallagher, District Counsel

REGULAR AGENDA

- 6. CONSIDERATION TO ADOPT SMART CARD POLICY AND MODIFY RESOLUTION NO. 97-3-1 TO REVISE RULES AND REGULATIONS WHICH GOVERNS APPLICATION OF FARE ORDINANCE NO. 84-2-1 TO IMPLEMENT THE SMART CARD PROGRAM**
Presented by Ciro Aguirre, Operations Manager
- 7. CONSIDERATION OF THE STATUS OF A CONTRACT WITH A LABORATORY THAT IS NEEDED TO COMPLY WITH THE FEDERAL TRANSIT ADMINISTRATION'S DRUG AND ALCOHOL TESTING PROGRAM**
Presented by Robyn Slater, Human Resources Manager
- 8. ORAL ANNOUNCEMENT**
The next regularly scheduled Board meeting will be held Friday, May 11, 2012 at 8:30 a.m. at the Santa Cruz METRO Administration Offices located at 110 Vernon Street, in Santa Cruz
- 9. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**
Presented by Margaret Gallagher, District Counsel
- 10. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION**

SECTION II: CLOSED SESSION

- 1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
(Pursuant to Government Code Section 54956.9)

Name of Case: Mario de la Garza v. SCMTD
(Before the Superior Court of Santa Cruz County)

Name of Case: Goodwill Industries, et al v. Dorice Ann, et al.
(Before the Superior Court of Santa Cruz County)

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2. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Government Code Section 54957.6)

Agency Negotiators: Leslie R. White, General Manager, Robyn Slater, Human Resources, Ciro Aguirre, Operations Manager

1. Employee Organization: United Transportation Union (UTU), Local 23 Fixed Route
2. Employee Organization: United Transportation Union (UTU), Local 23 Paracruz
3. Employee Organization: Service Employees International Union (SEIU), Local 521

SECTION III: RECONVENE TO OPEN SESSION

11. REPORT OF CLOSED SESSION

12. ADJOURNMENT

Adjourn to the next regularly scheduled Board Meeting on Friday, May 11, 2012 at 8:30 a.m. at the Santa Cruz METRO Administration Offices, located at 110 Vernon Street, in Santa Cruz.

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

The agenda packet and materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at www.scmtd.com subject to staff's ability to post the document before the meeting.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes - METRO Advisory Committee (MAC)

December 21, 2011

The METRO Advisory Committee (MAC) met on Wednesday, December 21, 2011 in the Pacific Station Conference Room located at 920 Pacific Avenue in Santa Cruz, California.

1. CALL TO ORDER

Naomi Gunther called the meeting to order at 6:02 p.m.

2. ROLL CALL

MEMBERS PRESENT

Naomi Gunther, Chair
Charlotte Walker
Bob Geyer
Dennis "Pops" Papadopulo
Roseann Marquez
Mara Murphy
Steve Johnson

MEMBERS ABSENT

Dave Williams, Vice Chair
Craig Agler

VISITORS PRESENT

Donald "Norm" Hagen

STAFF PRESENT

Bob Cotter, Maintenance Manager
Ciro Aquirre, Operations Manager
Mary Ferrick, Fixed Route Superintendent
Sherri Escobedo, Administrative Assistant/ MAC Secretary

3. AGENDA ADDITIONS/DELETION

None.

4. ORAL/WRITTEN COMMUNICATION

Visitors Announced: Norm Hagen, (Applied to become a MAC Member)

Bob Cotter, Maintenance Manager, here to answer questions, if any,
about Bus Stop Improvements

Communications: Sherri Escobedo, MAC Secretary, announced that the Revised By-laws were brought to the meeting to be distributed. Also that Angela Aitken sent the Bus Stop Improvement Binders, which Bob will present and answer questions.

5. APPROVAL OF MINUTES OF November 18, 2011

ACTION: MOTION: CHARLOTTE WALKER SECOND: ROSEANN MARQUEZ

Approve the minutes of November 18, 2011.

Motion passed unanimously, with Craig Agler and Dave Williams being absent.

6. ACCEPT & FILE RIDERSHIP REPORTS FOR SEPTEMBER 2011

Naomi stated that she finds it notable that Hwy 17 shows a dramatic increase in ridership by about 40%, and the buses seem to be more and more crowded. Also Naomi stated that it's interesting that UCSC also shows an increase in ridership, mainly due to an increase in faculty and staff ridership. One of the things that UCSC saw was that there was a transition from all faculty and staff having free bus passes as an incentive to keep the parking lots from being overcrowded, to once they started charging for the passes, it went from a lot of people having passes to a smaller number of people having passes who knew they were going to ride the bus. There was actually a decrease in faculty and staff ridership for awhile. Now there's been an increase again of people using the buses because of the awareness and parking prices at UCSC. Ciro agreed that we have seen an increase lately in ridership. Bob asked if parking prices have stayed the same at UCSC, and Naomi said No, they always go up, that's something you can always count on. Naomi asked if Ciro could remind her of the date the service changes went into effect. Ciro stated the service changes this time went into effect on September 15th.

Naomi stated that it's really interesting that half of the month of September is the old rate and service and half of it the new, and yet even though service to UCSC decreased there was still an increase in ridership. Ciro stated that since there was the economic downturn, it caused a migration of folks to go into higher education and develop their skillsets and what ended up happening was having a higher number of applicants at UCSC and Cabrillo College, and as a result it translated into higher ridership for our system, as well as TAPS, but our system has definitely seen the increase in ridership, which is quite ironic because it happened just when we made service cuts.

ACTION: MOTION: CHARLOTTE WALKER SECOND: BOB GEYER

Approve the Ridership Reports for September

Motion passed unanimously, with Craig Agler and Dave Williams being absent.

7. ACCEPT & FILE PARACRUZ OPERATIONS STATUS REPORT FOR SEPTEMBER 2011

Naomi stated that once again we see an increase in ridership over last year, and also a lesser percentage of "No Shows", which is interesting. Mara asked if there allowed to have a certain number of "No Shows" before they're not able to ride again. Ciro stated that when a customer has "No-Showed" 15% of his/her rides, including all assessed "No-Shows" within a rolling 90-day period and the actual number of "No-Shows" exceeds 3 during the period, he or she shall be notified of the intention of suspend paratransit service for a fourteen (14) day period.

Mara again stated that the numbers were quite good for ridership, with no shows at a minimum. Ciro stated that Paracruz has shown a 3% growth, more people are using the service, and because of the usage factor, the staff has done a great job of coordinating the

trips, so that it's very efficient the way it's administered, and that's why they have less no shows. Ciro also stated that one key factor in improving the service was the IVR system, which is a voice activated recognition system that sends a reminder to the rider that he/she has a scheduled ride. This is entered into the computer and then a phone call is generated at the request of the rider, to be reminded of their ride. It sends a call one day in advance. Customers also have the option to dial into the IVR and based on the code on their badge, they can also cancel a ride, and or check a ride. The only thing they can't do is book a ride on the IVR. They have to call in to the Reservationists. Charlotte asked how far in advance do they have to call to cancel a ride, and Ciro stated this his understanding was that they can cancel a few hours before the ride. Paracruz usually only needs an hour notice to cancel a ride and make adjustments to their schedule. Bob asked about the most frequent rider, if it was 52 times, and Ciro stated yes, that was correct.

ACTION: MOTION: DENNIS "POPS" PAPADOPULO SECOND: CHARLOTTE WALKER

Approve the Paracruz Operations Status Reports for September

Motion passed unanimously, with Craig Agler and Dave Williams being absent

8. ACCEPT & FILE LEGISLATIVE & GRANTS REPORT FOR OCTOBER and NOVEMBER 2011

Naomi asked Ciro if there were any points of interest to speak about. Ciro pointed out that due to the economic downturn what Metro has attempted to do is obtain funding through a number of grants that previously we had not been exercising. In order to do this we hired another Grants/Legislative Analyst, so now we have two. One actively pursues Grants, the other monitors and governs the existing grants that are in work. As a result, we've actually been able to obtain about \$44 million dollars in grants, which we've used to obtain the purchase of buses, the purchase of fare boxes, the purchase of computer equipment, and programs that are assisting us to do more logistical processes with fewer personnel. As a result of this, what you see are the active grants that we have, and the grants that we are actively pursuing. Some monies are sitting in accounts waiting further disposition for example Operations is currently pursuing a grant to revamp their communications system, however, we have to go through the Federal Communications Commision in order to obtain the licensing for certain frequencies, and that's a very slow moving process. So what you will see is money sitting in pots that has been remaining there for a very long time. This particular project has been waiting about a year and a half now. Other grants are going very well, for example, the State of Good Repair Grant gave us about \$5 million for the purchase new buses. We were authorized by the board to obtain 11 new buses which have been odered, and two have been shipped from the Canadian plant, and are now at the Minnesota plant. So as we move forward, these buses will be transitioning and the whole project should be complete by March, 2012. They are the 40 ft. buses. Dave asked if these are ones that will have the new restraint system, and Ciro said No, those will be for future builds. At this time, we still have to go the Board in order to change from the Santa Cruz Arm to a different type of securement station. The Santa Cruz Arm was a board directive and approved piece of equipment, so he has to go through the process to make sure everyone understands what he's trying to do in order to

obtain a more state-of-the-art securement device. The new device won't be able to be looked at until February, and he will keep you informed of the status of what he's trying to achieve, but it is moving in the direction of the 3 point securement. They definitely want to look at it for future builds. Naomi asked if the new securement system could be retrofitted into the old buses, and Ciro stated that it's not recommended as the new system is integrated into the design of the bus when it's being built. It could be tried, but there are things that would not integrate, so it's not recommended to be retrofitted. Steve asked if the date when grant was awarded could be included in the report so they could track it better, and Ciro said he could ask for that. Bob also asked if it helps to write letters, lobbying, etc. and Ciro said yes, it always helps. We were able to get funding for the Operations building by doing this, and that groundbreaking would be happening sometime this year tentatively. Steve also asked if grants could be in jeopardy because of the budget wrestling going on in Congress, and Ciro responded that it is possible for future grants, and that what happens is funds can get tied up in bonds and what happened previously is that state was not selling bonds, but now they are.

ACTION: MOTION: DENNIS "POPS" PAPADOPULO SECOND: BOB GEYER

Approve the Legislative and Grants Reports for October and November

Motion passed unanimously, with Craig Agler and Dave Williams being absent

9. ELECTION OF THE CHAIR AND VICE CHAIR

Naomi asked for nominations for Chair:

Charlotte Walker nominated Naomi Gunther for Chair, Mara Murphy nominated Bob Geyer for Chair.

Votes for Naomi Gunther: 3 votes (Steve Johnson, Charlotte Walker, Roseann Marquez)

Votes for Bob Geyer: 1 vote (Mara Murphy)

Naomi Gunther voted as Chair for 2012

Naomi asked for nominations for Vice-Chair:

Mara Murphy nominated Bob Geyer, Charlotte Walker nominated Roseann Marquez.

Votes for Bob Geyer: 3 Votes (Steve Johnson, Mara Murphy, Roseann Marquez)

Votes for Roseann Marquez: 3 votes (Bob Geyer, Charlotte Walker and Steve Johnson)

Naomi stated that it was a tie; however Roseann Marquez receded her nomination and asked that Bob Geyer be the Vice-Chair.

Bob Geyer voted as Vice Chair for 2012.

10. DISCUSSION OF PROPOSED CHANGES TO BY-LAWS

Naomi asked Ciro if the changes were to the existing by-laws, and Ciro verified that. Sherri Escobedo stated for the record that the changes were to the frequency of the meetings only. That would be Article V, 5.1 Meetings. The change is for the meetings to be held every other month beginning in February 2012. This item went to the Board and it was approved at the December 16, 2011 Board Meeting.

Charlotte asked if this meant beginning in February 2012, we would be meeting every other month, and that was confirmed. Sherri pointed out at the end of the bylaws was a Draft Meeting Schedule for 2012 which shows the dates of the meetings for 2012, and that it would become the permanent Schedule. Bob asked why are we going to every other month, and Ciro stated that he did not know. Naomi then stated that when this was originally proposed, the thought was that the staffing was asked to do various other things, so this was done to reduce the staff loads, and it was asked if they could reduce the number of meetings. Naomi then said it went to whenever they needed a meeting they would schedule it, since many of the meetings were cancelled due to no items on the agenda. So this was in response to that. Charlotte asked if there was a possibility to add meetings, and Naomi said things can come up that would call for a cancellation of a meeting, but that yes, they can add meetings, such as an emergency agenda item, but there are certain requirements as to what constitutes an emergency. For example, one year, the elections of Chair and Vice Chair did not get onto the agenda, so that would be an example of having an emergency meeting for elections, since we couldn't go forward with meetings without the new elections. Naomi stated that this would be the type of case where a meeting is added. Ciro agreed and stated for example if there was a grant that was due to expire, for say bus purchases, and he needed to get consent from MAC, as well other groups, he could request an emergency meeting in order to get consent he needed before the time expired. Ciro pointed to the Bylaws again to section 5.3 through 5.6 and the specifications for special meetings.

11. DISCUSSION OF DAILY PASSES

Charlotte Walker wanted to ask about the passes, because there are two different dates on the pass, and that it is confusing to the ridership. As an example, the pass she has is dated the 20th of December, and 21st of December until 3 a.m., and the buses do not run after midnite on the 20th, so the driver's are telling her that it's confusing to the new people riding, because it slows up the boarding of the buses. She thinks it's confusing to have two different dates, and doesn't understand why it's even there. Mary Ferrick stated that the new fare boxes were installed on December 6, 2010, and they had nightowl service available then for the University and that's why those passes had that. In the spring that service was ended so it then changed. Ciro agreed that the service ran then until 3 am. So what is being proposed now is that the passes will be good for 24 hours. So for example, if you purchase the pass at 11:00 a.m. on the 1st, it will go untill 11:00 am on the 2nd, and then it will expire. Ciro stated that they are working on that, and the passes will go for 24 hours, and the current buses run on a 22 hour schedule right now. Ciro said it's important to plan your trips so you're not stuck somewhere when your pass runs out. So if your business takes you longer than 24 hours, you'll have the option to pay for your ride, or it's up to the bus operator if he wants to enforce that or not, if your pass doesn't go through the fare box. Ciro stated that sometimes the box

does mis-read, but if it does, you just show the driver and you should be ok. Bob also mentioned that many times he has seen cards swiped that are invalid and the driver doesn't even check the card. He's heard people say just have a card, because the driver's don't check them. Ciros stated that part of this committee's responsibility is to let us know when there are deficiencies with our system. Management can not be on every bus to know when things are occurring so we appreciate your input if you see something wrong, please let us know. Get a time, a bus number, or a badge number and let us know. Nothing terribly wrong will happen with the driver, but we need to know when things happen, and you are the riders out there. He also stated that he would hate to see someone left behind and that the drivers have the option to let them ride, or tell them hey, pay us next time.

12. DISCUSSION OF BUS STOPS

Naomi stated that there is a bus stop improvement committee, so one of the items that needs addressed on this agenda is to talk about bus stops that you may have noticed that are missing benches, or something has gone wrong with it. So we asked to have list of bus stops, and that's why we have this notebook, "Bus Stop Improvements". Bob Cotter, Maintenance Manager, said that this notebook is a basic synopsis of what's going with bus stops and improvements. As you look through it you'll see it has a list of bus stops that people would like to see improvements to, unfortunately we have a limited amount of money, so we had to narrow it down. We did that by district so that one district did not get a disproportionate amount of improvements at the expense of others. Right now we've already installed one of the shelters at Bay & King; another shelter will be installed at Emeline & Sutton. We're in negotiations with Chevron to install another shelter at Ocean & Soquel. There's a little bit of a question to where the shelter will be installed that might obscure the gas station signage, that they are required to have by law. So we are working with them to see if they can move the sign. We also have funding for an additional 10 shelters. We've identified 25 possible locations that are pad ready; most of them would involve removing the Phase 2 shelters, which have 2 single poles with a roof on top, and installing the Metal Bus Shelters that have 3 walls and a roof. We are going through the list to see which ones we can do, based on the limited amount of money. If the stops need a concrete pad installed, then we aren't looking at those due to the expense. We've also obtained a number of sim seats, which is a small seat attached to the bus stop pole. We've installed two of those in the original stops that needed those, we have 10 left that we are going to install in other locations. We have a number of bus stops that we are going to install solar light panels, so they will light up a little bit and provide more security and allow the drivers to see the riders at the stop. We have a little bit of a problem with the adaptors that were made for light poles, not bus stop poles, but we have found adaptors for that. Another portion of the project is to renovate the overhang on Lane 4 of the Metro Station. It's very old, so it will be torn down, and replaced with canvas overhang; similar to the canopy's you see downtown on Pacific Avenue. They will be the same color, it will have curved arches underneath, so that will eliminate the pigeons from roosting on them. Roseann asked if this is a fabric and Bob responded that yes, it is a fabric, it has a 10-year warranty, they are very long lasting, and if they do need cleaned, it is easier to do that, and when they do need replaced the expense will be less to do that. Additionally, we will be removing all the pillars that block riders

from getting onto the bus. Naomi asked what the time-frame for this project is, and Bob responded that it should be completed by the middle of February.

Charlotte commented about the schedules being so high up on the poles, that it's hard to see, and that we had discussed this in a previous meeting, about the signs being perpendicular or parallel to the street, and whether this was ADA compliant. Bob said he would look into that, we wouldn't want people running into the signs and injuring themselves, and there are certain ADA requirements for the bus signs. If it's possible to lower the signage he will look into that. Roseann stated that it would be nice if the schedules were just enlarged so they were easier to read, and Bob stated that it could be a possibility as well. Bob Geyer said some of the signs have more than 1 map, and they are both hard to read, so it would be nice to have just one map and use larger fonts. Bob Cotter stated that as schedules change, he would look into enlarging the fonts. Bob Geyer also mentioned that at the in-bound Ocean and Water bus stop, there is construction going on, and that wheelchairs are not able to get off the bus there, and perhaps we could temporarily move that bus stop to accommodate this. He also stated that we could ask the city to push the contractors into making it ADA compliant while construction is going on. Bob Cotter responded that he would look into that as well. Naomi commented that she likes the map being on the bus stop signs, and that are bus stops are very helpful in having the schedules there at all, in comparison to other transit agencies that do not have any type of signage at all available. She also stated that the Headways publication is also extremely helpful and it makes the system so much easier to ride. Bob Geyer also stated that he is also thankful for the Google application on our website for locating bus stops. Charlotte noted that the bus stops seem to be a lot cleaner as well. Bob Cotter stated that yes, we are trying to clean up the bus stops as much as possible and replace benches whenever necessary. Ciro then passed out to the members a copy of "Metro's Bus Stop Criteria" report, so that the members could see what we are trying to accomplish with our bus stops. Bob Geyer then commented on the Watsonville Grafitti program and asked if Rex was able to obtain the correct wipes for this project, and Bob Cotter stated that he would let him know which wipes were the correct ones to use. Naomi then agreed that we do a great job of getting rid of grafitti. Bob Cotter then stated that our Bus Operators also do a great job of notifying us whenever they see grafitti, and especially if it's racist, so that we can get out there and get it cleaned up asap. Naomi stated that she was thankful for that.

13. DISCUSSION OF SERVICE REDUCTIONS AND CHANGES

Naomi stated that she has a comment and a question regarding this issue. After the service changes were made there was a change to the University early morning schedule for the 15's and 16's on Laurel Avenue. Naomi believed it was because it was so crowded, there were pass-by's, so instead of picking up at Metro, they were picked up at the second stop and then on to the University. Naomi asked if that was correct, and Ciro stated it is. Naomi's question is why they chose the 15, instead of the 16's. Since there is one stop on the 15 that is not on the 16, so you have to wait longer on the bus or you can't take that 15 bus to get to that stop.

Naomi stated that there are more 15's than 16's, there are two 15's and only one 16. Mary Ferrick stated that this is because the service changes were made after the bid schedules for the drivers, they made changes based on the operators work-days, and that's just how it worked out. However, there's a new Headways that will start on January 5th, and that there is a new 15, and there's been some other adjustments to the University schedule to accommodate some of these issues. The new schedules should be out and distributed in the next few days. Ciro also stated the whole scheduling aspect is constructed under some guidelines that are agreed to in the collective bargaining unit we have with the Union. So when a decision is made that this is what we are putting out there, and then we find out that it's not working like it should be, the recourse for correcting or allowing for improvements to be made is very limited, and it's based on the availability of drivers from the extraboard, and the availability of equipment that is available. So by doing the alterations that we did, they were made in the constructs of what we could do. It may not have come out as efficiently or effectively as they would have liked but they did the corrections that they could. This also happened with the Hwy 17 bus, with the rush out on Friday afternoons, and the rush in on Monday mornings. Mary stated that they tried to make changes that they could based on the restrictions they were under, and the recommendations of the ridership. Mary said they are gradually making changes that work for the riders and for the drivers as well. Ciro then stated that in addition we have an authorization to hire 15 new drivers. Eight (8) have already been hired and are in training now, and once they are trained, then we'll move forward with hiring seven (7) more. So we've gone from having 136 operators to 146. Naomi asked if there were lay-offs and Ciro responded that No, there were no layoffs of Operators. Basically what happened with Metro was that we did not have any lay-offs, no furloughs, no reduction of wages or benefits, nor did the employees incur any costs to their pension plans. Our austerity measures did pan out, and there was a shift in the economics and an additional amount of money flowed in that we were not anticipating. We were programmed for the worst, and the worst didn't happen, we ended up having a surplus in the funds and that's what we're using to augment the service.

Roseann had a question about the Route 79, if somehow can it be adjusted by 5-10 minutes so that it meets up with other buses, such as the 69 and 69W, because otherwise it's a 45 minute wait for the next bus. It only needs about a 2 minute adjustment. Mary said she would look into that. Ciro asked Roseann if she's tried notifying the driver, and she responded that yes she has, but it just becomes more of a commotion, some drivers say you should have let me know sooner, and others just say no, I don't think we'll make it, and then they brush it off. She said they don't realize the wait time, and she usually just ends up walking home, which is a half hour walk. Roseann stated it wouldn't be that much of a change to the schedule. Mary said she would pass that on to the planner, the new schedule runs from January 5th to March 28th, so the new bids are being planned now, and she will pass the information on to him.

14. COMMUNICATIONS TO SANTA CRUZ METRO GENERAL MANAGER

The group wanted to wish Les Happy Holidays!

15. COMMUNICATIONS TO SANTA CRUZ METRO BOARD OF DIRECTORS

The group wanted to wish the Board Happy Holidays!

16. ITEMS FOR NEXT MEETING AGENDA

Adopt-a-Bus Stop – Legal Feedback once Peg is ready.

Continuing Service Reductions and Changes

QPOD Demo

Discuss the possibility of Metro addressing School Bus Reductions

Introduction and Welcome to Donald “Norm” Hagen, appointee to MAC by Mark Stone.

ADJOURN

There being no further business, Naomi Gunther adjourned the meeting at 7:28 p.m.

Respectfully submitted,

Sherri Escobedo
Administrative Assistant

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes - METRO Advisory Committee (MAC)

February 15, 2012

The METRO Advisory Committee (MAC) met on Wednesday, February 15, 2012 in the Pacific Station Conference Room located at 920 Pacific Avenue in Santa Cruz, California.

1. CALL TO ORDER

Naomi Gunther called the meeting to order at 6:02 p.m.

2. ROLL CALL

MEMBERS PRESENT

Naomi Gunther, Chair
Charlotte Walker
Bob Geyer, Vice Chair
Dennis "Pops" Papadopulo
Roseann Marquez
Donald "Norm" Hagen
Steve Johnson

MEMBERS ABSENT

Dave Williams
Craig Agler
Mara Murphy

VISITORS PRESENT

Norm Williams - Gillig Bus Demo

STAFF PRESENT

Bob Cotter, Maintenance Manager
Ciro Aquirre, Operations Manager
Mary Ferrick, Fixed Route Superintendent
April Warnock, Paratransit Superintendent
Jason Andrews, Bus Operator
Sherri Escobedo, Administrative Assistant/ MAC Secretary

3. AGENDA ADDITIONS/DELETION

None.

4. ORAL/WRITTEN COMMUNICATION

Oral Communications: Pops commented on the fact that the meetings are too far apart now. Naomi stated that the meetings were changed due to the budget downturn and the staff requirements, in order to reduce their workload. If the budget gets better, then maybe we can change the frequency of the meetings at a later date, and that we can always add a meeting if there is a need.

Charlotte initiated a discussion about bus operators, their names, and when and how to report when a driver is being unsafe. Naomi pointed out that this would require a discussion, and should not be in oral communications, and that an agenda item would be added to discuss the process for reporting incidents.

5. QPOD DEMONSTRATION WITH GILLIG BUS

Ciro announced that Norm Reynolds of the Gillig Corporation has brought over a Gillig Bus for a demonstration, not only for the QPOD Restraining Device, but for a review of the bus as well. We may be purchasing another 5 buses, and we may be interested in considering the Gillig Bus as well. The QPOD system was reviewed by the E&D TAC group and has been approved by them, we'd also like to get your feedback on the QPOD System, in order to move forward with removing the "Santa Cruz Arm" which is the current restraint system, and replacing it with the QPOD Restraint System that you will viewing tonite for our future bus builds. We have primarily been buying New Flyer buses, which are manufactured half in Canada, and half in the US. Gillig is manufactured in San Leandro, so we are interested in finding out what you think of the Gillig bus as well. At this point the group was led downstairs to view the bus and the QPOD System. Norm and Pops were able to be secured into the QPOD Restraint System on the bus, and we took a small tour down Beach Street and then back to Metro Center. After the demonstration, Ciro passed out a survey to the MAC Members to fill out regarding their comments and suggestions for the bus and the QPOD System.

6. APPROVAL OF MINUTES OF DECEMBER 21, 2011

Minutes were not reviewed as the QPOD Demonstration was given priority on the meeting schedule. Minutes will be reviewed at next MAC Meeting.

7. ACCEPT & FILE RIDERSHIP REPORTS FOR OCTOBER & NOVEMBER 2011

Ridership Reports were not reviewed as the QPOD Demonstration was given priority on the meeting schedule.

8. ACCEPT & FILE PARACRUZ OPERATIONS STATUS REPORT FOR OCTOBER & NOVEMBER 2011

Paracruz Status Reports were not reviewed as the QPOD Demonstration was given priority on the meeting schedule.

9. ACCEPT & FILE LEGISLATIVE & GRANTS REPORT FOR DECEMBER 2011

Leg & Grants Reports were not reviewed as the QPOD Demonstration was given priority on the meeting schedule.

The meeting was reconvened at 7:20 p.m.

10. DISCUSSION OF BUS STOPS

Bob Cotter announced that almost all of Phase I of the Bus Stop Improvements is complete now. They are installing lighting, benches, etc. Phase 2 will start soon, and he'd like to get input from the group on the 25 locations identified on the handout given. Phase 2 will include replacement of or installation of the new bus shelters. Once this phase is completed, if there are funds left over, he'll bring another list for Phase 3 bus improvement locations.

Norm asked why there were not any bus stops located in Watsonville on the list, as the bus stops there could greatly use improvement. Bob explained that most of the stops needing work in Watsonville were located along Hwy 156, and that we would have to build the stops based on Cal-Trans standards in order to update them, and that would use up most of the funds. So as not to leave Watsonville out, we will be re-roofing many of the shelters that are there now. Norm mentioned that there are not even benches along Freedom Blvd., East Lake, or East Beach in Watsonville. Bob stated that benches can be installed, we just can't lay the concrete pads for the new shelters due to the Cal-Trans limitation. Bob stated that the idea is to get the maximum amount of improvement at the lowest dollar amount. Naomi asked the group if they wanted to look at the list now, or take it with them and email Bob with any feedback within the next two weeks, and it was decided that the group would email Bob by March 1st if they have any recommendations.

April Warnock announced that at the E&DTAC Meeting they appointed a Pedestrian Safety Work Group to also look over this list and make recommendations, and they will be meeting this Friday, February 17th at 9:00 at the RTC offices, and anyone who would like to come and give input is welcome. She also stated they will probably meet again after that. Roseann asked if they could add any stops to the existing list, and Bob stated that the stops on this list are the ones being looked at, at this time, however Bob is open to any suggestions especially for benches, and if we can do it, we will.

At this point Ciro stated that he forgot to ask the group to please send a letter from the group regarding their approval of the Qpod Restraint System, that he will bring to the Board at the appropriate time, and also he would like to solicit one member to attend the Board Meeting when the Qpod System is on the agenda as representation. Naomi asked if someone would like to volunteer to attend the Board Meeting and Norm Hagen volunteered.

ACTION: MOTION: Norm Hagen SECOND: Dennis "Pops" Papadopulo

Approve the Qpod Future Build, Write a letter to the Board, and Attend the Board Meeting.

Motion Passed Unanimously with Dave Williams, Craig Agler, and Mara Murphy being absent.

11. DISCUSSION OF SERVICE REDUCTIONS AND CHANGES

Naomi asked Ciro if he could give us a brief summary of the new service being added back in. Ciro gave a brief explanation of the reasons that service was reduced back in October due to budget reasons. He also explained that they had not have to lay-off any drivers due to attrition. They went from 160 Operators to 126 Operators, and then found that they had additional funding from the State, so METRO will be able to reinstate service that had been dropped in the fall. METRO is also in the process of hiring new Operators. We've hired 8 new drivers, and have a new class of 8 drivers starting on the 17th, and then another class of 5 drivers that will start after that. That will bring out driver count up to 146. He then asked Mary Ferrick to explain the services being reinstated. Mary stated that the main change will be the restoration of the 91 commuter express from Santa Cruz to Watsonville, that will run from 7 to 5 in both directions which will relieve the congestion on the 69's, 69W's and the 71's. On the weekends the 68 will be reinstated in the Live Oak area to its previous level of service, which was once an hour instead of every other hour. We are also adding the 3W which is new on the Westside, up Bay to Mission and DeAnza and back. This will be a weekend only bus. We are also adding additional service to the University in the mornings. We will also bring back the 35

school trip in the afternoon's, and the evening trips as well between Santa Cruz and Boulder Creek. There won't be any changes to the Hwy 17 service, however there will be additional back-up buses available on Fridays. The 69N's and W's on weekends will be restored back to their service level that was available last spring, which is every other hour. The new changes will start March 29th, in conjunction with the Spring Bid. Naomi asked if we could publicize that we are adding service on the website, as this will help build the trust of people. Charlotte mentioned that some people do not have web access, and that perhaps there could be signs on the bus. Naomi commented that METRO is sometimes modest with signage. They asked if we could please post a notice. Naomi asked if the group could get a presentation of the new service before they meet again, and Mary stated she would send them the Memo of the service changes.

April Warnock stated to the group she also hired 4 new Paracruz Operators.

12. COMMUNICATIONS TO SANTA CRUZ METRO GENERAL MANAGER

None.

13. COMMUNICATIONS TO SANTA CRUZ METRO BOARD OF DIRECTORS

None.

14. ITEMS FOR NEXT MEETING AGENDA

Bus Driver Names or Identificaton

Adopt-a-Bus Stop – Legal Feedback once Peg is ready.

Continuing Service Reductions and Changes

ADJOURN

There being no further business, Naomi Gunther adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Sherri Escobedo
Administrative Assistant

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 27, 2012

TO: Board of Directors

FROM: Tove Beatty, Grants/Legislative Analyst
Thomas Hiltner, Grants/Legislative Analyst

SUBJECT: STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR APRIL 2012

I. RECOMMENDED ACTION

This report is for informational purposes only. Active grants and grant proposals are current as of April 16, 2012. No action is required.

II. SUMMARY OF ISSUES

- Santa Cruz METRO relies upon grant funding from other agencies for more than 25% of its FY12 operating revenue and nearly 80% of its FY12 capital funding.
- A list of Santa Cruz METRO's active grants (Attachment A) and a list of grant proposals for new funds (Attachment B) are provided monthly in order to apprise the Board of the status of grants funding.
- Santa Cruz METRO has active grant awards totaling \$50,759,898.
- Items in **bold** on Attachments A and B depict changes from last month's report.
- Santa Cruz METRO staff is developing new applications totaling \$3,106,052 for operating and capital projects.

III. DISCUSSION

Santa Cruz METRO relies upon grants from a number of other entities throughout the year for more than 25% of its FY12 operating revenue and over 80% of its FY12 capital funding. Programs such as the Transportation Development Act (TDA) and the Federal Transit Administration (FTA) urbanized area program annually allocate funds by formula while others such as the Monterey Bay Unified Air Pollution Control District's AB2766 Motor Vehicle Emissions Reduction Program and the California Department of Transportation (Caltrans) discretionary planning grants are competitively awarded based on merit. Santa Cruz METRO relies on both formula and discretionary grant revenue to support its operating and capital budgets.

This staff report is to apprise the Board of Directors of active grants funding current projects and proposed grants for new projects and ongoing operating costs. **Attachment A** lists all of Santa Cruz METRO's active grants with the award amount, the remaining balance and the status of the

projects funded by the grant. **Attachment B** lists Santa Cruz METRO's open grant applications with a brief description, source and status of proposed funds. Items in **bold** on Attachments A and B depict changes from last month's report.

IV. FINANCIAL CONSIDERATIONS

Active grant awards for operating and capital projects total \$50,759,898 with an unspent balance of \$24,436,737. The total amount of active grant awards and the unspent balance of grant funds decreased by approximately \$5 million due to grants closed for completed projects and removed from the list. No new grants have been awarded yet from previously submitted applications.

Current grant applications request \$3,106,052 in new funds. This amount has dropped by approximately \$2 million because the "ask" amount for the FY12 State of Good Repair was lower than the preliminary estimate presented last month. In addition, the ask amount for the Short Range Transit Plan decreased due to a reduction in staff labor costs from the preliminary estimate. Staff will evaluate new grant opportunities for unfunded capital projects in the coming weeks.

V. ATTACHMENTS

Attachment A: Santa Cruz METRO Active Grants Status Report as of April 16, 2012

Attachment B: Santa Cruz METRO Grant Applications as of April 16, 2012

Attachment A

Santa Cruz METRO Active Grants as of April 16, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
1	Smartcard Farebox; ParaCruz Vans; IT Upgrades; Operating Assistance	Upgrade dispatch, scheduling and customer information software; purchase 27 replacement paratransit vans; purchase new fareboxes with magnetic card readers; operating assistance.	\$ 4,909,939	\$ -	Federal Transit Administration (FTA) 5307 American Recovery and Reinvestment Act (ARRA) funds	Final reports filed with FTA, waiting for official ARRA grant close-out. All projects completed.
2	Bus Stop Improvements	Improve bus stops in Santa Cruz METRO service area	\$ 500,000	\$ 337,332	Caltrans from State Transportation Improvement Program (STIP)	Construction projects started 5/27/11. This project is on schedule with 65 stops completed as of 4/4/12 (out of 107). Submittal of 57 additional, equitably distributed proposed roof repairs to Caltrans by 4/30/12. Final progress invoice to be submitted by 12/31/12.
3	CT Transit Planning - Watsonville	18-month transit planning study of Watsonville service as subrecipient of MPO (AMBAG).	\$ 100,000	\$ 2,742	Caltrans (FTA 5304)	Grant closed out.
4	County of Santa Cruz Prop 84 Challenge Grant	Discretionary grant proposals for planning/zoning of unincorporated areas (Live Oak, Soquel Dr. corridor) w/ County of Santa Cruz; and sustainable growth communities grant w/ AMBAG. All need METRO as a partner.	\$ 10,000	\$ 10,000	Funding from Proposition 84 Planning Grants from the State of California Strategic Growth Council.	County received \$500K for Prop. 84 Sustainable Communities Planning Grant Program for a project entitled "The Santa Cruz County Sustainable Community and Transit Corridors Plan" on December 6, 2010. Notification of award 6/3/11. Discussion of an RFP for a consultant will begin in November and the selection process complete by December 2012.

Attachment A

Santa Cruz METRO Active Grants as of April 16, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
5	AMBAG Sustainable Communities Planning Grant	Discretionary grant sub-award.	\$ 10,000	\$ 10,000	AMBAG sub-award.	Participating in development of Sustainable Communities Strategies, awaiting letter of award from AMBAG at 10/14/11, expect MOU in early 2012 per AMBAG.
6	SCCRTC Caltrans Small Urban Transit Planning Grant	Discretionary grant.	\$ 8,204	\$ 3,742	State of California	MOU was approved on 12/16/11 by the BOD. The RFP for the consultant is being prepared and reviewed. Consultant to be selected in February 2012. Invoiced 2/13/12. On 3/9/12 BOD to approve increase in match of \$4,162 per revised MOU.
7	FFY10 5309 Bus/Facilities SGR Program	Purchase 11 new CNG replacement buses from FTA discretionary grant program.	\$ 4,830,600	\$ 211,027	FTA 5309 Bus & Bus Facilities/State of Good Repair Program	Buses are on the road. Waiting for Supplemental Agreement from Caltrans for matching funds reimbursement; FTA reimbursement drawn-down.
8	FFY11 5309 Bus/Facilities SGR Program	Discretionary, competitive grant program.	\$ 2,814,538	\$ 2,814,538	FTA Section 5309	New grant to finance capital projects: ~42 mobile data terminals for ParaCruz and approximately 4-5 new CNG buses. Programmed into MTIP on January 2012.
9	MBUAPCD AB2766 FY12 Grant	Discretionary Grant	\$ 160,000	\$ 160,000	MBUAPCD (Air District)	Conversion of non-revenue vehicles (staff/supervisor vehicles) to alternative fuel path. Award notification in August 2011 for \$160K.
10	Proposition 1B - State and Local Partnership Program	Proposition 1B Formula Funds	\$ 427,400	\$ 427,400	CTC/Caltrans	Must sign supplemental agreement to original Master Agreement naming New Flyer as third party.

Attachment A

Santa Cruz METRO Active Grants as of April 16, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
11	FY09 Comprehensive Security & Surveillance (LMR)	Continue LMR upgrade.	\$ 440,505	\$ 26,374	FY09 CTSGP funds from Cal EMA	Day Wireless work on \$530,000 contract halted pending FCC license approval. Two of four license requests approved locally. Extension approved through 9/30/12. \$ Grant Balance as of 1/18/12.
12	FY10 Comprehensive Security & Surveillance: CCTV; LMR; EG	Continue video surveillance, LMR upgrade and install emergency generator.	\$ 440,505	\$ 420,505	FY10 CTSGP funds from Cal EMA	Emergency generator installed and operating. Ojo executed video surveillance contract 3/21/12. \$ Grant Balance as of 4/6/12. Expires 3/31/13.
13	FY11 Rural Operating Assistance	Operating assistance for public transit service in rural areas of Santa Cruz County.	\$ 156,312	-	Caltrans (FTA 5311)	Project Complete and invoiced 4/9/12. \$ Grant balance as of 4/9/12.
14	FY12 TDA Operating Assistance	FY12 Transportation Development Act (TDA) revenue for public transit operations.	\$ 5,244,963	\$ 2,622,482	SCCRTC	RTC paid the second quarter's amount on 3/6/12. \$ Grant balance as of 4/16/12
15	FY12 STA Funds	FY12 State Transit Assistance (STA) operating revenue for public transit.	\$ 2,851,031	\$ 1,484,214	SCCRTC	The RTC paid the second quarter's STA payment of \$800,058 on 2/3/11. Payments will vary henceforth depending on tax revenue from diesel fuel sales. \$ Grant Balance as of 4/6/12.
16	FY09 Operating & MetroBase	Urban operating assistance and MetroBase construction funding.	\$ 4,753,504	\$ 1,108,062	FTA 5307 urbanized area formula funds and Small Transit Intensive Cities (STIC) funds, both now for operating assistance.	FY09 transit operations are complete. Remaining funds for the Operations Building construction. No expiration. \$ Grant Balance 2/3/12.

Attachment A

Santa Cruz METRO Active Grants as of April 16, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
17	FY11 AB2766	MetroBase construction of second L/CNG storage tank.	\$ 200,000	\$ 200,000	AB2766 Monterey Bay Unified Air Pollution Control District (Air District) AB 2766 Motor Vehicle Emissions Reduction Program	United Industries has contested contract payment terms. Contract in Legal. Grant expires 2/11/13 . \$ Grant Balance as of 4/16/12.
18	FY08,09,10,11 PTMISEA funds	MetroBase development.	\$ 20,558,730	\$ 13,699,199	FY08, FY09, FY10, FY11 Prop. 1B Public Transportation Modernization and Service Enhancement Account (PTMISEA) through Caltrans	Operations Building construction bids solicited 3/20/12 for 4/30 opening. BOD contract award anticipated by 5/25/12. Expires 6/30/15. \$ Grant Balance as of 3/12/12.
19	Pacific Station Land	Purchase Greyhound property for Pacific Station (Metro Center) renovation	\$ 1,457,667	\$ 13,120	FY05 FTA 5309 Bus and Bus Facilities program - legislative earmark.	Wrought-iron fence installed. All ROW projects are completed. Grant closeout to be requested with final payment and drawdown. \$ Grant balance as of 4/16/12.
20	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 396,000	\$ 396,000	CA-03-0730-03 FY06 FTA 5309 Bus and Bus Facilities program - legislative earmark.	The FTA will begin monitoring progress on Metro Center Design/Engineering in 2012 since the first grant (2006) has aged more than 5 years without implementation. No expiration.
21	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 490,000	\$ 490,000	FY08 FTA 5309 Bus and Bus Facilities program - legislative earmark.	The FTA will begin monitoring progress on Metro Center Design/Engineering in 2012 since the first grant (2006) has aged more than 5 years without implementation. No expiration.
Total			\$ 50,759,898	\$ 24,436,737		

Santa Cruz METRO
Grant Applications as of April 16, 2012

#	Application Date	Grant	Description	\$ Grant	Funding Source	Status of Award
1	4/30/2012	Caltrans/FTA Sections 5303-5305	Caltrans Planning Grants	\$ 254,533	Caltrans/SCCRTC (partner)	Short Range Transit Plan Community Based Transportation Program grant application with SCCRTC to Caltrans for \$254,533 in grant funds . Notice of award estimated July 2012.
2	3/20/2012	FTA FY12 Section 5309 State of Good Repair Program	FTA	\$ 1,814,197	FTA	State of Good Repair FY12 proposal for Automatic Vehicle Locating Software/Hardware system for fixed-route buses.
2	12/15/2011	FY12 Rural Operating Assistance	Operating assistance for public transit service in rural areas of Santa Cruz County.	\$ 156,312	Caltrans (FTA 5311)	Application submitted. US DOT approved project programming 3/8/12. Caltrans award anticipated 8/2012.
3	3/21/2012	FY12 Transit Security Projects	Video Surveillance and Lighting at remaining METRO Facilities	\$ 440,505	FY12 CTSGP funds from Cal EMA	Video Surveillance and Lighting projects to continue with \$440,505 for FY12. Final Application parts submitted 3/13/12 to complete application.
4	3/15/2011	FY11 Transit Security Project	Santa Cruz METRO video surveillance projects	\$ 440,505	FY11 CTSGP funds from Cal EMA	Cal-EMA approved LONP for FY11 project to proceed prior to advance payment anticipated in Spring 2012. Expiration 3/31/14.
Total				\$ 3,106,052		

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 27, 2012
TO: Board of Directors
FROM: Tove Beatty, Grants/Legislative Analyst
**SUBJECT: STATUS REPORTS OF PROPOSED FEDERAL AND STATE
LEGISLATION AND CURRENT LEGISLATIVE ISSUES**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the status reports of proposed Federal and State legislation and current legislative issues through April 18, 2012.

II. SUMMARY OF ISSUES

- Status reports on Congress's, the State Assembly's and Senate's legislative issues are provided monthly to inform the Board of the status of Federal and State legislation of interest to Santa Cruz METRO.
- This month's Federal and State reports reflect pertinent legislative activities which occurred February 16, 2012 – April 18, 2012. There was no report in March due to Board members and staff traveling to the APTA Legislative Conference in Washington D.C.
- The House of Representatives released the \$2.8 trillion "Path to Prosperity" budget March 23rd, 2012, with the Senate following suit with a \$3.1 trillion proposal. The President's FY13 proposed budget, introduced in February, was \$3.8 trillion.
- The Senate passed S. 1813, MAP-21 (Moving Ahead for Progress in the 21st Century), on a bipartisan vote of 77-24 on March 19th, 2012. Santa Cruz METRO Board and staff members saw some of the debate and voting on the Senate floor as the bill was being passed. The House could not pass their surface transportation bill, H.R. 7, and went through days of posturing and maneuvering, finally voting on the ninth extension of SAFETEA-LU (to June 30th, 2012). A reluctant Senate agreed.
- Another 60-day extension of SAFETEA-LU is already being discussed in order to tie it to the Keystone pipeline in the House.
- S. 1813 (MAP-21) was passed to the house for conference as H.R. 14, and Republicans are currently ignoring it in favor of the second extension attached to "poison pills" for Democrats such as the aforementioned pipeline.
- The extension of the alternative fuel tax credit (\$500K+/year to Santa Cruz METRO) did not pass as part of MAP-21. It is still in H.R. 1380, which is buried in committee. It may be grouped with other "tax extenders" into a single bill later. Please see **Attachments A and B** for all federal legislation currently being monitored.

- Santa Cruz METRO is proceeding with bid documents to obligate Proposition 1B (PTMISEA) funding for the Operations Building project.
- The FY13 State Budget will depend on the election in November, even if one is passed prior to this as Governor Brown's budget measures will be on the ballot and subsequent budget cuts/revisions will depend on their outcomes.
- The California Legislature reconvened on January 4, 2012. All bills had to be moved out of the house of origin by January 31st, 2012 to still be considered viable. Santa Cruz METRO is monitoring legislation regarding bus axle weight, the budget and proposal to create a single transportation agency, and the AB-32-mandated Cap and Trade Program. **Please see Attachments C and D.**

III. DISCUSSION

Status reports on Congress's, the State Assembly's and Senate's legislative issues are provided monthly to inform the Board of the status of Federal and State legislation of interest to Santa Cruz METRO. This month's State and Federal reports reflect pertinent legislative activities which occurred February 16th, 2012 – April 18, 2012. There was no report in March due to the General Manager, Board Members and legislative staff traveling to the APTA Legislative Conference in Washington D.C. where the discussion was focused on the Senate's bill (MAP-21), which was being ushered through at the time of the conference. The House was out of session. Santa Cruz METRO's contingent met with Representatives Farr's and Eshoo's staff and Senator Feinstein's staff, as well as attending APTA conference events with speakers such as DOT Secretary LaHood and FTA Administrator Peter Rogoff, among others.

The House of Representatives released the \$2.8 trillion "Path to Prosperity" budget March 23rd, 2012, with the Senate following suit with a \$3.1 trillion proposal. The President's FY13 proposed budget, introduced in February, was \$3.8 trillion. The House Budget (Ryan-KY) is supported by de facto Republican Presidential candidate Mitt Romney, but will not pass the Senate. As the budget process moves forward, watch for it to become more of an election tool.

The Senate passed MAP-21 on a bipartisan vote of 77-24 on March 19th, 2012. Santa Cruz METRO Board and staff members were able to see some of the amendment debate and voting on the Senate floor as the bill was being passed. The House could not pass their surface transportation bill H.R. 7, went through days of posturing and maneuvering, including replacing the Committee head for 24 hours, talk of splitting it into three bills and then finally voting on the ninth extension of SAFETEA-LU (to June 30th, 2012). A reluctant Senate eventually agreed.

Another 60-day extension of SAFETEA-LU is already being discussed in order to tie it to the Keystone pipeline in the House. Already, the House is the target of blow-back on this idea, but not necessarily from the Democrats, this time it's the Tea Party, who believe that pushing for another 60-day extension in order to pass a bill in the House (that *isn't* MAP-21, in other words) would only put legislative attention on MAP-21 and give the Democrats more leverage in passing its counterpart, H.R. 14, in the House. After S. 1813 (MAP-21) was passed to the House for conference as H.R. 14, Republicans are currently ignoring it in favor of the second extension attached to "poison pills" such as the aforementioned pipeline.

Unfortunately, the extension of the alternative fuel tax credit (\$500K+/year to Santa Cruz METRO) did not pass as part of MAP-21. It is still in H.R. 1380, which is buried in committee. It may be grouped with other “tax extenders” into a single bill later. Please see **Attachments A and B** for all federal legislation currently being monitored.

Regarding State funding, Santa Cruz METRO is proceeding with bid documents to obligate Proposition 1B (PTMISEA) funding for the Operations Building. These funds have a tight six-month window for obligation. The final FY13 State Budget will depend on the election in November 2012, even if one is passed prior to this as Governor Brown’s budget measures will be on the ballot and subsequent budget cuts/revisions will depend on these outcomes.

Santa Cruz METRO supports A.B. 1706, a bill to create a task force to study the issue of bus axle weights and report back on the various impacts (i.e. on streets and highways, the environment, etc.) by 2015. The impact this could have on Santa Cruz METRO in regard to overweight bus axles remains to be seen. The FY13 state budget and proposal to create a single transportation agency, and the AB-32-mandated Cap and Trade Program (and related bills) are also being monitored. **Please see Attachments C and D.**

IV. FINANCIAL CONSIDERATIONS

As most potential legislation carries a fiscal impact, staff will report on a monthly basis of newly implemented federal and/or State legislation which financially impacts Santa Cruz METRO.

The ninth extension of SAFETEA-LU’s through June 30, 2012 secures existing transportation funding and the related gas tax until then. Since there is not an appropriations bill beyond the current authority, however, monies will still come to transportation agencies piecemeal until a new long-term act can be passed. However, the House is already pushing for another 60-day extension, which may give them the opportunity to introduce a new bill, once again containing unpalatable financing mechanisms such as the Keystone Pipeline and offshore drilling.

V. ATTACHMENTS

- Attachment A:** Federal Legislative Issues and Status Report, April 18, 2012
- Attachment B:** Federal House and Senate Bills Status Report, April 18, 2012
- Attachment C:** State of California Legislative Issues and Status Report, April 18, 2012
- Attachment D:** State of California Assembly and Senate Bills Status Report, April 18, 2012

ATTACHMENT A

Federal Legislative Issues and Status Report April 18, 2012

Current Legislative Issues

FY13 Federal Budget

Update at 4/18/12: On 3/23/12, Rep. Ryan (R-WI) introduced the “Path to Prosperity” FY13 budget (HCR 112) in the House of Representatives. This bill, along with the FY12 proposal, would provide for draconian cuts to many programs, and comes in at \$2.8 trillion. The bill passed the House. The Senate’s FY13 budget (SCR 39) comes in at \$3.1 trillion. The Senate bill has been referred to the Committee on the Budget as of 3/29/12. Technically, budgets had to be introduced by April 15th, 2012.

Update at 2/15/12: On 2/13/12, the President released his \$3.8 trillion proposal, including cuts to defense and tax loopholes and rates on the richest Americans. Analysis of the budget shows a drop of \$48.3 billion in transportation funding, mostly representing the end of stimulus spending rather than cuts. The President’s budget is seen as reelection campaign material.

Long Term Surface Transportation Act—H.R. 7, S. 1813 and H.R. 14 (or MAP-21)

Update at 4/18/12: MAP-21 (S. 1813) was passed by the Senate after debate on 30+ amendments, each requiring a 60-vote threshold. Santa Cruz METRO Board members and staff were lucky enough to be in DC for the APTA Legislative Conference at the time, and able to watch many of the amendments which were being voted on. Unfortunately, an amendment to extend our natural gas/alternative fuel tax credit did not pass. But, MAP-21 was passed by a bipartisan 77-24 vote on 3/19/12 and passed over to the House for conference. Instead of taking up the Senate bill, the House, unable to pass H.R. 7, went through a variety of maneuvers, including replacing the committee head for less than 24 hours, splitting the bill into three, and finally introducing MAP-21 as H.R. 14 but not acting on it. Another (the ninth) 90-day extension of SAFETEA-LU was then needed and passed under the wire on 3/30/12, thus keeping the dedicated fuel tax funding mechanism in place until then. At the time of this report, House Speaker Boehner (R-OH) was pushing for a further 60-day extension to 9/30/12, but Tea Party conservatives are pushing back, saying that this will do nothing but put the focus back on Senator Boxer’s already passed S. 1813 (MAP-21 aka H.R. 14).

Update at 2/15/12: Surface transportation advocates had a difficult time with many of the amendments proposed in H.R. 7, including the elimination of the dedicated gas tax (in place since Republican President Regan instated it in 1983) as a funding mechanism, to be replaced with a one-time infusion of \$40 billion into a new account called the Alternative Transportation Account, money that would run out by 2016. The bill could not garner enough votes to pass.

Update at 11/30/11: Speaker Boehner introduced “The American Energy and Infrastructure Jobs Act”, or H.R. 7, a five-year surface transportation act. Introduced along with H.R. 3410, the Energy Security and Transportation Jobs Act (Stivers, R-OH), proposes to generate billions via

ATTACHMENT A

royalty payments on expanded oil drilling leases. The Senate released S. 1813 (MAP-21). On 9/13/11, the House passed the eighth extension of SAFETEA-LU through March 31st, 2012.

The NAT GAS (New Alternative Transportation to Give Americans Solutions) Act (H.R. 1380 and S. 1863)

Update at 2/15/12 and 4/18/12: Continuing to monitor. Both bills are still in committee.

Update at 1/18/12: Along with the commuter tax benefit (given by some companies to employees who use transit and rail), the natural gas (alternative fuel) tax credit has now been rolled into what is called the “extenders package.” Whether or not these can all be rolled into a new bill and passed remains to be seen. Both bills are in still in committee.

Also of note this month is a recent EPA report that, in draft, names the link between hydraulic fracturing (“fracking,” a mining practice used in shale fields to extract natural gas deposits up to 8,000 feet deep) and groundwater contamination. Santa Cruz METRO has on file a letter from its natural gas supplier stating that supplies delivered here do not come from fracked sources.

Update at 11/30/11: Natural gas advocates expect this tax to expire, then be reinstated as part of another bill in 2012. The scuttlebutt is that it will be a retroactive credit and cover quarters that have lapsed since the tax credit expired.

House Resolution 5 (H.R. 5)

Update at 2/15/12 and 4/18/12: We do not have full appropriations legislation yet. **How** funds are appropriated will indicate the potential impact of H.R. 5. So far, transit appropriations as announced for our area are actually a bit more than last year.

Update at 1/18/12: In a secret caucus held on January 4th, House GOP members held an unrecorded vote on a proposed Rules package. Passed in this package was H.R. 5, a separation of the authorization and appropriations processes in regard to infrastructure funding.

American Infrastructure Investment Fund Act of 2011 (S. 936)

Update at 2/15/12 and 4/18/12: No change at this time. Read twice. Most likely a non-starter, will be removed from this “watch” list next month unless something happens.

Update at 5/19/11: Senators Rockefeller (D-WV) and Lautenberg (D-NJ) introduced this act to create a \$5 billion fund to drive private investment in transportation infrastructure. It is intended to also provide states with greater flexibility for the types of projects they may fund with federal dollars. .

Santa Cruz METRO
Federal House and Senate Bills
Status Report
April 18, 2012

ATTACHMENT B

Federal Bills House	Subject	Introduced	Status
<p>H.R.7: The American Energy and Infrastructure Jobs Act</p>	<p>This is the House version of a 5-year long-term surface transportation act which eliminates the dedicated federal gas tax and starts the Alternative Transportation Account with a one-time infusion of \$40 billion which will run out in 2016. This is unacceptable to APTA and other transportation advocacy groups. The proposed funding mechanism of HR3410 (see below), sells offshore and land-based oil and gas leases to finance clean transportation. The irony of this is lost on some. Another funding mechanism proposed in the over 100 amendments is to double federal pension contributions to offset the bill.</p>	<p>11/22/2011</p>	<p>4/18/12: Various amendments were offered, the bill became unpalatable to even some Republicans in the House, various tactics were tried, including replacing the Committee Head for 24 hours and dividing the bill into 3 sections. Speaker Boehner is now talking about another 60-day extension tied to the Keystone pipeline, which would bring the full extension to 9/30/12, a month before the 2012 election. Much push-back ensues.</p>
<p>Federal Budget FY13</p>	<p>On 3/23/12 Rep. Ryan (R-KY) introduced the "Path to Prosperity" FY13 proposed budget in the House (HCR 112) and the Senate proposed SCR 39. There are significant differences in the two and the President's budget, which is seen as more of a campaign tool.</p>	<p>2/13/2012</p>	<p>4/18/12: The President introduced his \$3.8 trillion FY13 budget, The House introduced the FY 13 "Ryan Budget" with draconian cuts and a \$2.8 trillion pricetag; the Senate proposed FY13 budget comes in at \$3.1 trillion. More to come.</p>
<p>H.R.1380: New Alternative Transportation to Give Americans Solutions Act (NAT GAS Act) (Sullivan, R-OK)</p>	<p>Promotes the use of natural gas as fuel with an emphasis on heavy-duty and fleet vehicles, and includes various credits and incentives to promote production and use of such vehicles and fueling stations/pumps and discretionary/competitive grants for development of new technologies re: natural gas vehicles.</p>	<p>4/6/2011</p>	<p>4/18/12: This bill may die and be replaced by a "tax extenders" bill. As an amendment to MAP-21 in the Senate, it failed to pass.</p>
<p>H.R.3410: Energy Security and Transportation Jobs Act (Stiver-OH)</p>	<p>Proposes to generate up to \$70 billion for a long-term surface-transportation act by capturing royalty payments via expanded on-shore and off-shore drilling leases in places like California and the Arctic National Wildlife Refuge.</p>	<p>2/9/2012</p>	<p>4/18/12: Placed on the "Union Calendar" at 2/9/12.</p>
<p>S.936: American Infrastructure Investment Fund Act of 2011 (Rockefeller, D-WV)</p>	<p>Creates \$5 billion fund to drive private investment in transportation infrastructure in 2012 and 2013, creates leveraging ability at both federal and state levels for transportation projects.</p>	<p>5/10/2011</p>	<p>4/18/12: All indications are that this bill will die in committee.</p>

Santa Cruz METRO
Federal House and Senate Bills
Status Report
April 18, 2012

ATTACHMENT B

Federal Bills	Subject	Introduced	Status
S.1813: MAP-21 (Moving Ahead for Progress in the 21st Century = New name for long-term surface transportation act) (Boxer, D-CA)	This bill, priced at \$109 billion, is a two-year bill which has now passed all four committees of jurisdiction in the Senate. Republicans in the Senate joined in passing the bill out of the Finance Committee. It is remarkably dissimilar to the House Bill (H.R. 7, see above), so different that it is unlikely the two can be reconciled.	Passed Senate 3/19/12	4/18/12: Passed the Senate on 3/19/12, sent to the House, where it was numbered H.R. 14. The House is scrambling to not have to take up the Senate's bill through various moves, such as pushing for an additional SAFETEA-LU extension through 9/30/12 that is contingent on the Keystone pipeline, etc. Much remains to be seen.
S.1660: American Jobs Act of 2011 (Reid, D-NV)	The legislation includes the following job-creating provisions: payroll tax exemption for previously unemployed workers; employer credit of \$1,000 for every new employee that works at least a year; closing of various tax loopholes, creation of small-business loan programs, and provisions to convert tax credit bonds to Build America Bonds. For transportation, the bill includes a transfer of \$19.5 billion from the General Fund to the HTF to finance infrastructure job-creating projects and halts the repayments that the HTF makes to the General fund for tax-exempt users of the highway program (including transit). The bill extends some unemployment benefits, and extends expiring health care provisions. The bill is financed by various IRS code adjustments and changes designed to raise \$9 billion, tightens standards and credits for biofuels (raising \$24 billion); some basically incompressible changes to the Economic Substance Doctrine (\$5 billion) and a reduction in the Medicare Improvement Fund worth \$8 billion.	10/11/2011	4/18/12: This is the President's "Jobs Bill," which has lost momentum but is a platform piece for the President's reelection campaign. Cloture was not invoked, but Leader Reid wants to reconsider at a later date.
S.1648: A bill to Terminate the Transportation Enhancements Program (Paul, R-KY)	This legislation is, as it is titled, a bill to terminate the Transportation Enhancements (TE) program, which funds things like bicycle and pedestrian related projects, etc., and redirect the funding to "emergency infrastructure repairs" that enhance "roads and bridges." Co-sponsored by Senate Minority Leader Mitch McConnell (R-KY), who says, "Kentuckians are tired of financing every turtle tunnel and solar panel company, and not using the funds to repair our bridges and roads."	10/3/2011	4/18/12: This bill still sits in committee. Nothing has happened since the time of the last report.

ATTACHMENT C

State of California Legislative Issues and Status Report April 18, 2012

FY12 State Budget and Proposition 1B Bond Sale

Update at 4/18/12: Santa Cruz METRO is proceeding with bid documents to obligate Proposition 1B funding for the Operations Building within the obligation period. Another bond sale is planned in the Fall. The State Budget will heavily depend on the outcome of the 2012 election, though that occurs past the deadline for a state budget, so much is unknown at this time.

Update at 2/15/12: Staff is happy to report that a check for \$11.047 million was received on Friday, February 10, 2012 and at this time, after an exceedingly long wait, the invitation for bid on the Operations Building facility portion of the MetroBase project will soon be released, as these funds must be obligated within six months of receipt.

Update at 1/18/12: The State budget at January 1st, 2012 showed a \$9.2 billion 18-month deficit. Governor Brown is pushing a package of \$10.3 billion in cuts and revenue balancing, impacting essential social service programs, but transit is out of the crosshairs. The Governor's budget review is precipitated on the passage of his tax initiative on the November 2012 ballot. If not approved, an additional \$5.4 billion in cuts will ensue.

Governor's Proposal to Create a Single Transportation Agency

Update at 2/15/12 and 4/18/12: Continuing to monitor.

Update at 1/18/12: Governor Brown is proposing a single agency comprised of: Caltrans, the Department of Motor Vehicles (DMV), High Speed Rail Authority (HSRA), California Highway Patrol (CHP), California Transportation Commission (CTC) and the Board of Pilot Commissioners (as in pilot boats). The reasoning is to provide additional oversight, particularly to the HSRA and CTC. The California Transit Association (CTA) is monitoring.

California Air Resources' Board Cap and Trade Program (AB32-mandated)

Update at 4/18/12: This issue is gaining steam in discussions at the California Transit Association (CTA) level, as well as with advocacy groups such as Transform and as bills are introduced (see below). Santa Cruz METRO favors the distribution of any revenues from cap-and-trade credit auctions to transit via the State Transit Assistance formula. Other modes of distributing revenue generated from any cap-and-trade program are being widely discussed. More information will be available in May, after Santa Cruz METRO staff make legislative visits to Sacramento and attend the annual CTA conference to catch up on ongoing discussions about this potential new revenue source.

ATTACHMENT C

Update at 2/15/12: A mandated aspect of the passage of 2006's AB32 (the "greenhouse gas bill") both the Cap and Trade Program and the "low carbon fuel standard" (LCFS) program are early targets of litigation. Continuing to monitor.

Update at 1/18/12: The Governor's budget incorporates \$1 billion in expected revenue from the new Cap and Trade regulation under greenhouse gas legislation AB32, which was adopted by the California Air Resources Board in late 2011. Fees will be used to fund development of advanced technology vehicles and infrastructure and low-carbon, efficient public transportation.

The California Legislature: Bills of Interest

Further Update at 4/18/12: Letters to all members of the Assembly Transportation Committee were faxed in support of a new bill, AB 1706 (D-Eng), which will create a task force to report recommending changes to the existing law regarding bus axle weight. The task force would report by 2015. Santa Cruz METRO is monitoring this issue closely. Santa Cruz METRO and other transit agencies are also closely monitoring any cap-and-trade legislative efforts and expect to have more to report in May. Santa Cruz METRO is also monitoring A.B. 1532 (D-Perez), the so-called "Speaker's Bill" and A.B. 2404, both proposing criteria and methodologies to collect and distribute greenhouse gas consumption fees to be used for purposes of carrying out AB32. A.B. 1722 (D-Alejo) is a measure introduced by our Representative to allow local transportation agencies to display specified messages on changeable roadside message signs.

Update at 2/15/12 and 4/18/12: S.B. 985, originally the State Internal Borrowing for Cash Flow Purposes, is now a "gutted and stuffed" Transportation Bond measure to amend the California constitution to take all high speed rail bond revenues and redirect them to service debt. Additionally, CTA's "Bus Axle Weight Task Force," is also working on the issue of the heavy rear end of CNG buses (which exceed state and federal regulations).

Statewide Elimination/Liquidation of Redevelopment Agencies (RDAs)

Update at 4/18/12: Further guidelines have been given regarding the composition of the boards and/or committees responsible for the dismantling of RDAs, however much remains to be seen about this process, which no doubt will be messy and complicated. Will continue to monitor.

Update at 2/15/12: California RDAs lost a decision at the State Supreme Court level and are now required, as of February 1, 2012, to dissolve. This involves implementation of a complex process of liquidating resources and will, no doubt, raise many questions about what to do about the various gyrations cities and municipalities went through to commit redevelopment cash to projects after the initial news of their dissolution. Now with the court decision, it has been established that all California RDAs are to form committees in charge of liquidation of assets (with some regulation of representative membership). Money goes to the state and is redistributed to the state's schools.

Santa Cruz METRO
State of California
Assembly and Senate Bills Status Report
April 18, 2012

ATTACHMENT D

State Bills Assembly	Subject	Last Amended	Status
AB 1444: Environmental Quality; Expedited Judicial Review; Public Rail/Transit Projects (Feuer-D)	<p>Streamlining of CEQA requirements for public rail/transit projects to put people to work as quickly as possible. CTA is working with membership and the legislature to fine-tune this legislation so that projects under \$100 million will benefit, such as most of Santa Cruz METRO's capital projects.</p>	<p>1/2/2012</p>	<p>2/15/12 and 4/18/12: Has to do with light rail more than transit; CTA is monitoring.</p>
AB 1532: California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Account (Perez - D)	<p>This bill would create the Greenhouse Gas Reduction Account within the air Pollution Control Fund. This bill would require money collected be deposited in this account and, upon appropriation by the Legislature, be used for purposes of carrying out the AB32, and would require that the money be awarded to measures and programs that meet the specified criteria.</p>	<p>2/2/2012</p>	<p>4/18/12: Referred to Committee on Natural Resources on 2/2/12</p>
AB 1706: Vehicles: Unladen Weight (Eng - D)	<p>This bill would include batteries among those items included as the basis for determining the unladen weight of a vehicle (such as a CNG engine in a transit bus).</p>	<p>2/23/2012</p>	<p>4/18/12: Referred to Committee on Transportation; CTA continues to monitor closely.</p>

ATTACHMENT D

Santa Cruz METRO
State of California
Assembly and Senate Bills Status Report
April 18, 2012

State Bills	Subject	Last Amended	Status
AB 1722: Department of Transportation: Changeable Signs (Alejo D)	<p>Requires that the Department of Transportation, by 6/30/13, to update its policies to permit local transportation agencies to display specified messages on changeable roadside message signs.</p>	4/9/2012	4/18/12: Referred to Committee on Transportation and read on 4/9/12
AB 2404: California Global Warming Solutions Act of 2006: Local Emission Reduction Fund (Fuentes - D)	<p>This bill would create the Local Emission Reduction Fund and would require specified money collected under the market-based compliance mechanisms to be deposited into this fund. These funds would be available, upon appropriation by the Legislature, for award to specific local governmental entities for specified purposes. This bill would require the board to establish guidelines and standards to ensure that funded projects provide the required benefits.</p>	2/27/2012	4/18/12: Read first time on 2/27/12.
SB 985: Elimination of Future High Speed Rail Bond Allocations (La Malfa-R)	<p>This bill reduces the amount of indebtedness authorized by high-speed rail bonds to the amount contracted as of 1/1/12, thus precluding the dedication of any Proposition 1A bond income thereafter to be used on high speed rail. Instead it redirects bond proceeds to be used in paying debt service.</p>	1/30/2012	2/15/12: In Senate Rules Committee; CTA opposes and will continue to monitor. The fear is that, given the state's budgetary needs, more bills like this will pop up.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 27, 2012
TO: Board of Directors
FROM: April Warnock, Paratransit Superintendent
SUBJECT: METRO PARACRUZ OPERATIONS STATUS REPORT–FEBRUARY 2012

I. RECOMMENDED ACTION

This report is for information only - no action requested

II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- METRO assumed direct operation of paratransit services November 1, 2004. This service had been delivered under contract since 1992.
- Discussion of ParaCruz Operations Status Report.
- Attachment A: On-time Performance Chart displays the percentage of pick-ups within the “ready window” and a breakdown in 5-minute increments for pick-ups beyond the “ready window”. The monthly Customer Service Reports summary is included.
- Attachment B: Report of ParaCruz’ operating statistics. Performance Averages and Performance Goals are reflected in the Comparative Operating Statistics Table in order to establish and compare actual performance measures, as performance is a critical indicator as to ParaCruz’ efficiency.
- Attachments C and D: ParaCruz Performance Charts displaying trends in rider-ship and mileage spanning a period of three years.
- Attachment E: Current calendar year’s statistical information on the number of ParaCruz in-person eligibility assessments, including a comparison to past years, since implementation in August of 2002.

III. DISCUSSION

From January 2012 to February 2012, ParaCruz rides increased by 613 rides. The increase in rides does trend typically with the previous two years. The number of rides performed in February 2012 was 178 less than the number of rides performed in February 2011.

The two newest Operators for ParaCruz graduated on April 24, 2012. ParaCruz is actively recruiting for three funded Operator positions at this time.

IV. FINANCIAL CONSIDERATIONS

NONE

V. ATTACHMENTS

- Attachment A:** ParaCruz On-time Performance Chart
- Attachment B:** Comparative Operating Statistics Table
- Attachment C:** Number of Rides Comparison Chart and Shared vs. Total Rides Chart
- Attachment D:** Mileage Comparison Chart and Year to Date Mileage Chart
- Attachment E:** Eligibility Chart

ATTACHMENT A

Board of Directors
Board Meeting April 27, 2012

ParaCruz On-time Performance Report		
	Feb 2011	Feb 2012
Total pick ups	7531	7353
Percent in “ready window”	94.68%	95.16%
1 to 5 minutes late	1.95%	2.08%
6 to 10 minutes late	1.49%	1.21%
11 to 15 minutes late	.90%	.82%
16 to 20 minutes late	.44%	.45%
21 to 25 minutes late	.25%	.16%
26 to 30 minutes late	.23%	.07%
31 to 35 minutes late	.05%	.03%
36 to 40 minutes late	.01%	.01%
41 or more minutes late (excessively late/missed trips)	.00%	.01%
Total beyond “ready window”	5.32%	4.84%

During the month of February 2012, ParaCruz received five (5) Customer Service Reports. Two (2) of the reports were valid complaints, one (1) of the reports was not verifiable, and two (2) of the reports were not valid.

ATTACHMENT B

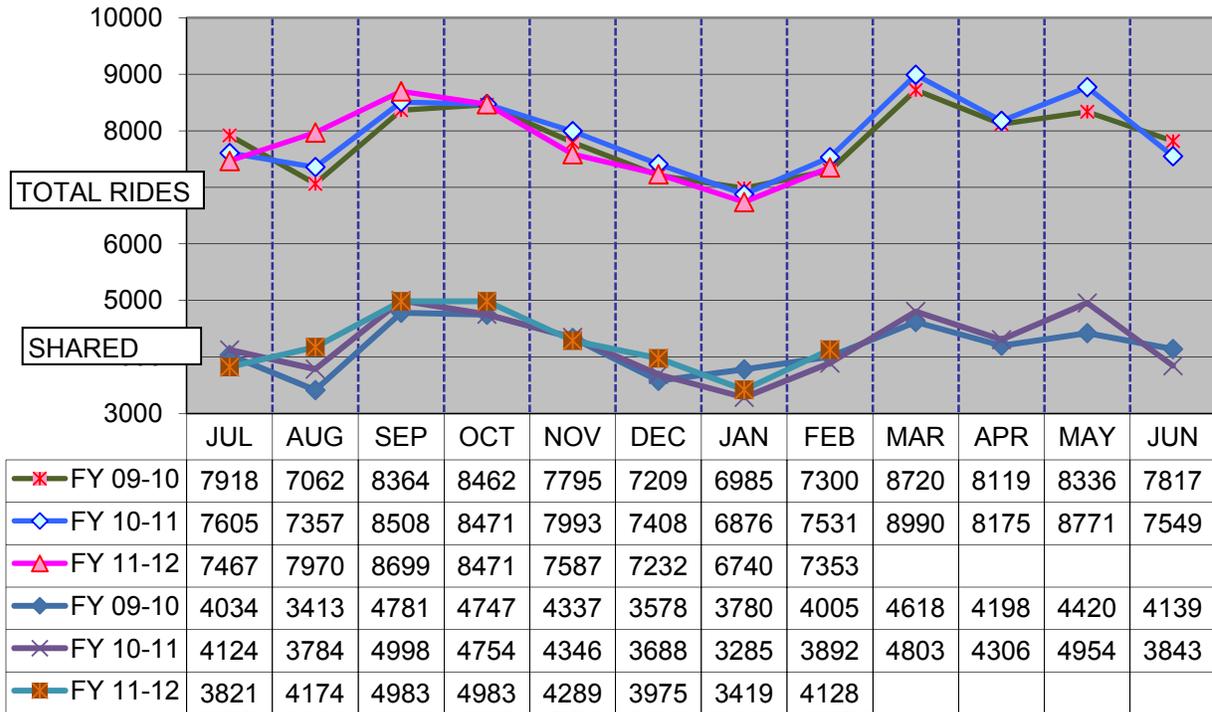
Board of Directors
Board Meeting April 27, 2012

Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through February 2012.

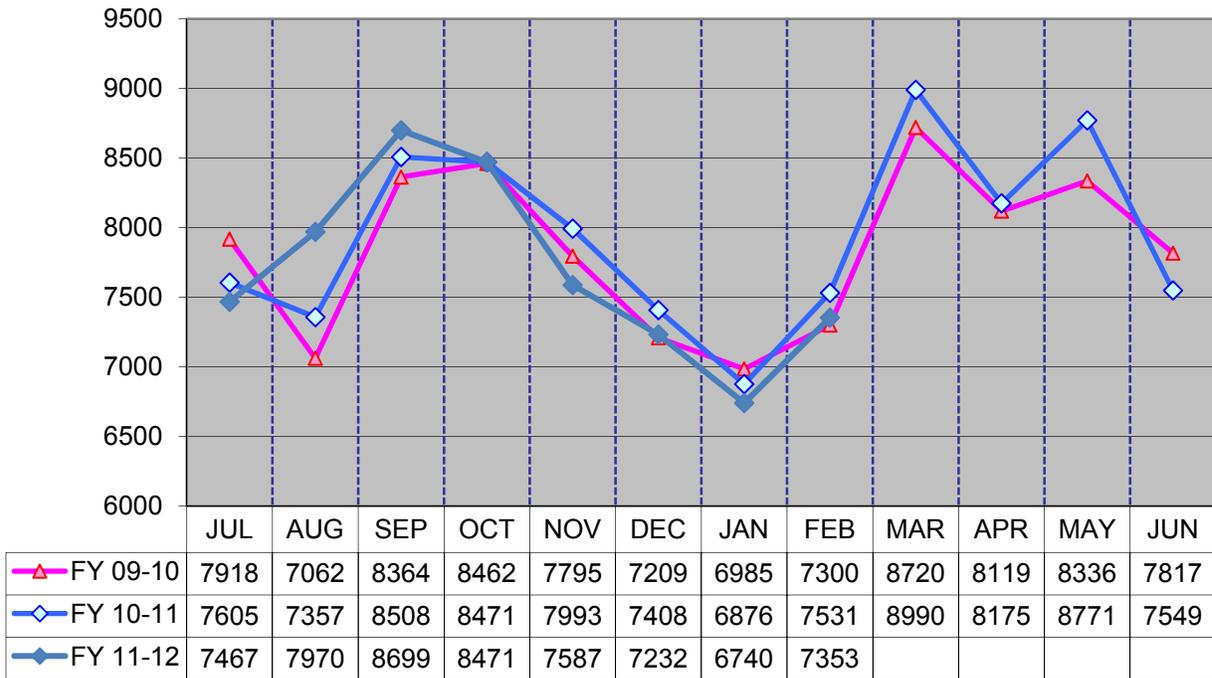
	Feb 11	Feb 12	Fiscal 10-11	Fiscal 11-12	Performance Averages	Performance Goals
Requested	8081	7966	65,523	65,711	8520	
Performed	7531	7353	61,472	61,518	7917	
Cancels	18.76%	18.13%	18.03%	17.89%	18.29%	
No Shows	2.20%	2.94%	2.09%	3.18%	2.99%	Less than 3%
Total miles	51,415	49,603	419,328	416,363	53,324	
Av trip miles	5.05	4.73	5.02	4.87	4.86	
Within ready window	94.68%	95.16%	95.99%	95.25%	94.91%	92.00% or better
Excessively late/missed trips	0	1	10	14	2.83	Zero (0)
Call center volume	5599	5621	N/A	48,043	N/A	
Call average seconds to answer	31	27 secs	N/A	23 secs	N/A	Less than 2 minutes
Hold times less than 2 minutes	95%	98.3%	N/A	97.92	N/A	Greater than 90%
Distinct riders	761	750	1616	1586	756	
Most frequent rider	51 rides	53 rides	399 rides	360 rides	52 rides	
Shared rides	60.8%	65.4%	62.1%	64.6%	63.87%	Greater than 60%
Passengers per rev hour	2.06	1.98	2.11	2.01	2.01	Greater than 1.6 passengers/hour
Rides by supplemental providers	10.49%	10.95%	8.68%	12.98%	12.54%	No more than 25%
Vendor cost per ride	\$20.39	\$23.03	\$20.64	\$21.25	\$22.31	
ParaCruz driver cost per ride (estimated)	\$21.99	\$27.53	\$24.68	\$25.64	\$24.42	
Rides < 10 miles	70.62%	69.18%	70.62%	69.16%	67.89%	
Rides > 10	29.38%	30.82%	29.53%	30.84%	31.93%	

ATTACHMENT C

TOTAL RIDES vs. SHARED RIDES

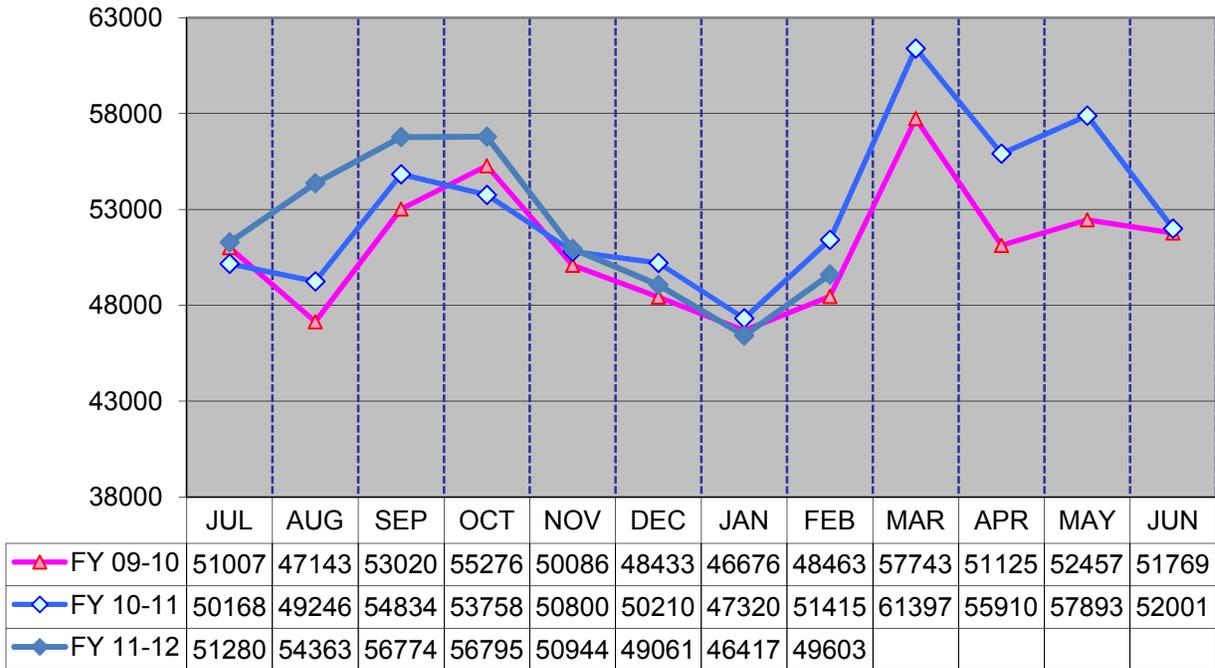


NUMBER OF RIDES COMPARISON CHART

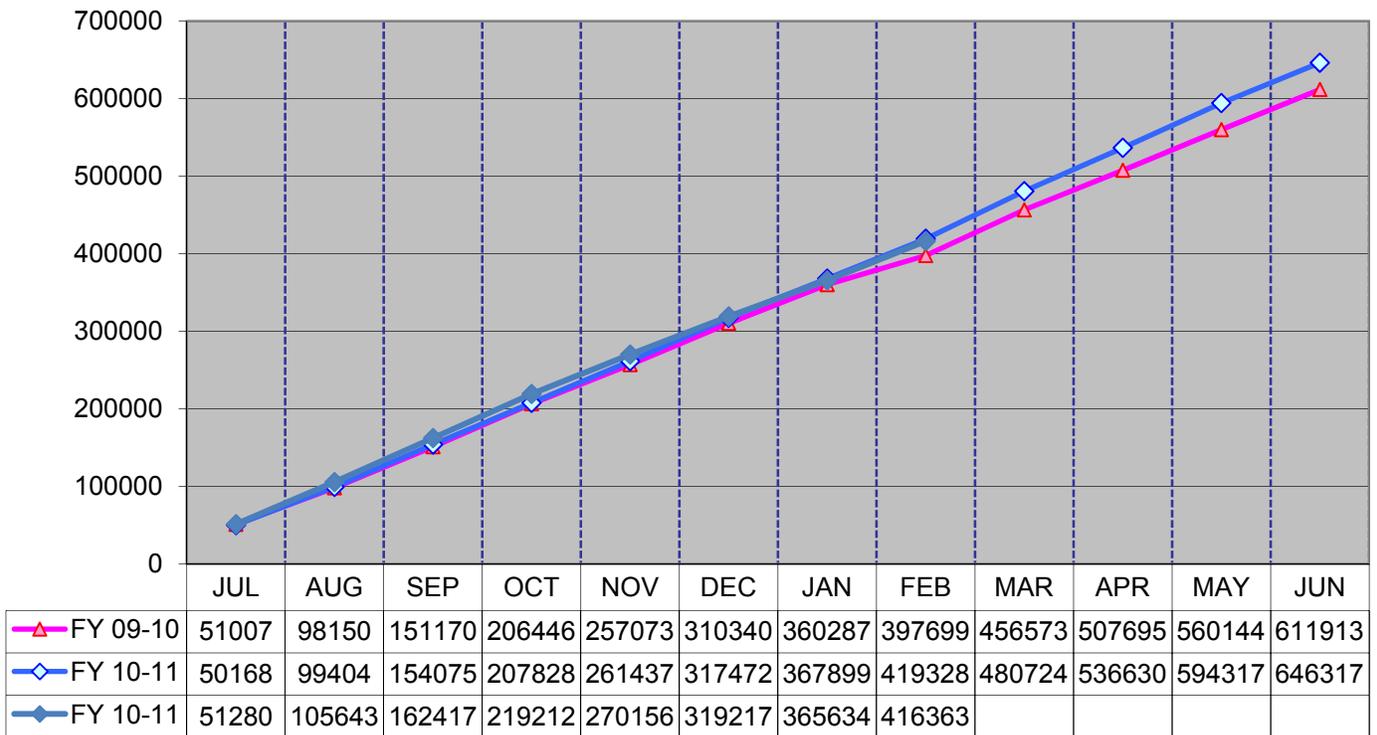


ATTACHMENT D

MILEAGE COMPARISON



YEAR TO DATE MILEAGE COMPARISON CHART



ATTACHMENT E

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
FEBRUARY 2011	41	2	14	4	0	61
MARCH 2011	43	3	5	7	0	58
APRIL 2011	44	0	3	4	0	51
MAY 2011	49	1	4	2	0	56
JUNE 2011	48	0	4	0	0	52
JULY 2011	54	0	0	1	0	55
AUGUST 2011	66	0	3	0	1	70
SEPTEMBER 2011	48	0	7	2	0	57
OCTOBER 2011	59	0	4	0	0	63
NOVEMBER 2011	64	0	3	6	1	74
DECEMBER 2011	49	0	1	3	0	53
JANUARY 2012	31	0	2	3	0	36
FEBRUARY 2012	45	0	1	3	0	49

NUMBER OF ELIGIBLE RIDERS	
YEAR	ACTIVE
2006	5315
2007	4820
2008	4895
2009	5291
2010	3314

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 27, 2012
TO: Board of Directors
FROM: John Daugherty, METRO Accessible Services Coordinator
SUBJECT: ACCESSIBLE SERVICES REPORT FOR FEBRUARY 2012

I. RECOMMENDED ACTION

This report is informational only. No action required.

II. SUMMARY OF ISSUES

- After a demonstration project, the Accessible Services Coordinator (ASC) position became a full time position to organize and provide METRO services to the senior/older adult and disability communities.
- Services include the METRO Mobility Training program and ongoing public outreach promoting METRO's accessibility. The ASC also participates in METRO's staff training and policy review regarding accessibility.
- Two persons have served in the ASC position from 1988 to today. In 2002 the ASC position was moved into the newly created Paratransit Department. On May 27, 2011 the Board approved the staff recommendation to receive monthly reports on the activity of the ASC.

III. DISCUSSION

The creation of the Accessible Services Coordinator (ASC) position was the result of a successful demonstration project funded through the Santa Cruz County Regional Transportation Commission. Two persons have served in the ASC position from 1988 to today. Both hiring panels for the ASC included public agency representatives serving older adults and persons with disabilities.

The first ASC, Dr. Pat Cavataio, served from April 1988 through December 1998. The second ASC, John Daugherty, began serving in December 1998.

Under direction, the Accessible Services Coordinator: 1) Organizes, supervises, coordinates and provides METRO services to the older adult and disability communities; 2) Organizes, directs and coordinates the activities and operation of METRO's Mobility Training function; 3) Promotes and provides Mobility Training and outreach services; 4) Acts as information source to staff, Management, funding sources, clients, community agencies and organizations, and the general public

regarding Mobility Training and accessibility; 5) Works with Department Managers to ensure compliance with METRO's accessibility program and policies.

During 2002 the ASC position was moved from Customer Service to the newly created Paratransit Department. Mr. Daugherty was the first employee. His placement was followed by hiring of the first Paratransit Superintendent, Steve Paulson and the current Eligibility Coordinator, Eileen Wagley.

On May 27, 2011 the Board approved the following recommendation: "Staff recommends that this position be reinstated in FY 12 budget with the requirement that this position be evaluated during FY12 to make sure the service items that are being requested by the Community are being carried out by this position. Additionally, staff recommends that this position be required to provide a monthly activity report to the Board of Directors during FY12."

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

Attachment A: Accessible Services Coordinator (ASC) Activity Tracking Report for February 2012

Prepared by: John Daugherty, METRO Accessible Services Coordinator
Date Prepared: April 19, 2012

Attachment A

Accessible Services Coordinator (ASC) Activity Tracking Report for February 2012

What is Mobility Training?

Mobility Training is customized support to allow access to METRO services. It can include:

- **An Assessment:** The ASC meets the trainee to assess the trainee's capabilities to use METRO services. They discuss the trainee's experience using public transit and set goals for training sessions.
- **Trip Planning:** Practice to use bus route schedules, maps, online resources and other tools to plan ahead for trips on METRO fixed route and METRO ParaCruz services. All Mobility Training includes some trip planning.
- **Boarding/Disembarking Training:** Practice to board, be secured, and then disembark (get off) METRO buses. This training has been requested by persons using walkers, wheelchairs, scooters and service animals. The training session includes work with an operator and out of service bus and lasts three to five hours.
- **Route Training:** Practice using METRO buses to travel to destinations chosen by trainees. The training session includes practice on handling fares, bus riding rules and emergency situations. One training session can take two to eight hours. One or two sessions to learn one destination is typical. The number of training sessions varies with each trainee.

During February 2012 there was progress with 16 trainees:

- One person successfully completed his Boarding/Disembarking training. We are setting up route training.
- The Eligibility Coordinator forwarded one new referral. The ASC left phone messages to set up an Assessment.
- Training with six persons progressed: The ASC assessed one person. The ASC opened or updated the files for five persons after telephone and in person contacts.
- Training with eight persons is almost complete: February activity included checking on whether further training is needed and preparation to close their files or complete their referral sheets.

Attachment A

Training Overview for February 2012:

- Amount of time dedicated to training sessions and follow up activity: At least 34 hours
- Tracking of scheduled appointments vs. cancelled:
Three appointments scheduled, one appointment cancelled

Highlights of Other Activity – Outreach/orientation performed in the community:

- February 9 Commission on Disabilities meeting
- February 14 Elderly and Disabled Transportation Advisory Committee (E&D TAC) meeting
- February 17 Pedestrian Safety Work Group meeting

Meetings are usually scheduled for two hours. Total ASC time spent includes preparation for the meeting, the meeting itself and follow up activity. ASC activity for each meeting can take four to nine hours.

The total audience for February outreach/orientation was at least 24 persons. Information was provided during meetings and follow up phone calls and emails

Requests from the community and METRO staff:

- There were at least 25 individual contacts in person and/or over the phone. Most contacts regarded setting up presentations and handling requests for outreach. The ASC also received questions on safely boarding mobility aids into buses.
- The ASC was out of the office for seven work days due to bereavement, fatigue and illness.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 27, 2012

TO: Board of Directors

FROM: Erron Alvey, Purchasing Agent

SUBJECT: CONSIDERATION OF AWARD OF CONTRACT WITH SANTA CRUZ TRANSPORTATION, LLC FOR SUPPLEMENTAL PARATRANSIT SERVICES FOR AN AMOUNT NOT TO EXCEED \$850,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the General Manager to execute a contract with – Santa Cruz Transportation for Supplemental Paratransit Services for an amount not to exceed \$850,000 and designate April Warnock, ParaCruz Superintendent, as Contract Administrator.

II. SUMMARY OF ISSUES

- The Santa Cruz Metropolitan Transit District (Santa Cruz METRO) requires the services of qualified contractors to provide Supplemental Paratransit Services when there are overflow trips.
- A formal request for proposals was conducted to solicit proposals from qualified firms.
- Two firms submitted proposals for Santa Cruz METRO's review.
- A two-member evaluation committee comprised of Santa Cruz METRO staff reviewed and evaluated the proposals.

III. DISCUSSION

Santa Cruz METRO requires the services of qualified contractors to provide Supplemental Paratransit (ParaCruz) Services. The Contractor will be responsible for dispatching and performing ParaCruz trips in a manner consistent with the Americans with Disabilities Act of 1990, Department of Transportation Regulations, and with Santa Cruz METRO Policies and Procedures. The Contractor will be responsible for the delivering, tracking, monitoring, and reporting of all paratransit service performed or attempted.

On February 23, 2012 Santa Cruz METRO Request for Proposal No. 12-24 was mailed to fifteen (15) firms, was legally advertised, and a notice was posted on Santa Cruz METRO's web site. On March 29, 2012, two (2) proposals were received and opened from two (2) firms. A list of

these firms is provided in Attachment A. A two-member evaluation committee comprised of Santa Cruz METRO staff (Ciro Aguirre, Operations Manager and April Warnock, Paratransit Superintendent) have reviewed and evaluated the proposals. Capital Transit did not meet the criteria as a responsible proposer, as this is a proposed start up company with reported qualifications and experience all based on another one of their companies providing ambulance supplemental services. Santa Cruz Transportation, LLC is then the sole proposer. The rate for hourly rides proposed by Santa Cruz Transportation, LLC, the incumbent from north county, is one dollar less than the incumbent from south county. Santa Cruz Transportation, LLC will now be the only contractor providing this service.

The evaluation committee used the following criteria as contained in the Request for Proposals:

Evaluation Criteria	Points Possible
Technical Proposal	25
Cost	25
Qualifications	20
Experience	20
References	10
Disadvantaged Business Enterprise Participation	10
Total Points Possible	110

The evaluation committee is recommending that a contract be established with Santa Cruz Transportation for an amount not to exceed \$850,000 for a term of three years with two, one-year extension options, with April Warnock, Paratransit Superintendent, to serve as the Contract Administrator. Santa Cruz Transportation, LLC is a locally owned business.

Contractor will provide all services meeting all Santa Cruz METRO specifications and requirements of the contract, and the Contract Administrator will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS

Funds to support contract are included in the ParaCruz FY12 & FY13 Contract Transportation budget.

V. ATTACHMENTS

Attachment A: List of responding firms

Attachment B: Contract with Santa Cruz Transportation, LLC

Note: The RFP along with its Exhibits and any Addendum(s) are available for review at the Administration Office of Santa Cruz METRO.

Attachment A



**List of firms that submitted a proposal in regards to
RFP No. 12-24 for Supplemental Paratransit Services**

1. Capital Transit of Carmichael, CA
2. Santa Cruz Transportation of Santa Cruz, CA

Attachment B

PROFESSIONAL SERVICES CONTRACT FOR SUPPLEMENTAL PARATRANSIT SERVICES (12-24)

THIS CONTRACT is made effective on _____, 2011 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, a political subdivision of the State of California ("Santa Cruz METRO"), and SANTA CRUZ TRANSPORTATION, LLC ("Contractor").

1. RECITALS

1.01 Santa Cruz METRO's Primary Objective

Santa Cruz METRO is a public entity whose primary objective is providing public transportation and has its principal office at 110 Vernon Street, Santa Cruz, California 95060.

1.02 Santa Cruz METRO's for Supplemental Paratransit Services

Santa Cruz METRO has the need for Supplemental Paratransit Services to handle overflow trips. In order to obtain these services, Santa Cruz METRO issued a Request for Proposals, dated February 23, 2012, setting forth specifications for such services. The Request for Proposals is attached hereto and incorporated herein by reference as Exhibit "A".

1.03 Contractor's Proposal

Contractor is a firm/individual qualified to provide Supplemental Paratransit Services and whose principal place of business is 2964-C Soquel Avenue, Santa Cruz, CA. Pursuant to the Request for Proposals by Santa Cruz METRO, Contractor submitted a proposal for Supplemental Paratransit Services, which is attached hereto and incorporated herein by reference as Exhibit "B."

1.04 Selection of Contractor and Intent of Contract

On April 10, 2012 Santa Cruz METRO selected Contractor as the offeror whose proposal was most advantageous to Santa Cruz METRO, to provide the Supplemental Paratransit Services described herein. This Contract is intended to fix the provisions of these services.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.01 Documents Incorporated in this Contract

The documents listed below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties' contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with Section 13.14.

A. Exhibit "A"

Santa Cruz Metropolitan Transit District's "Request for Proposals" dated February 23, 2012.

B. Exhibit "B" (Contractor's Proposal)

Contractor's Proposal to Santa Cruz METRO for Supplemental Paratransit Services, signed by Contractor and dated March 25, 2012.

2.02 Conflicts

Where in conflict, the provisions of this writing supersede those of the above-referenced documents, Exhibits "A" and "B". Where in conflict, the provisions of Exhibit "A" supersede Exhibit "B".

2.03 Recitals

The Recitals set forth in Article 1 are part of this Contract.

3. DEFINITIONS

3.01 General

The terms below (or pronouns in place of them) have the following meaning in the contract:

3.01.01 CONTRACT - The Contract consists of this document, the attachments incorporated herein in accordance with Article 2, and any written amendments made in accordance with Section 13.14.

3.01.02 CONTRACTOR - The Contractor selected by Santa Cruz METRO for this project in accordance with the Request for Proposals issued February 23, 2012.

3.01.03 CONTRACTOR'S STAFF - Employees of Contractor.

3.01.04 DAYS - Calendar days.

3.01.05 OFFEROR - Contractor whose proposal was accepted under the terms and conditions of the Request for Proposals issued February 23, 2012.

3.01.06 PROVISION - Any term, agreement, covenant, condition, clause, qualification, restriction, reservation, or other stipulation in the contract that defines or otherwise controls, establishes, or limits the performance required or permitted by either party.

3.01.07 SCOPE OF WORK (OR "WORK") - The entire obligation under the Contract, including, without limitation, all labor, equipment, materials, supplies, transportation, services, and other work products and expenses, express or implied, in the Contract.

4. TIME OF PERFORMANCE

4.01 Term

The term of this Contract will be for a period not to exceed three (3) years and shall commence upon the execution of the contract by Santa Cruz METRO.

5. COMPENSATION

5.01 Terms of Payment

Santa Cruz METRO shall compensate Contractor in an amount not to exceed the amounts/rates

agreed upon by Santa Cruz METRO. Santa Cruz METRO shall reasonably determine whether work has been successfully performed for purposes of payment. Compensation shall be made within thirty (30) days of Santa Cruz METRO written approval of Contractor's written invoice for said work. Contractor understands and agrees that if he/she exceeds the \$850,000 maximum amount payable under this contract, that it does so at its own risk.

5.02 Invoices

Contractor shall submit invoices with a purchase order number provided by Santa Cruz METRO on a monthly basis. Expenses shall only be billed if allowed under the Contract. Said invoice records shall be kept up-to-date at all times and shall be available for inspection by Santa Cruz METRO (or any grantor of Santa Cruz METRO, including, without limitation, any State or Federal agency providing project funding or reimbursement) at any time for any reason upon demand for not less than four (4) years after the date of expiration or termination of the Contract. Under penalty of law, Contractor represents that all amounts billed to Santa Cruz METRO are (1) actually incurred; (2) reasonable in amount; (3) related to this Contract; and (4) necessary for performance of the service.

- 5.02.1 Santa Cruz METRO shall make payment to the Contractor upon the following terms and conditions: Payment shall consist of two components; dedicated vehicle service hours (scheduled by Metro) and single ride metered rate (not pre-scheduled by Metro).
- A. Dedicated Vehicle Service Hours: Monthly payments for the dedicated vehicle service hours for the previous month shall be based on number of service hours actually provided by Contractor, multiplied by the rate agreed upon in the contract. Payment shall reflect applied incentives and/or liquidated damages from previous month. All invoices shall be supported by complete documentation.
 - B. Single Ride Metered Rate: Payment shall be at the contracted rate for rides performed in non-dedicated vehicles. Contractor shall make every effort to minimize trip time.
- 5.02.2 Liquidated Damages and/or incentives, if any, shall be deducted or added by Santa Cruz METRO from/to the monthly payment.
- 5.02.3 Santa Cruz METRO shall issue payment to Contractor within 45 days of receipt of the monthly invoice.
- 5.02.4 Proper Monthly Invoice: In addition to any other requirements set forth in this contract with respect to what constitutes a proper invoice, or for the Contractor to be entitled to receive payment, the Contractor's monthly invoice in duplicate shall contain:
- A. Dedicated Vehicle Service Hours Contracted: A report of the Contractor's monthly contracted service hours, contracted rate and the represented month.
 - B. Single Ride Metered Rate: A report of the Contractor's metered trips and original charge slips for each trip.
 - C. The reports shall contain the signature of a designated representative of the Contractor to certify that all information contained in the reports is correct, to the best of his/her knowledge.
 - D. The assigned Santa Cruz METRO purchase order number.
 - E. Should the monthly invoice reports not state the monthly amount accurately, Santa Cruz METRO shall notify the Contractor of the discrepancy and the amount in dispute. Santa Cruz METRO shall pay the amount not in dispute. The Contractor shall then provide additional documentation to support its original invoice. If Santa Cruz METRO continues to dispute the amount owed, the Contractor may appeal pursuant to the Contractor complaint resolution section of this agreement.

6. NOTICES

All notices under this Contract shall be deemed duly given upon delivery, if delivered by hand; or three (3) days after posting, if sent by registered mail, receipt requested; to a party hereto at the

address hereinunder set forth or to such other address as a party may designate by notice pursuant hereto.

Santa Cruz METRO

Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060
Attention: General Manager

CONTRACTOR – Santa Cruz Transportation, LLC

2964-C Soquel Avenue
Santa Cruz, CA 95062

Attention: James C. Monroe, Owner and General Partner

7. AUTHORITY

Each party has full power and authority to enter into and perform this Contract and the person signing this Contract on behalf of each has been properly authorized and empowered to enter into this Contract. Each party further acknowledges that it has read this Contract, understands it, and agrees to be bound by it.

Signed on _____

SANTA CRUZ METRO - SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR – Santa Cruz Transportation, LLC

By _____
James C. Monroe, Owner and General Partner

Approved as to Form:

Margaret R. Gallagher
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 27, 2012

TO: Board of Directors

FROM: Erron Alvey, Purchasing Agent

SUBJECT: CONSIDERATION OF AWARD OF CONTRACT WITH MANSFIELD OIL COMPANY FOR PURCHASE AND DELIVERY OF CARB ULTRA-LOW SULFUR DIESEL FUEL FOR AN AMOUNT NOT TO EXCEED \$1,185,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the General Manager to execute a contract with – Mansfield Oil Company for purchase and delivery of CARB ultra-low sulfur diesel fuel for an amount not to exceed \$1,185,000 and designate Robert Cotter, Maintenance Manager as Contract Administrator

II. SUMMARY OF ISSUES

- Santa Cruz METRO requires CARB Ultra-low Sulfur Diesel to power the remaining fleet of diesel engine buses.
- At its August 15, 1997 Board Meeting, the Board of Directors authorized Santa Cruz METRO's participation in the Regional Transit Coordinating Council (RTCC) procurements, if it is advantageous to Santa Cruz METRO. As a result, Santa Cruz METRO has been able to achieve significant savings through utilization of the RTCC procurement process.
- Central Contra Costa Transit Authority (CCCTA), the lead agency for the RTCC Procurement Committee, released an Invitation for Bids (IFB) No. 2012-MA-01-RTCC for purchase and delivery of diesel and gasoline fuel on behalf of nine Bay Area transit agencies and one municipality on January 29, 2012. Santa Cruz METRO is a participating agency in this bid.
- Eight firms submitted bids for Santa Cruz METRO's review.
- Santa Cruz METRO staff has reviewed all submitted bids and recommends that the Board authorize the General Manager to enter into a three-year contract, with two one-year options, with Mansfield Oil Company for the purchase and delivery of CARB ultra-low sulfur diesel fuel.

III. DISCUSSION

In order to obtain the best prices by combining annual quantities from several participating transit agencies, the RTCC Procurement Committee actively participates in joint procurements for commodities that are commonly used by RTCC member agencies.

RTCC IFB No. 2012-MA-01-RTCC for delivery of fuels was prepared and mailed on January 29, 2012 to prospective bidders and legally advertised. On March 16, eight bids were opened. Bids were evaluated and a recommendation was submitted that a contract be awarded to Mansfield Oil Company for delivery of CARB ultra-low sulfur diesel to Santa Cruz METRO. Mansfield Oil Company was determined to be the lowest responsive, responsible bidder for Santa Cruz METRO's requirements. The contract will be for a three-year period, with two one-year options to renew.

Staff recommends that the Board of Directors authorize the General Manager to execute a contract with Mansfield Oil Company for delivery of CARB ultra-low sulfur diesel to Santa Cruz METRO, for an amount not to exceed \$1,185,000 on behalf of Santa Cruz METRO. Contractor will provide all equipment and materials meeting all Santa Cruz METRO specifications and requirements of the contract. Robert Cotter, Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS

Funds to support contract are included in the Fleet Maintenance FY12 Revenue Fuels budget.

V. ATTACHMENTS

Attachment A: 2012 Fuel Bid Results

Attachment B: Contract with Mansfield Oil Company

Note: The IFB along with its Exhibits and any Addendum(s) are available for review at the Administration Office of Santa Cruz METRO.

Attachment A

3/28/2012

2012 Fuel Bid
sponsored by CCCTA

Page 12 of 12

Santa Cruz Metropolitan Transit District										
		OPIS Rack	OPIS Price	Add	Deduct	Net Price	Gallons	Total Price	Grand Total Price	
✓	Pinnacle Petroleum	San Jose	3.3919	0.0367		3.4276	595,950	2,042,678.22	2,042,678.22	
✓	River City Petroleum	San Jose	3.3919	0.0516		3.4435	595,950	2,052,153.83	2,052,153.83	
✓	IPO	No Bid				0.0000	595,950			
✓	Hunt & Sons	No Bid				0.0000	595,950			
✓	Golden Gate Petroleum	San Jose	3.3919	0.0530		3.4449	595,950	2,052,988.16	2,052,988.16	
✓	Boyett Petroleum	San Fran	3.3825	0.0391		3.4216	595,950	2,039,084.64	2,039,084.64	
✓	SC Fuels	San Jose	3.3919	0.0410		3.4329	595,950	2,045,836.76	2,045,836.76	
✓	Mansfield Oil	San Jose	3.3919	0.0272		3.4191	595,950	2,037,612.65	2,037,612.65	

Results by Price

Attachment A

CONTRACT FOR DELIVERY OF CARB ULTRA-LOW SULFUR DIESEL FUEL (2012-MA-01-RTCC)

THIS CONTRACT is made effective on May 1, 2012 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (Santa Cruz METRO), a political subdivision of the State of California ("District"), and MANSFIELD OIL COMPANY ("Contractor").

1. RECITALS

1.01 Santa Cruz METRO's Primary Objective

Santa Cruz METRO is a public entity whose primary objective is providing public transportation and has its principal office at 110 Vernon Street, Santa Cruz, California 95060.

1.02 Santa Cruz METRO's Need for Delivery of CARB Ultra-Low Sulfur Diesel Fuel

Santa Cruz METRO requires the delivery of CARB ultra-low sulfur diesel fuel to be used for standard purposes. In order to obtain said delivery of CARB ultra-low sulfur diesel fuel, Santa Cruz METRO participated in a Regional Transit Coordinating Council (RTCC) Invitation for Bids, dated January 29, 2012, setting forth specifications for such purchase and delivery of CARB ultra-low sulfur diesel fuel. The Invitation for Bids is attached hereto and incorporated herein by reference as Exhibit A.

1.03 Contractor's Bid Form

Contractor is a supplier of CARB ultra-low sulfur diesel fuel desired by Santa Cruz METRO, and whose principal place of business is 1025 Airport Parkway, SW, Gainesville, GA 30501. Pursuant to the Invitation for Bids by the RTCC, Contractor submitted a bid for purchase and delivery of CARB ultra-low sulfur diesel fuel which is attached hereto and incorporated herein by reference as Exhibit B.

1.04 Selection of Contractor and Intent of Contract

On April 6, 2012 Santa Cruz METRO selected Contractor as the lowest responsive, responsible bidder to provide CARB ultra-low sulfur diesel fuel. The purpose of this Contract is to set forth the provisions of this procurement.

1.05 Contractor and Supplier Synonymous

For the purposes of this Contract, the terms "contractor" and "supplier" are synonymous.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.01 Documents Incorporated in This Contract

The documents below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties' Contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with the General Conditions of the Contract.

a) Exhibit A

Central Contra Costa Transit Authority's "Invitation for Bids" No. 2012-MA-01-RTCC dated January 29, 2012, including addendums number 1 through 14.

b) Exhibit B (Bid Form)

Contractor's Bid Form for delivery of CARB ultra-low sulfur diesel fuel, signed by Contractor and dated March 15, 2012.

2.02 Conflicts

Where in conflict, the provisions of this writing supersede those of the above-referenced documents, Exhibits A and B. Where in conflict, the provisions of Exhibit A supersede Exhibit B.

2.03 Recitals

The Recitals set forth in Article 1 are part of this Contract.

3. TIME OF PERFORMANCE

3.01 General

Contractor shall perform work under this Contract at such times to enable it to meet the time schedules specified in the Specifications Section of the IFB. The Contractor shall not be responsible for delays caused by force majeure events.

3.02 Term

The term of this Contract commences on the date of execution and shall remain in force for a three (3) year period thereafter. At the option of the District, this contract may be renewed for two (2) additional one (1) year terms under the same terms and conditions. Santa Cruz METRO and Contractor may extend the term of this Contract at any time for any reason upon mutual written consent.

4. COMPENSATION

4.01 Terms of Payment

Upon written acceptance, Santa Cruz METRO agrees to pay Contractor for delivery of CARB ultra-low sulfur diesel fuel as identified in the Bid Form, Exhibit B, at a unit price calculated using the San Jose, California OPIS rack average weekly price per gallon, plus an add on of \$0.0272 per gallon, plus any applicable taxes, under the terms and provisions of this Contract within thirty (30) days thereof. Contractor understands and agrees that if he/she exceeds the \$1,185,000 maximum amount payable under this contract, that it does so at its own risk.

4.02 Invoices

Contractor shall submit invoices with a purchase order number provided by Santa Cruz METRO on a monthly basis. Contractor's invoices shall include detailed records showing: date of fuel delivery; number of gallons delivered; and the San Jose, California OPIS rack average weekly price per gallon plus an add on of \$0.0272 per gallon plus any applicable taxes.

Said invoice records shall be kept up-to-date at all times and shall be available for inspection by the Santa Cruz METRO (or any grantor of the District, including, without limitation, any State or Federal agency providing project funding or reimbursement) at any time for any reason upon demand for not less than four (4) years after the date of expiration or termination of the contract. Under penalty of law, Contractor represents that all amounts billed to Santa Cruz METRO are (1) actually incurred; (2) reasonable in amount; (3) related to this contract; and (4) necessary for performance of the services. No expenses shall be paid by Santa Cruz METRO unless specifically allowed by this contract.

5. NOTICES

All notices under this Contract shall be deemed duly given upon delivery, if delivered by hand; or three (3) days after posting, if sent by registered mail, receipt requested; to a party hereto at the address hereinunder set forth or to such other address as a party may designate by notice pursuant hereto.

SANTA CRUZ METRO

Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060

Attention: General Manager

CONTRACTOR

Mansfield Oil Company
1025 Airport Parkway, SW
Gainesville, GA 30501

Attention: Desiree Watkins

6. AUTHORITY

Each party has full power and authority to enter into and perform this Contract and the person signing this Contract on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this Contract, understands it, and agrees to be bound by it.

Signed on _____

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR— MANSFIELD OIL COMPANY

By _____
To be determined

Approved as to Form:

Margaret R. Gallagher
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

NOTICE OF ACTION TAKEN IN CLOSED SESSION MEMORANDUM

DATE: April 26, 2012

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: **AMENDED** Notification Of Action Taken In Closed Session
Manny Garbez v. Santa Cruz Metropolitan Transit District
(Before the Workers' Compensation Appeals Board)

AMENDED

1. Settlement of Manny Garbez v. Santa Cruz Metropolitan Transit District
(Before the Workers' Compensation Appeals Board)

On December 16, 2011, in closed session you authorized settlement in this matter in the amount of \$36,000.00 through a Compromise and Release of all Claims. The following directors authorized the settlement: Directors Alejo, Bryant, Bustichi, Dodge, Graves, Hagen, Hinkle, Leopold, Pirie and Robinson. Director Stone was absent. Pursuant to this direction, an executed Compromise and Release was filed at the Worker's Compensation Appeals Board and the Award Approving the Compromise and Release was signed by the Administrative Law Judge on March 15, 2012.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 27, 2012

TO: Board of Directors

FROM: Ciro Aguirre, Manager of Operations

SUBJECT: CONSIDERATION TO ADOPT SMART CARD POLICY AND MODIFY RESOLUTION NO. 97-3-1 TO REVISE RULES AND REGULATIONS WHICH GOVERNS APPLICATION OF FARE ORDINANCE NO. 84-2-1 TO IMPLEMENT THE SMART CARD PROGRAM

I. RECOMMENDED ACTION

That the Board of Directors adopt the Smart Card Policy and modify Resolution No. 97-3-1 to revise rules and regulations which governs application of Fare Ordinance No. 84-2-1 to implement the Smart Card Program.

II. SUMMARY OF ISSUES

- With the procurement of GFI Odyssey Fareboxes through federal appropriations and stimulus funds, Santa Cruz METRO had the opportunity to expand its fare collection media to include Smart Card technology.
- Smart Cards are pocket sized, hard plastic cards with an embedded microchip that can be encoded with transit fares and passes which can then be used as a form of payment when boarding a fixed route bus.
- Santa Cruz METRO staff propose that Santa Cruz METRO offer two distinct categories of Smart Cards named “Cruz Pass” and “Cruz Cash.”
- A new regulation named AR – 1031 “Smart Card Policy” has been drafted, that, if adopted, will govern the Smart Card Program.
- Santa Cruz METRO’s Fare Resolution 97-3-1 has been modified to include the Smart Card Program (Section X), if approved by the Board of Directors.
- Santa Cruz METRO staff is recommending that the Board of Directors adopt the Smart Card Program, including new regulation AR-1031 entitled “Smart Card Policy,” and modify Fare Resolution 97-3-1 for a June 7, 2012 implementation date.

III. DISCUSSION

As background, the recent availability of federal appropriations and stimulus funds allowed Santa Cruz METRO to procure new GFI Odyssey Fareboxes. This new revenue collection equipment was ordered with built in SMART Card technology which can allow Santa Cruz METRO to expand its fare media options that are available to the public. The new GFI Odyssey Fareboxes were installed and began operation on December 6th, 2010. On August 26th, 2011, the

Board of Directors adopted a revamped fare structure which allowed Santa Cruz METRO staff to begin designing a Smart Card fare media system.

At the February 10, 2012, Board meeting, Santa Cruz METRO staff introduced Smart Cards as a reusable plastic card approximately the same size and shape as a credit card with an embedded microchip that holds memory. For transit purposes, Smart Cards hold one of the following types of value:

- Monetary value (Stored Value) for paying fares;
- Validated Period Passes (i.e. Day Pass, 5 Day Pass, 31 Day Pass);
- Ride Passes (i.e. 15 Ride Pass).

Smart Cards allow passengers to board without the need for cash or a valid paper pass. The Smart Cards can be reloaded with different fare types and are very durable so they will not be easily damaged. Santa Cruz METRO staff proposes that Santa Cruz METRO offer two distinct categories of Smart Cards named “Cruz Pass” and “Cruz Cash.”

At the, March 9, 2012, Board meeting, the Board of Directors favorably considered the Smart Card program including the proposed new policy AR -1031 and updated Fare Resolution 97-3-1. This action began a public comment period to all community members to give input on the new smart card fare media. During this time, a public hearing was held at the Watsonville Public Library, and the Smart Card program was presented to the METRO Advisory Committee (MAC). Several members of the public contacted Santa Cruz METRO staff regarding questions about the functionality of the new Smart Cards, however no formal comments or concerns were received. The MAC suggested to Santa Cruz METRO staff that the Smart Card program be branded as the “METRO Surfboard.” Staff considered this suggestion but determined that rebranding the program at this time would jeopardize the targeted implementation date.

The purpose of this report is to recommend that the Board of Directors take the following actions:

- Adopt AR - 1031 Smart Card Policy which will govern the Smart Card program (Attachment B).
- Modify Santa Cruz METRO’s Resolution 97-3-1 which now includes the Smart Card program (Attachment C).

If the Board of Directors approves the recommended actions, Santa Cruz METRO’s staff can implement the Smart Card Program on June 7, 2012. Upon implementation, there will a 60 day window where the \$3.00 fee for the new Smart Cards will be waived. Also, staff is planning to issue an information brochure and free lanyard with a card holder to customers who purchase a Smart Card.

Attachment A is a print out of the design of the proposed Smart Cards.

Attachment B is the proposed new regulation named AR - 1031 “Smart Card Policy” which includes definitions, procedures, rules, and regulations to govern the Smart Card program.

Attachments C is Santa Cruz METRO’s Fare Resolution 97-3-1 which has been updated to include the Smart Card program (Section X).

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

- Attachment A:** Santa Cruz METRO Smart Cards
- Attachment B:** AR – 1031 Smart Card Policy
- Attachment C:** Fare Resolution 97-3-1 (Updated)

Prepared By: Erich R. Friedrich, Jr. Transportation Planner
Date Prepared: April 20, 2012

Santa Cruz METRO Smart Cards



Attachment A

Board of Directors Meeting
April 27, 2012

6.a1



What are Smart Cards?

- Reusable plastic cards approximately the same size and shape as a credit card with an embedded microchip that holds memory.
- For transit purposes, Smart Cards hold either monetary value (Stored Value) for paying fares, hold validated Period Passes (i.e. Day Pass, 5 Day Pass, 31 Day Pass), or hold Ride Passes (i.e. 15 Ride Pass).
- Smart Cards allow passengers to board without the need for cash or a valid paper pass.

Santa Cruz METRO Smart Cards

Cruz Cash



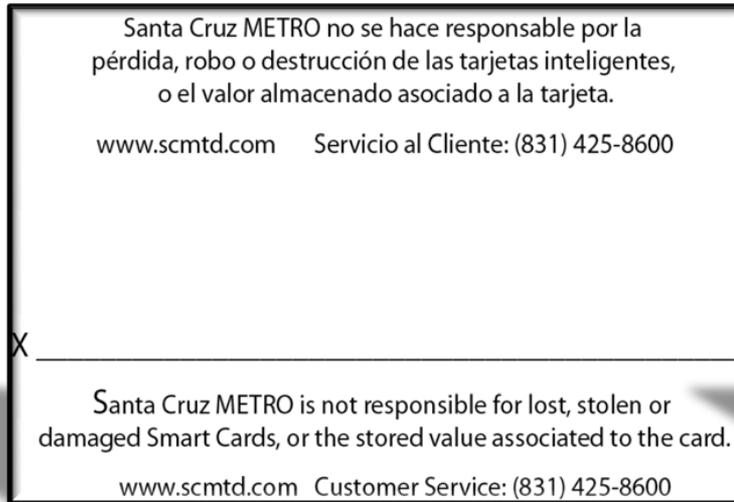
Cruz Pass



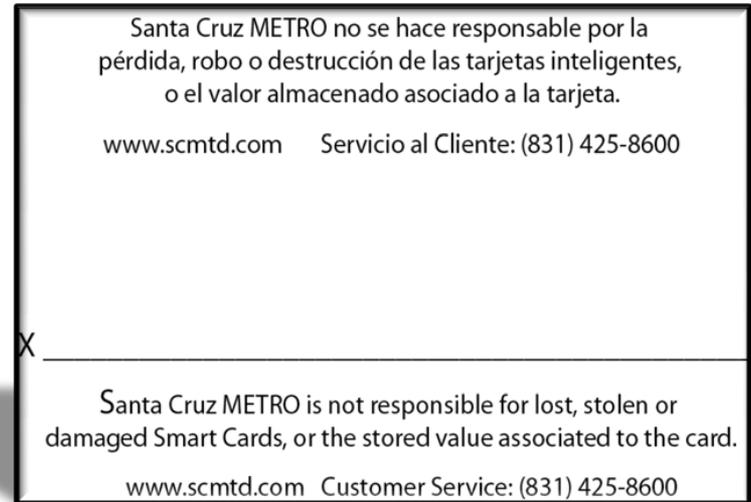
(Front View)

Santa Cruz METRO Smart Cards

Cruz Cash



Cruz Pass



(Rear View)

Attachment A

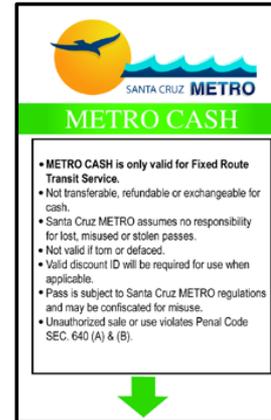
6.a4

Cruz Cash



- Holds monetary value
- Deducts fare automatically when boarding.
- Reloadable at any Santa Cruz METRO Ticket Vending Machine or at Customer Service.

\$10



\$20



\$30



\$50



Attachment A

6.a5

How does a **Cruz Cash** card work?

1. The Customer loads the desired increments of cash value onto a **Cruz Cash** card.
2. The Customer taps their **Cruz Cash** card over the card reader on the farebox.
3. The proper fare is deducted electronically by the farebox.



Cruz Pass

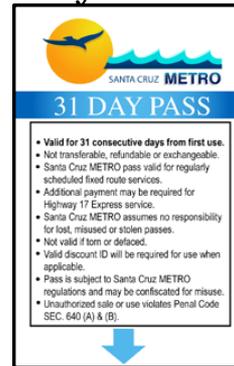


- Holds various Period Passes and Ride Passes.
- Pass validates automatically when boarding
- Reloadable at any Santa Cruz METRO Ticket Vending Machine or at Customer Service

Local 1, 3, & 7 Day Passes



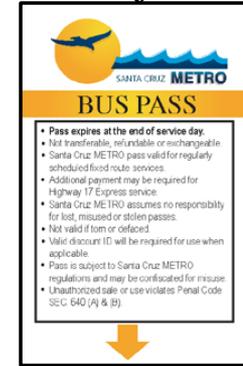
Local 31 Day Passes



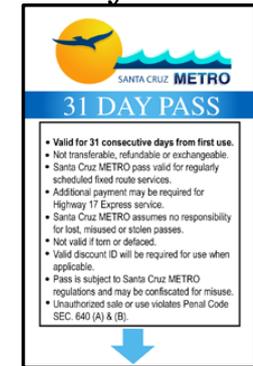
Local 15 Ride Passes



Highway 17 1 & 5 Day Passes



Highway 17 31 Day Passes



How does a **Cruz Pass** card work?

1. The Customer loads their desired period pass or ride pass onto a **Cruz Pass** card.
2. The Customer taps their **Cruz Pass** card over the card reader on the farebox.
3. The **Cruz Pass** card is validated electronically by the farebox.



Implementation

- Smart Cards will be available **June 7th**
- The \$3.00 fee will be waived for the first 60 days.
- Complementary lanyard with card holder will be provided.

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Regulation Number: AR-1031

Computer Title: smtcard

Effective Date:

Pages: 5

TITLE: SMART CARD POLICY

Procedure History

REVISION DATE	SUMMARY OF REVISION	APPROVED
March 09, 2012	New Policy	

I. POLICY

- 1.01 To further its commitment to public service, the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) has designed this Regulation to assist Santa Cruz METRO passengers who wish to purchase a Smart Card for use on Santa Cruz METRO's fixed route buses.
- 1.02 This Regulation sets forth the terms and conditions for the purchase, loading, and use of the Smart Card.
- 1.03 Santa Cruz METRO reserves the right to amend this Regulation at any time, including any rights or obligations the customer or Santa Cruz METRO may have. As permitted by applicable law, any change, addition or deletion will become effective at the time Santa Cruz METRO posts the revised Regulation on its website (www.scmtmd.com). Customers are deemed to accept the changes, additions or deletions if (1) the Customer does not notify Santa Cruz METRO to the contrary in writing within 20 days of the date of the posting, or (2) the Customer uses his/her Smart Card (Cruz Pass Card/Cruz Cash Card) after the posting. If the Customer does not accept the changes, additions or deletions, his/her Smart Card will be cancelled and any amounts remaining on their Smart Card will be refunded to the Customer.

II. APPLICABILITY

- 2.01 This policy is applicable to all Santa Cruz METRO Employees, Passengers, and Customers.

III. DEFINITIONS

- 3.01 **"Smart Card"** is a paperless transit fare payment system specific to Santa Cruz METRO and similar in size to a credit/debit card with an embedded microchip that when loaded with monetary value, can be used on Santa Cruz METRO's fixed route system, in lieu of using currency. The Smart Card will allow customers to "load" value onto two fare options: Cruz Cash Card or Cruz Pass Card.
- 3.02 **"Cruz Cash Card"** is a fare payment option that allows a customer to purchase a Smart Card and load it with fare value in \$10 increments up to a maximum of \$50. The Cruz

6.b1

Attachment B

Cash Card is scanned in front of the Smart Card Reader located on the farebox in order to pay for the fare which is deducted from the card electronically.

3.03 **“Cruz Pass Card”** is a fare payment option that allows a customer to purchase one of the various Period Passes or Ride Passes offered by Santa Cruz METRO. At the time of purchase the Customer selects a specific type of Period Pass or Ride Pass and pays the appropriate fare. The Cruz Pass Card is then scanned in front of the Smart Card Reader located on the farebox in order to validate the card electronically and deduct the fare.

3.04 **“Expiration Date”** The Smart Cards have no expiration date. This means that the Smart Cards will never expire, as long as there is fare value remaining on the card.

3.05 **“Period Passes”** are fare payment options based on consecutive days of passenger travel. At the time of purchase, the customer chooses a specific Santa Cruz METRO period pass which meets their travel demands. Santa Cruz METRO offers various options for the Period Pass as follows:

- **Youth and Adult Local: 1, 3, and 7 day passes**
- **Older Adult/Individual with a disability Local: 1, 3 and 7 day passes**
- **Highway 17 Express: 1 and 5 day passes**
- **Adult Local: 31 Day Consecutive Pass**
- **Older Adult/Individual with a disability: 31 Day Consecutive Pass**
- **Youth: 31 Day Consecutive Pass**
- **Highway 17 Express: 31 Day Consecutive Pass**

A 31 Day Consecutive Pass may also be loaded with an additional 31 days of fare value for a maximum of 62 Consecutive days.

3.06 **“Ride Pass”** is a fare payment option in which the customer purchases rides to be used at any time; the rides are not restricted by a date range. Santa Cruz METRO offers:

- **Youth and Adult Local: 15 ride Convenient Pass**
- **Older Adult/Individual with a disability Local: 15 Ride Convenient Pass**

IV. PROCEDURES TO PURCHASE AND RELOAD A SMART CARD

4.01 Customers can purchase a Smart Card (Cruz Cash Card/Cruz Pass Card) at the Santa Cruz METRO Center (Pacific Station) Information Booth for a \$3.00 non-refundable fee and at the Watsonville Transit Center. At the time of purchase, the Customer will select either a Cruz Cash Card or a Cruz Pass Card. A customer can then load the particular card with the desired value up to the maximum amount allowed.

Attachment B

- 4.02 Smart Cards may be purchased by mail using the order form provided inside the *Headways* bus schedule.
- 4.03 Generally, it will take seven (7) business days from the date the order is received to process the order. Customers may call Customer Service at (831) 425-8600, regarding any order.
- 4.04 Smart Cards are also available for purchase on Santa Cruz METRO's website **www.scmttd.com**.
- 4.05 Customers cannot register their Smart Cards, and the system has no personal information about the cardholder.
- 4.06 A customer can load a dollar value on the Smart Card by using a credit card, debit card or cash at the following locations:
- Santa Cruz METRO Center (Pacific Station), 920 Pacific Avenue, Santa Cruz, CA 95060 or ticket vending machine (TVM).
 - Watsonville Transit Center, 475 Rodriguez, Watsonville, CA 95076 or ticket vending machine (TVM).
 - Cabrillo College, 6500 Soquel Drive, Aptos, CA 95003 ticket vending machine (TVM)
 - Capitola Mall Transit Center Lane #1 1855 41st Avenue, Capitola, CA 95010 ticket vending machine (TVM).

V. HOW THE SMART CARD SYSTEM WORKS

- 5.01 A customer scans his/her Smart Card (Cruz Cash Card/Cruz Pass Card) in front of the card reader on the farebox. The card reader will display the fare deducted and what amount is left on the Card.
- 5.02 Each customer will be required to have their own Smart Card. Holders of 15 Ride Passes and Cash Cards may deduct rides for accompanying passengers.
- 5.03 If a ride costs more than the remaining value on a Smart Card, Santa Cruz METRO will allow the customer to complete that trip. If a card has no value left, the card must be reloaded with value before boarding the bus or a cash fare must be paid.
- 5.04 Discount Fare Smart Cards are specially encoded to automatically calculate the discounted pass fare each time a qualified customer uses the card. When the card is scanned in front of the card reader, the farebox will then indicate that identification is required upon presentation. Once the identification is presented, the Operator will press the appropriate button acknowledging validity.

VI. RULES FOR USE OF THE SMART CARD

- 6.01 Unless otherwise required by law or permitted by this regulation, any amount on the Smart Card (Cruz Cash Card/Cruz Pass Card) is nonrefundable and may not be redeemed for cash.

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- 6.02 No interest, dividends or any other earnings on funds deposited to a Smart Card will accrue or be paid or credited to a Customer by Santa Cruz METRO.
- 6.03 The value associated with a Smart Card is not insured by the Federal Deposit Insurance Corporation (FDIC) or by Santa Cruz METRO.
- 6.04 Santa Cruz METRO reserves the right not to accept any Smart Card (Cruz Cash Card/Cruz Pass Card) or otherwise limit use of a Smart Card if Santa Cruz METRO reasonably believes that the use is unauthorized, fraudulent or otherwise unlawful.
- 6.05 A Customer can check the status of his/ her Smart Card by visiting Customer Service, by using a TVM or by using the “read-only” feature on the farebox with assistance from a bus operator.
- 6.07 Customers are responsible for all transactions associated with the Smart Card, including unauthorized transactions.

VII. LOST, STOLEN OR DAMAGED SMART CARDS

- 7.01 Santa Cruz METRO is not responsible for lost, stolen or damaged Smart Cards (Cruz Cash Card/Cruz Pass Card) or the stored value on the card.
- 7.02 If a Smart Card is defective, the Customer must present the Smart Card in person to Customer Service at the Santa Cruz METRO Center (Pacific Station) Information Booth. If the card is inoperable or defective through no fault of the Customer, Santa Cruz METRO will replace the defective card and restore the current remaining balance free of charge. If the card is damaged, however, the customer will be responsible for any fees associated with a replacement card and restoration of the balance onto the new card. The damaged/defective card must be presented when requesting a replacement card.

VIII. ADMINISTRATION OF REGULATION

- 8.01 The Manager of Operations or his/her designee is responsible for the following:
 - a. Ensuring that this regulation is disseminated to all existing fixed route operators, transit supervisors and trainees.
 - b. Ensuring that this regulation is disseminated to all new fixed route operators, transit supervisors and trainees
 - c. Providing guidance, training and assistance to all operators, customer service representatives, and other employees who are responsible for implementing this policy.
- 8.02 Santa Cruz METRO will integrate the Smart Card Policy into its Policies and Procedures.

Attachment C

BEFORE THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No. _____

On the Motion of Director: _____

Duly Seconded by Director: _____

The Following Resolution is Adopted:

A RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT REVISING RULES AND REGULATIONS GOVERNING APPLICATION OF FARE ORDINANCE NO. 84-2-1 REGARDING BUS FARES

WHEREAS, it is beneficial to the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, herein after referred to as - "Santa Cruz METRO", to maintain a bus fare schedule to facilitate efficient and economical transit service to the public; and

WHEREAS, -Santa Cruz METRO Board of Directors adopted Fare Ordinance No. 84-2-1; and

WHEREAS, it is necessary to adopt a Resolution to govern the application of Fare Ordinance 84-2-1 to insure similar treatment for those who ride Santa Cruz METRO buses,

NOW, THEREFORE, BE IT RESOLVED, that the Rules and Regulations set forth in this Resolution supersede all previous Fare Resolutions and amended versions thereof and are hereby adopted by Santa Cruz METRO Board of Directors and govern the application of Ordinance No. 84-2-1:

SECTION I: DEFINITIONS

For the purpose of these Rules and Regulations and the Fare Ordinance 84-2-1 certain terms are defined as follows:

1. **YOUTH**: Under the age of 18.
2. **VTA**: Santa Clara Valley Transportation Authority.
3. **MST**: Monterey Salinas Transit
4. **AMTRAK/HIGHWAY 17 EXPRESS SERVICE**: Express bus service between Santa Cruz County and the City of San Jose operated jointly between VTA, Caltrans, Capitol Corridor Joint Powers Authority (CCJA), AMTRAK and Santa Cruz METRO.
5. **LOCAL FIXED ROUTE SERVICE**: All Santa Cruz METRO fixed routes other than AMTRAK/Highway 17 Express service

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6. **TRANSIT DAY:** The hours of Local Fixed Route and AMTRAK/Highway 17 Express Service beginning at 4:00am and ending the following morning at 3:00am.

SECTION II: OLDER ADULT AND PERSONS WITH DISABILITIES FIXED ROUTE DISCOUNT FARE PROGRAM

It is the policy of Santa Cruz METRO that older adult persons and persons with disabilities or an individual presenting a Medicare card, will be charged a discounted fare for transportation on Santa Cruz METRO's fixed route service. For more information regarding: Definitions, Eligibility, Purchasing of Discount Photo I.D. Cards, Personal Care Attendants, or how to order a Discount Fare Card, and other discount fare information, please refer to Regulation AR-1028.

SECTION III: AMENDMENTS

These Rules and Regulations may be amended by the affirmative votes of six (6) members of the Santa Cruz METRO Board of Directors at any regular or special meeting of the Board of Directors.

SECTION IV: NO REFUNDS

Sales of all bus fares and bus passes are by final action. No refunds shall be made to any passenger. Bus fares and bus passes shall be paid with United States currency. Bus fares and bus passes are non-transferable, non-refundable and non-exchangeable.

SECTION V: CHILD FARES (LESS THAN 46 INCHES TALL)

A child, when accompanied by a fare paying passenger, shall not be charged a fare. No more than three (3) children per paying passenger may ride free. All buses have the height marked at the entrance of the door.

SECTION VI: PERSONAL CARE ATTENDANTS & ACCOMPANYING YOUTH

1. **PERSONAL CARE ATTENDANTS:** One Attendant may ride for free while accompanying a qualifying passenger who has a Santa Cruz METRO Discount Photo I.D. card indicating the need for an attendant. See Regulation AR-1028 for more information.
2. **ACCOMPANYING YOUTH:** Youth passenger may receive a discount fare when accompanying a discount qualifying parent. Parents must complete a Reduced Children Fare form to qualify their Youth(s). See Regulation AR-1028 for more information.

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SECTION VII: LOCAL FIXED ROUTE SERVICE

A. CASH FARE

Exact fares shall be deposited into fare box by the passenger upon boarding the bus unless assistance by a bus operator is requested. The amount of the fare shall be determined by the rates set forth in Fare Ordinance 84-2-1. The bus operator is prohibited from making change. No checks shall be accepted by the bus operator. The fare rates used on Santa Cruz METRO buses shall include the following:

- | | |
|--|---------------|
| 1) Regular Cash Fare | \$2.00 |
| 2) Discount Cash Fare (see Regulation AR-1028) | \$1.00 |

B. DAY PASS

A Day Pass is issued at a specified rate as set forth in Fare Ordinance 84-2-1 and allows an individual to ride any Santa Cruz METRO bus on any regularly scheduled Santa Cruz METRO route for one whole transit day. Day passes are non-transferable, non-refundable and non-exchangeable. The bus operator is prohibited from making change. Types of day passes include the following:

- | | |
|--|---------------|
| 1) Youth and Adult Local Day Pass | \$6.00 |
| 2) Discount Local Day Pass (must also produce at time of purchase and use any qualifying I.D., see Regulation AR-1028) | \$3.00 |

There is a 20% discount for purchases exceeding 100 Youth and Adult Local Day Passes. Discounts can be obtained at Santa Cruz Metro Center Information Booth or requested by phone (831-425-8600) CRS Hearing/Speech Impaired 711.

C. LOCAL 3 CONSECUTIVE DAY PASS (3 Day Pass)

A Local 3 Consecutive Day pass is valid for 3 consecutive transit days from *first use* on all regularly scheduled Santa Cruz METRO local routes.

- | | |
|--|----------------|
| 1) Youth and Adult Local 3 Consecutive Day Pass | \$15.00 |
| 2) Discount Local 3 Consecutive Day Pass (must also produce at time of purchase and use any qualifying I.D., see Regulation AR-1028) | \$7.50 |

D. LOCAL 7 CONSECUTIVE DAY PASS (7 Day Pass)

A Local 7 Consecutive Day pass is valid for 7 consecutive transit days from *first use* on all regularly scheduled Santa Cruz METRO local routes.

- | | |
|---|----------------|
| 1) Youth and Adult Local 7 Consecutive Day Pass | \$32.00 |
|---|----------------|

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- 2) Discount Local 7 Consecutive Day Pass (must also produce at time of purchase and use any qualifying I.D., see Regulation AR-1028) **\$16.00**

E. LOCAL 31 CONSECUTIVE DAY PASS (31 Day Pass)

A Local 31 Consecutive Day pass is valid for 31 consecutive transit days from *first use* on all regularly scheduled Santa Cruz METRO local routes. Quantity discounts are available through the Customer Service Department.

Types of Local 31 Consecutive Day Passes include:

- 1) Local 31 Consecutive Day Pass **\$65.00**
- 2) Discount Local 31 Consecutive Day Pass (must also produce at time of purchase and use any qualifying I.D., see Regulation AR-1028) **\$32.00**
- 3) Youth 31 Consecutive Day Pass **\$48.00**

F. LOCAL 15 RIDE PASS

A Local 15 Ride Pass is valid for 15 one-way rides on board any Santa Cruz METRO local route.

- 1) Youth and Adult Local 15 Ride Pass **\$27.00**
- 2) Discount Local 15 Ride Pass (must also produce at time of purchase and use any qualifying I.D., see Regulation AR-1028). **\$13.50**

G. PREPAID SCHOOL FIELD TRIPS

Santa Cruz METRO offers a flat rate for K-12 school groups wishing to use Local Fixed Route service. The procedure to schedule a field trip is as follows:

- A request form is submitted 2 weeks in advance for a specific date, time and trip start location and destination.
- Pay the appropriate Field Trip Rate
- Once both the request form and Field Trip Rate are submitted, an itinerary will be faxed to the group representative who will show the itinerary to the bus operator upon boarding.

Prepaid School Field Trip Rate (35 persons, including chaperones, maximum): **\$35.00**

Trips are not guaranteed.

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SECTION VIII: AMTRAK/HIGHWAY 17 EXPRESS SERVICE

- | | | |
|-----------|---|-----------------|
| A. | Regular Cash Fare (One Way) | \$5.00 |
| | Discount Cash Fare (One Way) (Must also produce at time of purchase any qualifying I.D., see Regulation AR-1028). | \$2.50 |
| | Day Pass: | \$10.00 |
| | ▪ with exchange of Santa Cruz METRO Day Pass | \$4.00 |
| | ▪ with exchange of Santa Cruz METRO Disc. Day Pass | \$7.00 |
| | ▪ with exchange of VTA Day Pass | \$4.00 |
| | ▪ with exchange of VTA Disc. Day Pass | \$7.50 |
| | ▪ with display of VTA Express Day Pass | \$2.00 |
| | ▪ with exchange of VTA Youth Day Pass | \$5.00 |
| | Amtrak/Highway 17 Express - 5 Consecutive Day Pass | \$42.00 |
| | Amtrak/Highway 17 Express - 31 Consecutive Day Pass | \$113.00 |
| | Display of Receipt and Pass of CalTrain Monthly Pass 2 Zone minimum | \$4.00 |
- B.** Day Passes issued for the Amtrak/Highway 17 Express will be honored on all Santa Cruz METRO buses and local VTA Services for unlimited rides on the transit day specified.
- C.** The Amtrak/Highway 17 Express – Consecutive Day Passes (5 Day or 31 Day) will be honored on all Santa Cruz METRO and local VTA Services for unlimited rides within the validated consecutive transit days on the back of the ticket.
- D.** Passengers boarding northbound buses at the Santa Cruz Pacific Station or southbound buses at the San Jose Diridon Station may present a valid AMTRAK boarding-pass as one way fare.

SECTION IX: METRO CASH CARDS

Stored value “METRO Cash Cards” are available for persons wanting to ride Local Fixed Route or Highway 17 Express service with the convenience of not carrying dollar currency or coins. Persons can purchase a METRO Cash Card with a fixed U.S. Dollar amount that can be used like normal currency to pay for regular cash fares, discounted cash fares (see Regulation AR-1028 for eligibility), or Day Passes onboard both Local Fixed Route and AMTRAK/Highway 17 Express service.

METRO Cash Cards are available in the following fixed denominations:

- | | |
|---------------------------|---------------------------|
| ▪ \$10.00 METRO Cash Card | ▪ \$20.00 METRO Cash Card |
| ▪ \$30.00 METRO Cash Card | ▪ \$50.00 METRO Cash Card |

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SECTION X: SMART CARDS

Smart Cards are a paperless transit fare payment system specific to Santa Cruz METRO. The cards are similar in size to a credit/debit card with an embedded microchip that when loaded with monetary value, can be used on Santa Cruz METRO's fixed route system, in lieu of using currency. The Smart Card will allow customers to "load" value onto two fare options: Cruz Cash Card or Cruz Pass Card.

- **Cruz Cash Card:** is a fare payment option that allows a customer to purchase a Smart Card and load it with fare value in \$10 increments up to a maximum of \$50. The Cruz Cash Card is scanned in front of the Smart Card Reader located on the farebox in order to pay for the fare which is deducted from the card electronically.
- **Cruz Pass Card:** is a fare payment option that allows a customer to purchase one of the various Period Passes or Ride Passes offered by Santa Cruz METRO. At the time of purchase the Customer selects a specific type of Period Pass or Ride Pass and pays the appropriate fare. The Cruz Pass Card is then scanned in front of the Smart Card Reader located on the farebox in order to validate the card electronically and deduct the fare.

For more information regarding Smart Cards, please see Regulation AR – 1031.

SECTION XI: PARATRANSIT SERVICE (PARACRUZ)

The fare for a one way trip on a Paratransit vehicle is \$4.00.

SECTION XII: GROUP PASS CONTRACT

A reduced rides rate is available to members of a group only upon execution of an agreement between the group and Santa Cruz METRO. The Group shall provide identification cards for members which shall be satisfactory to Santa Cruz METRO and shall be responsible for fee collection. Group shall pay Santa Cruz METRO for tickets in response to delivery of tickets and or billing by Santa Cruz METRO.

The agreement shall include as a minimum the following items:

1. Definition of people included in group.
2. Dates during which reduced rides rate is valid.
3. Method of billing.

SECTION XIII: BULK BUS PASS AGREEMENTS & DISCOUNT RATES

Santa Cruz METRO may enter into an agreement with a group to provide bulk bus pass purchases to that group at an agreed upon per pass rate. The Group must specify type of bus pass and the quantity desired so they can be invoiced properly. Bus Passes will be issued upon appropriate

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payment and will be eligible to use onboard Santa Cruz METRO buses at their own discretion. Bulk bus passes will function like normal bus passes, needing to be validated when first used onboard a Santa Cruz METRO bus and will expire from the set time after first use.

The agreement shall include as a minimum the following items

1. Definition of the people included in the group.
2. A per bus pass rate.
3. Method of billing.

Discount Rates: The following discounts shall apply to quantity purchases of the Local 31 Consecutive Day Pass only:

12-50 passes	10% Discount
51-100 passes	15% Discount
More than 100 passes	20% Discount

PASSED AND ADOPTED this 26th day of August, 2011, by the following vote:

AYES: Directors -

NOES: Directors -

ABSENT: Directors -

ABSTAIN: Directors -

APPROVED _____
Lynn Robinson
Chairperson

ATTEST _____
Leslie R. White
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 27, 2012

TO: Board of Directors

FROM: Robyn D. Slater, Human Resources Manager

SUBJECT: CONSIDERATION OF THE STATUS OF A CONTRACT WITH A LABORATORY THAT IS NEEDED TO COMPLY WITH THE FEDERAL TRANSIT ADMINISTRATION'S DRUG AND ALCOHOL TESTING PROGRAM

I. RECOMMENDED ACTION

Staff is asking the Board to provide direction regarding the inclusion of additional contract language regarding FTA requirements in Santa Cruz METRO's contract with a Federal Transit Administration approved Laboratory.

II. SUMMARY OF ISSUES

- On March 26, 2012 Santa Cruz METRO was informed by the laboratory conducting the Federal Transit Administration (FTA) drug testing that they had merged with the company providing FTA drug results to Santa Cruz METRO.
- The merger created a conflict of interest requiring the company, Alere, to discontinue one of the two services. Santa Cruz METRO was given two days notice to resolve the issue.
- Santa Cruz METRO's Human Resources and Procurement department immediately began contacting other vendors.
- However, Santa Cruz METRO's procurement process required additional sourcing to comply with FTA requirements.
- After the sourcing was complete the selected laboratory was asked to add language to their contract.
- Union representatives were informed of the problem and the selected laboratory.
- The laboratory was unable to add the language due to their organizational structure.
- Santa Cruz METRO contacted other laboratories and a consortium (which provides both testing and results services)
- At this time Santa Cruz METRO has not contracted the services of another laboratory to perform required FTA drug testing.
- Doctor's on Duty has agreed to process drug samples through Quest using their contract until Santa Cruz METRO has a direct contract for laboratory services.

- If Santa Cruz METRO signed the standard contract with Quest they could begin processing drug test samples within 24 hours.

III. DISCUSSION

On March 26, 2012 Santa Cruz METRO received notice from Alere, the laboratory that processes samples for the FTA required drug testing program that they purchased the company that provided Santa Cruz METRO with the test results. Under FTA regulations Alere could not review the drug tests that they process. Because of this conflict of interest Alere had to stop reviewing any drug test samples received after March 28, 2012.

Santa Cruz METRO staff had already discussed changing laboratories with the unions and had done some research on alternate laboratories that met FTA certifications. That information was provided the purchasing department. Additional sourcing was done by Santa Cruz METRO's purchasing department to comply with FTA requirements.

The unions were notified of the issue and told that the issue was being worked on for a short and long term solution. They were both understanding of the issue and supportive of Santa Cruz METRO's process.

Santa Cruz METRO selected Quest lab who sent their contract for signature so they could begin processes drug test samples. Unfortunately their contract did not contain language required by Santa Cruz METRO's procurement process. On April 17th Santa Cruz METRO was notified that Quest could not agree to the language due to their organizational structure. Quest was not interested in processing samples for METRO on a short term basis.

Additional laboratories are being contacted to see if they are able to add the requested language. The California State Association of Counties,(CSAC) offers a consortium which Santa Cruz METRO can contract with for FTA drug testing services. CSAC's is checking to see if the contract they have with their laboratory contains the required language.

On April 12, 2012 an accident occurred requiring a post accident drug test. Santa Cruz METRO did not have a contracted laboratory to send the sample. Doctors on Duty, the collection site for Santa Cruz METRO has a contract with Quest and was able use their contract to get the sample processed.

While Santa Cruz METRO is working to obtain a laboratory to process drug test samples directly Doctors on Duty has agreed to process samples through Quest using their contract. As of April 18, 2012 drug test results will be reported to Doctors on Duty who will notify us of the results.

If Santa Cruz METRO does not include the added language required under our procurement process we could contract with Quest Labs who could start processing samples within 24 hours.

IV. FINANCIAL CONSIDERATIONS

There is no financial impact

V. ATTACHMENTS

None

Prepared By: Robyn D. Slater, Human Resources Manager
Date Prepared: April 18, 2012