



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
SANTA CRUZ CITY COUNCIL CHAMBERS
809 CENTER STREET, SANTA CRUZ, CA
SEPTEMBER 22, 2023 – 9:00 AM**

IN-PERSON MEETING

Members of the public may attend in-person only.

The Board of Directors Meeting Agenda Packet can be found online at www.SCMTD.com and is available for inspection at Santa Cruz METRO's Administrative Office at 110 Vernon Street, Santa Cruz, CA.

Public comment may be submitted via email to boardinquiries@scmttd.com. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Comments submitted after the meeting is called to order will be included in the Board's correspondence that is posted online at the Board meeting packet link. Oral public comments will also be accepted during the meeting. Each public comment is limited to three minutes or less. Board and Committee Chairs have the discretion to manage the public comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

The Board may take action on each item on the agenda. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the Board of Directors.

BOARD ROSTER

Director Kristen Brown	City of Capitola
Director Rebecca Downing	County of Santa Cruz
Director Jimmy Dutra*	City of Watsonville
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Bruce McPherson	County of Santa Cruz
Director Scott Newsome	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Vanessa Quiroz-Carter*	City of Watsonville
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Dan Henderson	UC Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College

*Attending via teleconference at: 1230 J Street, Sacramento, CA 95814

Michael Tree
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

1 CALL TO ORDER

2 ROLL CALL

3 ANNOUNCEMENTS

3.1 Today's meeting is being broadcast by Community Television of Santa Cruz County.

3.2 Language Line Services is providing Spanish interpretation services, which will be available during "Oral Communications" and for any other agenda item for which these services are needed.

4 BOARD OF DIRECTORS COMMENTS

5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

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. Each public comment is limited to three minutes or less. Board and Committee Chairs have the discretion to manage the public comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting. 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.

5.1 Email dated 8/29/23 from Thairie Ritchie with METRO Response

5.2 Email dated 9/16/23 from Brian Peoples

6 LABOR ORGANIZATION COMMUNICATIONS

7 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.

8.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF AUGUST 2023

Chuck Farmer, CFO

- 8.2 ACCEPT AND FILE MINUTES OF:**
A. AUGUST 16, 2023 METRO ADVISORY COMMITTEE MEETING
B. AUGUST 25, 2023 BOARD OF DIRECTORS REGULAR MEETING
C. AUGUST 25, 2023 BOARD OF DIRECTORS SPECIAL MEETING
Michael Tree, CEO/General Manager
- 8.3 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS**
Michael Tree, CEO/General Manager
- 8.4 ACCEPT AND FILE THE FISCAL YEAR END MONTHLY BUDGET STATUS REPORTS FOR JUNE 30, 2023, AND ADOPTION OF THE PRELIMINARY SCHEDULE OF RESERVE ACCOUNT BALANCES**
Chuck Farmer, Chief Financial Officer
- 8.5 CONSIDERATION OF AWARD OF CONTRACT TO ADARIDE.COM, LLC FOR PARATRANSIT ELIGIBILITY CERTIFICATION PROGRAM SERVICES NOT TO EXCEED \$206,777**
Margo Ross, Chief Operations Officer
- 8.6 CONSIDERATION OF CONTRACT AWARDS TO CONTINENTAL BATTERY SYSTEMS AND KELLEY'S SERVICE INC. FOR PURCHASE, DELIVERY AND SERVICING OF HEAVY-DUTY COACH BATTERIES FOR AN AGGREGATE AMOUNT NOT TO EXCEED \$281,837**
Eddie Benson, Maintenance Manager
- 8.7 AUTHORIZE THE CEO TO EXECUTE A SOLE SOURCE CONTRACT WITH CLEVER DEVICES NOT TO EXCEED \$300,342**
Margo Ross, Chief Operations Officer
- 8.8 CONSIDERATION OF APPROVAL OF CALPERS RESOLUTION TO UPDATE MEDICAL PREMIUM CONTRIBUTION RATES FOR SMART PARACRUZ**
Dawn Crummié, HR Director

REGULAR AGENDA

- 9 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: (10 YEARS) EDUARDO BIBRIESCA, DAVID HERNANDEZ, JOHNNY LOPEZ, EDGARDO MADRIGAL, IGNACIO MATA, LIZETTE MENDOZA-GARCIA, JUAN MONTESINO-ZARATE, AMY PEREZ, AND ROMEO VIDAL AND (35 YEARS) ANGEL VALDEZ**
Board Chair Kalantari-Johnson
- 10 SAFETY CERTIFICATES OF ACHIEVEMENT PRESENTATION FOR 4TH QUARTER ENDING JUNE 30, 2023: OPERATIONS – TRANSIT SUPERVISORS, SAFETY & TRAINING, AND DISPATCHERS**
Margo Ross, Chief Operations Officer

- 11 CONSIDERATION OF AUTHORIZING THE USE OF THE CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF FORTY-EIGHT (48) 40 FOOT FUEL CELL ELECTRIC BUSES AND AUTHORIZING THE USE OF THE WASHINGTON STATE DEPARTMENT OF ENTERPRISE SERVICES CONTRACT FOR THE PURCHASE OF (9) 60 FOOT FUEL CELL ELECTRIC BUSES FROM NEW FLYER OF AMERICA INC.**
Wondimu Mengistu, Capital Planning & Grants Program Manager
- 12 PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS ON THE PROPOSED DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL OF 0% FOR FEDERALLY FUNDED PROCUREMENTS FOR FEDERAL FISCAL YEARS 2024-2026 (FFY24-FFY26) WILL COMMENCE AT 9:00 AM OR AS SOON THEREAFTER AS THE MATTER CAN BE HEARD**
Chuck Farmer, CFO & DBELO
- 13 PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS ON THE PROPOSED REIMAGINE METRO PHASE 1 SERVICE PROPOSALS FOR IMPLEMENTATION IN DECEMBER 2023 WILL COMMENCE AT 9:00 AM OR AS SOON THERE-AFTER AS THE MATTER CAN BE HEARD**
John Urgo, Planning & Development Director
- 14 CEO ORAL REPORT**
Michael Tree, CEO/General Manager
- 15 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, OCTOBER 27, 2023, AT 9:00 AM, WATSONVILLE CITY COUNCIL CHAMBERS, 275 MAIN STREET, WATSONVILLE, CA**
Board Chair Kalantari-Johnson
- 16 ADJOURNMENT**
Board Chair Kalantari-Johnson

TITLE 6 - INTERPRETATION SERVICES/TÍTULO 6 - SERVICIOS DE TRADUCCIÓN

Spanish language interpretation and Spanish language copies of the agenda packet are available on an as-needed basis. Please make advance arrangements with the Executive Assistant at 831-426-6080. Interpretación en español y traducciones en español del paquete de la agenda están disponibles sobre una base como-necesaria. Por favor, hacer arreglos por adelantado con Coordinador de Servicios Administrativos al numero 831-426-6080.

ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES

This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmttd.com. Upon request, Santa Cruz METRO will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to boardinquiries@scmttd.com or submitted by phone to the Executive Assistant at 831-426-6080. Requests made by mail (sent to the Executive Assistant, Santa Cruz METRO, 110 Vernon Street, Santa Cruz, CA 95060) must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

PUBLIC COMMENT

If you wish to address the Board, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the Board and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

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 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.scmttd.com subject to staff's ability to post the document before the meeting.

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WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

From: Cayla Hill <CHill@scmtd.com>
Sent: Tuesday, August 29, 2023 11:10 AM
To: 'ritchiet@santacruzpl.org' <ritchiet@santacruzpl.org>
Cc: Donna Bauer <DBauer@scmtd.com>; John Urgo <JUrgo@scmtd.com>
Subject: RE: Santa Cruz Metro Fall Schedule

Good morning,

The preview of the fall schedule is available on our website here:
<https://scmtd.com/en/routes/schedule/202410>

We did not eliminate any trips on the route 66, 68, 69A/W or the 71. We will be operating the same number of trips in the fall as we are currently operating in the summer. There are minor schedule changes (arrivals at timepoints have been adjusted by a few minutes) on the 69A/W and 71, so please review those routes to familiarize yourself with scheduled arrivals at timepoints.

The only summer service that will not be operating in the fall are the additional trips of the 35 that served Big Basin (this is a summer only service) and the last OB weekday trip of the 71 will no longer start at Cliff & Beach (this is summer only service).

Best regards,

Cayla Hill
Planning Data Analyst
Planning Department, Santa Cruz Metro
chill@scmtd.com
(831) 420-2581

From: Thairie Ritchie <ritchiet@santacruzpl.org>
Sent: Tuesday, August 29, 2023 9:20 AM
To: boardinquiries@scmtd.com
Subject: Santa Cruz Metro Fall Schedule

This Message Is From an External Sender

This message came from outside your organization.

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Hello!

I'm a current employee of both the Public Library and Farmers Market. I consistently ride and rely on the Santa Cruz Metro daily. The routes this summer have been stressful due to constant construction detours and have often made me and my family late for work.

I'm deeply concerned about the upcoming release of the Fall schedule with the Santa Cruz Metro, especially with routes outbounding and inbounding via Capitola/Watsonville routes (66, 68, 69, 71).

WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Myself and my family members were told how often it's difficult finding drivers to drive the 69 service back from Watsonville, causing us to be often late for work as well. Especially working weekends, when there's zero customer service operators to call.

I hope that due to the terrible construction traffic around town and the inconsistent service, that you folks or anyone in charge of releasing the Fall Schedule will keep the same hours as currently this summer.

I understand that ridership accounts for the demand, but it's frustrating as a worker in Santa Cruz that services drop significantly in the Fall and my family and I rely on services year-round.

As a board member, I don't think you guys catch the bus often, but I hope you consider future decisions for those who work for the community and try to survive living here.

Thanks for your time
-Thairee

WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

From: [Brian Peoples](#)
To: [Donna Bauer](#)
Cc: [Guy Preston](#); [Manu Koenig](#); [Bruce McPherson](#); [Zach Friend](#); Robertpquinn@gmail.com; vanessa.quiroz@cityofwatsonville.org; rj12@comcast.net; openup@cats.ucsc.edu; eduardo.montesino@cityofwatsonville.org; [Michael Tree](#); sbrown@cityofsantacruz.com; apedersen@ci.capitola.ca.us; thekristenbrown@gmail.com; [Shebreh Kalantari-Johnson](#); openup@cats.ucsc.edu; Justin.cummings@santacruzcounty.us; Felipe.hernandez@santacruzcounty.us
Subject: Metro refusing to support building Coastal Trail in timely, cost-effective, and eco-friendly manner
Date: Saturday, September 16, 2023 8:27:53 AM

This Message Is From an Untrusted Sender

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Hi Donna,

Can you please include the following Oral Communications in the Santa Cruz Metro agenda for Sept 22 meeting.

Title: Metro refusing to support building Coastal Trail in timely, cost-effective, and eco-friendly manner

Years ago, RTC Executive Director Guy Preston recommended railbanking and building the Santa Cruz Coastal Trail on the railroad bed as it is commonly done across America. Mr. Preston recommended this because it was the most timely, cost-effective, and eco-friendly manner to build the Coastal Trail from Watsonville to Santa Cruz.

Unfortunately for our community, Santa Cruz Metro Boardmember Mike Rotkin refused to accept Mr. Preston's recommendation, stating that railbanking is not legally viable. Mr. Rotkin's misunderstanding of the legality of railbanking has resulted in the Coastal Trail not being built. Only 1.2 miles of the Coastal trail has been built in a decade and the estimated cost to build the 12-foot-wide trail for Segments 9 – 12 (Boardwalk to Aptos) is twice the cost as widening Highway 1 (per mile).

As long as Santa Cruz Metro continues to refuse to support railbanking and building the Interim Coastal Trail, the Coastal Trail from Watsonville to Santa Cruz will never be built.

Brian Peoples
Trial Now

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DATE: September 22, 2023

TO: Board of Directors

FROM: Chuck Farmer, CFO

**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF AUGUST 2023**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the months of August 2023

II. SUMMARY

- This staff report provides the Board of Directors (Board) with a preliminary approved Check Journal Detail for the months of August 2023.
- The Finance Department is submitting the check journals for Board acceptance and filing.

III. DISCUSSION/BACKGROUND

This preliminary approved Check Journal Detail provides the Board with a listing of the vendors and amounts paid out on a monthly cash flow basis (Operating and Capital expenses).

All invoices submitted for the months of August 2023 have been processed, the checks have been issued and signed by the Deputy Finance Director.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report aligns to METRO's Financial Stability, Stewardship & Accountability strategic plan.

V. FINANCIAL CONSIDERATIONS/IMPACT

The check journal present the invoices paid in August 2023 for Board review, agency disclosure and transparency.

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

Attachment A: Check Journal Detail for the months of August 2023

Prepared by: Holly Alcorn, Accounting Specialist

IX. APPROVALS

Chuck Farmer, CFO



Michael Tree CEO/General Manager



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Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
80703	08/03/23	003116	-2,924.96	CUMMINS, INC		117341	INVENTORY ORDER	-2,458.93	**VOID
						117342	INVENTORY ORDER	-96.81	
						117354	INVENTORY ORDER	-203.86	
82966	08/14/23	B041	-15.99	HENDERSON, DAN		117355	VEH# 1903 PARTS	-165.36	
85379	08/07/23	003151	1,593.17	ABC BUS INC		119849	BOD NOTARY CHG/ENV	-15.99	**VOID
						123025	INVENTORY ORDER	385.00	
						123026	INVENTORY ORDER	1,208.17	
85380	08/07/23	003062	997.50	ABSOLUTE AUTO GLASS INC		122955	4204/4209 WINDSHIELD	997.50	
85381	08/07/23	E930	108.59	ALMANZA, CANDIS		123117	REIMB FROZEN FRIDAY	108.59	
85382	08/07/23	003596	1,834.43	AMAZON CAPITAL SERVICES, INC.		122952	OFFICE SUPPLIES	622.93	
						123003	LIGHTING BATTERY MMF	59.91	
						123063	OFFICE SUPPLIES	5.13	
						123064	NOISE CANCEL HEADSET	71.70	
						123065	KEYBOARDS	55.68	
						123066	OFFICE SUPPLIES	258.92	
						123067	OFFICE SUPPLIES	110.19	
						123068	IPAD CHARGER	11.27	
						123069	TABLET/CASE	337.20	
						123070	ERGO MOUSE-LEFT HAND	62.27	
						123074	OFFICE SUPPLIES	239.23	
85383	08/07/23	003676	1,000.00	ANDREW J. O'KEEFE II		123105	DRONE MEDIA/PHOTODEL	1,000.00	
85384	08/07/23	001D	8,210.87	AT&T		123073	6/19-7/18 MAIN ACCT	5,516.55	
						123094	6/19-7/18 OPS ELEVAT	178.64	
						123107	6/19-7/18 OCEAN/LP	786.48	
						123108	6/13-7/12 PT TO PT 1	1,729.20	
85385	08/07/23	002689	230.01	B & B SMALL ENGINE CORP		123036	PRESSURE WASHER RPR	76.00	
						123099	PRESSURE WASHER RPR	154.01	
85386	08/07/23	107A	173.66	BFS GROUP LLC		122981	RPR FLOOR OPS	8.15	
						122982	FLOOR RPR TOOLS OPS	34.72	
						122983	BUS STOP CONCRETE	18.56	
						122996	BUNGEE CORDS SBF	19.62	
						123058	WATER HEATER RPR SMC	50.28	
						123075	RPR RESTROOM SMC	6.96	
						123076	RPR ELEC ROOM SMC	14.74	
						123077	RPR WTC RESTROOM	11.79	
						123078	RPR PARTS WASHER	8.84	
85387	08/07/23	00149	48.00	CALIFORNIA NEWSPAPERS P'SHIP	0	123110	6/28 CLASSIFIED AD	48.00	
85388	08/07/23	001159	1,229.06	CATTO'S GRAPHICS, INC.		123046	DIGITAL PRINT-FOAM	245.81	
						123047	ROADEO BANNER	983.25	

Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85389	08/07/23	99,800.00	CITY OF SANTA CRUZ ECON DEV		123100	1902 INTERIM OP PLAN	99,800.00	
85390	08/07/23	335.39	CITY OF SCOTT'S VALLEY		123102	5/15-6/15 SEWER	335.39	
85391	08/07/23	46,573.16	CLEAN ENERGY		123079	JULY 23 MAINT SVC	19,931.00	
					123080	7/7/23 LNG	6,931.18	
					123081	7/14/23 LNG	9,527.95	
					123082	7/11/23 LNG	10,183.03	
85392	08/07/23	3,786.91	COAST PAPER & SUPPLY INC.		123008	INVENTORY ORDER	1,817.92	
					123009	INVENTORY ORDER	1,561.18	
					123024	INVENTORY ORDER	237.38	
					123071	CREDIT	-7.00	
					123072	INVENTORY ORDER	177.43	
85393	08/07/23	2,890.00	COASTAL LANDSCAPING INC.		123001	AUG 23 LANDSCAPING	2,890.00	
85394	08/07/23	2,115.34	COMMUNITY PRINTERS, INC.		122950	PRINTED SIGNS	2,115.34	
85395	08/07/23	6,852.17	CROSSLINE SUPPLY, LLC		123027	INVENTORY ORDER	5,506.20	
					123028	INVENTORY ORDER	1,345.97	
85396	08/07/23	3,300.45	CUMMINS, INC		117341	INVENTORY ORDER	2,458.93	
					117342	INVENTORY ORDER	96.81	
					117354	INVENTORY ORDER	203.86	
					117355	VEH# 1903 PARTS	165.36	
					123013	VEH# 1205 PARTS	375.49	
85397	08/07/23	549.10	D & G SANITATION		123101	RENTAL 7/22 EVENT	549.10	
85398	08/07/23	16,585.85	EAST BAY TIRE CO.		122986	NONREV TIRES VEH#903	680.62	
					122987	REVENUE TIRES	1,372.02	
					122988	REVENUE TIRES	963.37	
					123029	REVENUE TIRES	1,958.38	
					123030	NON REVENUE TIRES	385.21	
					123031	REVENUE TIRES	2,991.78	
					123050	REVENUE TIRES	1,719.61	
					123051	REVENUE TIRES	6,514.86	
					122976	TEMP W/E 7/16	1,020.00	
					122978	TEMP W/E 7/9	960.00	
					123004	TEMP W/E 7/23	1,200.00	
					123014	TEMP W/E 7/16	988.32	
					123037	TEMP W/E 7/23	1,096.50	
					123038	TEMP W/E 7/23	1,050.00	
					123116	FREIGHT	2,168.84	
85400	08/07/23	2,168.84	ESTES EXPRESS LINES		122960	NON INVENTORY ORDER	93.00	
85401	08/07/23	853.32	FASTENAL COMPANY INC		123032	INV/NON INV ORDER	416.05	
					123095	INVENTORY ORDER	344.27	

Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85402	08/07/23	150.00	FERNANDEZ, JUAN		123120	DOT/DMV PHYSICAL	150.00	
85403	08/07/23	743.93	FIRST ALARM		123123	7/1-9/30FIREALARMSBF	372.20	
					123124	7/1-9/30FIREALARMMMF	371.73	
85404	08/07/23	2,813.02	FLYERS ENERGY, LLC		123103	PROPANE	115.13	
					123104	GENERATOR FUEL	2,697.89	
85405	08/07/23	30,000.00	FREEDOM ASSOCIATES, LLC		123091	OCT RENT & DEPOSIT	30,000.00	
85406	08/07/23	150.00	GARCIA-MOJICA, RODRIGO		123119	DOT/DMV PHYSICAL	150.00	
85407	08/07/23	4,851.71	GILLIG LLC		122954	INVENTORY ORDER	332.55	
					123033	INVENTORY ORDER	4,299.06	
					123034	INVENTORY ORDER	220.10	
85408	08/07/23	2,246.49	GRAINGER		122953	INVENTORY ORDER	97.35	
					123016	PARTS SBF	17.35	
					123019	LOCKS/PAINT ROLLERS	71.39	
					123054	GRAFFITI/PAINTREMOVER	95.37	
					123055	SUPPLIES MMF	567.52	
					123056	INVENTORY ORDER MMF	1,149.23	
					123057	WINDSOCK KIT SBF	248.28	
85409	08/07/23	7,199.00	HARTFORD FIRE INSURANCE CO.		123114	9/1/23-8/31/24 FLOOD	7,199.00	
85410	08/07/23	360.54	J.J.R ENTERPRISES, INC.		123011	INK CARTRIDGE	360.54	
85411	08/07/23	1,201.75	KAADY CHEMICAL CORPORATION		123048	INVENTORY ORDER	1,201.75	
85412	08/07/23	184.03	KELLEY'S SERVICE INC.		123012	INV/NON INV ORDER	78.49	
					123049	INVENTORY ORDER	105.54	
85413	08/07/23	1,128.00	KJRB, INC.		122989	VEH# 0523 TOW	564.00	
					123109	VEH# 1209 TOW	564.00	
85414	08/07/23	4,534.29	LUMINATOR TECH GROUP GLOBAL,		123096	VEHICLE LICENSE	4,348.13	
					123097	RPR CAMERA	186.16	
85415	08/07/23	2,016.17	MID VALLEY SUPPLY INC.		123010	INVENTORY ORDER	2,016.17	
85416	08/07/23	1,066.94	MISSION UNIFORM		122957	FUEL ST TOWELS	156.00	
					122958	VMU/VSW UNIFORM SUPP	328.87	
					122977	LAUNDRY/CUSTODIAL	26.02	
					122999	UNIFORM RPR MT	27.00	
					123000	VMU/VSW UNIFORM SUPP	331.30	
					123015	FUEL ST TOWELS	156.00	
					123059	TOWELS,MATS,MOPS MMF	41.75	
85417	08/07/23	81.93	NIDAL HALABI & NADA ALGHARIB		123039	NAME PLATE OPS	27.31	
					123053	NAME PLATE	27.31	
					123093	NAME PLATE	27.31	
85418	08/07/23	41.04	NORTH BAY FORD LINC-MERCURY		122985	VEH# PC 1703 PARTS	41.04	
85419	08/07/23	23,001.53	PACIFIC GAS & ELECTRIC		123083	6/23-7/24 GOLF CLUB	5,827.78	

Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85420	08/07/23	390.63 023	PACIFIC TRUCK PARTS, INC.		123084	6/23-7/24 1122 RIVER	3,244.19	
85421	08/07/23	2,032.00 002947	PEDX COURIER AND CARGO	7	123085	6/24-7/25 GAS RIVER	36.46	
85422	08/07/23	150.00 E1078	PENO, MICHAEL		123087	6/24-7/25 VERNON	5,524.56	
85423	08/07/23	160.50 481	PIED PIPER EXTERMINATORS, INC.		123088	6/28-7/27 1200 RIVER	4,941.84	
					123089	6/28-7/27 SMC INVENTORY ORDER	3,426.70	
					123052	JUNE 23 COURIER SVC	390.63	
					123118	DOT/DMV PHYSICAL	150.00	
					122991	JUL 23 PEST SMC MKT	55.50	
					122992	JUL23 PEST SMC TRANS	65.00	
					122993	JUL 23 PEST SMC TAQ	40.00	
85424	08/07/23	474.70 003059	QUADIENIT LEASING USA, INC.		123111	8/28-11/27 Q LEASE	474.70	
85425	08/07/23	547.57 215	RICOH USA, INC. TX		123106	6/3-7/2 C/S	267.66	
					123125	8/3-9/2 AND LATE FEE	279.91	
					123021	SHIPPING CHG	75.00	
85426	08/07/23	75.00 001986	ROBERT H. WAGER COMPANY, INC.		123021	INVENTORY ORDER	1,300.08	
85427	08/07/23	1,300.08 003154	ROMAINE ELECTRIC CORP		123023	INVENTORY ORDER	52.41	
85428	08/07/23	52.41 135	SANTA CRUZ AUTO PARTS, INC.		122984	INVENTORY ORDER	255.00	
85429	08/07/23	255.00 001292	SANTA CRUZ RECORDS MNGMT INC		123002	7/19 SHRED MULTI	1,248.37	
85430	08/07/23	7,169.65 001307	SANTA CRUZ STAFFING, LLC		122973	TEMP W/E 7/23	1,282.50	
					122974	TEMP W/E 7/23	1,755.00	
					122975	TEMP W/E 7/16	1,240.00	
					122979	TEMP W/E 7/23	813.75	
					123017	TEMP W/E 7/16	830.03	
					123018	TEMP W/E 7/23	1,200.00	
85431	08/07/23	1,200.00 003261	SCRITC SOUTHERN CA REGIONAL		122956	7/1/23-6/30/24 DUES	8,077.50	
85432	08/07/23	43,086.90 003625	SELF INSURED SERVICES COMPANY		123121	JULY 23 VSP	35,009.40	
					123122	JULY 23 DENTAL	205.07	
85433	08/07/23	22,542.66 003292	SLINGSHOT CONNECTIONS LLC		122949	TEMP W/E 7/23	1,155.20	
					122959	TEMP W/E 5/21	1,501.76	
					122961	TEMP W/E 6/18	1,155.20	
					122962	TEMP W/E 6/25	1,155.20	
					122963	TEMP W/E 7/2	1,155.20	
					122964	TEMP W/E 7/9	1,155.20	
					122965	TEMP W/E 7/23	1,155.20	
					122966	TEMP W/E 7/16	1,155.20	
					122967	TEMP W/E 6/18	1,155.20	
					122968	TEMP W/E 6/25	1,155.20	
					122969	TEMP W/E 7/2	1,155.20	
					122970	TEMP W/E 7/9	924.16	

Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85434	08/07/23	003669	694.87	SPX TECHNOLOGIES, INC.		122971	TEMP W/E 7/16	1,155.20	
85435	08/07/23	002812	337.99	STRONGHOLD SECURITY INC.		122972	TEMP W/E 7/23	1,155.20	
85436	08/07/23	003285	754.06	THE AFTERMARKET PARTS CO LLC		122980	TEMP W/E 5/21	1,089.27	
						123040	TEMP W/E 7/2	1,176.00	
						123041	TEMP W/E 6/18	940.80	
						123042	TEMP W/E 6/25	1,176.00	
						123043	TEMP W/E 7/9	940.80	
						123044	TEMP W/E 7/16	940.80	
						123045	TEMP W/E 7/23	940.80	
						123112	INVENTORY ORDER	671.69	
						123113	INVENTORY ORDER	23.18	
						123090	MOBILE FORTITOKEN 5	337.99	
						122997	INVENTORY ORDER	153.20	
						122998	INVENTORY ORDER	230.01	
						123005	INVENTORY ORDER	148.58	
						123006	INVENTORY ORDER	153.34	
						123007	VEH# 1612 PARTS	42.86	
						123022	INVENTORY ORDER	26.07	
						122995	SOAP LINE VALVE SBF	205.91	
85437	08/07/23	166	205.91	THE HOSE SHOP, INC		123086	RPR OPS ELEVATOR	9,707.27	
85438	08/07/23	003684	9,707.27	TK ELEVATOR CORPORATION		122951	OFFICE SUPPLIES ADM	11.80	
85439	08/07/23	043	2,157.77	TROWBRIDGE ENTERPRISES		122990	OFFICE SUPPLIES HR	1,873.04	
						122994	OFFICE SUPPLIES	137.64	
						123060	OFFICE SUPPLIES	92.87	
						123061	OFFICE SUPPLIES	37.53	
						123062	OFFICE SUPPLIES	4.89	
85440	08/07/23	007	111.87	UNITED PARCEL SERVICE		123098	FREIGHT	53.89	
						123115	FREIGHT	57.98	
85441	08/07/23	003687	1,276.32	VALLEY POWER SYSTEMS NORTH, INC		123020	INVENTORY ORDER	1,276.32	
85442	08/07/23	003544	85.72	ZOOM VIDEO COMMUNICATIONS, INC		123092	7/31-8/30 WEBINAR500	85.72	
85443	08/08/23	003703	9,704.38	INTERSTATE GROUP, LLC.		123126	2411 CARGO TRAILER	9,704.38	
85444	08/14/23	001122	567.38	4IMPRINT, INC.		123231	JACKETS MMF	567.38	
85445	08/14/23	192	1,559.34	ALWAYS UNDER PRESSURE		123202	INVENTORY ORDER MMF	1,559.34	
85446	08/14/23	003596	183.76	AMAZON CAPITAL SERVICES, INC.		123159	OFFICE SUPPLIES	78.14	
						123162	OFFICE SUPPLIES	91.47	
						123199	OFFICE SUPPLIES	14.15	
85447	08/14/23	002861	35.89	AMERICAN MESSAGING SVCS, LLC		123243	AUG 23 PAGERS	35.89	
85448	08/14/23	003676	4,000.00	ANDREW J. O'KEEFE II		123246	MEDIA PROJECTS	4,000.00	
85449	08/14/23	003655	71,768.02	AVAAP USA LLC		123211	1904 MTH FEE JUL 23	71,768.02	

DATE: 08/01/23 THRU 08/31/23

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85450	08/14/23	9,128.11 002802	BATTERY SYSTEMS INC.	123229			INVENTORY ORDER	9,128.11	
85451	08/14/23	68.12 E996	BENSON, EDDIE	123245			MILEAGE REIMB	68.12	
85452	08/14/23	130.48 107A	BFS GROUP LLC	123133			LIGHT BULBS SMC	5.20	
				123134			TOILET REPAIR SMC	87.39	
				123143			WATER HEATER PARTS	24.14	
				123187			WALL RFR MMF	13.75	
85453	08/14/23	400.00 149	CALIFORNIA NEWSPAPERS P'SHIP	123262	0		CLASSIFIED LEGAL ADS	214.40	
85454	08/14/23	5,250.00 001324	CAPITALEGE ADVOCACY, INC.	123263			CLASSIFIED LEGAL ADS	185.60	
85455	08/14/23	49,444.67 001124	CLEAN ENERGY	123198			AUG 23 LEGISLATE SVC	5,250.00	
				123158			7/28 LNG CHARGES	9,870.35	
				123196			7/21 LNG CHARGES	9,812.95	
				123197			7/25 LNG CHARGES	9,830.37	
				123230			8/3 MAINT	19,931.00	
85456	08/14/23	109,608.00 003102	CLEVER DEVICES LTD.	123182			2205 APC SAAS PROJ	32,288.00	
				123183			1927 AVLP/PROT/CLOSEOUT	77,320.00	
85457	08/14/23	3,926.25 003601	COMCAST HOLDINGS CORPORATION	123251			7/4-7/30 TV ADS	3,926.25	
85458	08/14/23	887.68 163	COMMUNITY PRINTERS, INC.	123193			CAR CARDS/POSTERS	887.68	
85459	08/14/23	505.25 367	COMMUNITY TELEVISION OF	123217			6/23 BOD MEETING	505.25	
85460	08/14/23	1,359.31 003116	CUMMINS, INC	123147			CREDIT INV Y9-13436	-1,751.16	
				123148			VEH# 1209 ECM SVC	3,034.04	
				123149			INVENTORY ORDER	76.43	
85461	08/14/23	9,504.56 003274	EAST BAY TIRE CO.	123224			REVENUE TIRES	5,983.55	
				123225			REVENUE TIRES	2,744.04	
85462	08/14/23	109.00 003526	EDPO	123226			REVENUE TIRES	776.97	
85463	08/14/23	6,201.42 003485	EMPLOYNET, INC	123256			PROPANE TANK RENTAL	109.00	
				123128			TEMP W/E 7/30	900.00	
				123129			TEMP W/E 7/30	1,050.00	
				123130			TEMP W/E 7/30	1,134.75	
				123140			TEMP W/E 7/30	993.04	
				123216			TEMP W/E 7/23	792.00	
				123218			TEMP W/E 7/30	594.00	
				123227			TEMP W/E 7/23	737.63	
				123234			TEMP W/E 7/23	906.88	
				123235			TEMP W/E 7/30	1,133.60	
				123236			TEMP W/E 7/16	1,133.60	
85465	08/14/23	338.72 001297	FASTENAL COMPANY INC	123186			INVENTORY ORDER MMF	305.90	
85466	08/14/23	15,112.23 002952	FLYERS ENERGY, LLC	123223			NON INVENTORY ORDER	32.82	
				123203			7/16-7/31NONREV FUEL	2,560.32	
				123204			7/16-7/31 REV FUEL	12,551.91	

Attachment A

DATE: 08/01/23 THRU 08/31/23

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85467	08/14/23	GARDA CL WEST, INC.	10,295.06		123264	AUG 23 VAULT SVC	9,796.36	
85468	08/14/23	GILLIG LLC	1,718.23		123265	AUG 23 SERVICES	498.70	
85469	08/14/23	GLAGOLA, DANIELLE	79.67		123165	INVENTORY ORDER	542.74	
85470	08/14/23	GLOBAL WATER TECHNOLOGY INC	285.00		123166	VEH# 2001 PARTS	200.10	
85471	08/14/23	GONZALEZ, JANNETTE	89.00		123222	INVENTORY ORDER	975.39	
85472	08/14/23	GRAINGER	454.35		123247	REIMB RODEO SUPPLIES	79.67	
					123220	WATER TREATMENT OPS	285.00	
					123249	CLP REIMB	89.00	
					123131	INVENTORY ORDER	10.48	
					123132	INVENTORY ORDER	23.49	
					123144	INVENTORY SUPPL	67.48	
					123145	REPLACE WATER HEATER	264.80	
85473	08/14/23	GREENWASTE RECOVERY, INC.	990.71		123167	NON INVENTORY ORDER	88.10	
85473	08/14/23	GREENWASTE RECOVERY, INC.	-990.71		123257	JUL 23 WASTE PC	512.10	VOIDED
					123258	JUL 23 WASTE SVT	478.61	
85474	08/14/23	HUNT & SONS, INC.	2,588.57		123257	JUL 23 WASTE SVT	-512.10	**VOID
85475	08/14/23	JOHNSON CONTROLS INC	856.12		123258	JUL 23 WASTE SVT	-478.61	
85476	08/14/23	JOHNSON, KELLY	89.00		123168	INVENTORY ORDER	2,588.57	
85477	08/14/23	KELLEY'S SERVICE INC.	526.77		123255	8/1-10/31 OPS	856.12	
					123248	CLP REIMB	89.00	
					123169	INVENTORY ORDER	462.79	
					123170	INVENTORY ORDER	3.22	
					123171	VEH# 1720 PARTS	60.76	
85478	08/14/23	KELLY-MOORE PAINT CO., INC.	58.60		123221	PAINT VERNON	58.60	
85479	08/14/23	KEY GOVERNMENT FINANCE INC	23,627.38		123241	AUG 23 LEASE PAYMENT	23,627.38	
85480	08/14/23	KJRB, INC.	752.00		123260	VEH# 2802 TOW	282.00	
					123261	VEH# 2214 TOW	470.00	
85481	08/14/23	LANGUAGE LINE SERVICES INC	100.00		123242	JUL 23 TRANSLATE SVC	100.00	
85482	08/14/23	LAW OFFICES OF MARIE F. SANG	1,214.10	7	123214	CL# 21001486	478.80	
					123215	CL# 19009481	735.30	
85483	08/14/23	MAXIMUM OIL SERVICE LLC	180.00		123200	HAZARDWASTE DISP MMF	180.00	
85484	08/14/23	MID VALLEY SUPPLY INC.	1,043.29		123175	INVENTORY ORDER	1,043.29	
85485	08/14/23	MILLER MAXFIELD INC	11,668.75		123205	FALL HEADWAYS	1,287.50	
					123206	VARIOUS SERVICES	3,806.25	
					123207	SUMMER HEADWAYS	168.75	
					123208	VARIOUS SVC JUNE 23	6,406.25	
85486	08/14/23	MISSION UNIFORM	615.66	041	123156	FUELING ST TOWELS	156.00	
					123157	VMU/VSW UNIFORM SUPP	328.87	
					123160	TOWELS/MATS	18.50	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 08/01/23 THRU 08/31/23

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85487	08/14/23		1,585.90		123201	TOWELS,MOPS,MATS MMF	41.75	
85488	08/14/23		150.00		123213	LAUNDRY/CUSTODIAL	26.02	
85489	08/14/23		1,407.30		123238	TOWELS/MATS PRC	18.50	
85490	08/14/23		150.00		123239	LAUNDRY/CUSTODIAL	26.02	
85491	08/14/23		150.00		123254	AN LIFT INSPECT MMF	1,585.90	
85492	08/14/23		216.39		123244	DMV/DOT PHYSICAL	150.00	
85493	08/14/23		7,475.21		123253	FIRE ALARM INSP WTC	1,407.30	
85494	08/14/23		1,163.15		123232	ENGRAVING	150.00	
85495	08/14/23		829.50		123172	VEH# PC 4119 PARTS	216.39	
85496	08/14/23				123177	6/28-7/27 RIVER CHG	4,118.16	
85497	08/14/23				123228	7/5-8/2 SVT/WTC/PNR	3,357.05	
85498	08/14/23				123178	INVENTORY ORDER	1,163.15	
85499	08/14/23				123179	AUG 23 PEST OPS PARK	212.50	
85500	08/14/23				123181	AUG23 PEST OPS CREEK	255.00	
85501	08/14/23				123184	AUG 23 PEST MMF	217.50	
85502	08/14/23				123209	AUG23 PEST WTC TRANS	65.00	
85503	08/14/23				123210	AUG 23 PEST WTC MKT	79.50	
85495	08/14/23		1,316.24		123180	CHG STATION PARTS	1,316.24	
85496	08/14/23		400.00		123259	JUL 23 POSTAGE 1598	400.00	
85497	08/14/23		115.68		123252	8/1-8/31ADM2NDFLOOR	115.68	
85498	08/14/23		382.11		123176	VEH# 1720 PARTS	195.54	
85499	08/14/23				123189	INVENTORY ORDER	20.76	
85500	08/14/23				123190	INVENTORY ORDER	55.01	
85501	08/14/23				123191	NON INVENTORY ORDER	80.23	
85502	08/14/23				123192	INVENTORY ORDER	30.57	
85503	08/14/23				123161	7/21 SHREDDING PRC	45.00	
85504	08/14/23		45.00		123138	TEMP W/E 7/30	996.65	
85505	08/14/23		5,459.90		123141	TEMP W/E 7/30	992.00	
85506	08/14/23				123142	TEMP W/E 7/30	813.75	
85507	08/14/23				123146	TEMP W/E 7/30	1,240.00	
85508	08/14/23				123185	TEMP W/E 7/30	1,417.50	
85509	08/14/23				123139	TEMP W/E 7/30	1,528.80	
85510	08/14/23				123150	TEMP W/E 7/30	1,155.20	
85511	08/14/23				123151	TEMP W/E 7/30	924.16	
85512	08/14/23				123163	TVM CAMPAIGN	109.08	
85513	08/14/23		567.34		123164	FREIGHT TAX CREDIT	-0.67	
85514	08/14/23				123194	INVENTORY ORDER	459.59	
85515	08/14/23				123195	CREDIT FREIGHT TAX	-0.66	
85516	08/14/23		1,770.52		123135	INVENTORY ORDER	523.97	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR NAME	CHECK AMOUNT	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85504	08/14/23		319.31		123136	VEH# 1205 REPAIR	9.49	
85505	08/14/23		4,680.37		123137	SHOP TOOL	645.04	
85506	08/14/23		30.97		123173	INVENTORY ORDER	196.62	
85507	08/14/23		5,394.49		123174	VEH# 1205 PARTS	395.40	
					123188	INVENTORY ORDER	319.31	
					123240	INVENTORY ORDER	4,680.37	
					123219	FREIGHT	30.97	
					123152	VEH# 2214 PARTS	106.32	
					123153	VEH# 2214 PARTS	2,803.52	
					123154	VEH# 2214 PARTS	665.14	
					123155	VEH# 2214 PARTS	670.49	
					123237	VEH# 2214 PARTS	1,149.02	
					123127	6/23-7/22 BUS WIFI	4,247.27	
					123233	7/2-8/1 TABLET	38.52	
					123212	1902 PAC ST PROJCT	961.81	
					123266	JUL 23 WASTE SVT	478.61	
					123267	JUL 23 WASTE PRC	512.10	
					123302	INVENTORY ORDER	18.38	
					123298	HVAC Q MAINT VER	931.39	
					123291	OFFICE SUPPLIES	105.37	
					123300	SUPPLIES MMF	229.24	
					123305	OFFICE SUPPLIES	74.26	
					123311	CORDS FOR BOOTH CS	28.18	
					123319	REPLACE MICROWAVE	241.86	
					123325	OFFICE SUPPLIES	74.24	
					123326	ADMIN SNACKS	129.24	
					123327	OFFICE SUPPLIES	87.36	
					123328	SPOT CLEANER/VACUUM	562.39	
					123331	STANDING DESK	513.46	
					123271	7/10-8/9 DIST INT	929.56	
					123333	7/1-7/31 PT TO PT2	546.20	
					123280	AUG 23 MONTHLY FEE	4,334.92	
					123303	APPLE CABLE/ADAPTER	117.99	
					123395	LUNCH FOR TRIENNIAL	69.43	
					123320	BUS WRAP-COHO SALMON	10,517.77	
					123321	DESIGN CHANGE-CS	923.16	
					123322	BUS WRAP-ORCA	10,517.77	
					123381	KITE HILL F/Y 23	121.02	
					123274	7/18 LNG CHARGES	10,331.68	
85514	08/21/23	AT&T	1,475.76					
85515	08/21/23	ATHENS INSURANCE SERVICE, INC.	4,334.92					
85516	08/21/23	B & H FOTO & ELECTRONICS CORP	117.99					
85517	08/21/23	BOIS, MICHAEL	69.43					
85518	08/21/23	CATTO'S GRAPHICS, INC.	21,958.70					
85519	08/21/23	CITY OF SANTA CRUZ-FINANCE	121.02					
85520	08/21/23	CLEAN ENERGY	10,331.68					

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 08/01/23 THRU 08/31/23

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85521	08/21/23		296.00		123365	BATTERY BKUP REPAIR	296.00	
85522	08/21/23	COLLINS ELECTRICAL COMPANY, INC	490.75		123299	INVENTORY ORDER	231.59	
		CREATIVE BUS SALES, INC			123301	VEH# PC 1703 PARTS	159.85	
					123396	VEH# PC1703 PARTS	86.07	
					123397	VEH# 4119 PARTS	13.24	
85523	08/21/23	CROSSLINE SUPPLY, LLC	347.42		123297	INVENTORY ORDER	347.42	
85524	08/21/23	CTSJPA (CAL TIP)	14,570.93		123330	JUL 23 CODE=5100	14,570.93	
85525	08/21/23	CUMMINS, INC	6,053.59		123292	VEH# 2802 ECM	3,034.04	
					123293	VEH# 4209 PARTS	2,086.70	
					123295	VEH# 4209 PARTS	544.72	
					123296	INVENTORY ORDER	388.13	
85526	08/21/23	DEPARTMENT OF JUSTICE	160.00		123335	JUL 23 FINGERPRINTS	160.00	
85527	08/21/23	DEPARTMENT OF MOTOR VEHICLES	344.00		123422	VIN1L9BF1123PL041092	344.00	
85528	08/21/23	DOCTORS ON DUTY MEDICAL	4,192.50		123282	DMV PHYSICALS HR	4,042.50	
					123289	DOT/DMV PHYSICAL	150.00	
85529	08/21/23	EMPLOYNET, INC	2,519.81		123276	TEMP W/E 8/6	594.00	
					123313	TEMP W/E 6/18	990.00	
					123337	TEMP W/E 8/6	935.81	
85530	08/21/23	EMPOWER TRUST COMPANY, LLC	325.00		123383	PLAN NO. 340217-01	325.00	
85531	08/21/23	ESTRADA, URIEL	150.00		123359	DOT/DMV PHYSICAL	150.00	
85532	08/21/23	FARRIS, BONNIE	63.00		123394	CDL/VTT	63.00	
85533	08/21/23	FASTENAL COMPANY INC	5,136.74		123346	VENDING MACH INV	986.32	
					123352	VENDING MACH INV	244.19	
					123353	VENDING MACH INV	169.43	
					123356	VENDING MACH INSTALL	2,884.64	
					123371	VENDING RESTOCK	572.96	
					123379	NON INVENTORY ORDER	23.60	
					123386	NON INVENTORY ORDER	31.63	
					123387	NON INVENTORY ORDER	33.59	
					123388	VENDING MACH INV ORD	176.62	
					123389	INVENTORY ORDER	115.12	
					123402	CREDIT VENDING MACH	-54.57	
					123403	CREDIT VEND MACH INV	-46.79	
85534	08/21/23	FIRST ALARM SECURITY & PATROL	57,059.98		123401	JUL 23 SECURITY	57,059.98	
85535	08/21/23	FIRST ALARM	120.00		123416	8/8 SERVICE CALL	120.00	
85536	08/21/23	GILLIG LLC	1,379.21		123366	INVENTORY ORDER	103.80	
					123367	VEH# 1903 PARTS	34.75	
					123368	VEH# 1904 PARTS	504.77	
					123369	VEH# 4205 PARTS	9.31	

Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR NAME	CHECK VENDOR NUMBER	CHECK AMOUNT	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85537	08/21/23			1,570.19		123370	INVENTORY ORDER	726.58	
85538	08/21/23	GRAFFITI SHIELD INC	003412	85.52		123355	INVENTORY ORDER	1,570.19	
85539	08/21/23	GRAINGER	282	85.52		123308	MAINT SUPPLIES MMF	85.52	
		HANSON BRIDGETT LLP	003109	89,075.10		123406	M# 032117.004002	21,995.60	
						123407	M# 032117.005001	1,385.70	
						123408	M# 032117.005002	3,288.60	
						123409	M# 032117.006001	3,542.00	
						123410	M# 032117.006012	20,997.20	
						123411	M# 031117.006013	2,217.80	
						123412	M# 032117.006014	6,075.40	
						123413	M# 032117.006041	1,703.80	
						123414	JUL 23 RETAINER	27,869.00	
85540	08/21/23	HENDERSON, DAN	B041	15.99		123324	NOTARY CHG/ENVELOPE	15.99	
85541	08/21/23	KELLEY'S SERVICE INC.	1117	468.69		123384	INVENTORY ORDER	421.15	
						123385	VEH# 802 PARTS	47.54	
						123417	VEH# 1204 TOW	423.00	
85542	08/21/23	KJRB, INC.	003271	423.00		123279	REIMB CLP	89.00	
85543	08/21/23	KUMAR, VIKAS	E1158	89.00		123281	CL#22001522	581.40	
85544	08/21/23	LAW OFFICES OF MARIE F. SANG	852	1,586.10	7	123294	CL# 22000654	577.20	
						123329	CL#11000452/11001281	427.50	
85545	08/21/23	LUMINATOR TECH GROUP GLOBAL,	003362	360.98		123343	INVENTORY ORDER	360.98	
85546	08/21/23	MANSFIELD OIL CO OF GAINSVILLE	003017	19,687.95		123272	8/4 DIESEL FUEL	19,687.95	
85547	08/21/23	MGP XI REIT,LLC	003273	2,450.56		123380	SEPT23 RENT CAPITOLA	2,450.56	
85548	08/21/23	MILES, MARY FRANCES	T376	88.00		123382	REFUND PRC CUST 9102	88.00	
85549	08/21/23	MISSION UNIFORM	041	41.75		123323	TOWELS,MOPS,MATS MMF	41.75	
85550	08/21/23	MONTEREY BAY ECON PARTNERSHIP	003291	5,000.00		123278	FY 24 MEMBERSHIP	5,000.00	
85551	08/21/23	OCEAN HONDA	003156	598.65		123269	VEH 1213 RPR	598.65	
85552	08/21/23	PACIFIC TRUCK PARTS, INC.	023	151.72		123268	INVENTORY ORDER	151.72	
85553	08/21/23	QUEST DIAGNOSTIC INC.	003020	499.70		123334	JUL 23 DOT DRUG TEST	499.70	
85554	08/21/23	RANDY & LARAE WEST	882	1,554.52	7	123290	PRINT FORM PARA-027	1,474.77	
						123307	BUSINESS CARDS SF	79.75	
85555	08/21/23	ROCHA FERNANDEZ, DARIO	E1018	53.00		123358	DRIVERS LIC RENEWAL	53.00	
85556	08/21/23	ROMAINE ELECTRIC CORP	003154	1,255.24		123338	INVENTORY ORDER	1,255.24	
85557	08/21/23	RS AMERICAS, INC.	003677	471.83		123345	INVENTORY ORDER	471.83	
85558	08/21/23	SANTA CRUZ AUTO PARTS, INC.	135	151.18		123341	CREDIT 14508-475428	-80.23	
						123342	INVENTORY ORDER	147.83	
						123392	VEH# 1724 PARTS	23.58	
						123393	PC #1715 WELDING	60.00	
85559	08/21/23	SANTA CRUZ MUNICIPAL UTILITIES	079	519.26		123273	7/1-7/31 VER IRRIG	206.43	

Attachment A

DATE: 08/01/23 THRU 08/31/23

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85560	08/21/23	SANTA CRUZ STAFFING, LLC	001307		123310	7/1-7/31 SBF IRRIG	312.83	
					123275	TEMP W/E 8/6	1,209.00	
					123277	TEMP W/E 8/6	1,240.00	
					123286	TEMP W/E 6/25	1,240.00	
					123306	TEMP W/E 8/6	1,113.75	
					123309	TEMP W/E 8/6	905.87	
					123314	TEMP W/E 8/6	1,574.80	
					123315	TEMP W/E 8/6	1,146.60	
					123339	TEMP W/E 8/6	924.16	
					123340	TEMP W/E 8/6	1,501.76	
					123360	INVENTORY ORDER	888.77	
					123420	2303/1937 BIKE RACKS	6,177.00	
					123421	1937/2303 BIKE RACKS	480.70	
					123364	INVENTORY ORDER	251.80	
					123398	CREDIT INV 90193417	-0.67	
					123399	CREDIT INV 90193652	-0.67	
					123400	CREDIT INV# 90193444	-0.67	
					123312	OFFICE SUPPLIES	32.09	
					123332	OFFICE SUPPLIES	66.85	
					123415	2104 IND WASHER MMF	171,232.04	
					123283	1901 JUL 23 PRC FAC	54.00	
					123344	T5 SCRUBBER RPR	725.62	
					123418	CREDIT INV 919109272	-1,014.64	
					123419	T5 REPAIR	1,014.64	
					123347	VEH# 1002/1004 PARTS	23.47	
					123348	VEH# 2223 PARTS	98.99	
					123349	MTS SR1739 SPARES	277.70	
					123350	MTS SR1739 SPARES	2,976.45	
					123351	VEH# 1303 PARTS	47.96	
					123357	VEH# 1305 PARTS	659.95	
					123372	INVENTORY ORDER	668.69	
					123373	INVENTORY ORDER	2,676.87	
					123374	INVENTORY ORDER	323.05	
					123375	INVENTORY ORDER	211.26	
					123376	INVENTORY ORDER	648.17	
					123377	VEH# 2811 PARTS	83.82	
					123378	INVENTORY ORDER	3,033.58	
					123354	INVENTORY ORDER	133.06	
					123390	NON INVENTORY ORDER	207.42	
85561	08/21/23	SLINGSHOT CONNECTIONS LLC	003292				3,572.52	
85562	08/21/23	SPORTWORKS GLOBAL LLC	003621				7,546.47	
85563	08/21/23	SPX TECHNOLOGIES, INC.	003669				249.79	
85564	08/21/23	STAPLES INC	003595				98.94	
85565	08/21/23	STEAM CLEANERS LLC	003651				171,232.04	
85566	08/21/23	SWIFT CONSULTING SERVICES INC	003465				54.00	
85567	08/21/23	TENNANT COMPANY	366				725.62	
85568	08/21/23	THE AFTERMARKET PARTS CO LLC	003285				11,729.96	
85569	08/21/23	THE HOSE SHOP, INC	166				340.48	

Attachment A

DATE: 08/01/23 THRU 08/31/23

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85570	08/21/23	TREE, MICHAEL	334.91		123336	REIMB MEETINGS/SUPPL	334.91	
85571	08/21/23	TROWBRIDGE ENTERPRISES	229.58		123285	SUPPLIES OPS	34.35	
					123287	OFFICE SUPPLIES	103.58	
					123288	CREDIT RETURN	-34.95	
					123317	OFFICE SUPPLIES	17.37	
					123318	OFFICE SUPPLIES	109.23	
					123405	****-****-****-5971	19,777.88	
85572	08/21/23	U.S. BANK	19,777.88		123361	FREIGHT	50.14	
85573	08/21/23	UNITED PARCEL SERVICE	50.14		123316	INVENTORY ORDER	3,822.13	
85574	08/21/23	VALLEY POWER SYSTEMS NORTH, INC	3,822.13		123362	INVENTORY ORDER	537.00	
85575	08/21/23	VERITECH, INC.	537.00		123270	7/2-8/1 MARKETING	60.04	
85576	08/21/23	VERIZON WIRELESS	5,145.48	0	123391	7/2-8/1 PRC	5,085.44	
85577	08/21/23	WORKFORCEQA, LLC	116.00		123363	JUN23 DOT/DRUG TEST	116.00	
85578	08/28/23	AIRTEC SERVICE INC.	5,859.69		123439	HVAC QUART MAINT MMF	1,048.88	
					123440	HVAC QUART MAINT OPS	3,317.00	
					123441	HVAC QUART MAINT SMC	525.76	
					123442	HVAC QUART MAINT SBF	237.16	
					123443	HVAC QUART MAINT PRC	282.44	
					123449	HVAC QUART MAINT WTC	448.45	
85579	08/28/23	ALMANZA, CANDIS	150.81		123537	REIMBURSEMENT	150.81	
85580	08/28/23	ALWAYS UNDER PRESSURE	38,203.36		123461	2403 LANDA ECOS 7000	38,203.36	
85581	08/28/23	AMAZON CAPITAL SERVICES, INC.	1,209.27		123430	DESK FOOT REST	54.60	
					123436	SUPPL SUPE VEHICLES	195.94	
					123451	BENCH EQUIPMENT OPS	529.95	
					123454	OFFICE SUPPLIES	244.80	
					123455	OFFICE SUPPLIES	60.00	
					123526	OFFICE SUPPLIES	69.63	
					123530	RESCUE TAPE MMF	54.35	
85582	08/28/23	AT&T	1,729.20		123477	7/13-8/12 PT TO PT1	1,729.20	
85583	08/28/23	AUTOMATIC DOOR SYSTEMS, INC.	805.81		123423	BIANNUALDOOR SVC SVT	234.94	
					123424	BIANNUALDOOR SVC VER	268.56	
					123434	BIANNUALDOOR SVC SMC	302.31	
85584	08/28/23	BFS GROUP LLC	59.73		123506	SURFACE BOLT SMC	6.86	
					123511	CD-EXT PLY SMC	52.87	
85585	08/28/23	BROWN ARMSTRONG ACCOUNTANCY	1,800.00		123464	WIP 23AUDIT PLANNING	1,800.00	
85586	08/28/23	CALIFORNIA NEWSPAPERS P'SHIP	382.40	0	123456	CLASSIFIED LEGAL AD	51.20	
					123457	CLASSIFIED LEGAL AD	123.20	
					123458	CLASSIFIED LEGAL AD	145.60	
					123459	CLASSIFIED LEGAL AD	62.40	

Attachment A

DATE: 08/01/23 THRU 08/31/23

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85587	08/28/23	003661	22,526.78	CELTIS VENTURES, INC.		123487	JUL 23 ONE RIDE TIME	2,610.03	
						123488	JUL 23 PHOTO SHOOT	1,419.25	
						123489	JUL 23 WEBSITE RDSGN	18,497.50	
85588	08/28/23	003320	6,043.60	CENTER FOR TRANSPORTATION AND		123546	JULY 23 19-0037	6,043.60	
85589	08/28/23	001346	62.41	CITY OF SANTA CRUZ-FINANCE		123545	LANDFILL	62.41	
85590	08/28/23	002109	990.00	CITY OF SANTA CRUZ/PARKING		123544	PARKING C/S	990.00	
85591	08/28/23	130	2,204.85	CITY OF WATSONVILLE UTILITIES		123495	7/7-8/9 WATER IRRIG	115.73	
						123496	7/7-8/9 WATER	124.27	
						123497	7/7-8/9 WATER	438.40	
						123498	AUG 23 WASTE WTC	1,481.84	
						123499	7/7-8/9 FIRE SVC	44.61	
85592	08/28/23	733	2,747.04	CLAREMONT EAP		123518	AUG 23 EAP	686.76	
						123520	JULY 23 EAP	686.76	
						123521	JUNE 23 EAP	686.76	
						123524	MAY 23 EAP	686.76	
85593	08/28/23	909	5,901.41	CLASSIC GRAPHICS		123548	RPR VEH #2218	5,901.41	
85594	08/28/23	003116	54,837.13	CUMMINS, INC		123481	VEH# 4203 ENGINE REP	35,839.63	
						123482	VEH#4203ENGREPLLABOR	18,997.50	
85595	08/28/23	003485	9,697.54	EMPLOYNET, INC		123431	TEMP W/E 8/6	1,102.88	
						123432	TEMP W/E 8/6	945.00	
						123433	TEMP W/E 8/6	1,200.00	
						123476	TEMP W/E 8/13	782.78	
						123513	TEMP W/E 8/13/23	1,200.00	
						123515	TEMP W/E 6/25/23	960.00	
						123519	TEMP W/E 8/13	1,456.00	
						123522	TEMP W/E 8/13	1,050.00	
						123523	TEMP W/E 8/13	1,000.88	
						123435	OFFICE SUPPLIES	13.22	
85596	08/28/23	001297	13.22	FASTENAL COMPANY INC		123474	JUL 23 MERCHANT FEES	576.32	
85597	08/28/23	002962	576.32	FIS		123516	8/1-8/15 FUEL NON RE	2,450.23	
85598	08/28/23	002952	14,745.10	FLYERS ENERGY, LLC		123517	8/1-8/15 FUEL REV	12,294.87	
						123527	REFUND TICKETS	107.50	
85599	08/28/23	T377	107.50	GAUB, KATHRYN		123478	VEH# 4206 PARTS	77.11	
85600	08/28/23	117	77.11	GILLIG LLC		123542	TRAVEL REIMBURSEMENT	580.06	
85601	08/28/23	E1073	580.06	GLAGOLA, DANIELLE		123426	INVENTORY ORDER	24.33	
85602	08/28/23	282	24.33	GRAINGER		123538	JULY 23 LTD	11,381.13	
85603	08/28/23	001745	32,960.86	HARTFORD LIFE AND ACCIDENT INS		123539	JULY 23 AD&D	5,235.38	
						123540	AUG 23 LTD	11,277.76	
						123541	AUG 23 AD&D	5,066.59	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR NAME	CHECK VENDOR AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85604	08/28/23	1,200.00 003518	HENRY EDWARD GEHRING	123543	ANNUAL INSPECT/CERT	1,200.00			
85605	08/28/23	69.19 1117	KELLEY'S SERVICE INC.	123479	INV/NON INV ORDER	69.19			
85606	08/28/23	611.00 003271	KJRB, INC.	123467	VEH# 1205 TOW	611.00			
85607	08/28/23	235.97 E1160	LOPEZ, RENE	123531	REIMBURSEMENT BOOT	235.97			
85608	08/28/23	53.00 E1048	MARTINEZ, PABLO	123536	DMV REIMBURSEMENT	53.00			
85609	08/28/23	1,050.71 041	MISSION UNIFORM	123437	LAUNDRY/CUSTODIAL	20.08			
				123463	TOWELS,MOPS,MATS MMF	41.75			
				123470	TOWELS/MATS_PRC	18.50			
				123490	FUEL STATION TOWELS	156.00			
				123491	VMU/VSW UNIFORM SUPP	323.69			
				123492	FUEL STATION TOWELS	156.00			
				123493	VMU/VSW UNIFORM SUPP	334.69			
85610	08/28/23	1,152.25 009	PACIFIC GAS & ELECTRIC	123547	7/14-8/13 RESEARCH	1,152.25			
85611	08/28/23	186.92 003024	RICOH USA, INC CA	123494	8/14-9/13 PRC	70.09			
85612	08/28/23	2,589.14 003154	ROMAINE ELECTRIC CORP	123501	8/12-9/11 OPS COPIER	116.83			
85613	08/28/23	552.87 135	SANTA CRUZ AUTO PARTS, INC.	123473	INVENTORY ORDER	2,589.14			
				123471	VEH# 802 PARTS	468.98			
				123472	INVENTORY ORDER	83.89			
85614	08/28/23	10,078.84 079	SANTA CRUZ MUNICIPAL UTILITIES	123500	7/11-8/9 RIVER	501.79			
				123502	7/11-8/9 RIVER	3,350.05			
				123503	7/11-8/9 GOLF CLUB	1,619.94			
				123504	7/11-8/9 VERNON	626.22			
				123505	7/11-8/9 PACIFIC	2,723.65			
				123507	7/11-8/9 PACIFIC	129.01			
				123508	7/11-8/9 BETTYS	62.16			
				123509	7/11-8/9 CED-WALNUT	1,050.60			
				123510	7/11-8/9 GOLF CLUB	15.42			
85615	08/28/23	5,603.63 001307	SANTA CRUZ STAFFING, LLC	123438	TEMP W/E 8/13	813.75			
				123446	TEMP W/E 8/13	1,240.00			
				123468	TEMP W/E 8/13	987.35			
				123469	TEMP W/E 8/13	1,100.50			
				123512	TEMP W/E 8/13/23	202.50			
				123528	TEMP W/E 7/16/23	1,259.53			
				123533	REPLENISHMENT	90.45			
85616	08/28/23	90.45 570	SCMTD PETTY CASH - CUST SVC	123533	JULY 23 WATER SUT	623.73			
85617	08/28/23	978.51 002459	SCOTTS VALLEY WATER DISTRICT	123480	JULY 23 WATER SVT	354.78			
85618	08/28/23	45,067.70 003625	SELF INSURED SERVICES COMPANY	123483	AUGUST 23 VSP	8,482.50			
				123425	AUGUST 23 DENTAL	36,585.20			
85619	08/28/23	53.00 E1161	SERRANO, JUAN	123428	DMV REIMBURSEMENT	53.00			

Attachment A

DATE: 08/01/23 THRU 08/31/23

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85620	08/28/23	5,700.00 002267	SHAW YODER ANTWIH		123429	AUG 23 LEGISLATE SVC	5,700.00		
85621	08/28/23	2,310.40 003292	SLINGSHOT CONNECTIONS LLC		123444	TEMP W/E 8/13	1,155.20		
					123445	TEMP W/E 8/13	1,155.20		
85622	08/28/23	10,468.28 001075	SOQUEL III ASSOCIATES		123465	SEP 23 RENT RESEARCH	10,268.28		
					123466	SEP23 SECDEP INCREAS	200.00		
85623	08/28/23	455.75 003669	SPX TECHNOLOGIES, INC.		123486	INVENTORY ORDER	455.75		
85624	08/28/23	53.00 E1159	TALLON, JAMES ANTHONY		123485	REIMB DMW-CDL	53.00		
85625	08/28/23	181.97 003285	THE AFTERMARKET PARTS CO LLC		123447	VEH# 2811 PARTS	93.05		
					123450	VEH# 1004 PARTS	7.45		
					123452	VEH# 2811 PARTS	81.47		
85626	08/28/23	77.92 166	THE HOSE SHOP, INC		123462	STEAM CLEANER MMF	77.92		
85627	08/28/23	9,707.26 003684	TK ELEVATOR CORPORATION		123460	ELEVATOR REPAIR OPS	9,707.26		
85628	08/28/23	215.16 043	TROWBRIDGE ENTERPRISES		123427	OFFICE SUPPLIES	130.55		
					123448	OFFICE SUPPLIES	78.11		
					123475	OFFICE SUPPLIES	6.50		
85629	08/28/23	62.21 007	UNITED PARCEL SERVICE		123549	FREIGHT	62.21		
85630	08/28/23	149.79 003530	ZORO TOOLS, INC.		123534	CLOSET AUGER	87.35		
					123535	STEEL KEY CABINT WTC	62.44		
85631	08/30/23	21.00 M149	ADAMS, ELLEN		9009012	MEDICAL SUPPLEMENTAL	21.00		
85632	08/30/23	14.16 M381	AGUIRRE, CIRO		9009179	MEDICAL SUPPLEMENTAL	14.16		
85633	08/30/23	134.58 M382	AITKEN, ANGELA		9009180	MEDICAL SUPPLEMENTAL	134.58		
85634	08/30/23	14.98 M150	ALLEN, ROBERT		9009013	MEDICAL SUPPLEMENTAL	14.98		
85635	08/30/23	21.00 M333	ANDERSON, WILLIAM		9009150	MEDICAL SUPPLEMENTAL	21.00		
85636	08/30/23	41.36 M151	ANDRADE, GERALD		9009014	MEDICAL SUPPLEMENTAL	41.36		
85637	08/30/23	20.68 M152	ANN, DORICE		9009015	MEDICAL SUPPLEMENTAL	20.68		
85638	08/30/23	16.81 M153	ARCHIBEQUE, ELEANOR		9009016	MEDICAL SUPPLEMENTAL	16.81		
85639	08/30/23	42.00 M154	ARCHIBEQUE, JUANITA		9009017	MEDICAL SUPPLEMENTAL	42.00		
85640	08/30/23	42.00 M155	ASPESI, JOHN		9009018	MEDICAL SUPPLEMENTAL	42.00		
85641	08/30/23	21.00 M383	AVILES, PATRICIA		9009181	MEDICAL SUPPLEMENTAL	21.00		
85642	08/30/23	42.00 M156	BAILEY, EDWIN		9009019	MEDICAL SUPPLEMENTAL	42.00		
85643	08/30/23	248.16 M158	BAN, MARK		9009020	MEDICAL SUPPLEMENTAL	248.16		
85644	08/30/23	14.98 M335	BARRY, BARTHOLOMEW		9009151	MEDICAL SUPPLEMENTAL	14.98		
85645	08/30/23	5.21 M336	BARTZ, GLENN		9009152	MEDICAL SUPPLEMENTAL	5.21		
85646	08/30/23	21.00 M160	BASS, BETTY		9009021	MEDICAL SUPPLEMENTAL	21.00		
85647	08/30/23	38.78 M161	BAUER, FRANK		9009022	MEDICAL SUPPLEMENTAL	38.78		
85648	08/30/23	14.98 M162	BLAIR, GARY		9009023	MEDICAL SUPPLEMENTAL	14.98		
85649	08/30/23	21.00 M164	BLAKE, GENEVA		9009024	MEDICAL SUPPLEMENTAL	21.00		
85650	08/30/23	21.00 M165	BLIGHT, KAREN		9009025	MEDICAL SUPPLEMENTAL	21.00		
85651	08/30/23	42.00 M167	BOYD, MICHAEL		9009026	MEDICAL SUPPLEMENTAL	42.00		

Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85652	08/30/23	14.98	M169		9009027	MEDICAL SUPPLEMENTAL	14.98	
85653	08/30/23	21.00	M337	BREGANTE, BATTISTA	9009153	MEDICAL SUPPLEMENTAL	21.00	
85654	08/30/23	42.00	M384	BRONDSATTER, CHERYL	9009182	MEDICAL SUPPLEMENTAL	42.00	
85655	08/30/23	42.00	M170	BRONDSATTER, WALLACE	9009028	MEDICAL SUPPLEMENTAL	42.00	
85656	08/30/23	42.00	M171	BROWN, ERNEST	9009029	MEDICAL SUPPLEMENTAL	42.00	
85657	08/30/23	21.00	M172	BROWN, KENNETH	9009030	MEDICAL SUPPLEMENTAL	21.00	
85658	08/30/23	50.19	M385	BURKET, JANET	9009183	MEDICAL SUPPLEMENTAL	50.19	
85659	08/30/23	17.88	M173	BUSH, DEBBIE	9009031	MEDICAL SUPPLEMENTAL	17.88	
85660	08/30/23	28.32	M339	BYTHEWAY, MARY	9009154	MEDICAL SUPPLEMENTAL	28.32	
85661	08/30/23	81.21	M174	CANALES, DONNA	9009032	MEDICAL SUPPLEMENTAL	81.21	
85662	08/30/23	14.98	M175	CAPELLA, KATHLEEN	9009033	MEDICAL SUPPLEMENTAL	14.98	
85663	08/30/23	21.00	M176	CARLSON, MERRYL	9009034	MEDICAL SUPPLEMENTAL	21.00	
85664	08/30/23	14.98	M177	CARR, DALE	9009035	MEDICAL SUPPLEMENTAL	14.98	
85665	08/30/23	35.77	M178	CASANEGA, RICHARD	9009036	MEDICAL SUPPLEMENTAL	35.77	
85666	08/30/23	14.98	M340	CAVATAO, PASQUALE	9009155	MEDICAL SUPPLEMENTAL	14.98	
85667	08/30/23	14.98	M179	CENTER, DOUGLAS	9009037	MEDICAL SUPPLEMENTAL	14.98	
85668	08/30/23	83.21	M386	CERVANTES, GLORIA	9009184	MEDICAL SUPPLEMENTAL	83.21	
85669	08/30/23	14.98	M341	CHANDLEY, PAUL	9009156	MEDICAL SUPPLEMENTAL	14.98	
85670	08/30/23	24.82	M420	CHAVARRIA, JOHNNY	9009209	MEDICAL SUPPLEMENTAL	24.82	
85671	08/30/23	21.00	M343	CHAVEZ, JESSE	9009157	MEDICAL SUPPLEMENTAL	21.00	
85672	08/30/23	14.98	M180	CLARKE, PATRICIA	9009038	MEDICAL SUPPLEMENTAL	14.98	
85673	08/30/23	59.49	M181	CLAYTON, MICHAEL	9009039	MEDICAL SUPPLEMENTAL	59.49	
85674	08/30/23	21.00	M182	COLWELL, ARLAN	9009040	MEDICAL SUPPLEMENTAL	21.00	
85675	08/30/23	50.19	M183	CONTRERAS-NAVARRO, FRANCISCO	9009041	MEDICAL SUPPLEMENTAL	50.19	
85676	08/30/23	42.00	M387	COON, RICHARD	9009185	MEDICAL SUPPLEMENTAL	42.00	
85677	08/30/23	42.13	M185	COTTER, ROBERT	9009042	MEDICAL SUPPLEMENTAL	42.13	
85678	08/30/23	21.00	M186	COWELL, RICHARD	9009043	MEDICAL SUPPLEMENTAL	21.00	
85679	08/30/23	50.19	M376	CRAMBLETT, LAWRENCE	9009178	MEDICAL SUPPLEMENTAL	50.19	
85680	08/30/23	21.00	M187	CRANDELL, DANA	9009044	MEDICAL SUPPLEMENTAL	21.00	
85681	08/30/23	21.00	M188	CRAWFORD, FLOYD	9009045	MEDICAL SUPPLEMENTAL	21.00	
85682	08/30/23	42.00	M190	CRUISE, RICHARD	9009046	MEDICAL SUPPLEMENTAL	42.00	
85683	08/30/23	14.98	M349	CRUTCH, SHELTON	9009158	MEDICAL SUPPLEMENTAL	14.98	
85684	08/30/23	42.00	M192	CUMMINGS, CYNTHIA	9009047	MEDICAL SUPPLEMENTAL	42.00	
85685	08/30/23	41.36	M195	CUMMINS, MAJOR	9009048	MEDICAL SUPPLEMENTAL	41.36	
85686	08/30/23	14.98	M196	DAVIDOSKI, PATTI	9009049	MEDICAL SUPPLEMENTAL	14.98	
85687	08/30/23	14.98	M373	DAVILA, ANA	9009176	RETIREE SUPPLEMENTAL	14.98	
85688	08/30/23	42.13	M197	DEL PO, CAROLYN	9009050	MEDICAL SUPPLEMENTAL	42.13	
85689	08/30/23	14.98	M427	DEVIVO, WILLIAM	9009216	MEDICAL SUPPLEMENTAL	14.98	
85690	08/30/23	21.00	M389	DOBBS, LILLIAN	9009186	MEDICAL SUPPLEMENTAL	21.00	
				DORFMAN, IRIS				

Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85691	08/30/23	M421	DOVE, WILLIAM		9009210	MEDICAL SUPPLEMENTAL	62.11	
85692	08/30/23	M199	DRAKE, JUDITH		9009051	MEDICAL SUPPLEMENTAL	14.98	
85693	08/30/23	M200	ELIA, LARRY		9009052	MEDICAL SUPPLEMENTAL	14.98	
85694	08/30/23	M390	EMERSON, WILLIAM		9009187	MEDICAL SUPPLEMENTAL	42.00	
85695	08/30/23	M201	ESCARCEGA, MIGUEL		9009053	MEDICAL SUPPLEMENTAL	42.00	
85696	08/30/23	M202	FALLAU, NICHOLAS		9009054	MEDICAL SUPPLEMENTAL	45.69	
85697	08/30/23	M435	FELDER, KRISTAAN		9009221	MEDICAL SUPPLEMENTAL	25.20	
85698	08/30/23	M391	FENN, MARILYN		9009188	MEDICAL SUPPLEMENTAL	21.00	
85699	08/30/23	M203	FLAGG, PAULA		9009055	MEDICAL SUPPLEMENTAL	14.16	
85700	08/30/23	M352	FLOREZ, ROSTE		9009159	MEDICAL SUPPLEMENTAL	14.98	
85701	08/30/23	M394	FRANCIS, RUFUS		9009189	MEDICAL SUPPLEMENTAL	28.32	
85702	08/30/23	M354	GABRIELE, BERNARD		9009160	MEDICAL SUPPLEMENTAL	13.70	
85703	08/30/23	M355	GABRIELE, CATHLEEN		9009161	MEDICAL SUPPLEMENTAL	13.70	
85704	08/30/23	M395	GALE, TERRY		9009190	MEDICAL SUPPLEMENTAL	42.00	
85705	08/30/23	M396	GALLOWAY, SCOTT		9009191	MEDICAL SUPPLEMENTAL	14.98	
85706	08/30/23	M206	GARBEZ, LINDA		9009056	MEDICAL SUPPLEMENTAL	14.98	
85707	08/30/23	M207	GARBEZ, MANNY		9009057	MEDICAL SUPPLEMENTAL	14.98	
85708	08/30/23	M208	GARCIA, DANIEL		9009058	MEDICAL SUPPLEMENTAL	29.74	
85709	08/30/23	M209	GARCIA, HELEN		9009059	MEDICAL SUPPLEMENTAL	14.98	
85710	08/30/23	M210	GARCIA, SAMUEL		9009060	MEDICAL SUPPLEMENTAL	38.78	
85711	08/30/23	M041	GOUVEIA, ROBERT	0	9009010	MEDICAL SUPPLEMENTAL	51.76	
85712	08/30/23	M213	GRANADOS-BOYCE, MARIA		9009061	MEDICAL SUPPLEMENTAL	41.36	
85713	08/30/23	M214	GROBMAN, BRUCE		9009062	MEDICAL SUPPLEMENTAL	14.98	
85714	08/30/23	M215	GROSJEAN, DOUGLAS		9009063	MEDICAL SUPPLEMENTAL	29.97	
85715	08/30/23	M216	HALL, SHIRLEY		9009064	MEDICAL SUPPLEMENTAL	14.98	
85716	08/30/23	M217	HAMM, CAROLYN		9009065	MEDICAL SUPPLEMENTAL	14.98	
85717	08/30/23	M422	HERNANDEZ, ALICIA		9009211	MEDICAL SUPPLEMENTAL	31.06	
85718	08/30/23	M219	HERNANDEZ, JUAN		9009066	MEDICAL SUPPLEMENTAL	41.36	
85719	08/30/23	M220	HERNANDEZ, MARGARITO		9009067	MEDICAL SUPPLEMENTAL	14.98	
85720	08/30/23	M221	HERSHEY, ANDREA		9009068	MEDICAL SUPPLEMENTAL	42.13	
85721	08/30/23	M397	HETH, KATHRYN		9009192	MEDICAL SUPPLEMENTAL	21.00	
85722	08/30/23	M398	HICKLIN, LUCILLE		9009193	MEDICAL SUPPLEMENTAL	21.00	
85723	08/30/23	M222	HILL, ANDREW		9009069	MEDICAL SUPPLEMENTAL	21.00	
85724	08/30/23	M437	HILTNER, THOMAS		9009223	MEDICAL SUPPLEMENTAL	81.01	
85725	08/30/23	M223	HINDIN, LENORE		9009070	MEDICAL SUPPLEMENTAL	14.98	
85726	08/30/23	M224	HOBBS, JAMES		9009071	MEDICAL SUPPLEMENTAL	42.00	
85727	08/30/23	M225	HOLCOMB, MICHAEL		9009072	MEDICAL SUPPLEMENTAL	42.00	
85728	08/30/23	M226	HOLODNICK, JAMES		9009073	MEDICAL SUPPLEMENTAL	101.31	
85729	08/30/23	M356	HOWARD, CAROL		9009162	MEDICAL SUPPLEMENTAL	21.00	

Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85730	08/30/23	M228	42.00	HOWARD, WARD		9009074	MEDICAL SUPPLEMENTAL	42.00	
85731	08/30/23	M229	42.00	HYMAN, JOE		9009075	MEDICAL SUPPLEMENTAL	42.00	
85732	08/30/23	M230	41.36	JACINTO, FRANK		9009076	MEDICAL SUPPLEMENTAL	41.36	
85733	08/30/23	M231	21.00	JAHNKE, EILEEN		9009077	MEDICAL SUPPLEMENTAL	21.00	
85734	08/30/23	M438	14.98	JENSEN, EVANGELINE		9009224	MEDICAL SUPPLEMENTAL	14.98	
85735	08/30/23	M357	14.98	JUSSEL, PETE		9009163	MEDICAL SUPPLEMENTAL	14.98	
85736	08/30/23	M233	42.00	KALE, RICKEY		9009078	MEDICAL SUPPLEMENTAL	42.00	
85737	08/30/23	M434	21.00	KAMEDA, TERRY		9009220	MEDICAL SUPPLEMENTAL	21.00	
85738	08/30/23	M235	14.98	KELLY, ELOISE		9009079	MEDICAL SUPPLEMENTAL	14.98	
85739	08/30/23	M399	28.32	KONNO, DAVID		9009194	MEDICAL SUPPLEMENTAL	28.32	
85740	08/30/23	M236	42.00	KORBA, PATRICIA		9009080	MEDICAL SUPPLEMENTAL	42.00	
85741	08/30/23	M423	8.99	LAM, JAMES		9009212	MEDICAL SUPPLEMENTAL	8.99	
85742	08/30/23	M433	25.20	LANAGAN, CHRIS		9009219	MEDICAL SUPPLEMENTAL	25.20	
85743	08/30/23	M238	21.00	LAWHON, JACK		9009081	MEDICAL SUPPLEMENTAL	21.00	
85744	08/30/23	M239	21.00	LAWSON, LOIS		9009082	MEDICAL SUPPLEMENTAL	21.00	
85745	08/30/23	M428	25.20	LEE, VIRGINIA		9009217	MEDICAL SUPPLEMENTAL	25.20	
85746	08/30/23	M241	21.00	LEFFLER, JEAN		9009083	MEDICAL SUPPLEMENTAL	21.00	
85747	08/30/23	M242	91.37	LEGORRETA, PETE		9009084	MEDICAL SUPPLEMENTAL	91.37	
85748	08/30/23	M243	21.00	LOGIUDICE, FRED		9009085	MEDICAL SUPPLEMENTAL	21.00	
85749	08/30/23	M244	42.00	LONGNECKER, LLOYD		9009086	MEDICAL SUPPLEMENTAL	42.00	
85750	08/30/23	M245	14.98	LUCIER, MARIJYN		9009087	MEDICAL SUPPLEMENTAL	14.98	
85751	08/30/23	M246	42.00	LYNCH, GLENN		9009088	MEDICAL SUPPLEMENTAL	42.00	
85752	08/30/23	M400	14.98	MACHADO, MARGARET		9009195	MEDICAL SUPPLEMENTAL	14.98	
85753	08/30/23	M248	20.68	MALPHRUS, BRENDA		9009089	MEDICAL SUPPLEMENTAL	20.68	
85754	08/30/23	M249	29.74	MARCUS, STEVEN		9009090	MEDICAL SUPPLEMENTAL	29.74	
85755	08/30/23	M250	42.00	MARTIN, DAWN		9009091	MEDICAL SUPPLEMENTAL	42.00	
85756	08/30/23	M252	41.36	MARTINEZ, MARK		9009092	MEDICAL SUPPLEMENTAL	41.36	
85757	08/30/23	M254	19.64	MCDONALD, JANIE		9009093	MEDICAL SUPPLEMENTAL	19.64	
85758	08/30/23	M255	14.98	MCDONALD, KEVIN		9009094	MEDICAL SUPPLEMENTAL	14.98	
85759	08/30/23	M358	21.00	MCFADDEN, IAN		9009164	MEDICAL SUPPLEMENTAL	21.00	
85760	08/30/23	M359	29.97	MCGINNIS, POLLY		9009165	MEDICAL SUPPLEMENTAL	29.97	
85761	08/30/23	M360	21.00	MEJIA, INDELIISA		9009166	MEDICAL SUPPLEMENTAL	21.00	
85762	08/30/23	M361	14.98	MELLON, JOHN		9009167	MEDICAL SUPPLEMENTAL	14.98	
85763	08/30/23	M256	14.98	MESECK, MARGARITA		9009095	MEDICAL SUPPLEMENTAL	14.98	
85764	08/30/23	M362	14.98	MILLER, FOREST		9009168	MEDICAL SUPPLEMENTAL	14.98	
85765	08/30/23	M261	21.00	MORGAN, JEANETTE		9009096	MEDICAL SUPPLEMENTAL	21.00	
85766	08/30/23	M262	41.36	MORR, BONNIE		9009097	MEDICAL SUPPLEMENTAL	41.36	
85767	08/30/23	M264	21.00	MUNGIOLI, LARRY		9009098	MEDICAL SUPPLEMENTAL	21.00	
85768	08/30/23	M265	29.97	MUNGUIA, GUSTAVO		9009099	MEDICAL SUPPLEMENTAL	29.97	

Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR NAME	CHECK AMOUNT	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85769	08/30/23	NABOR, GLEN	21.00	M402	9009196	MEDICAL SUPPLEMENTAL	21.00	
85770	08/30/23	NANCE, RAMONA	8.99	M424	9009213	MEDICAL SUPPLEMENTAL	8.99	
85771	08/30/23	NAUKKARINEN, JURKA	21.00	M266	9009100	MEDICAL SUPPLEMENTAL	21.00	
85772	08/30/23	NELSON, EDWARD	14.98	M267	9009101	MEDICAL SUPPLEMENTAL	14.98	
85773	08/30/23	NELSON, RICHARD	42.00	M268	9009102	MEDICAL SUPPLEMENTAL	42.00	
85774	08/30/23	NLETO, MANUEL	29.97	M269	9009103	MEDICAL SUPPLEMENTAL	29.97	
85775	08/30/23	NORTH, JEFFREY	81.21	M271	9009104	MEDICAL SUPPLEMENTAL	81.21	
85776	08/30/23	NORTHON, M	57.77	M272	9009105	MEDICAL SUPPLEMENTAL	57.77	
85777	08/30/23	O'DONNELL, SHAWN	42.00	M273	9009106	MEDICAL SUPPLEMENTAL	42.00	
85778	08/30/23	O'HAGIN, JUSTINA	21.00	M274	9009107	MEDICAL SUPPLEMENTAL	21.00	
85779	08/30/23	O'MARA, KATHLEEN	21.00	M277	9009109	MEDICAL SUPPLEMENTAL	21.00	
85780	08/30/23	OJEDA, ROBERTO	42.00	M275	9009108	MEDICAL SUPPLEMENTAL	42.00	
85781	08/30/23	ORTEGA, MANUELA	21.00	M278	9009110	MEDICAL SUPPLEMENTAL	21.00	
85782	08/30/23	PARHAM, WALLACE	21.00	M280	9009111	MEDICAL SUPPLEMENTAL	21.00	
85783	08/30/23	PENDRAGON, LINDA	42.00	M281	9009112	MEDICAL SUPPLEMENTAL	42.00	
85784	08/30/23	PEREZ, ANTONIO	29.97	M282	9009113	MEDICAL SUPPLEMENTAL	29.97	
85785	08/30/23	PEREZ, CHERYL	51.76	M109	9009011	MEDICAL SUPPLEMENTAL	51.76	
85786	08/30/23	PETERS, TERRIE	21.00	M284	9009114	MEDICAL SUPPLEMENTAL	21.00	
85787	08/30/23	PHILLIPS, THOMAS	14.98	M285	9009115	MEDICAL SUPPLEMENTAL	14.98	
85788	08/30/23	PHILLIPS, TYRONE	14.98	M404	9009197	MEDICAL SUPPLEMENTAL	14.98	
85789	08/30/23	PICARELLA, FRANCIS	14.98	M286	9009116	MEDICAL SUPPLEMENTAL	14.98	
85790	08/30/23	PONS, JUAN	29.74	M288	9009117	MEDICAL SUPPLEMENTAL	29.74	
85791	08/30/23	PRECIADO, MARY LOU	14.98	M363	9009169	MEDICAL SUPPLEMENTAL	14.98	
85792	08/30/23	PRICE, HARRY	42.00	M290	9009118	MEDICAL SUPPLEMENTAL	42.00	
85793	08/30/23	PRINCE, DEBRA	21.00	M291	9009119	MEDICAL SUPPLEMENTAL	21.00	
85794	08/30/23	PRUDDEN, RICHARD	42.00	M293	9009120	MEDICAL SUPPLEMENTAL	42.00	
85795	08/30/23	PYE, GINA	42.00	M418	9009208	MEDICAL SUPPLEMENTAL	42.00	
85796	08/30/23	RAMIREZ, MANUEL	14.16	M295	9009121	MEDICAL SUPPLEMENTAL	14.16	
85797	08/30/23	RAMOS, ROSALIO	77.34	M296	9009122	MEDICAL SUPPLEMENTAL	77.34	
85798	08/30/23	READ, TIMON	14.98	M364	9009170	MEDICAL SUPPLEMENTAL	14.98	
85799	08/30/23	REGAN, MICHAEL	41.36	M297	9009123	MEDICAL SUPPLEMENTAL	41.36	
85800	08/30/23	RHODES, BRUCE	21.00	M298	9009124	MEDICAL SUPPLEMENTAL	21.00	
85801	08/30/23	ROCHA, SHERRI	20.68	M299	9009125	MEDICAL SUPPLEMENTAL	20.68	
85802	08/30/23	RODGERS, MARILYN	21.00	M300	9009126	MEDICAL SUPPLEMENTAL	21.00	
85803	08/30/23	ROSS, ELISABETH	21.00	M405	9009198	MEDICAL SUPPLEMENTAL	21.00	
85804	08/30/23	ROSS, EMERY	21.00	M406	9009199	MEDICAL SUPPLEMENTAL	21.00	
85805	08/30/23	ROSSI, DENISE	41.36	M301	9009127	MEDICAL SUPPLEMENTAL	41.36	
85806	08/30/23	ROWE, RUBY	60.01	M302	9009128	MEDICAL SUPPLEMENTAL	60.01	
85807	08/30/23	ROY, ARLEN	21.00	M303	9009129	MEDICAL SUPPLEMENTAL	21.00	

Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85808	08/30/23	M305	RYLANDER, REED		9009130	MEDICAL SUPPLEMENTAL	35.77	
85809	08/30/23	M306	SAIGUEIRO, MICHAEL		9009131	MEDICAL SUPPLEMENTAL	41.36	
85810	08/30/23	M366	SANDOWAL, ANGEL		9009171	MEDICAL SUPPLEMENTAL	21.00	
85811	08/30/23	M408	SCHRAEDER, PAUL		9009200	MEDICAL SUPPLEMENTAL	29.97	
85812	08/30/23	M308	SCILLA, JOSEPH		9009132	MEDICAL SUPPLEMENTAL	21.00	
85813	08/30/23	M309	SERRATO, JUAN		9009133	MEDICAL SUPPLEMENTAL	41.36	
85814	08/30/23	M367	SILVA, EDUARDO		9009172	MEDICAL SUPPLEMENTAL	14.98	
85815	08/30/23	M409	SLATER, ROBYN		9009201	MEDICAL SUPPLEMENTAL	110.99	
85816	08/30/23	M310	SLOAN, M310		9009134	MEDICAL SUPPLEMENTAL	14.98	
85817	08/30/23	M311	SMITH, DONNA		9009135	MEDICAL SUPPLEMENTAL	29.74	
85818	08/30/23	M410	STARKEY, THOMAS		9009202	MEDICAL SUPPLEMENTAL	20.68	
85819	08/30/23	M411	STICKEL, THOMAS		9009203	MEDICAL SUPPLEMENTAL	29.97	
85820	08/30/23	M425	SWAIN, LAWRENCE		9009214	MEDICAL SUPPLEMENTAL	8.99	
85821	08/30/23	M369	SWART, RANDY		9009173	MEDICAL SUPPLEMENTAL	29.97	
85822	08/30/23	M370	TAYLOR, THOMAS		9009174	MEDICAL SUPPLEMENTAL	14.98	
85823	08/30/23	M313	THOMAS, RUSSELL		9009136	MEDICAL SUPPLEMENTAL	42.00	
85824	08/30/23	M314	TICHENOR, KENNETH		9009137	MEDICAL SUPPLEMENTAL	77.68	
85825	08/30/23	M436	TOLENTINO, SALVADOR		9009222	MEDICAL SUPPLEMENTAL	36.19	
85826	08/30/23	M315	TOLINE, DONALD		9009138	MEDICAL SUPPLEMENTAL	14.98	
85827	08/30/23	M316	TOVAR, SERENA		9009139	MEDICAL SUPPLEMENTAL	21.00	
85828	08/30/23	M317	TRENT, VICKI		9009140	MEDICAL SUPPLEMENTAL	20.68	
85829	08/30/23	M432	TREPAGNIER, NOEL		9009218	MEDICAL SUPPLEMENTAL	12.60	
85830	08/30/23	M426	TRINIDAD, AURORA		9009215	MEDICAL SUPPLEMENTAL	8.99	
85831	08/30/23	M319	VALDEZ, JOSE		9009141	MEDICAL SUPPLEMENTAL	41.36	
85832	08/30/23	M321	VAN DYKE, CURTIS		9009142	MEDICAL SUPPLEMENTAL	29.74	
85833	08/30/23	M413	VANDERZANDE, ED		9009204	MEDICAL SUPPLEMENTAL	42.00	
85834	08/30/23	M375	VEST, SHELLY		9009177	MEDICAL SUPPLEMENTAL	21.00	
85835	08/30/23	M323	VONWAL, YVETTE		9009143	MEDICAL SUPPLEMENTAL	21.00	
85836	08/30/23	M324	WADSWORTH, RITA		9009144	MEDICAL SUPPLEMENTAL	14.98	
85837	08/30/23	M325	WALTER, KEVIN		9009145	MEDICAL SUPPLEMENTAL	29.97	
85838	08/30/23	M415	WHITE, LESLIE		9009205	MEDICAL SUPPLEMENTAL	21.00	
85839	08/30/23	M326	WHITNEY, LUCERE		9009146	MEDICAL SUPPLEMENTAL	42.00	
85840	08/30/23	M416	WILLIS, GREGORY		9009206	MEDICAL SUPPLEMENTAL	103.52	
85841	08/30/23	M372	WILSON, BONNIE		9009175	MEDICAL SUPPLEMENTAL	42.00	
85842	08/30/23	M417	WYANT, JUDI		9009207	MEDICAL SUPPLEMENTAL	21.00	
85843	08/30/23	M330	YAGI, RANDY		9009147	MEDICAL SUPPLEMENTAL	14.98	
85844	08/30/23	M331	YANCY, TERRY		9009148	MEDICAL SUPPLEMENTAL	21.00	
85845	08/30/23	M332	ZENKER, JEFFREY		9009149	MEDICAL SUPPLEMENTAL	45.69	

Attachment A

DATE: 08/01/23 THRU 08/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
TOTAL			1,587,313.28	ACCOUNTS PAYABLE			TOTAL CHECKS	470	1,587,313.28

MINUTES*

MAC MEETING OF AUGUST 16, 2023



The METRO Advisory Committee (MAC) met on Wednesday, August 16, 2023. The meeting was held as a hybrid meeting. *Minutes are “summary” minutes, not verbatim minutes.

1. **CALLED TO ORDER** at 6:03 PM.

2. **ROLL CALL** - The following MAC Members were **present**, representing a quorum:

Jessica de Wit, Chair
Joseph Martinez, Vice Chair
James Cruse
Veronica Elsea

Michael Pisano
Becky Taylor
James Von Hendy

3. **COMMUNICATIONS TO THE METRO ADVISORY COMMITTEE**

Chair de Wit mentioned the additional written communication received by Cindy Odom on August 15, 2023 (attached).

Ms. Elsea mentioned that construction has started on Front Street as well as some challenges with Customer Service.

Hearing nothing further, Chair de Wit moved to the next agenda item.

4. **RECEIVE AND FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF APRIL 19, 2023**

MOTION: ACCEPT AND FILE THE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF APRIL 19, 2023 AS AMENDED

MOTION: ELSEA

SECOND: PISANO

MOTION PASSED WITH 6 AYES: de Wit, Martinez, Elsea, Pisano, Taylor, and Von Hendy. Cruse was absent.

5. **COMMUNICATIONS FROM METRO ADVISORY COMMITTEE (MAC)**

Ms. Elsea asked if a semi-annual report was provided to the Board at the June 23, 2023 Board of Directors (Board) Meeting. Chair de Wit mentioned that she attended the Board Meeting and provided a MAC update and it is included in the agenda packet.

Hearing nothing further, Chair de Wit moved to the next agenda item.

6. **SERVICE PLANNING UPDATE**

a. **Quarterly Ridership Report**

John Urgo, Planning and Development Director, said that the quarterly ridership report will be going to the Board on August 25, 2023. He reported that we are now closer to 70% pre-COVID levels. METRO set a goal of doubling its ridership within the next five years. To meet this goal, ridership would need to increase 15% per year on average. METRO is on track to meet that goal. Director Urgo also mentioned that METRO has had one complete quarter of Youth Cruz free ridership, showing a 300% increase in youth ridership.

b. Bus Stops

b.i. Update on Braille Bus Stop Signage

Ms. Elsea mentioned that she engaged in a survey of all the visually impaired people she could find around the County. She said that what most people wanted on a sign was the Stop ID and phone number. Director Urgo thanked Ms. Elsea for the update.

c. Other Projects

c.i Update on Reimagine METRO

Director Urgo said that a recommendation will be going to the Board on August 25, 2023 for service changes in December. In June, we opened a public comment period and have been doing a lot of outreach on two alternatives.

Ms. Elsea and Mr. Pisano mentioned that they attended some of the Reimagine METRO meetings. Discussion followed on the Reimagine METRO project.

7. UPDATE ON FACILITY TOUR

Margo Ross, COO, said that a tour of our Judy K. Souza Operations Facility will be provided. Hearing nothing further, Chair de Wit moved to the next agenda item.

8. SANTA CRUZ COUNTY FAIR – SEPTEMBER 13 – 17, 2023

Margo Ross, COO, reported that METRO will be participating in the Santa Cruz County Fair September 13 – 17, 2023. We will be offering free fares on Route 79F (daily) and 79 (weekends only). Ross mentioned that we will be posting more information on our website and will also be partnering with the Santa Cruz County Fair to put information on their website as well.

Hearing nothing further, Chair de Wit moved to the next agenda item.

9. COMMUNICATIONS TO THE METRO CEO

Hearing none, Chair de Wit moved to the next agenda item.

10. COMMUNICATIONS TO THE METRO BOARD OF DIRECTORS

Hearing none, Chair de Wit moved to the next agenda item.

11. ITEMS FOR NEXT MEETING AGENDA

- Update on Mobility Training Coordinator
- Choose 2023 Dates for MAC Meetings
- Elect a new Chair and Vice Chair
- Recap of Santa Cruz County Fair
- Service Planning Updates

12. DISTRIBUTION OF VOUCHERS

Vouchers distributed by Elizabeth Rocha, Administrative Specialist.

13. ANNOUNCEMENT OF NEXT MEETING

Chair de Wit announced the next MAC Meeting will be held on Wednesday, October 18, 2023 at 6:00 PM at the METRO Admin Office, 110 Vernon Street, Santa Cruz.

14. ADJOURNMENT

Chair de Wit adjourned the meeting at 6:37 PM.

Respectfully submitted,

Elizabeth Rocha
Administrative Specialist

DRAFT

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Attachment

From: [Cindy O](#)
To: mac@scmttd.com
Subject: ROUTE CHANGES -Agaenda item 3(?)
Date: Tuesday, August 15, 2023 10:26:01 AM

This Message Is From an Untrusted Sender

You have not previously corresponded with this sender.

~ Please exercise caution when clicking links or opening attachments. ~

I am writing with my concerns over the Metro's proposed changes in routes which severely negatively impact Watsonville. I am a 72 year old woman who lives in Watsonville & uses the bus 4-5 times a week to go to Capitola or Santa Cruz with my bike. Before I moved here 7 years ago I lived in Santa from 1971. Although I had a car until 1991 I mostly have used a bicycle. Since living in Watsonville, you have only cut bus routes here. Last winter's elimination of an early express bus and the 69A altogether was a huge hardship for Watsonville working people. The route through Rolling Hills was ridiculous & useless. Not once when I rode the bus did we pick up/drop off anyone.

Now you are planning to cut express busses to Watsonville. This is unconscionable, depriving the least affluent working people of an efficient travel mode to work. This is done to provide more service to UCSC students from privileged, wealthy families who can afford a university. Many parents buy houses here for their kids. The university has built no housing for the them, at the same time there are many times more students than were ever planned for the campuses. They don't pay taxes here, they are here only part of the year. The idea of giving them preference over Watsonville citizens is the antithesis of "public service/ public transit". One could also call it classist or racist considering the large percentage of Hispanic citizens ride the bus from Watsonville.

Your servers were completely bogus as they were only on-line, targeting students & young people. Older people, Hispanic people never saw them! To be fair you need to put paper surveys, signs, notices on the busses, at the bus stations. Please, don't load your own surveys, then claim you never hear from South County. The people who come up with new schedules & routes NEVER RIDE THE BUS, let alone depend on it for transportation to work.

Thank you for your consideration.

Cindy Odom 831 201 3249

Talk to your bus drivers! They all tell me you don't

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS MEETING MINUTES*
AUGUST 25, 2023 – 9:00 AM**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, August 25, 2023, as a hybrid meeting.

The Board Meeting Agenda Packet can be found online at www.SCMTD.com. *Minutes are “summary” minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

This document was created with accessibility in mind. With the exception of certain third party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmttd.com.

1 CALLED TO ORDER at 9:00 AM by Board Chair Kalantari-Johnson.

2 ROLL CALL:

The following Directors were **present**, representing a quorum:

Director Kristen Brown	City of Capitola
Director Rebecca Downing	County of Santa Cruz
Direct Jimmy Dutra	City of Watsonville
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Bruce McPherson	County of Santa Cruz
Director Scott Newsome	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Quiroz-Carter	City of Watsonville
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Dan Henderson	UC Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College
Michael Tree	CEO/General Manager
Julie Sherman	General Counsel

3 ANNOUNCEMENTS

Today’s meeting is being broadcast by Community Television of Santa Cruz County.

Hector Guzman, Language Line Services, provided Spanish language interpretation services.

4 BOARD OF DIRECTORS COMMENTS

Hearing none, Board Chair Kalantari-Johnson moved to the next agenda item.

- 5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**
Brian Peoples, Trail Now, expressed concern about Guy Preston’s retirement from the SCCRTC (Santa Cruz County Regional Transportation Commission) and speculated on Mr. Preston’s reasons for retiring. Mr. Peoples addressed the METRO representatives that sit on the SCCRTC Board and requested they build the interim coastal trail.

Director Rotkin commented that Mr. Peoples has every right to express his personal views but should not put words in the mouth of Mr. Preston.

Hearing nothing further, Board Chair Kalantari-Johnson moved to the next agenda item.

6 LABOR ORGANIZATION COMMUNICATIONS

Hearing none, Board Chair Kalantari-Johnson moved to the next agenda item.

7 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Board Chair Kalantari-Johnson noted an additional written communication had been received and was distributed to Board Members on August 24, 2023. Staff will respond to the inquiry and it will be added to the online agenda packet.

Hearing nothing further, Board Chair Kalantari-Johnson moved to the next agenda item.

CONSENT AGENDA

- 8.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTHS OF JUNE AND JUVLY 2023
Chuck Farmer, CFO
- 8.2 ACCEPT AND FILE MINUTES OF:
A. JUNE 23, 2023 BOARD OF DIRECTORS REGULAR MEETING
B. AUGUST 11, 2023 BOARD OF DIRECTORS SPECIAL MEETING
Michael Tree, CEO/General Manager
- 8.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF JUNE 30, 2023
Chuck Farmer, CFO
- 8.4 ACCEPT AND FILE: THE YEAR TO DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER FOUR AS OF JUNE 30, 2023
Chuck Farmer, CFO
- 8.5 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE AND PENDING GRANTS FOR THE FOURTH QUARTER OF FY23
Wondimu Mengistu, Capital Planning and Grants Program Manager
- 8.6 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR APRIL, MAY AND JUNE 2023
Daniel Zaragoza, Operations Manager, Paratransit Division
- 8.7 ACCEPT AND FILE: THE METRO SYSTEM RIDERSHIP REPORTS FOR THE FOURTH QUARTER OF FY23
John Urgo, Planning and Development Director

REGULAR AGENDA

9 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: (10 YEARS) WESLEY GUILD

Board Chair Kalantari-Johnson acknowledged Mr. Guild for his years of service.

10 RETIREE RESOLUTION OF APPRECIATION FOR: PEG FLECHTNER, HARLAN GLATT, ANDREW KEARNEY, PAUL LENNON, AND MARISELA MENDOZA

Board Chair Kalantari-Johnson thanked the retirees for their years of service.

ACTION: MOTION TO APPROVE THE RETIREE RESOLUTIONS OF APPRECIATION FOR PEG FLECHTNER, HARLAN GLATT, ANDREW KEARNEY, PAUL LENNON, AND MARISELA MENDOZA

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR PAGELER

MOTION PASSED WITH 8 AYES (Directors Brown, Downing, Kalantari-Johnson, Koenig, Lind, McPherson, Pageler, and Rotkin). Directors Dutra, Newsome and Quiroz-Carter were absent.

11 ORAL REPORT ON HYDROGEN TECHNOLOGY IN THE MARKET PLACE FOR PUBLIC TRANSIT AND THE ALLIANCE FOR RENEWABLE CLEAN HYDROGEN ENERGY SYSTEMS (ARCHES)

Wondimu Mengistu, Capital Planning & Grants Program Manager, spoke to why METRO is looking to hydrogen technology for its operations. He then introduced Jaimie Levin, Director of West Coast Operations, Center for Transportation and the Environment (CTE) and Scott Brandt, Associate Vice President for Research and Innovation at UC Office of the President and Interim COO of ARCHES.

Mr. Levin spoke to his presentation (attached) and provided background on the development progress of the hydrogen technology and where it aligns with METRO's efforts in taking a leadership role in this area. He explained what fuel cell technology is and how it works, the advantages of using this technology as well as infrastructure challenges and costs.

Mr. Brandt spoke to his presentation (attached) and covered ARCHES' mission, key differentiators, principles, and goals. He reviewed the hydrogen flow from feedstock, production, infrastructure, and demand. He touched on community benefits, workforce development, and the goal of making it cost effective.

Board Chair Kalantari-Johnson thanked both Mr. Levin and Mr. Brandt for their work in this area and the informative presentation to the METRO Board of Directors.

Discussion topics by Board Members included:

- Hindenburg disaster and dispelling the myth that hydrogen caused that airship accident
- Safety protocols
- Time frame of 2030-2032 as the operational target of \$5/gallon at the pump
- Process of biohydrogen
- Practicality of exploring natural sources of hydrogen in California
- Potential for reduced maintenance costs and the tracking of labor costs
- Biogenics as a resource and the challenges it encompasses

Mr. Levin and Mr. Brandt addressed all concerns.

Public comment was as follows:

Beverly Des Chaux, President of the Electric Vehicle Association of the Central Coast, urged the Board to not invest in hydrogen buses but rather invest in electric buses.

Brandon Freeman, Senior Vice Chairperson of SMART, Local 0023, admitted he was hesitant about hydrogen at first but changed his mind when considering METRO's ability to respond in disaster situations. The biggest issue is to be able to charge battery-electric buses in a timely manner to assist with evacuations. When we were in the evacuation zone during the fires, we lost access to the yard, thus losing access to charging the buses. In emergency circumstances, METRO is often called upon to help with evacuations. As a Bus Operator, we need our buses to be reliable and easily refueled so we can get back on the road. A battery-electric bus does not meet that need.

Board Chair Kalantari-Johnson thanked the public for comments and hearing nothing further, moved to the next agenda item.

12 CEO ORAL REPORT

Michael Tree, CEO/General Manager, spoke to the following:

- Award of the Lo-No Grant from the Federal government in the amount of \$20.4 million for hydrogen buses. We had a quick celebratory event in Watsonville to fit in with Congressman Panetta and Congresswoman Lofgren's schedules.
- This last week the California Transportation Commission fully allocated the \$38 million METRO was awarded in the TIRCP grant cycle.
- Upcoming contract for 57 hydrogen buses. Wondimu has put together a portfolio of funding for those 57 buses and CEO Tree highlighted that out of the \$89 million needed to purchase those hydrogen buses, 1.1% came from local sources; everything else was from Federal and State funding sources.
- Working on a partnership with Central Coast Community Energy and hope to bring an agreement to the Board in October.
- Creating a new website and hope to unveil it in the spring of 2024.
- Completed our FTA triennial audit and received the results this past week. Only two minor items were found. We will bring the results to the Board in September.
- Jarrett Walker and Associates will bring both short- and long-term changes envisioned for the bus system to the Board in September.
- Mr. Tree explained that he helped in answering the phones at Customer Service after 5:00 PM and played a message received from customer Frances Payne. She gave acknowledgement to Bus Operator, #687. "He was so respectful and had excellent driving skills. He handled an unforeseen problem with ease and handled an unexpected detour that came up with finesse. He had coolness and sensitivity to all the passengers. He stayed focused and brought us safely to the Metro Center and I just was really impressed with him. He's an asset."

Board Chair Kalantari-Johnson thanked CEO Tree for sharing the recording. It demonstrates everything that goes into having that person make that call; everyone's contributions to allow that driver to be an asset to our METRO and our community.

Director Brown asked if that driver has been identified and acknowledged? CEO Tree said it is Miguel Maldonado. We'll bring him to the next Board

meeting for you to meet.

Director Rotkin added how great it is to work for a transit agency where the CEO/General Manager answers the phone after 5:00 PM. I just want to recognize Michael for the great job he is doing for us.

13 ANNOUNCEMENT OF NEXT MEETING:

Board Chair Kalantari-Johnson announced the next regular Board meeting will be held on Friday, September 22, 2023, at 9:00 AM at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz.

14 ADJOURNMENT

Board Chair Kalantari-Johnson adjourned the meeting at 10:40 AM.

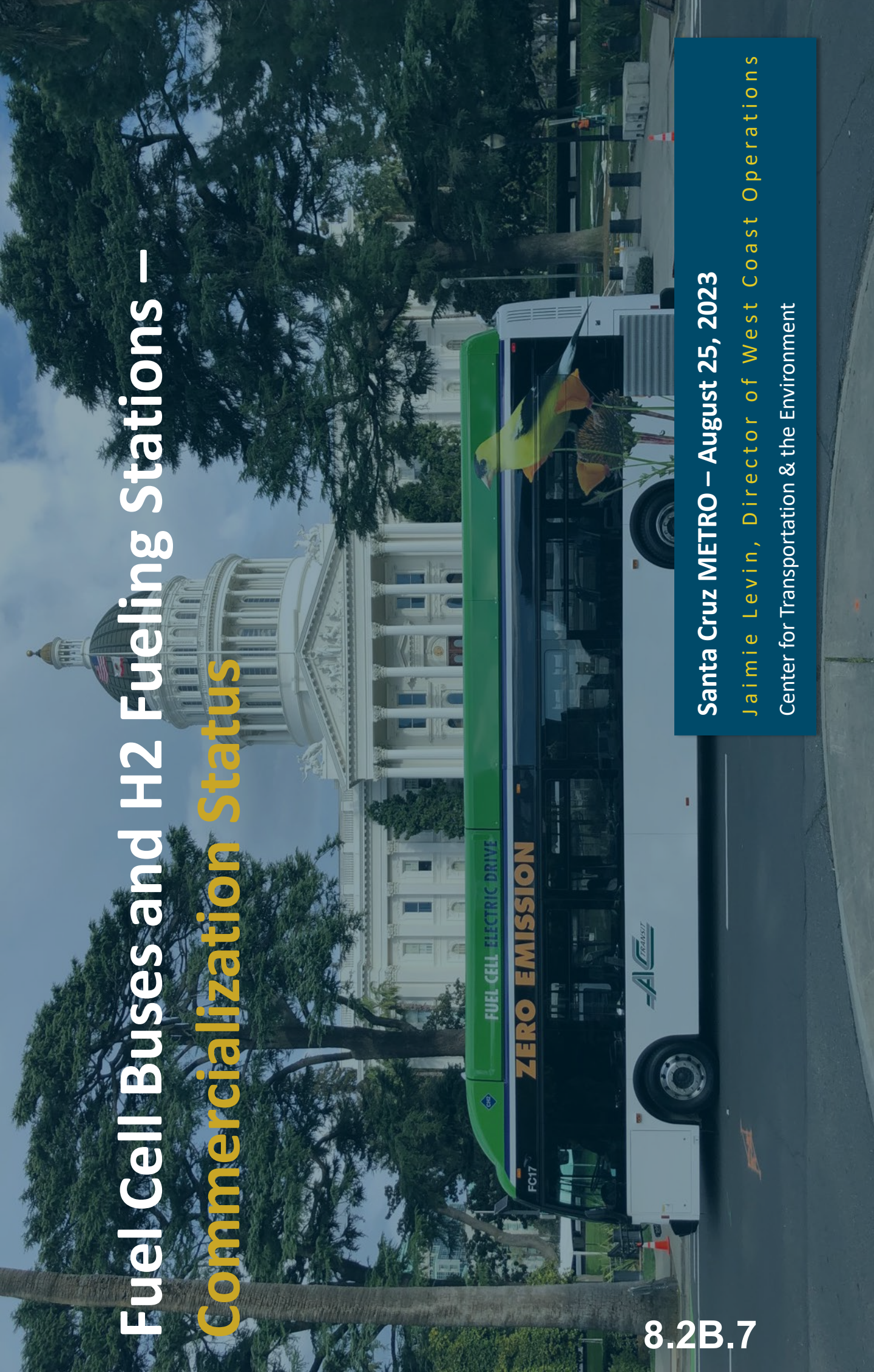
Respectfully submitted,

Donna Bauer
Executive Assistant

DRAFT

Fuel Cell Buses and H2 Fueling Stations – Commercialization Status

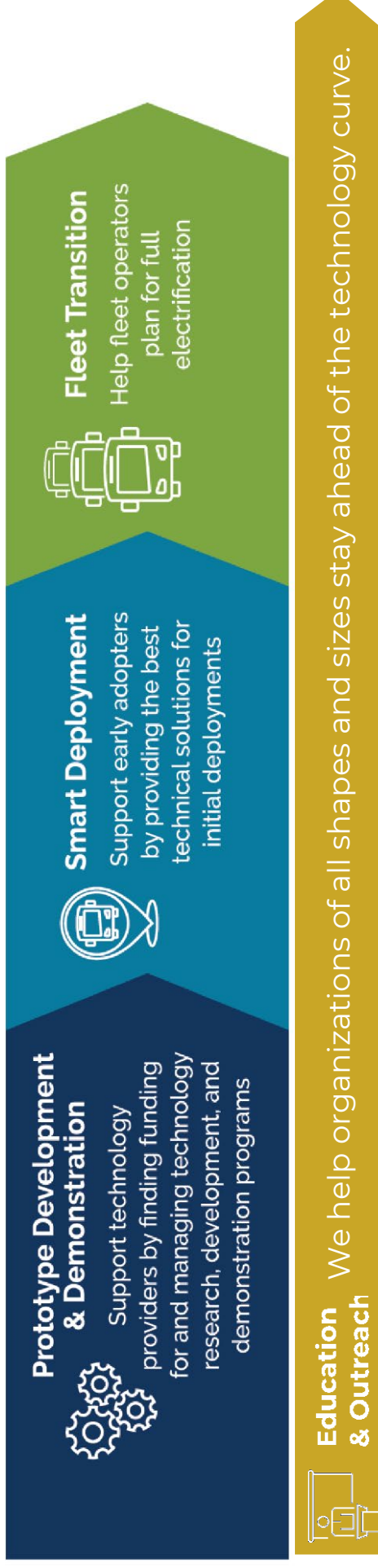
8.2B.7



Santa Cruz METRO – August 25, 2023

*Jaimie Levin, Director of West Coast Operations
Center for Transportation & the Environment*

About CTE



- **Who We Are: 501(3)(c) non-profit engineering and planning firm**
- **Our Focus: Zero-Emission Transportation Technologies**
- **Our Mission: Improve the health of our communities and the planet**
- **Portfolio - >\$1.2 billion; 115 Active Projects totaling over \$365 million**
- **National Presence**
 - Atlanta, Berkeley, Los Angeles, Minneapolis/St. Paul

100 CTE Members



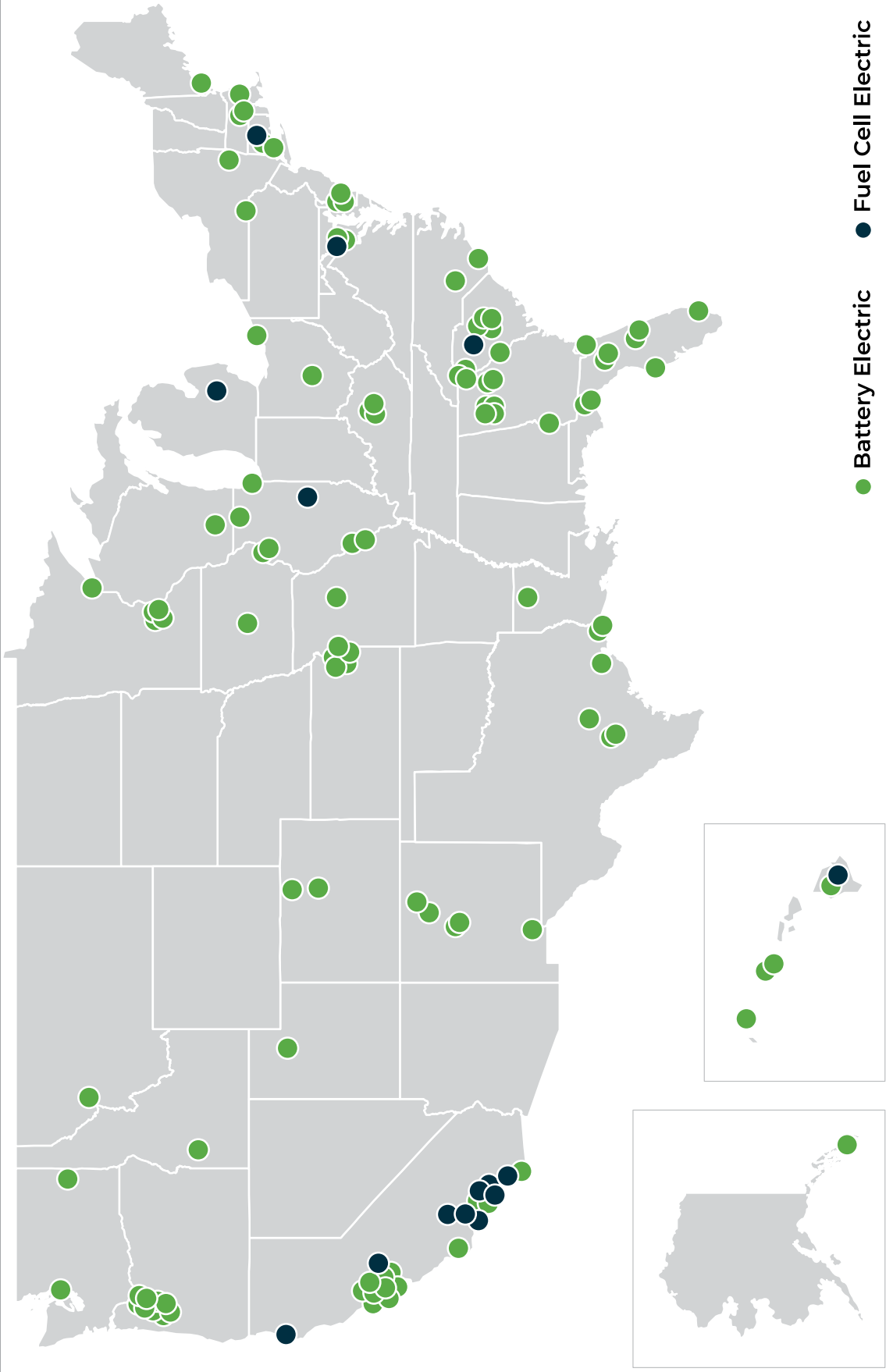
Leadership Circle Members



Members



CTE Projects



Hydrogen Fuel Cell Projects

CTE has supported 40+ hydrogen based projects over the past 30 years

- **AC Transit FCEB Support (13 FCEBs)**
- AC Transit and OCTA FCEB (\$45 million – 20 buses)
- Shell Oil Light-Duty H2 Fueling Station
- Champaign-Urbana FCEB deployment, electrolysis hydrogen refueling station and full facility modifications for indoor parking and maintenance
- **SamTrans FCEB Deployment (10 FCEBs)**
- Winnipeg Hydrogen Fueling Station – Electrolyzer
- **Foothill Transit Fueling Station**
- North County Transit District Fueling Station
- Fuel Cell Electric Class 8 Drayage Truck (Kenworth)
- Fuel Cell UPS Class 6 Delivery Van (2 deployments)
- Transit Fuel Cell Electric Top Loader – POLA (Hyster-Yale)
- NorCal Zero Class 8 Trucks and Infrastructure (Hyundai)



Attachment



2018



2018

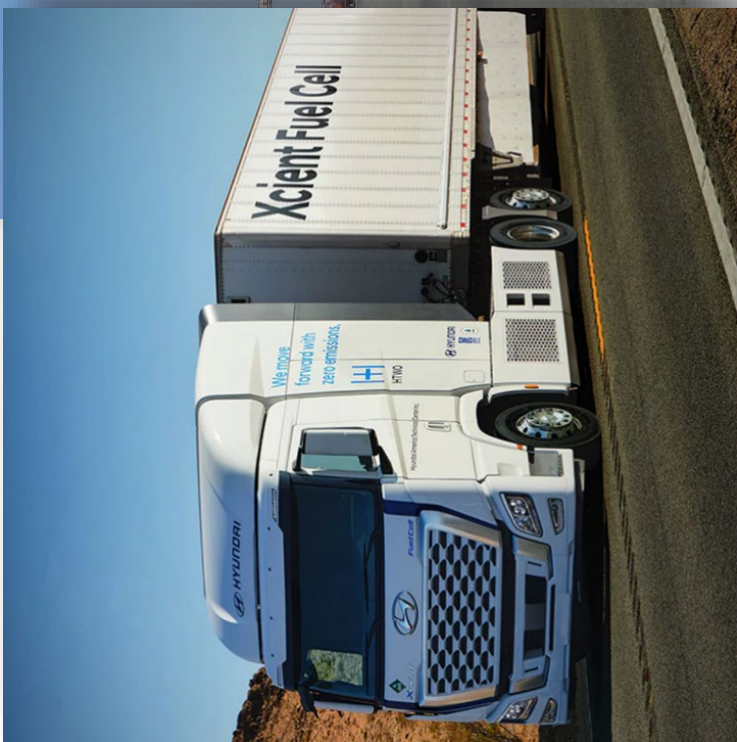


2019

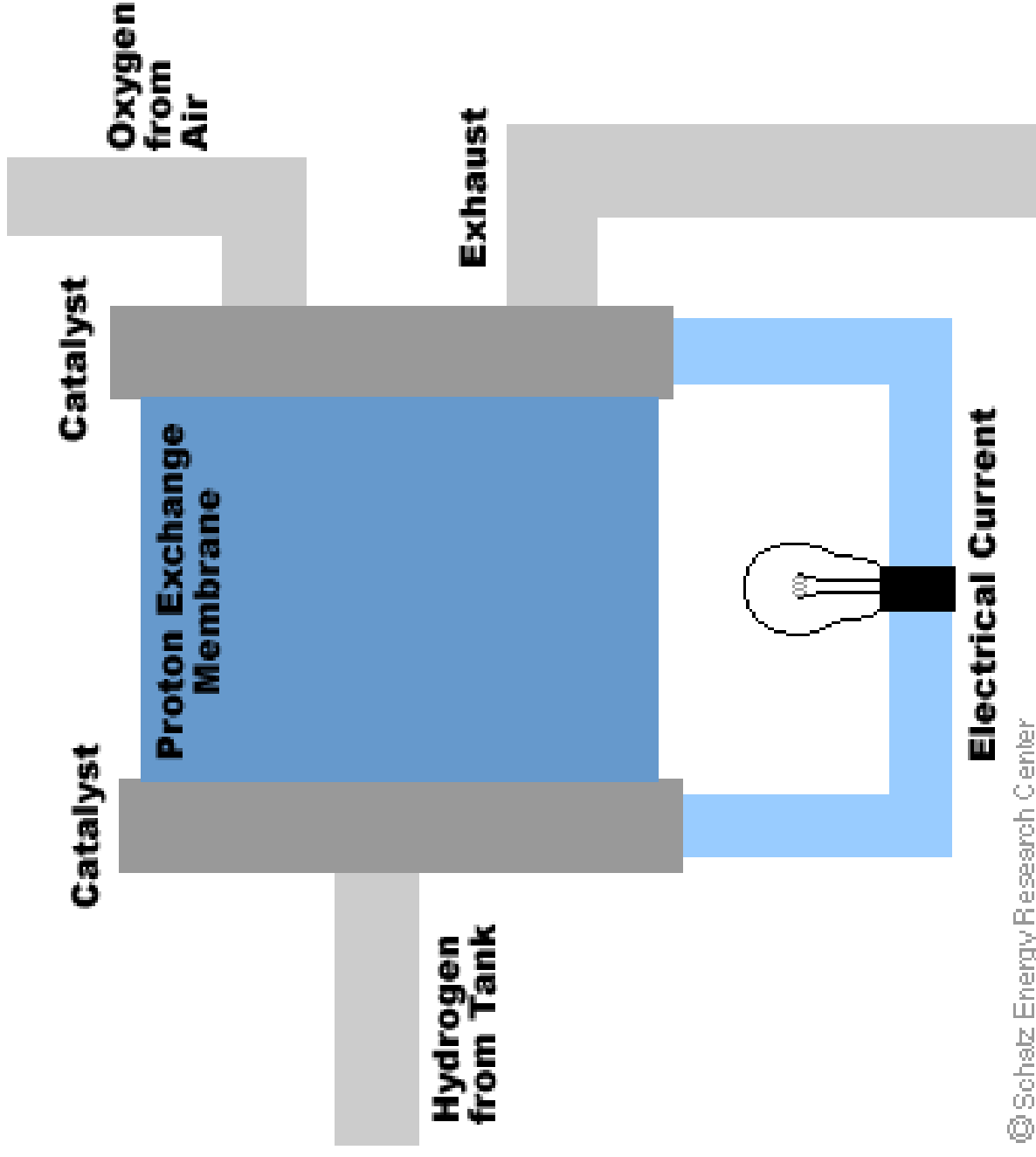


2023

Class 8 Fuel Cell Trucks – NorCAL ZERO



What's A Fuel Cell?



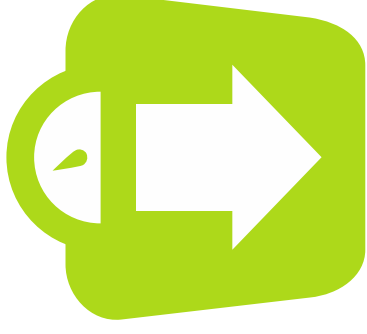
- An electrical generator
- **NOT** a battery
- A chemical reaction between hydrogen and oxygen
- **NO** combustion
- Emits only water vapor and heat
- 85 kW to 180 kW of power

FCEB Advantages



300-350 miles

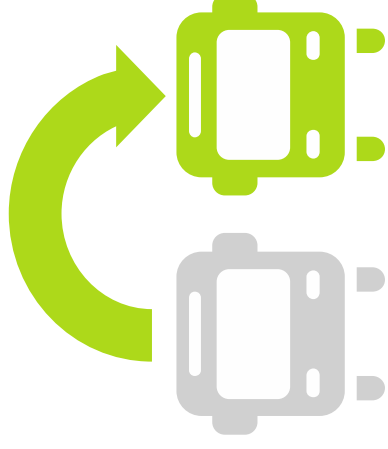
Proven range



Significant reduction in vehicle weight
(carry more passengers)



Rapid refueling speeds
(6 to 10 minutes)



1:1 replacement of conventional vehicles

Infrastructure Challenges



PARSE

P

Price and delivery of H₂ on parity with conventional fuels.
Also equipment maintenance cost reduction.

A

Area of fueling footprint to refuel 50, 100, or 200 buses.

R

Renewables for hydrogen production; **Resiliency** - Natural Disasters;
Also **Redundancy** to ensure near 100% service reliability.

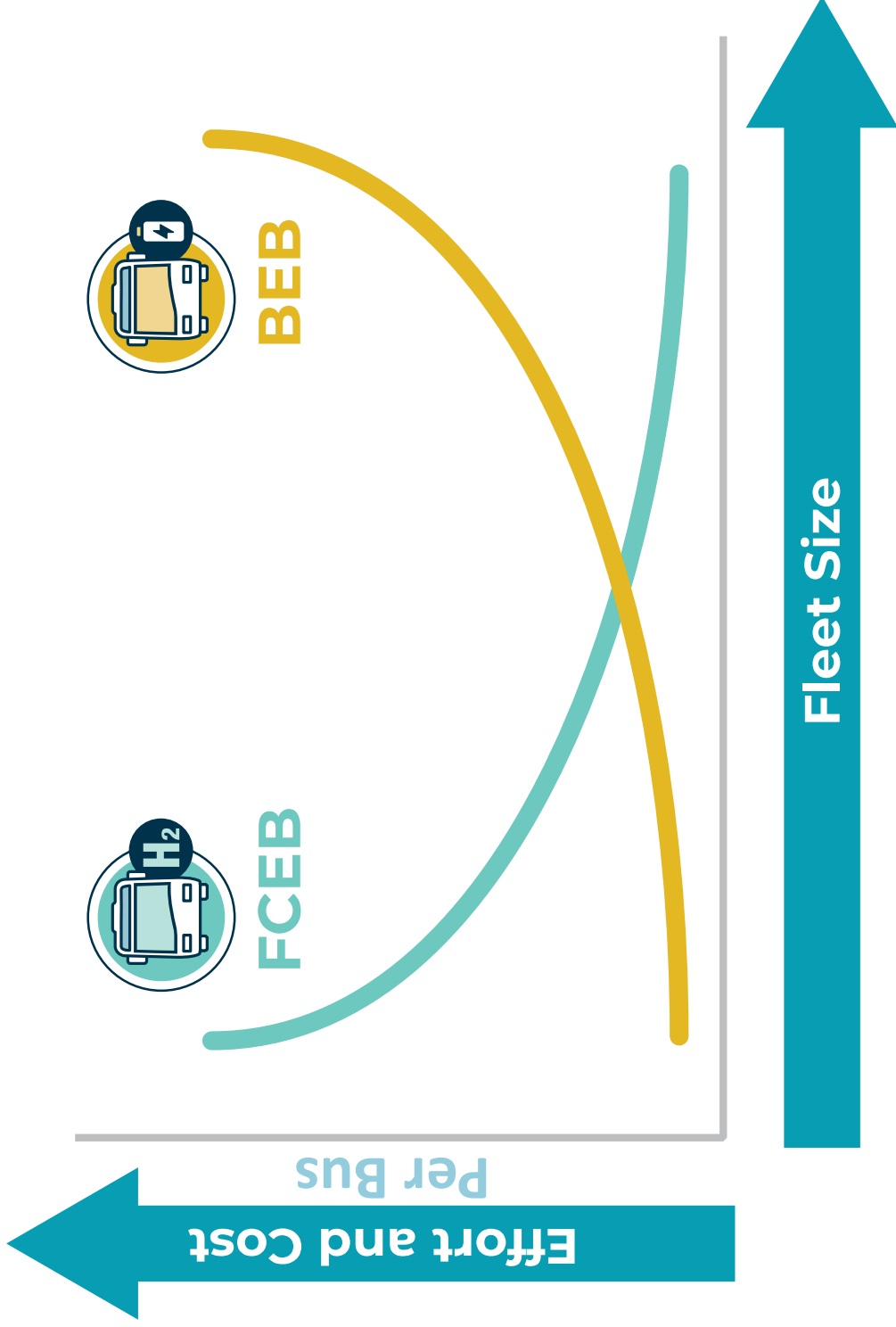
S

Speed of refueling in the normal 8- to 10-hour night window; Also
Scalability for future expansion.

E

Entry-Level Startup and Equity (CapEX) needed to build at an
affordable price, utilizing baseline components for future scale up.

ZEB Infrastructure Costs



FCEB



BEB

➤ FCEB: High initial cost for H2 fueling stations can be leveraged over many buses in larger fleets

➤ BEB: More equipment and infrastructure is needed to support larger fleets

Attachment

Vehicle Options



Variables

- Fuel Cell Power Rating
- Battery Energy Storage
- H2 Storage
(Mass – 37.5/51/67 kg)
(Gas or Liquid – 350/700 bar or liquid)

Vehicle Modes

Rail

- Stadler Flirt

Coach (3 Axle @ 45')

- New Flyer/MCI
- Van Hool - TBD
- Prevost (Volvo) - TBD

Bus

- New Flyer (40' and 60')
- Eldorado (40')
- Gillig (40') - TBD

Fuel Cell Options



Coach

- New Flyer/MCI: Ballard (200 to 250 kW)
- Van Hool: TBD
- Prevost: TBD

Bus

- New Flyer: Ballard (100 kW)
- ELDorado National: BAE/Plug (125 kW)
- Gillig: TBD

Fuel Cell Suppliers

1. Ballard
2. Cummins
3. GM
4. Hyundai
5. Hyzon
6. Nimbus Power Systems
7. Nuvera
8. Plug Power
9. Toyota

Fuel Suppliers and Station Providers

Fuel Suppliers

1. Air Liquide (Las Vegas)
2. Air Products (Sacramento/Los Angeles)
3. Linde (Ontario, CA)
4. Plug Power (Fresno)
5. **ARCHES Fuel Supply**

Station Providers

1. Air Products
2. Air Liquide
3. Chevron
4. Clean Energy
5. FirstElement Fuel
6. HTEC
7. Linde
8. Messer
9. Nikkiso
10. Plug Power
11. Trillium

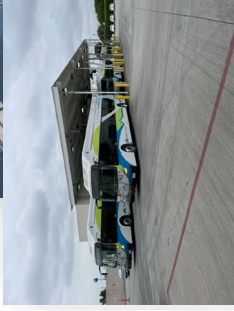
Heavy-Duty Fueling Stations



OCTA



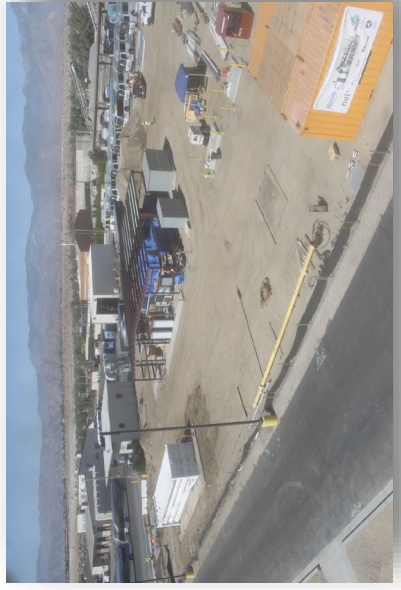
Foothill Transit



AC Transit



Attachment



SunLine



CUMTOD

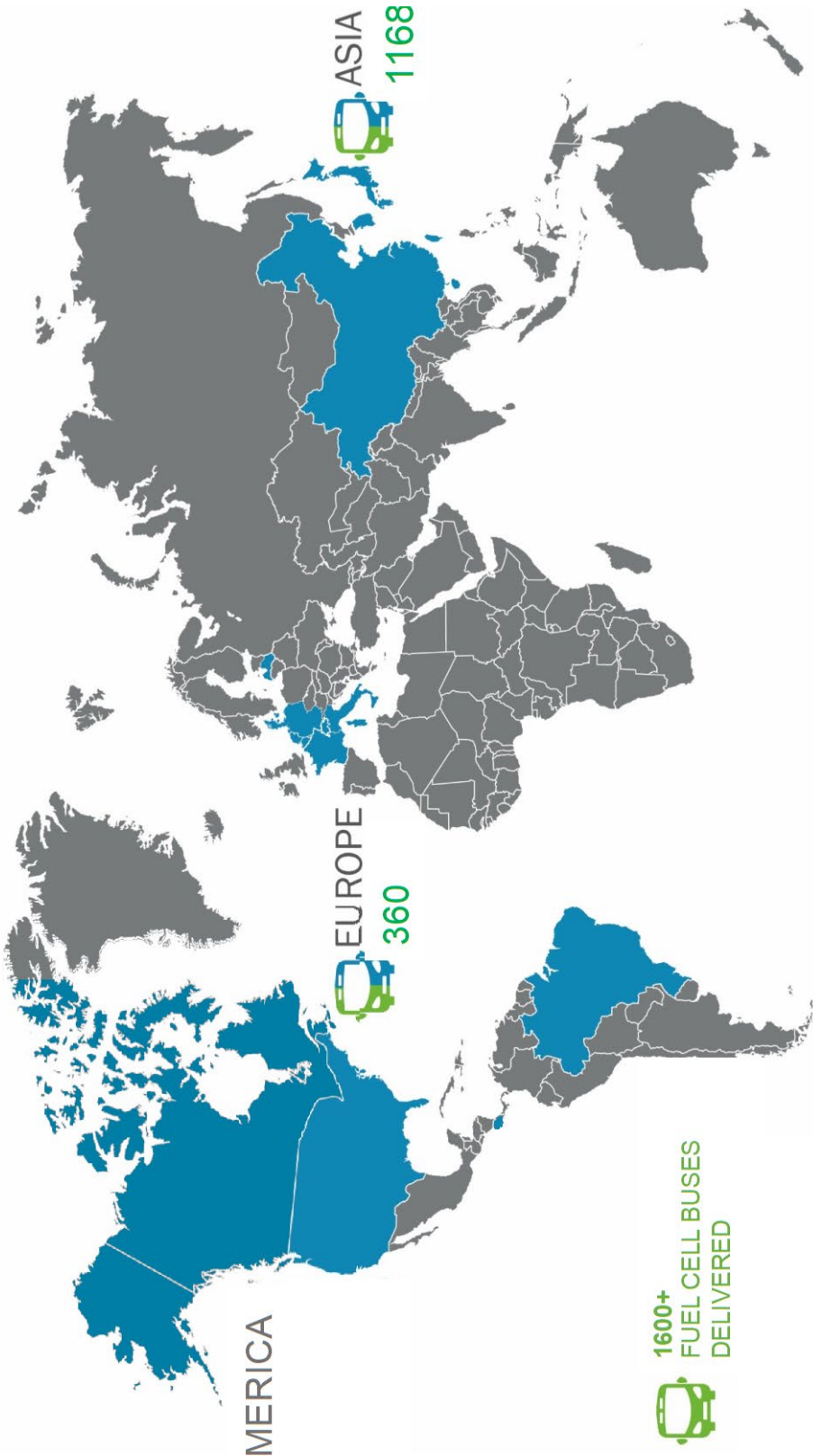


SARTA

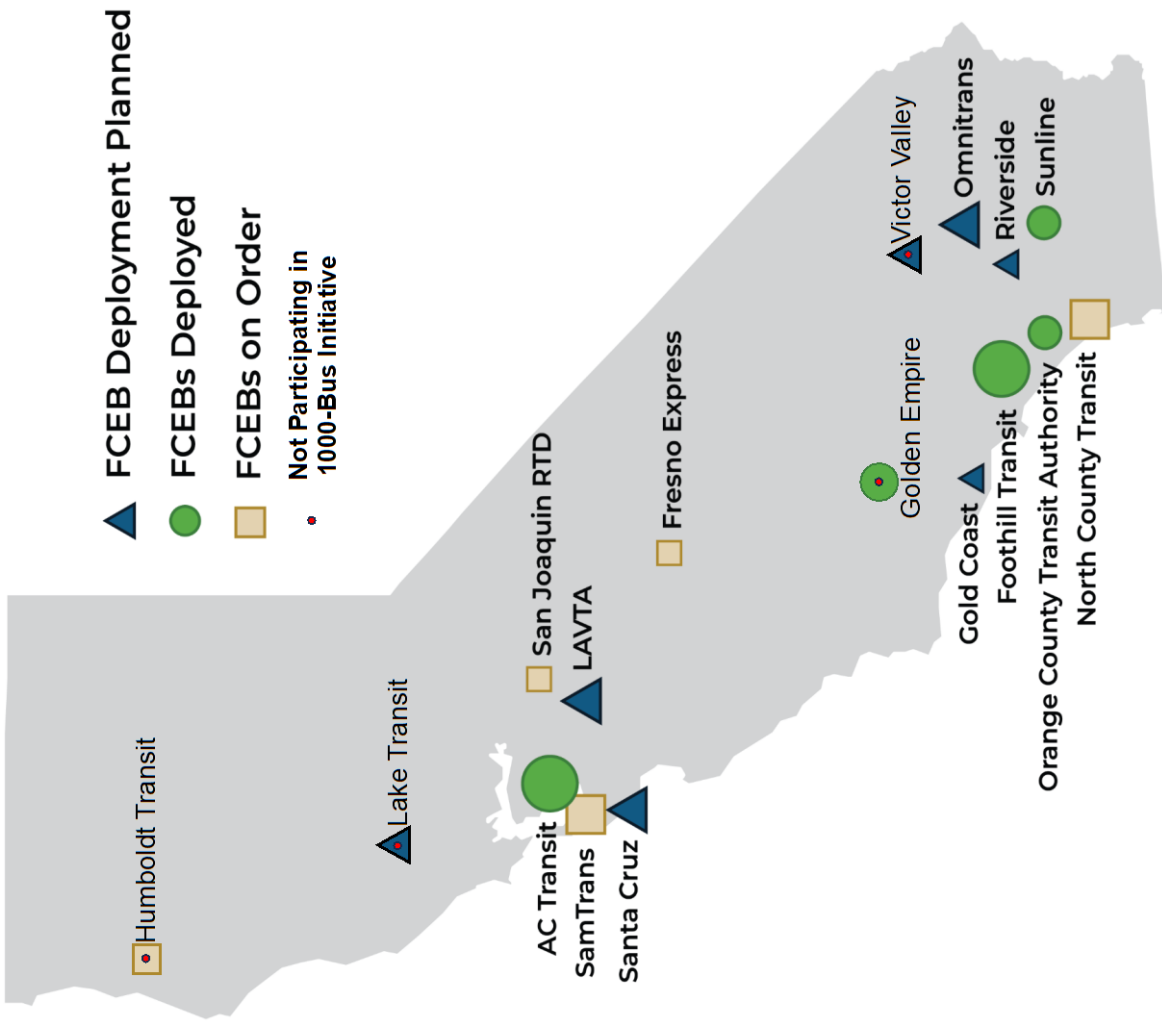
Fuel Cell Buses Worldwide



Fuel Cell Buses Worldwide powered by Ballard



ARCHES – 1,000-Bus Initiative (13 Agencies)



Questions?

Jaimie Levin
Director of West Coast Operations
Center for Transportation and the Environment

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Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES) – California H2Hub

Presentation for SC Metro Board Meeting

Confidential

August 2023



ARCHES Mission

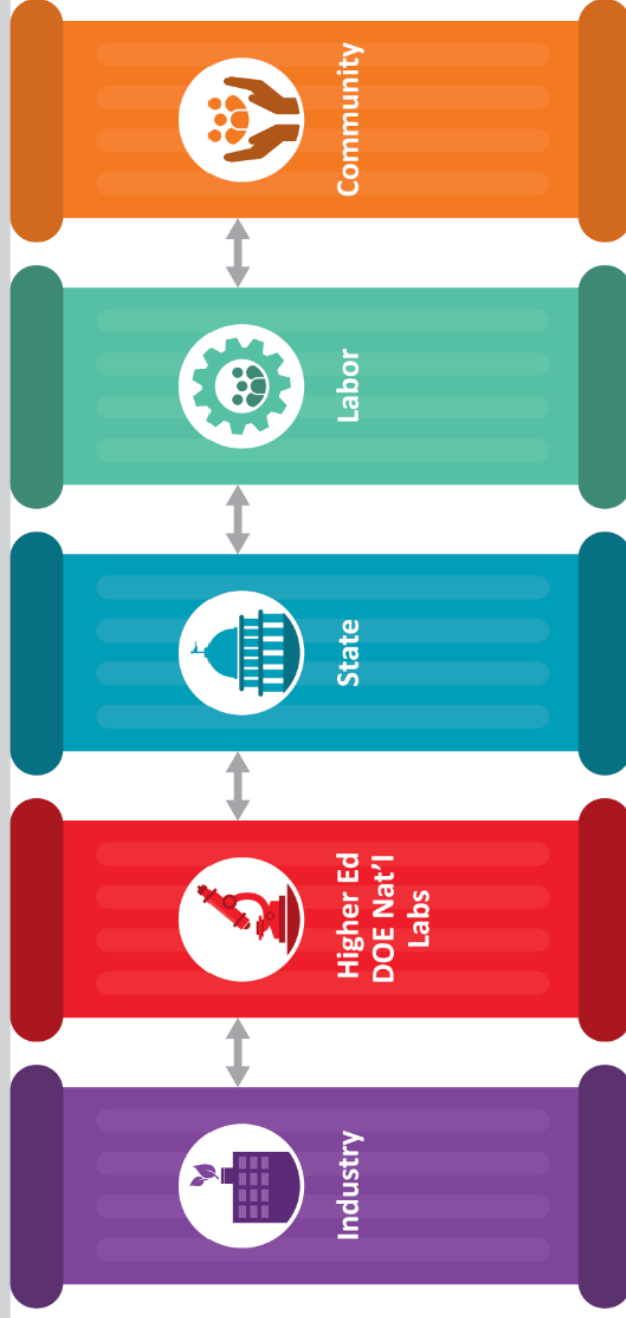
- **ARCHES** is a **public-private partnership** to create a **sustainable statewide renewable, clean hydrogen (H₂) market and ecosystem** in California and beyond
- **ARCHES** utilizes **renewable resources** to produce hydrogen with the objective to **fully decarbonize the regional economy**
- **ARCHES** prioritizes
 - ❖ Environmental Justice
 - ❖ Equity
 - ❖ Economic Leadership
 - ❖ Workforce Development
 - ❖ Hydrogen Market Viability

8.2B.25

ARCHES

ARCHES Key Differentiators

- Infrastructure Availability
- Industry Readiness
- Offtake Resilience
- Market Catalyst
- Community Connectivity
- Delivery Certainty



ARCHES Principles

- Statewide
- Green/Clean
- Stakeholder & Community Engaged
- Equity & Justice Centered
- Aligned with State Interests
- Solution-Oriented
- Objective & Unbiased
- Multi-dimensional
- Connected
- Delivery Certainty



ARCHES Principles

- ✓ **Statewide**
Leveraging California's size and diverse geography and economy to produce, transport, store, and use H₂ at scale with multiple clusters of each, providing an ideal H₂ test-bed for the nation
- ✓ **Clean/Green**
California has long led the nation and the world in environmental innovation and policy and will do so again with clean, green H₂
- ✓ **Stakeholder and Community Engaged**
Built-in and ensured at all stages of the process
- ✓ **Equity and Justice Centered**
Prioritized in all decisions with a focus on California's impacted, disadvantaged, low-income, and tribal communities
- ✓ **Aligned with State Interests**
To move California toward a robust H₂ economy and marketplace, and a cleaner, greener future.
- ✓ **Solution-Oriented**
Focused on implementation and innovation to achieve DOE's Hydrogen Shot goals and market liftoff
- ✓ **Objective and Unbiased**
Representing and ensuring the interests of all parties
- ✓ **Multi-dimensional**
Considering all aspects of a successful H₂ economy
- ✓ **Connected**
Within California and other H₂ Hubs
- ✓ **Delivery Certainty**
Execute projects on time, in scope, within budget

Attachment

8.2B.27



ARCHES Goals

- Establish an exemplary **renewable, clean H₂ Hub** in California region by 2030
- Kickstart **commercial viability** of H₂
 - ❑ Focus on hard-to-decarbonize sectors: **Ports, Power, HD Transportation**
 - ❑ Initiate expansion to: **Heavy Industry, Aviation, Maritime, Agriculture, and others**
- Ramp production/offtake of renewable, clean H₂ from **30 tonnes per day (TPD)** to **500+ TPD** by 2030
- Produce **measurable benefits** for California communities, with **robust monitoring**, and **strong accountability**
- Develop a **H₂ workforce** for California, and a **H₂ workforce development model** for the nation
- **Meet CA and National carbon neutrality goals**

8.2B.28

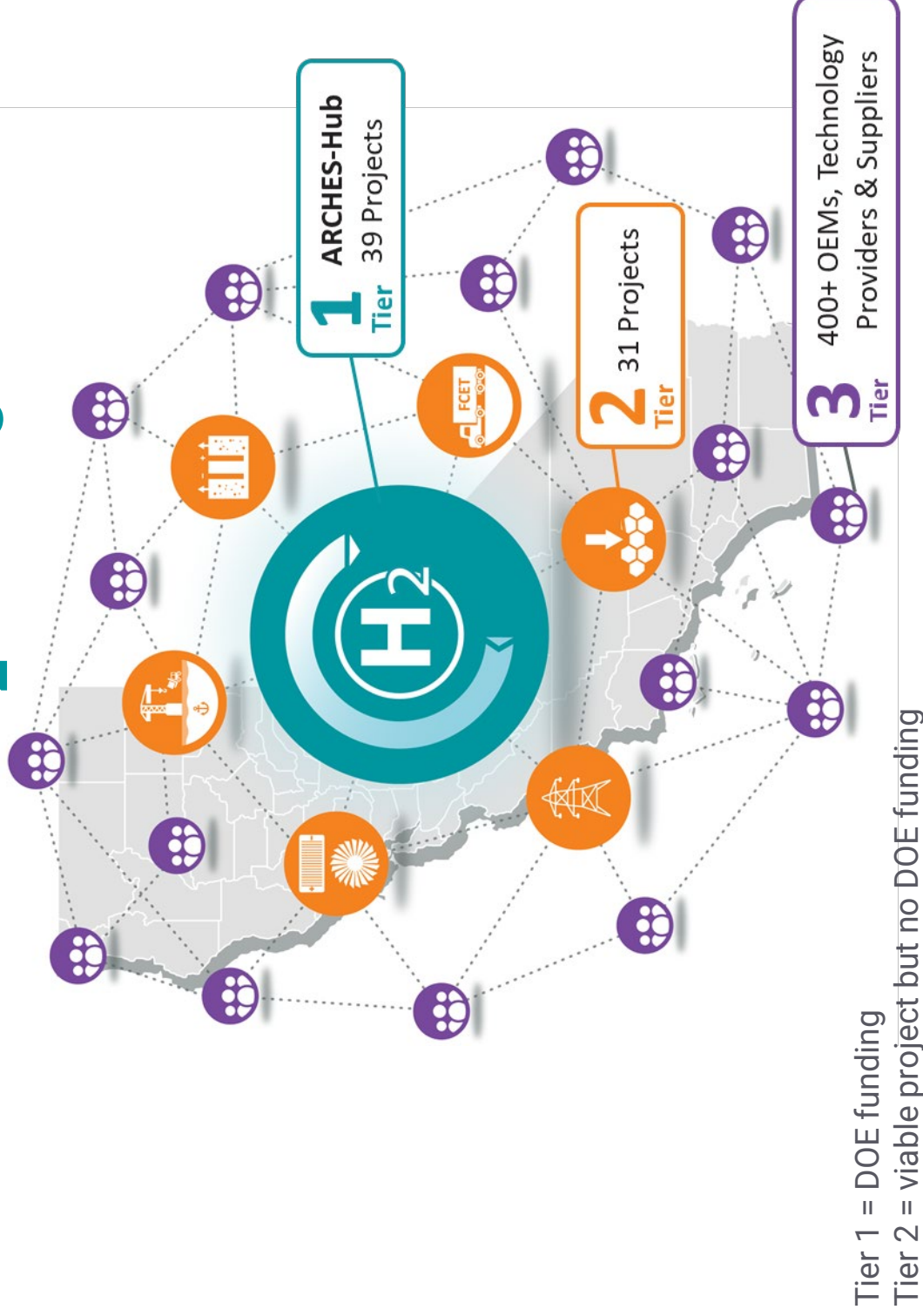


What Makes ARCHES Special

- Industry and infrastructure **readiness**
- Early and diverse **offtake**
- Fully integrated, deep, diverse **"one team"** entity:
 - ❖ State, Labor, Higher Ed/DOE Nat'l Lab, Environmental NGO
 - ❖ 39 projects from industry leaders
 - ❖ Large cross section of the community
 - ❖ All working together for nearly 2 years on ARCHES
- A robust strategy that **de-risks** the program and **maximizes delivery certainty**
- Transformative **community benefits** and **workforce development**

8.2B.29

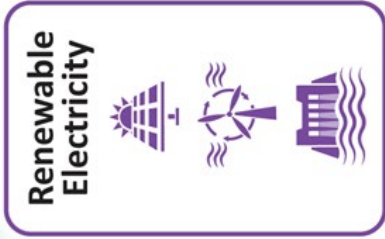
The Resilient H₂ Ecosystem for California



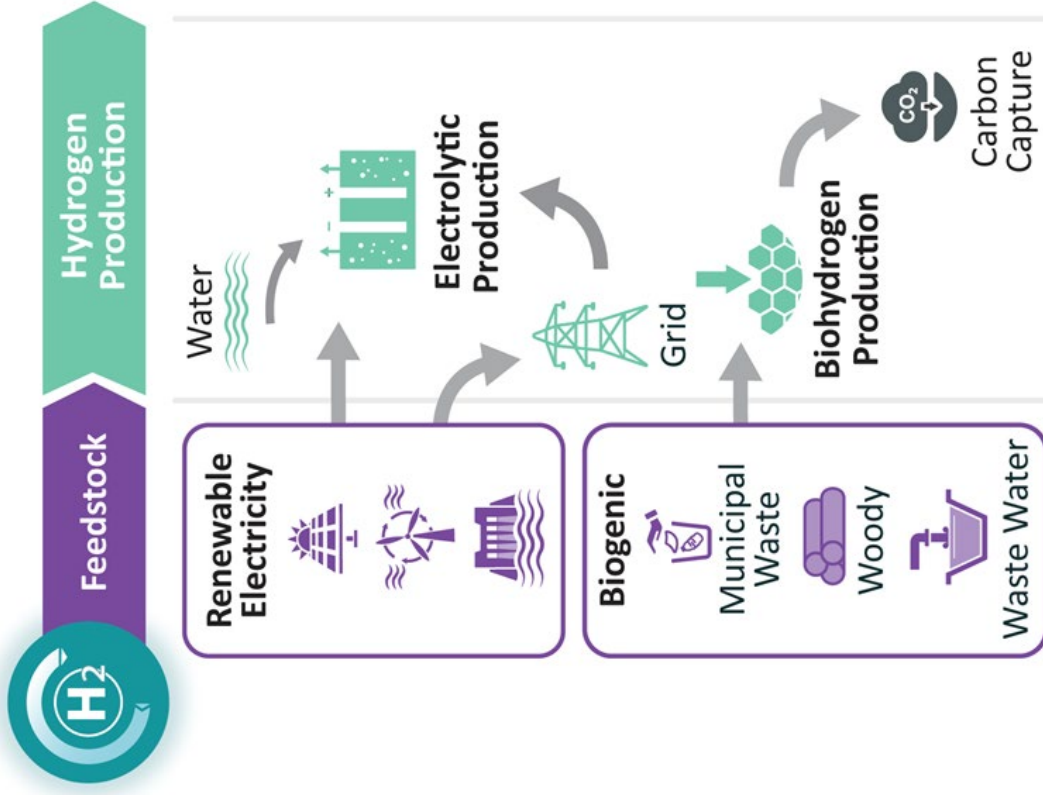
All partner projects will be subrecipients and have a signed partnership with ARCHES H2 LLC, except for FCET procurements.

Partner business and/or ARCHES confidential

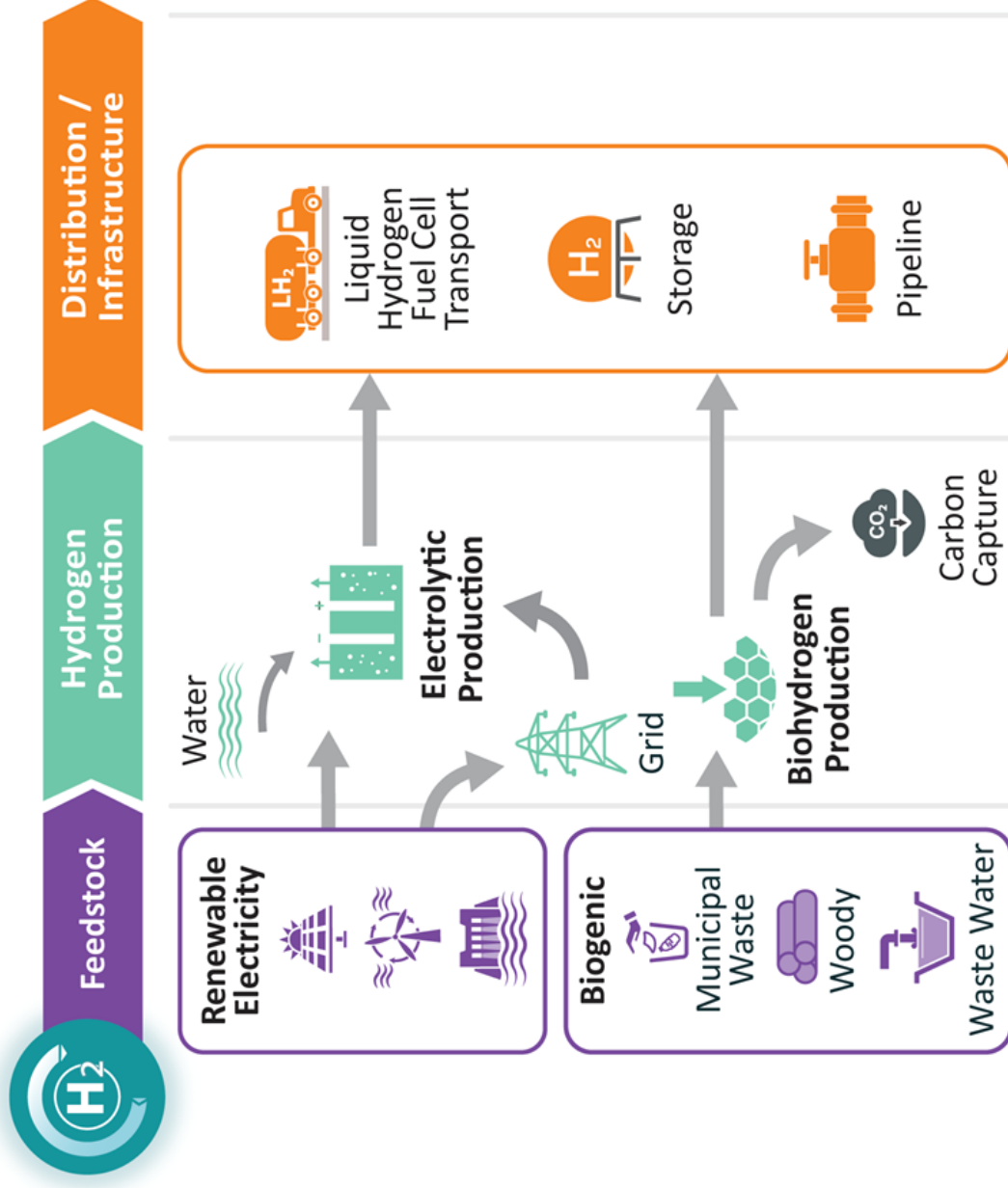
ARCHES Hydrogen Flow



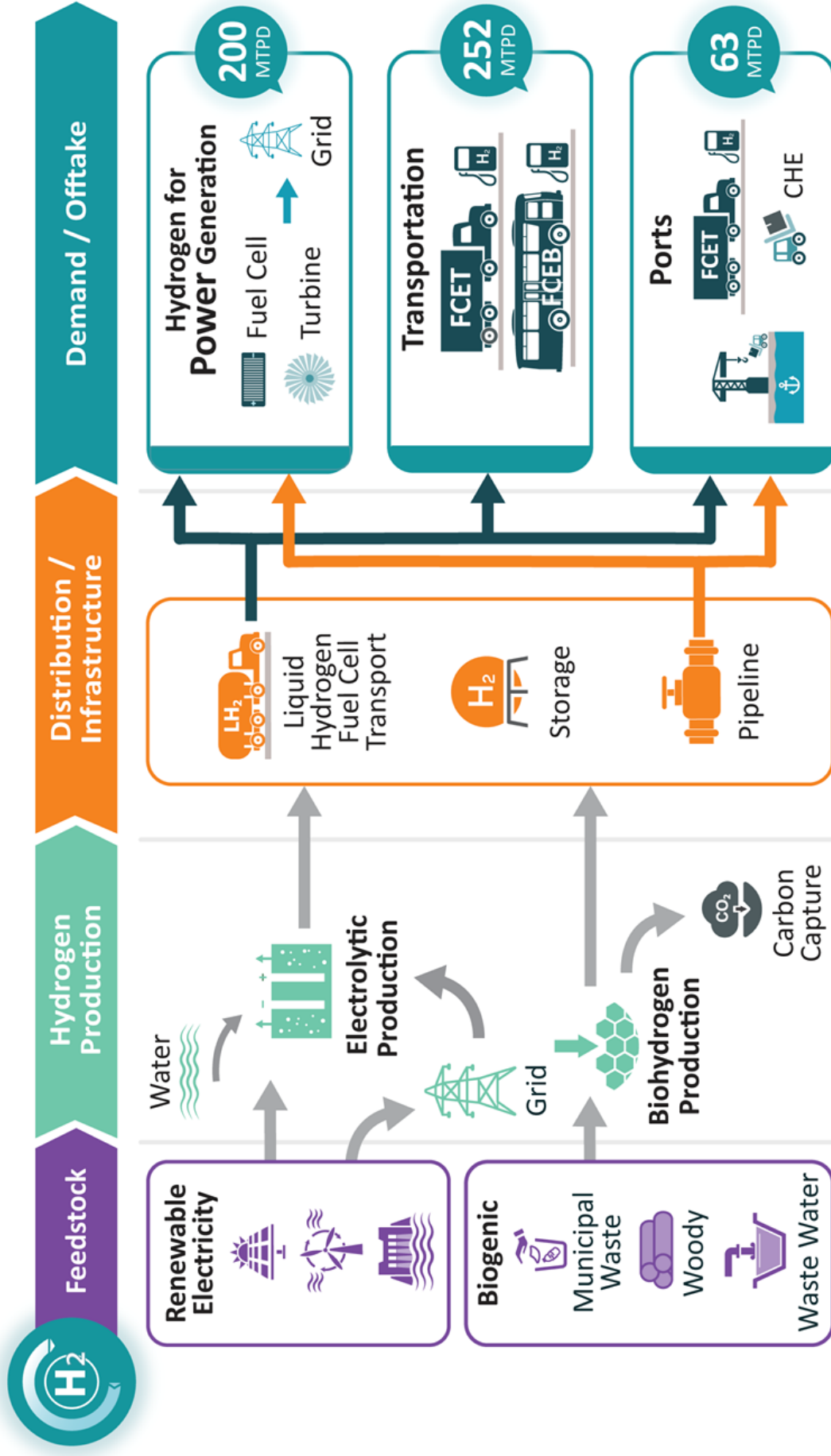
ARCHES Hydrogen Flow



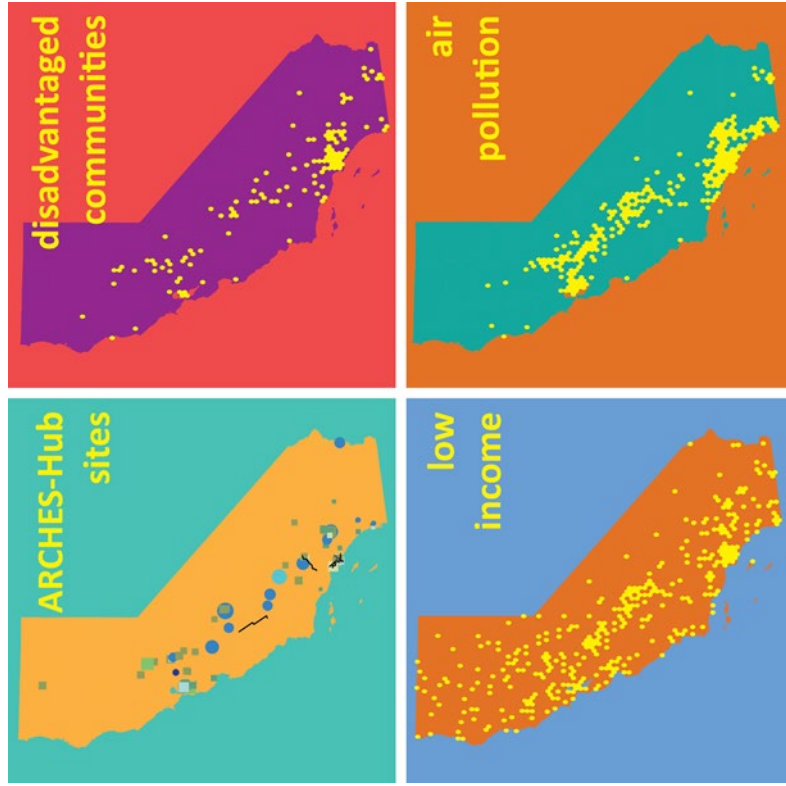
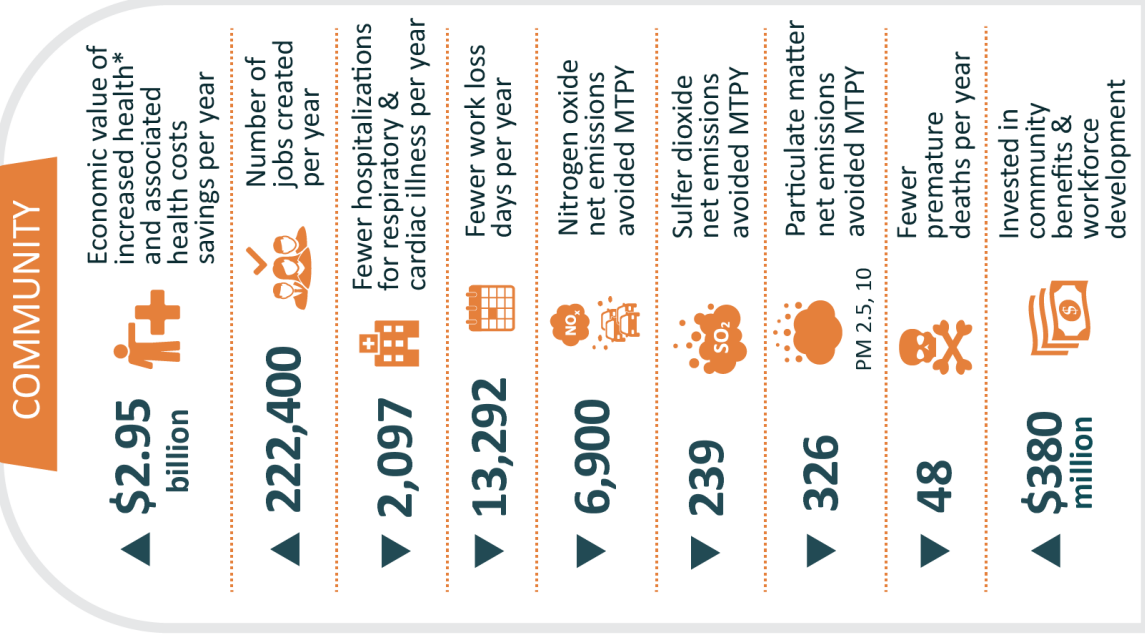
ARCHES Hydrogen Flow



ARCHES Hydrogen Flow



Disadvantaged Communities Will Benefit



*EJ40 database and CalEnviroScreen

*Reduced premature death, asthma, cancer risk, missed work days

Workforce Development

- **Organized Labor partnership** at *all* levels – **ARCHES** design, project selection, governance, and execution
- **Robust workforce development plans** integrating labor, industry, and the nation's largest minority-serving higher ed systems, reaching into high schools and local communities via training centers and community organizations
- Multiple Organized Labor **technical training institutes**
- University of California STEM programs and courses
- Cal State-led curriculum and program development
- California Community College programs and certificates

8.2B.36

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS SPECIAL MEETING MINUTES*
AUGUST 25, 2023 – 10:00 AM**

(or as soon as possible following the Regular Board Meeting)

A special meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, August 25, 2023, as a hybrid meeting.

The Board Special Meeting agenda packet can be found online at www.SCMTD.com and is available for inspection at Santa Cruz METRO's Administrative office at 110 Vernon Street, Santa Cruz, California. *Minutes are "summary" minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

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1 **CALLED TO ORDER** at 10:40 AM by Board Chair Kalantari-Johnson.

2 **ROLL CALL:**

The following Directors were **present**, representing a quorum:

Director Kristen Brown
Director Rebecca Downing
Direct Jimmy Dutra
Director Shebreh Kalantari-Johnson
Director Manu Koenig
Director Donna Lind
Director Bruce McPherson
Director Scott Newsome
Director Larry Pageler
Director Quiroz-Carter
Director Mike Rotkin
Ex-Officio Director Dan Henderson
Ex-Officio Director Alta Northcutt

Michael Tree
Julie Sherman

City of Capitola
County of Santa Cruz
City of Watsonville
City of Santa Cruz
County of Santa Cruz
City of Scotts Valley
County of Santa Cruz
City of Santa Cruz
County of Santa Cruz
City of Watsonville
County of Santa Cruz
UC Santa Cruz
Cabrillo College

CEO/General Manager
General Counsel

3 APPROVE: CONSIDER A RESOLUTION CALLING A PUBLIC HEARING ON FRIDAY, SEPTEMBER 22, 2023, DURING THE 9:00 AM REGULAR METRO BOARD MEETING HELD AT THE SANTA CRUZ CITY COUNCIL CHAMBERS, 809 CENTER STREET, SANTA CRUZ, CA REGARDING THE REIMAGINE METRO SERVICE PROPOSALS

Julie Sherman, Legal Counsel, spoke to the item. METRO has a public hearing policy that requires the Board of Directors when contemplating certain actions, primarily substantive changes to services and fares, to have a formal public hearing. Staff is requesting the Board of Directors to call that public hearing and have a public comment period through the next regular Board meeting on September 22, 2023.

Directive Pageler asked if there will be a presentation that the public can comment on; an actual service plan by that date. We've seen Alternatives A and B and heard of a possible hybrid option. There is work to be done over the next four weeks leading to that. If staff needs assistance or participation from a Director, I'd be happy to volunteer. Board Chair Kalantari-Johnson, Director Downing and Director Rotkin volunteered as well. Director Lind encouraged staff and Board Members to get the word out to the community to participate in this process.

Board Chair Kalantari-Johnson spoke to CEO Tree that a few Directors are willing to form an ad hoc committee to plan and prep for this public hearing should you need our help.

There were no public comments.

ACTION: ADOPT A RESOLUTION CALLING A PUBLIC HEARING ON FRIDAY, SEPTEMBER 22, 2023, DURING THE 9:00 AM REGULAR METRO BOARD MEETING HELD AT THE SANTA CRUZ CITY COUNCIL CHAMBERS, 809 CENTER STREET, SANTA CRUZ, CA REGARDING THE REIMAGINE METRO SERVICE PROPOSALS

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR LIND

MOTION PASSED WITH 8 AYES (Directors Brown, Downing, Kalantari-Johnson, Koenig, Lind, Pageler, and Rotkin). Directors Dutra, Newsome, and Quiroz-Carter were absent.

Hearing nothing further, Board Chair Kalantari-Johnson moved to the next agenda item.

4 ADJOURNMENT

Board Chair Kalantari-Johnson adjourned the meeting at 10:45 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant



DATE: September 22, 2023
TO: Board of Directors
FROM: Michael Tree, CEO/General Manager
SUBJECT: RECOMMENDED ACTION ON TORT CLAIMS

I. RECOMMENDED ACTION

That the Board of Directors Approve Staff Recommendations for Claims for the Month of September 2023, as reflected in Section VIII of this report

II. SUMMARY

This staff report provides the Board of Directors with recommendations on claims submitted to the Santa Cruz Metropolitan Transit District (METRO).

III. DISCUSSION/BACKGROUND

METRO's Risk Department received two claims for the month of September 2023 for money or damages. As a public entity, METRO must act "within 45 days after the claim has been presented" (Govt C §912.4(a)). See staff recommendations in paragraph VIII.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to METRO's Financial Stability, Stewardship and Accountability.

V. FINANCIAL CONSIDERATIONS/IMPACT

None

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

Within the 45-day period, the Board of Directors may take the following actions:

- Reject the claim entirely;
- Allow it in full;
- Allow it in part and reject the balance;
- Compromise it, if the liability or amount due is disputed (Govt C §912.4(a));
or
- Do nothing, and allow the claim to be denied by operation of law (Govt C §912.4 (c)).

VIII. DESCRIPTION OF CLAIM

Claimant	Claim #	Description	Recommended Action
Burdon, Kate	23-0013	Claimant alleges that METRO is responsible for damages related to her fall. Amount of claim: \$20,000.	Reject
Sambrano, Esperanza V.	23-0014	Claimant alleges that a METRO Bus damaged her car. Amount of claim: \$1,574.87	Reject

Prepared by: Tom Szeszowicki, Safety Specialist

IX. APPROVALS

Michael Tree
CEO/General Manager



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DATE: September 22, 2023

TO: Board of Directors

FROM: Chuck Farmer, Chief Financial Officer

SUBJECT: ACCEPT AND FILE THE FISCAL YEAR END MONTHLY BUDGET STATUS REPORTS FOR JUNE 30, 2023, AND ADOPTION OF THE PRELIMINARY SCHEDULE OF RESERVE ACCOUNT BALANCES

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year to Date Monthly Financial Report as of June 30, 2023 and Adoption of the preliminary schedule of reserve account balances

II. SUMMARY OF ISSUES

An analysis of Santa Cruz Metropolitan Transit District's (METRO) financial status is prepared monthly in order to inform the Board of Directors regarding METRO's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year.

This staff report is the web-accessible companion document to the attached Power Point presentation titled "Year to Date Financial Report as of June 30, 2023."

The attached pre-close, pre-audit monthly FY23 Operating Revenue and Expense reports (Attachment B), and FY23 Capital Budget spending report (Attachment C) represent the status of the FY23 Operating and Capital Budgets, as of June 30, 2023, the end of the fiscal year. The numbers presented in these reports are preliminary, and could change if there are any accounting adjustments, as per the final audit due later this calendar year.

The Preliminary Schedule of Reserve Account Balances (Attachment D) is based on the pre-audit monthly operating revenue and expense reports (Attachment B), as well as the monthly capital budget report (Attachment C). In FY23, revenues exceeded expenses resulting in a favorable operating surplus of \$13,024K, some of which was budgeted and anticipated and will be transferred to the Bus Replacement (\$2,678K), Operating & Capital Reserve (\$4,500K), and UAL & OPEB Funds (CalPERS Unfunded Accrued Liability and Other Post-Employment Benefits), (\$2,000K). The preliminary reserve schedule reflects the following additional transfers of the remaining operating surplus:

- \$402K to be transferred to the Operation & Capital Reserve Fund
- \$1,492K to be transferred to the Operating Sustainability Reserve Balance
- \$1,952K to be transferred to the COVID Recovery Fund

The balances provided in the Schedule of Reserve Account Balances are preliminary pending completion of the financial audit later this calendar year. If the Schedule of Reserve Account Balances changes significantly following the final audit, it will be brought back to the Board.

The final audited financial statements will be presented to the Board at the conclusion of the audit.

Staff recommends that the Board of Directors accept and file the attached year-end budget status reports as of fiscal year end June 30, 2023 and adopt of the preliminary schedule of reserve account balances.

This report is required per the Board Bylaws Article 16.01(e) and Public Utility Code (PUC) § 98145, to be presented to the Board within 90 days from the end of each fiscal year.

III. DISCUSSION/BACKGROUND

An analysis of METRO's budget status is prepared monthly in order to inform the Board of Directors regarding METRO's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year. The attached revenue and expense reports represent the preliminary status (unaudited) of METRO's FY23 fiscal year-end budget as of June 30, 2023. The fiscal year has elapsed 100%

A. Operating Revenue and Expenses

Below are the written explanations of the various charts and graphs in the attached Year to Date Monthly Financial Report as of June 30, 2023 (Attachment A).

Slide 1

(Cover) Year to Date Financial Report as of June 30, 2023

Slide 2

(Cover) FY23 Pre-Audit Financials

Slide 3

FY23 Operating Revenue and Expenses Year to Date as of June 30, 2023

- Operating Revenues, net favorable by \$681K
 - Passenger Fares – actual is \$2,959K while budget is \$2,437K; variance to budget is favorable by \$522K primarily due to significant ridership recovery across all categories, partially offset by implementing free fares for Youth in March 2023
 - Special Transit Fares – actual is \$6,112K while budget is \$5,953K; variance to budget is unfavorable by \$159K primarily due to renewal of Cabrillo College contract at a higher rate
- Operating Expenses, net favorable by \$3,978K; excludes all COVID, UAL, and Pension Bond related costs
 - Labor - Regular – actual is \$16,848K while budget is \$20,415K; variance to budget is favorable by \$3,567K due to vacant funded positions and hours paid

- Labor - OT – actual is \$3,299K while budget is \$1,325K; variance to budget is unfavorable by \$1,974K primarily due to increased costs from bus operators and fleet staff covering vacant positions
- Fringe Benefits – actual is \$18,200K while budget is \$21,172K; variance to budget is favorable by \$2,972K primarily due to reduced retirement and medical insurance costs as a result of vacant funded positions
- Non-Personnel – net unfavorable by \$587K
 - Services – actual is \$5,730K while budget is \$5,724K; variance to budget is unfavorable by \$5.5K primarily due to reduced spending on Revenue Vehicle Repairs; partially offset by higher than anticipated spending for Temporary Help (to back fill vacant positions)
 - Mobile Materials & Supplies – actual is \$4,032K while budget is \$3,329K; variance to budget is unfavorable by \$702K primarily due to higher spending on Fuels & Lube and parts for Revenue Vehicles.
 - Other Expenses – actual is \$2,934K while budget is \$3,055K; variance to budget is favorable by \$121K, primarily due to decreased utilities costs, settlement costs, BoD travel, partially offset by increased Printing and Promotional items
- Operating Deficit actual is \$41,970K while budget is \$46,629K; variance of budget is lower by \$4,660K
 - Farebox Recovery – 17.8% vs 15.2% budget
- Non-Operating Revenue/(Expense), net unfavorable by \$489K
 - Sales Tax/including Measure D – actual is \$32,130K while budget is \$30,775K; variance to budget is favorable by \$1,355K as a result of higher than anticipated receipts sales
 - Federal/State Grants – net favorable by \$2,684K
 - TDA – LTF actual is \$10,167K while budget is \$9,218K; variance to budget is favorable by \$949K, due to the higher than anticipated sales tax receipts. TDA – LTF is derived from a ¼ cent of the general sales tax collected statewide.
 - Federal Op Assistance (FTA Sec 5311) – actual is \$263K while budget is \$263K; no variance to budget
 - TDA - STA – Op Assistance – actual is \$5,923K while budget is \$4,476K; variance to budget is favorable by \$1,447K primarily due faster recovery of diesel fuel tax post pandemic received at the state level. STA is derived from the statewide sales tax on diesel fuel.

- Fuel Tax Credit – actual is \$402K while budget is zero; variance to budget is favorable by \$402K due to the renewal of the Fuel Tax as part of the Inflation Reduction Act of 2022
- ARPA FTA 5307 – actual is \$9,697K while budget is \$15,477K; variance to budget is unfavorable by \$5,780K result of lower reimbursable costs
- COVID Related Costs – actual is \$78K while budget is \$298K; variance to budget is favorable by \$219K primarily due both the state and federal government ending the pandemic
- Pension UAL/Bond Interest – no variance
 - Pension UAL – actual is \$1,140K while budget is \$1,140K; zero variance
 - Sales Tax Bond Interest/Principal Payment – actual is \$4,503K while budget is \$4,503K; zero variance
- Other Revenue – actual is \$1,709K while budget is \$676K; variance to budget is favorable by \$1,033K primarily due to increased Interest Income, CNG Sales, and Gains on Asset Disposal; partially offset by reduced rents due to vacancies at Pacific Station and Watsonville Transit Centers, along with lower Advertising Revenues

Operating/Non-Operating Revenue and Expense Variances, by line item, are provided in more detail (amounts and percentages) in Attachment B.

- Transfers, net favorable by \$1,952K
 - Transfer to Capital - Bus Replacement Fund (2016 Net Sales Tax Measure D and STA) – actual is \$2,678K while budget is \$2,353K, variance is favorable by \$325K due to higher than anticipated Measure D Sales Tax
 - Transfer to UAL & OPEB – actual and budget are \$2,000K, no variance
 - Transfer to Operations Sustainability Reserve Fund – actual is \$1,492K, while budget is zero. The transfer is consistent with METRO’s Reserve Policy (revised and adopted on Nov. 15, 2019), setting the minimum balance for the fund at three times the average operating expenses for the most current fiscal year.
 - Transfer to Operating & Capital Reserve Fund – actual is \$402K while budget is \$0K; variance is favorable by \$402K due to renewal of the Fuel Tax Credit as part of the Inflation Reduction Act of 2023 (IRA).

Additionally, \$4,500K was transferred to the fund to increase funds available for use as local match for capital grants. The anticipated FY23 Capital Spending, adopted on June 24, 2023, reflects a commitment of approximately \$5,000K to capital projects and grants.

- Transfer COVID Recovery Fund – actual is a \$1,952K transfer to the fund while budget is a zero; variance is favorable by \$1,952K.

This is consistent with the commitment by METRO to reinvest surplus funds into future Operating Budgets to sustain services to the greatest extent possible during the economic recovery or until these funds are exhausted.

The source of the funding transferred to the COVID Reserves is comprised primarily of METRO's 1979 Local Sales Tax, and Farebox Revenues, as presented to the Board on June 23, 2023.

- Operating Balance is \$0.

Slide 4

FY23 Capital Budget Spending Year to Date as of June 30, 2023

- Total Capital Projects spending year to date is \$10,602K, or 95.9%, of \$11,052K revised budget approved by the Board in May 2023. Details of Capital spending by project are provided in Attachment C.
 - Construction Related Projects spending is \$45K for the following projects:
 - New METRO-owned ParaCruz facility
 - Pacific Station/METRO Center redevelopment, conceptual design
 - IT Projects spending is \$1,034K for the Enterprise Resource Planning (ERP) System
 - Facilities Repair & Improvements spending is \$499K for the following projects:
 - Maintenance Yard Security - Expanded parking, building demo/repair sink hole, and automated security gates
 - Fuel Management System
 - Bay 11 HVAC modifications to accommodate ARTIC buses
 - Revenue Vehicle Replacement & Campaigns spending is \$2,626K for the following projects:
 - Principal lease payment on three new Flyer replacement buses
 - AVL/ITS/APC
 - Revenue Vehicle Replacement Electrification Projects spending is \$6,027K for the following projects:
 - Five Gillig buses
 - Non-Revenue vehicle replacement spending is \$199K
 - Two Service trucks

- Three Chevy Bolts
- Miscellaneous spending is \$173K for the following projects:
 - Scotts Valley Transit Center Security
 - Trash Enclosures
 - Exercise Equipment for Bus Operators
 - Six Refrigerators, multiple locations
 - 14 Information Display System & Monitors, multiple locations
 - Two POS Square Machines, and two badge printers
 - MS Windows upgrade licenses
 - Conference room hardware for hybrid Board meetings
 - Office Furniture – Operations, Admin

Slides 5 thru 7

FY23 Pre-Audit Capital Budget Detail Spend by Project

B. Non-Cash/Non-Operating Expenses

Non-cash accounting entries will be included as part of the annual Audited Financial Statements, although they are not presented in these financial reports. Non-operating expenses are non-cash accounting entries that Santa Cruz METRO is required to record. The non-cash accounting entries are all required and therefore will be incorporated into the annual Audited Financial Statements; they are not included in the reports presented here

- Incurred but not Reported (IBNR) Worker’s Compensation Losses – In accordance with Governmental Accounting Standards Board (GASB) Statement #10, the annual accounting entry for the workers’ compensation IBNR was an increase of \$172,611. GASB Statement #10 requires Santa Cruz METRO to accrue a liability on its financial statements for the ultimate cost of claims and expenses associated with all reported and estimated unreported worker’s compensation claims.
- “Other post-employment benefits” (OPEB) Cost – GASB 75 – (replaced GASB 45) - In accordance with GASB Statement #75 the net effect of the annual accounting entry was \$1,108,953 in additional OPEB expenses for retiree medical benefits. Briefly, benefits include subsidized medical, dental, vision and life insurance coverage for eligible retirees.
- Net Pension Liability – GASB 68 - Santa Cruz METRO implemented GASB 68 in FY15 and is now required to recognize a pension liability on the financial statements. The effect of the annual accounting entry will be determined later this year.
- Annual Depreciation of grant and district funded capital assets will be included as part of the annual Audited Financial Statements; effective with the FY18

financial close, grant funded depreciation is now combined with district funded depreciation to comply with GASB Statement No. 33.

C. Schedule of Reserve Account Balances

Reporting of Fund Balances (defined as the excess of assets over liabilities) is guided by complying with Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. GASB 54 defines five separate components of Fund balance, each of which identifies the extent to which METRO is bound to honor constraints on the specific purposes for which amounts can be spent:

- **Nonspendable** fund balance (not in spendable form such as inventories, prepaids, long-term receivables, or non-financial assets held for resale).
- **Restricted** fund balance (extremely enforceable limitations on use such as debt covenants, grantors, contributors, or laws and regulations of other governments).
- **Committed** fund balance (constrained to specific purposes by a formal action of the Board, such as an ordinance, resolution, or policy).
- **Assigned** fund balance (limited to the Board's intent to be used for a specific purpose, but not Restricted or Committed).
- **Unassigned** fund balance (residual net resources, either positive or negative, in excess of the other four fund balance components). Unassigned amounts are available for any purpose with Board approval.

All of METRO's Reserve Funds, with the exception of the Bus Replacement Fund which is funded from Measure D Sales Tax and STA-SGR Grants, are funded with surplus or "carryover" of unrestricted operating funds.

Adequate Reserve Funds are built over time. The goal of maintaining adequate reserves is to ensure that there are appropriate levels of working capital in the Reserve Funds for unanticipated situations such as a sudden increase in expenses, significant one-time unbudgeted expenses, unanticipated loss in funding, economic downturns, or uninsured losses, and to ensure continuity of service.

Reserve Funds may also be used for one-time, nonrecurring expenses that will build long-term capacity, such as payment of grant funded expenses prior to being reimbursed by the awarding grant entity, matching dollars for grants, capital and operating expenditures that might not otherwise have a grant funding source or qualify for grant funding.

Balances in the various Reserve categories are aligned with METRO Reserve Fund policy (revised and adopted by the Board on Nov 15, 2019).

Slide 9

The Preliminary Schedule of Reserve Account Balances (Attachment D) is based on the pre-audit monthly operating revenue and expense reports (Attachment B), as well as the monthly capital budget report (Attachment C). In FY23 revenues exceeded expenses resulting in a favorable operating surplus of \$13,024K, some

of which was budgeted and anticipated and will be transferred to the Bus Replacement (\$2,678K), Operating & Capital Reserve Fund (\$4,500K), and UAL & OPEB Funds (\$2,000K). The preliminary reserve schedule reflects the following additional transfers of the remaining operating surplus:

- \$402K to be transferred to the Operation & Capital Reserve Fund
- \$1,492K to be transferred to the Operating Sustainability Reserve Balance
- \$1,952K to be transferred to the COVID Recovery Fund

Additionally, at fiscal year-end the following transfers are necessary between the Operating and Capital Reserve Fund and the Workers' Compensation and Liability Insurance Reserve Funds, as required by GASB#10 in order to align their balances with actuarial valuations and minimum target balances:

- \$173K transfer to the Workers' Compensation Reserve Fund;
- \$88K transfer to the Liability Insurance Reserve Fund.

An overview of the Reserves Funds as of 06/30/2023 is provided below:

- Workers' Compensation Reserve Fund:
 - Classified as a committed fund balance; GASB#10 requires METRO to accrue a liability on its financial statements for the ultimate costs of claims and expenses associated with all reported and unreported workers' compensation claims.
 - Target minimum amount are based on a bi-annual study of potential liability areas and risk. The long-term portion of the worker's compensation liability as of 06/30/2023 is \$2.5M (estimate) as per Actuarial Review of the Self-Insured Workers' Compensation Program report dated March 16, 2023. In FY23, \$173K is transferred from the Operating Capital Reserve Fund to the Workers' Compensation Reserve Fund to align the year-end balance with the actuarial valuation.
 - Workers' Compensation Reserve Fund estimated balance is \$2.5M and is fully funded
 - Should not be used for recurring expenses
- Liability Insurance Reserve Fund
 - Classified as a committed fund balance and required by GASB#10
 - Target minimum amount will be calculated annually based on the 5-year rolling average of outstanding claims at fiscal year-end. The minimum balance in the reserve account is equal to the Self – Insured Retention (SIR) of \$250K each for the liability and physical damage claims program (CaTIP) and the employment practices liability (EPL) program plus the 5-year rolling average of outstanding claims at year end (\$776K), at the end of FY23). In FY23, \$88K is transferred from the Operating Capital Reserve Fund to the Liability Insurance

Reserve Fund to align the year-end balance with the target minimum amount, calculated at year-end.

- Liability Insurance Reserve Fund target balance is \$0.8M and is fully funded
- Should not be used for recurring expenses
- Operations Sustainability Reserve Fund
 - Classified as a committed fund balance
 - Sometimes referred to as the “rainy day fund”
 - Operations Sustainability Reserve Fund balance is \$16.7M (after the proposed transfer of \$1.5M of operating surplus funds), in accordance with the Board adopted commitment to fully fund the reserve fund within three years of the adopted revisions to the Reserves Policy in November 2019.
 - Estimated target balance will be adjusted annually through the budget process, FY23 required amount is \$16.7M
 - Should not be used for recurring expenses
- Cash Flow Reserve Fund
 - Classified as a committed fund balance
 - The Cash Flow Reserve Fund balance is \$3.0M and is fully funded.
 - Target minimum amount will be set annually through the budget process, and is calculated based on a review of all current reimbursable grants, a revenue flow analysis, and invoice payments
 - Should not be used for recurring expenses
- Operating and Capital Reserve Fund
 - Classified as an unassigned fund balance
 - Funded by carryover, alternative fuel tax credits, excess sales tax revenue, and other fungible revenues
 - Operating and Capital Reserve Fund estimated balance is \$13.0M and has no target minimum. The estimated balance includes FY24 Capital Budget commitments.
 - This fund would be a source for various Capital purchases and for use as local match for State and Federal grants
 - Should avoid using for recurring expenses
- UAL & OPEB Fund – New and not currently included in the Reserve Fund Policy
 - Classified as a committed fund balance
 - Used to pay down the CalPERS Unfunded Accrued Liability
 - UAL & OPEB Fund balance is \$6M and has no target minimum

- Minimum annual allocation of \$2M, as per Board adopted commitment (with the adoption of the FY20 Budget on June 28, 2019) to initiate transfers of dedicated amounts to address the large and growing UAL and OPEB liabilities. Transfers were delayed by one fiscal year due to the anticipated impact of the labor negotiations and resulting budget overages, as well as the COVID pandemic in 2020.
- Bus Replacement Fund – New and not currently included in the Reserve Fund Policy
 - Classified as an assigned fund balance
 - Consistent with FY18 Capital Budget funding strategy adopted by the Board that results in a minimum \$3M annual commitment funded by:
 - Measure D 2016 Net Sales Tax – transfer from Operating budget
 - STA-SB1 – transfer from Operating budget
 - STA-SGR – direct transfer to the Bus Replacement Fund
 - Provides funding and stability for the required local match for obsolete fixed-route buses, Paratransit vehicles, and to maintain assets in a state of good repair
 - Bus Replacement Fund estimated available balance is \$10.7M
 - This balance includes the committed funds in the FY24 Capital budget commitments and budget transfers to the fund.
 - Unspent Measure D and STA-SGR funds will ‘accumulate’ in the Bus Replacement Fund until they are allocated to specific projects and spent on new replacement buses and vans
 - Should not be used for recurring expenses
- COVID Recovery Fund – New and not currently included in the Reserve Fund Policy
 - Classified as an unassigned fund balance
 - METRO will reinvest the funds into future Operating budgets to sustain services to the greatest extent possible during the economic recovery, or until funds are exhausted, as per Board adopted policy statement regarding FY20 carryover to the FY21 and FY23 Operating Budget (adopted on June 26, 2020).
 - Source of funds is carryover primarily comprised of METRO’s 1979 Local Sales Tax. Excludes impact from additional COVID related reimbursements.
 - COVID Recovery Fund balance is \$30.9M (after the proposed transfer of \$2.0M of operating surplus funds)
 - No target minimum amount designated

Slide 10

(Cover) Questions?

Slide 11

(Cover) Appendix

Slide 12

August 31, 2023 – FY24 YTD Operating Revenue and Expenses

- Operating Revenue, net unfavorable by \$58K
 - Passenger Fares - unfavorable by \$18K
 - Special Transit Fares – unfavorable by \$39K
- Operating Expense, net favorable by \$783K– Favorable wages and fringe driven by vacant positions, Non-personal costs lower due to timing of spend; partially offset by increased OT
 - Labor Regular – favorable by \$423K
 - Labor OT – unfavorable by \$377K
 - Fringe Benefits – favorable by \$455K, excludes UAL related costs
 - Non-Personnel – favorable by \$282K, excludes Bond payment costs
- Operating Deficit lower by \$725K
 - Farebox Recovery – 17.3% vs 16.5% budget
- Non-Operating Revenue/(Expense), net favorable by \$507K – Primarily due to higher Sales Tax revenues and Interest Income
 - Sales Tax/including Measure D – favorable by \$269K
 - Pension UAL/Bond Payment costs – no variance
 - All Other Revenues – favorable by \$238K
- Operating Surplus before Transfers higher by \$1,232K
- Bus Replacement Fund – higher by \$71K due to increased Measure D sales tax revenues
 - Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax and STA-SGR; FY24 forecasted transfer is \$3.2M
- Operating Surplus after Transfers higher by \$1,161K

Staff recommends that the Board accept and adopt the:

- Year to Date Monthly Financial Report as of June 30, 2023 Presentation (Attachment A)
- FY23 Operating Revenue and Expenses Year to Date as of 06/30/23 (Attachment B)
- FY23 Capital Budget Report for the month ending 06/30/22 (Attachment C)
- FY23 Preliminary Schedule of Reserve Account Balances (Attachment D)

IV STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to METRO's Financial Stability, Stewardship & Accountability.

V FINANCIAL CONSIDERATIONS/IMPACT

Favorable budget variances in Operating Revenues and Expenses contributed to higher than anticipated funds available for transfer.

VI CHANGES FROM COMMITTEE

Numbers presented in these reports are preliminary/pre-audit, and could change if there are any accounting adjustments, as per the final audit later this calendar year.

VII ALTERNATIVES CONSIDERED

The Board could choose to not accept this report although that is not recommended. This report is required per the Board Bylaws Article 16.01(e) and Public Utility Code (PUC) § 98145, to be presented to the Board within 90 days from the end of each fiscal year.

VIII ATTACHMENTS

Attachment A: Year to Date Monthly Financial Report as of June 30, 2023

Attachment B: FY23 Operating Revenue and Expenses, for the month and year ending 06/30/23

Attachment C: FY23 Capital Budget, for the month and year ending 06/30/23

Attachment D: FY23 Preliminary Schedule of Reserve Account Balances

Prepared By: Cathy Downes, Sr. Financial Analyst

IX APPROVALS:

Approved as to fiscal impact:
Chuck Farmer, Chief Financial Officer



Michael Tree, CEO/General Manager



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Year to Date Financial Report as of June 30, 2023

Board of Directors

September 22, 2023

Chuck Farmer, Chief Financial Officer

FY23 Pre-Audit Financials

8.4A.2

June 30, 2023 – Pre-audit Full Year Operating Revenue and Expenses

\$ 000's	Forecast*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	\$ 2,959	\$ 2,437	\$ 522
Special Transit Fares	6,112	5,953	159
Total Operating Revenue	\$ 9,072	\$ 8,390	\$ 681
Operating Expense			
Labor - Regular	\$ 16,848	\$ 20,415	\$ 3,567
Labor - OT	3,299	1,325	(1,974)
Fringe	18,200	21,172	2,972
Non-Personnel (excludes COVID costs)	12,695	12,108	(587)
Total OpEx	\$ 51,041	\$ 55,019	\$ 3,978
Operating Surplus/(Deficit)	(\$ 41,970)	(\$ 46,629)	\$ 4,660
	17.8%	15.2%	2.5%
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	\$ 32,130	\$ 30,775	\$ 1,355
Federal/State Grants	17,179	14,496	2,684
COVID Relief Grants	9,697	15,477	(5,780)
COVID Related Costs	(78)	(298)	219
Pension UAL/Bond Interest Payment	(5,643)	(5,643)	-
All Other	1,709	676	1,033
Total Non-Operating Revenue/(Expense)	\$ 54,994	\$ 55,483	(\$ 489)
Operating Surplus/(Deficit) before Transfers	\$ 13,024	\$ 8,853	\$ 4,171
Transfers and Other			
Transfers to Bus Replacement Fund	(\$ 2,678)	(\$ 2,353)	(\$ 325)
Transfers to Capital, UAL/OPEB Funds, and Reserves Replenishment	(\$ 8,393)	(\$ 6,500)	(\$ 1,893)
Transfers (to) / from COVID Reserve Fund	(\$ 1,952)	-	(\$ 1,952)
Operating Surplus/(Deficit) after Transfers	-	-	-

- Expenses favorable vs. Budget due to lower headcount and hours paid
- Prelim Actuals include projected \$9.7M drawdown of ARPA funds. Final results will be available post audit
- Non-Operating lower than Budget by \$0.5M, lower ARPA COVID drawdowns as a result of lower reimbursable costs; partially offset by higher Sales Tax revenues, TDA/STA Grants, and Interest Income
- \$2.0M expected to be transferred to COVID reserve bucket.

8.4A.3

* Pre-close, Pre-Audit financials, subject to adjustments post close

FY23 Pre-audit Capital Budget Spend

Project Category:	Year to Date		Full Year % Spend
	Actuals*	Budget**	
Construction Related Projects	\$ 45	\$ 23	195.7%
IT Projects	1,034	1,034	100.0%
Facilities Repair & Improvements	499	517	96.5%
Revenue Vehicle Replacement	2,626	3,019	87.0%
Revenue Vehicle Electrification Projects	6,027	5,850	103.0%
Non-Revenue Vehicle Replacement	199	218	91.3%
Fleet & Maintenance Equipment	-	180	0.0%
Misc.	173	211	82.0%
Total	\$ 10,603	\$ 11,052	95.9%

Completed Projects FY23

- ✓ 5 Electric Buses received
- ✓ AVL/APC installed on fleet
- ✓ Demo Structures/repair sink hole
- ✓ 2 Service trucks and 3 Chevy Bolts

* Pre-close/Pre-Audit financials, subject to adjustments post close

** Revised Budget approved by BoD in May 2023

FY23 Pre-audit Capital Budget Detail Spend

<i>\$000's</i>	FY23 Projected	FY24 Budget ***	% Spend
Revenue Vehicle			
5 Electric Buses	\$ 6,027	\$ 5,850	103.0%
3 New Flyer Lease	275	275	100.0%
AVL/APC	2,350	2,280	103.1%
2 CNG Buses	-	463	0.0%
Sub Total	\$ 8,653	\$ 8,868	97.6%
Non-Revenue Vehicle			
Non-Revenue Electric Vehicles (3 Chevy Bolts)	\$ 63	\$ 68	92.4%
2 Service Trucks	136	150	90.5%
Sub Total	\$ 199	\$ 218	91.1%
Fleet Maintenance			
Parts Washer	-	\$ 180	0.0%
Sub Total	-	\$ 180	0.0%
Construction Projects			
ParaCruz Facility	\$ 27	\$ 20	135.8%
Pacific Station Redevelopment	17	3	697.2%
Sub Total	\$ 45	\$ 23	198.2%

* Pre-close/Pre-Audit financials, subject to adjustments post close

** Revised Budget approved by BoD in May 2023

FY23 Pre-audit Capital Budget Detail Spend

	Project Category:		FY24	
	FY23 Projected	Budget **	% Spend	
Facilities Repair & Improvements				
Security Gates - Automated	\$ 12	\$ 33	36.1%	
Maintenance Yard Security	36	20	181.7%	
Demo Structures/repair sinkhole	385	403	95.5%	
Fuel Mgmt System	36	40	90.3%	
Bay 11 HVAC modification	26	18	146.8%	
All Other Facilities projects	4	4	100.0%	
	Sub Total	\$ 499	\$ 517	96.5%
IT Projects				
ERP System	\$ 1,034	\$ 1,034	100.0%	
	Sub Total	\$ 1,034	\$ 1,034	100.0%

Attachment A

8.4A.6

* Pre-close/Pre-Audit financials, subject to adjustments post close
 ** Revised Budget approved by BoD in May 2023

FY23 Pre-audit Capital Budget Detail Spend

Project Category:	FY23	FY24	
	Projected	Budget **	% Spend
Other Miscellaneous			
Scotts Valley Transit Center Security	\$ 45	\$ 51	88.0%
Safety - Information Display System & Monitors: 14 at multiple locations	14	15	93.0%
POS Square Machines: 2 & Badge Printers: 2 - Customer Service (PAC & WTC)	11	15	74.3%
MS Windows upgrade	19	19	100.0%
Other Miscellaneous	85	111	76.4%
Sub Total	\$ 173	\$ 211	82.3%
Grand Total	\$ 10,602	\$ 11,050	95.9%

* Pre-close/Pre-Audit financials, subject to adjustments post close
 ** Revised Budget approved by BoD in May 2023

FY23 Pre-Audit Capital Portfolio Spending by Funding Source* \$10.5M

State Transportation Improvement Program (STIP), \$658.5K

PTMISEA (1B), \$0.3K

Low Carbon Transit Operations Program (LCTOP), \$1,184.1K

Transfers from Operating Budget (Measure D), \$1,853.2K

Operating and Capital Reserve Fund, \$2,671.0K

Federal Grants (FTA), \$4,234.6K

Preliminary Operating Reserves* as of 06/30/2023

\$2.5M



Fully Funded

\$0.8M



Fully Funded

\$16.7M



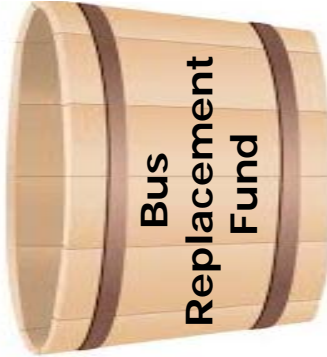
Fully Funded

\$3.0M



Fully Funded

No minimum Balances for these Funds



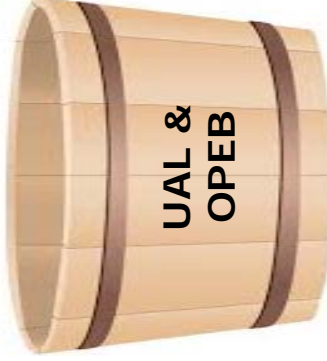
Bus Replacement Fund



Operating & Capital Reserve Fund*



COVID Recovery Fund



UAL & OPEB

\$10.7M**

****Balances committed against Projects in the FY24 Capital Portfolio:**

\$13.0M**

\$30.9M

\$6.0M

*Balances in the various Reserve categories are aligned with METRO Reserve Fund policy (revised and adopted by the Board on Nov 15, 2019)
 Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax and STA-SGR, uncommitted balance shown
 UAL & OPEB – Minimum \$2M annual commitment

Questions?

Appendix

August 31, 2023 – FY24

YTD Operating Revenue and Expenses

\$ 000's	Actual*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	\$ 472	\$ 490	(\$ 18)
Special Transit Fares	1,073	1,112	(39)
Total Operating Revenue	\$ 1,545	\$ 1,602	(\$ 58)
Operating Expense			
Labor - Regular	\$ 2,958	\$ 3,381	\$ 423
Labor - OT	543	167	(377)
Fringe	3,030	3,485	455
Non-Personnel <i>(excludes COVID costs)</i>	2,394	2,676	282
Total OpEx	\$ 8,925	\$ 9,708	\$ 783
Operating Surplus/(Deficit)	(\$ 7,380)	(\$ 8,106)	\$ 725
	<i>17.3%</i>	<i>16.5%</i>	<i>0.8%</i>
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	\$ 5,724	\$ 5,455	\$ 269
Pension UAL/Bond Interest Payment	(241)	(241)	-
All Other	404	166	238
Total Non-Operating Revenue/(Expense)	\$ 5,887	\$ 5,380	\$ 507
Operating Surplus/(Deficit) before Transfers	(\$ 1,494)	(\$ 2,726)	\$ 1,232
Transfers and Other			
Transfers to Bus Replacement Fund	(\$ 467)	(\$ 396)	(\$ 71)
Operating Surplus/(Deficit) after Transfers	(\$ 1,960)	(\$ 3,121)	\$ 1,161

- \$0.7M Operating Surplus driven by lower labor & fringe due to vacant positions and Non-Personal costs; partially offset by increased OT
- Non-Operating Revenues favorable due to higher Sales Tax revenues and Interest Income
- Operating Surplus after transfers higher by \$1.2M

8.4A.12

* Pre-close financials, subject to adjustments post close



FY23 Operating Revenue & Expenses

Year-to-Date as of Jun 30, 2023

Year Over Year as of Jun 30, 2022

	Forecast	Budget	Variance \$	Variance %	Actual	Variance \$	Variance %
Operating Revenue							
Passenger Fares	2,959,391	2,437,388	522,003	21.4%	2,400,603	558,788	23.3%
Special Transit Fares	6,112,273	5,952,851	159,422	2.7%	5,847,145	265,128	4.5%
Total Operating Revenue	\$ 9,071,664	\$ 8,390,239	\$ 681,425	8.1%	\$ 8,247,748	\$ 823,916	10.0%
Operating Expense							
Labor - Regular	\$ 16,847,501	\$ 20,414,537	\$ (3,567,036)	(17.5%)	\$ 16,165,235	\$ 682,266	4.2%
Labor - OT	3,298,687	1,324,597	1,974,090	149.0%	2,838,451	460,237	16.2%
Fringe (excludes UAL costs)	18,199,888	21,171,861	(2,971,973)	(14.0%)	18,500,442	(300,554)	(1.6%)
Non-Personnel (excludes COVID/Bond costs)	12,695,284	12,108,451	586,833	4.8%	10,693,487	2,001,797	18.7%
Total OpEx	\$ 51,041,360	\$ 55,019,446	\$ (3,978,086)	(7.2%)	\$ 48,197,614	\$ 2,843,745	5.9%
Operating Surplus/(Deficit)	\$ (41,969,696)	\$ (46,629,207)	\$ 4,659,511	(10.0%)	\$ (39,949,867)	\$ (2,019,829)	5.1%
<i>Farebox Recovery</i>		15.2%	2.5%		17.1%	0.7%	
Non-Operating Revenue/(Expense)							
Sales Tax/including Measure D	\$ 32,130,011	\$ 30,774,884	\$ 1,355,127	4.4%	\$ 32,229,965	\$ (99,954)	(0.3%)
Federal/State Grants	17,179,271	14,495,688	2,683,583	18.5%	21,065,477	(3,886,206)	(18.4%)
COVID Relief Grants	9,696,604	15,476,596	(5,779,992)	(37.3%)	13,157,597	(3,460,993)	(26.3%)
COVID Related Costs	(78,431)	(297,712)	219,281	(73.7%)	(294,966)	216,536	(73.4%)
Pension UAL/Bond Interest Payment	(5,642,781)	(5,642,781)	(0)	0.0%	(7,686,887)	2,044,105	(26.6%)
All Other	1,708,951	675,832	1,033,119	152.9%	794,828	914,123	115.0%
Total Non-Operating Revenue/(Expense)	\$ 54,993,625	\$ 55,482,507	\$ (488,882)	(0.9%)	\$ 59,266,014	\$ (4,272,390)	(7.2%)
Operating Surplus/(Deficit) before Transfers	\$ 13,023,929	\$ 8,853,300	\$ 4,170,629	47.1%	\$ 19,316,148	\$ (6,292,219)	(32.6%)
Transfers and Other							
Transfers to Bus Replacement Fund	\$ (2,678,049)	\$ (2,353,300)	\$ (324,749)	13.8%	\$ (2,916,657)	\$ 238,608	(8.2%)
Transfers to Capital, UAL/OPEB Funds, and Reserves Replenishment	(8,393,430)	(6,500,000)	(1,893,430)	29.1%	(9,574,141)	1,180,711	(12.3%)
Total Transfers and Other	\$ (11,071,479)	\$ (8,853,300)	\$ (2,218,179)	25.1%	\$ (12,490,798)	\$ 1,419,319	(11.4%)
Operating Surplus/(Deficit) after Transfers	\$ 1,952,450	\$ -			\$ 6,825,350		
Transfers (to) / from COVID Reserve Fund	\$ (1,952,450)	\$ -			\$ (6,825,350)		
Operating Balance	\$ -	\$ -			\$ -		

8.4B.1



FY23 Operating Revenue & Expenses

Year-to-Date as of Jun 30, 2023

Year Over Year as of Jun 30, 2022

	Forecast	Budget	Variance \$	Variance %	Actual	Variance \$	Variance %
Operating Revenue							
Passenger Fares							
Fixed Route Passenger Fares	1,754,325	1,649,205	105,120	6.4%	1,488,513	265,813	17.9%
Paratransit Fares	261,306	194,184	67,122	34.6%	210,547	50,759	24.1%
Cruz On-Demand	-	-	-	100.0%	411	(411)	100.0%
Highway 17 Fares	943,760	593,999	349,761	58.9%	701,132	242,628	34.6%
Total Passenger Fares	\$ 2,959,391	\$ 2,437,388	\$ 522,003	21.4%	\$ 2,400,603	\$ 558,788	23.3%
Special Transit Fares - Contract							
Special Transit Fares - UCSC	4,693,681	4,780,072	(86,391)	(1.8%)	4,681,251	12,430	0.3%
Special Transit Fares - Cabrillo	803,542	583,388	220,154	37.7%	583,388	220,154	37.7%
Special Transit Fares - City of SC	61,820	34,070	27,750	81.4%	37,098	24,722	66.6%
Special Transit Fares - Shaffer	1,564	4,549	(2,985)	(65.6%)	1,690	(126)	(7.5%)
Total Special Transit Fares - Contract	\$ 5,560,607	\$ 5,402,079	\$ 158,528	2.9%	\$ 5,303,427	\$ 257,181	4.8%
Highway 17 Payment							
Highway 17 Payments - Amtrak	176,665	175,772	893	0.5%	168,718	7,947	4.7%
Highway 17 Payments - San Jose State	-	-	-	100.0%	-	-	100.0%
Highway 17 Payments - VTA	375,000	375,000	-	0.0%	375,000	-	0.0%
Total Highway 17 Payment	\$ 551,665	\$ 550,772	\$ 893	0.2%	\$ 543,718	\$ 7,947	1.5%
Total Operating Revenue	\$ 9,071,664	\$ 8,390,239	\$ 681,425	8.1%	\$ 8,247,748	\$ 823,916	10.0%
Non-Operating Revenue							
Sales Tax							
1979 Gross Sales Tax (1/2 cent)	27,644,007	26,613,630	1,030,377	3.9%	27,902,479	(258,471)	(0.9%)
2016 Net Sales Tax (Measure D)	4,486,003	4,161,254	324,749	7.8%	4,327,486	158,517	3.7%
Total Sales Tax	\$ 32,130,011	\$ 30,774,884	\$ 1,355,127	4.4%	\$ 32,229,965	\$ (99,954)	(0.3%)
Federal/State Grants							
FTA Sec 5307 - Op Asst	-	-	-	100.0%	4,536,805	(4,536,805)	100.0%
FTA Sec 5311 - Rural Op Asst	263,285	263,285	-	0.0%	198,556	64,729	32.6%
Medicare Subsidy	216	550	(334)	(60.8%)	192	23	12.2%
Transp Dev Act (TDA) - Op Asst	10,166,800	9,218,043	948,757	10.3%	8,592,943	1,573,857	18.3%
LCTOP Operating	291,798	537,785	(245,987)	(45.7%)	405,067	(113,269)	(28.0%)
STA - Op Assistance	5,923,041	4,476,025	1,447,016	32.3%	4,437,224	1,485,817	33.5%
STIC -Op Assistance	-	-	-	100.0%	2,760,534	(2,760,534)	100.0%
Other State Assistance	132,506	-	132,506	100.0%	-	132,506	100.0%
Fuel Tax Credit	401,625	-	401,625	100.0%	134,156	267,469	199.4%
Total Federal/State Grants	\$ 17,179,271	\$ 14,495,688	\$ 2,683,583	18.5%	\$ 21,065,477	\$ (3,886,206)	(18.4%)

8.4B.2



Year-to-Date as of Jun 30, 2023

Year Over Year as of Jun 30, 2022

	Forecast	Budget	Variance \$	Variance %	Actual	Variance \$	Variance %
COVID Relief Grants							
FTA Sec 5307 - Op Asst CARES Act	-	-	-	100.0%	\$ -	\$ -	100.0%
FTA Sec 5311 - Rural Op Asst CARES Act	-	-	-	100.0%	30	(30)	100.0%
FTA Sec 5307 - Op Asst CRRSAA Act	-	-	-	100.0%	7,253,973	(7,253,973)	100.0%
FTA Sec 5311 - Rural Op Asst CRRSAA	-	-	-	100.0%	-	-	100.0%
FTA Sec 5307 - Op Asst ARPA	9,696,604	15,476,596	(5,779,992)	(37.3%)	5,903,594	3,793,010	64.2%
Total COVID Relief Grants	\$ 9,696,604	\$ 15,476,596	\$ (5,779,992)	(37.3%)	\$ 13,157,597	\$ (3,460,993)	(26.3%)
All Other Revenue							
Commissions	437	1,000	(563)	(56.3%)	457	(20)	477
Advertising Income	178,979	195,000	(16,021)	(8.2%)	219,347	(40,368)	259,715
Rent Income - SC Pacific Station	43,973	60,187	(16,214)	(26.9%)	29,982	13,991	15,991
Rent Income - Scotts Valley	29,664	29,862	(198)	(0.7%)	-	29,664	(29,664)
Rent Income - Watsonville TC	36,725	42,536	(5,811)	(13.7%)	15,030	21,694	(6,664)
Rent Income - Utilities Rev	-	-	-	100.0%	-	-	-
Lease Revenue	-	-	-	100.0%	76,592	(76,592)	153,184
Interest Income	1,161,371	250,000	911,371	364.5%	237,513	923,858	(686,345)
Interest Income Leases	-	-	-	100.0%	7,775	(7,775)	15,550
Interest Income Other	69,061	-	69,061	100.0%	1,939	67,122	(65,183)
LCFS Credits	16,975	-	16,975	100.0%	14,621	2,354	12,266
CNG Sales	117,649	62,953	54,696	86.9%	75,568	42,081	33,487
G/L on Asset Disp	32,001	-	32,001	100.0%	26,752	5,250	21,502
Other Non-Transp Revenue	22,117	34,294	(12,177)	(35.5%)	89,253	(67,136)	156,388
Total All Other Revenue	\$ 1,708,951	\$ 675,832	\$ 1,033,119	152.9%	\$ 794,828	\$ 914,123	115.0%
Total Non-Operating Revenue	\$ 60,714,837	\$ 61,423,000	\$ (708,163)	(1.2%)	\$ 67,247,867	\$ (6,533,031)	(9.7%)
Transfers and Other							
Transfers to Bus Replacement Fund	\$ (2,678,049)	\$ (2,353,300)	\$ (324,749)	13.8%	\$ (2,916,657)	\$ 238,608	(8.2%)
Transfers to Capital, UAL/OPEB Funds, and Reserves Replenishment	(8,393,430)	(6,500,000)	(1,893,430)	29.1%	(9,574,141)	1,180,711	(12.3%)
Total Transfers and Other	\$ (11,071,479)	\$ (8,853,300)	\$ (2,218,179)	25.1%	\$ (12,490,798)	\$ 1,419,319	(11.4%)
Total Expenses	\$ 56,762,572	\$ 60,959,939	\$ (4,197,367)	(6.9%)	\$ 56,179,467	\$ 583,104	1.0%
Operating Surplus/(Deficit)	\$ 1,952,450	\$ -			\$ 6,825,350		
Transfers (to) / from COVID Reserve Fund	\$ (1,952,450)	\$ -			\$ (6,825,350)		
Operating Balance	\$ -	\$ -			\$ -		



FY23

Operating Revenue & Expenses

Year-to-Date as of June 30, 2023

Year Over Year comparison as of June 30, 2022

	Forecast	Budget	Variance \$	Variance %	Actual	Variance \$	Variance %
Operating Expense							
Labor - Regular							
Bus/Van Operator Salaries	\$ 8,269,380	\$ 10,551,285	\$ (2,281,905)	(21.6%)	\$ 7,724,637	\$ 544,742	7.1%
All Other Salaries	8,578,105	9,863,252	(1,285,147)	(13.0%)	8,440,598	137,507	1.6%
Total Labor - Regular	\$ 16,847,485	\$ 20,414,537	\$ (3,567,052)	(17.5%)	\$ 16,165,235	\$ 682,250	4.2%
Labor - Overtime							
Bus/Van Operator Overtime	\$ 2,562,832	\$ 825,527	\$ 1,737,305	210.4%	\$ 2,167,531	\$ 395,301	18.2%
All Other Overtime	735,871	499,070	236,801	47.4%	670,919	64,952	9.7%
Total Labor - Overtime	\$ 3,298,703	\$ 1,324,597	\$ 1,974,106	149.0%	\$ 2,838,451	\$ 460,253	16.2%
Fringe (excludes UAL costs)							
Medicare/Soc.Sec.	345,118	372,628	(27,510)	(7.4%)	327,515	17,604	5.4%
Retirement	1,887,660	2,377,972	(490,312)	(20.6%)	1,883,988	3,673	0.2%
Medical Insurance	9,778,361	11,680,051	(1,901,690)	(16.3%)	9,987,951	(209,591)	(2.1%)
Dental Insurance	405,960	483,531	(77,571)	(16.0%)	398,574	7,386	1.9%
Vision Insurance	91,614	107,496	(15,882)	(14.8%)	93,757	(2,144)	(2.3%)
Life Insurance	48,183	47,442	741	1.6%	54,298	(6,115)	(11.3%)
State Disability (SDI)	243,185	274,285	(31,100)	(11.3%)	256,050	(12,865)	(5.0%)
Disability Insurance	131,143	155,101	(23,958)	(15.4%)	128,649	2,494	1.9%
State Unemployment (SUI)	35,728	46,718	(10,990)	(23.5%)	35,083	645	1.8%
Worker's Comp	938,325	1,014,944	(76,619)	(7.5%)	940,648	(2,323)	(0.2%)
Holiday Pay	502,742	739,860	(237,118)	(32.0%)	473,455	29,287	6.2%
Floating Holiday	131,466	131,257	209	0.2%	105,251	26,215	24.9%
Sick Leave	752,971	1,134,427	(381,456)	(33.6%)	689,048	63,923	9.3%
Annual Leave	2,312,082	2,205,190	106,892	4.8%	2,417,514	(105,431)	(4.4%)
Other Paid Absence	366,972	173,386	193,586	111.7%	456,086	(89,113)	(19.5%)
Physical Exam	17,833	17,832	1	0.0%	16,625	1,208	7.3%
Driver Lic.Renewal	5,418	2,540	2,878	113.3%	2,672	2,672	97.3%
Other Fringe Benefits	205,127	207,201	(2,074)	(1.0%)	233,204	(28,077)	(12.0%)
Total Fringe	\$ 18,199,888	\$ 21,171,861	\$ (2,971,973)	(14.0%)	\$ 18,500,442	\$ (300,554)	(1.6%)
Total Personnel	\$ 38,346,076	\$ 42,910,995	\$ (4,564,919)	(10.6%)	\$ 37,504,128	\$ 841,948	2.2%

8.4B.4



Attachment B

Year-to-Date as of June 30, 2023

Year Over Year comparison as of June 30, 2022

	Forecast	Budget	Variance \$	Variance %	Actual	Variance \$	Variance %
Services							
Accounting & Audit Fees	103,996	106,386	(2,390)	(2.2%)	96,013	7,983	8.3%
Admin & Bank Fees	468,313	439,895	28,418	6.5%	383,565	84,748	22.1%
Professional & Tech Fees	1,927,763	1,983,868	(56,105)	(2.8%)	714,795	1,212,969	169.7%
Legislative Service	102,600	101,121	1,479	1.5%	93,000	9,600	10.3%
Legal Services	444,924	435,096	9,828	2.3%	497,771	(52,847)	(10.6%)
Pre-Employment Exam	24,651	9,179	15,472	168.6%	6,425	18,226	283.7%
Temporary Help	511,401	-	511,401	100.0%	307,499	203,902	66.3%
Custodial Services	4,150	9,581	(5,431)	(56.7%)	3,860	290	7.5%
Uniforms & Laundry	45,684	98,277	(52,593)	(53.5%)	32,328	13,328	41.2%
Security Services	628,529	632,501	(3,972)	(0.6%)	660,931	(32,402)	(4.9%)
Classified/Legal Ads	24,208	23,282	926	4.0%	32,274	(8,066)	(25.0%)
Graphic Services	-	-	-	100.0%	9,644	(9,644)	100.0%
Repair - Building & Improvements	144,099	200,000	(55,901)	(28.0%)	180,974	(36,875)	(20.4%)
Repair - Equipment	974,071	955,203	18,868	2.0%	833,646	140,425	16.8%
Repair - Revenue Vehicle	209,591	611,480	(401,889)	(65.7%)	514,544	(304,953)	(59.3%)
Repair - Non Revenue Vehicle	33,161	58,575	(25,414)	(43.4%)	62,694	(29,533)	(47.1%)
Hazardous Waste Disposal	82,567	59,753	22,814	38.2%	46,208	36,359	78.7%
Total Services	\$ 5,729,708	\$ 5,724,197	\$ 5,511	0.1%	\$ 4,476,199	\$ 1,253,509	28.0%
Mobile Materials & Supplies							
Fuel/Lube Non Revenue Vehicle	68,769	78,592	(9,823)	(12.5%)	75,954	(7,184)	(9.5%)
Fuel/Lube Revenue Vehicle	2,435,602	2,000,000	435,602	21.8%	1,905,155	530,447	27.8%
Tires & Tubes	204,566	217,000	(12,434)	(5.7%)	204,954	(387)	(0.2%)
Revenue Vehicle Parts	1,322,773	1,033,840	288,933	27.9%	1,200,681	122,092	10.2%
Total Mobile Materials & Supplies	\$ 4,031,711	\$ 3,329,432	\$ 702,279	21.1%	\$ 3,386,743	\$ 644,967	19.0%
Other Materials & Supplies							
Postage & Mailing	13,259	15,689	(2,430)	(15.5%)	9,129	4,130	45.2%
Promotional Items	50,711	25,000	25,711	102.8%	31,557	19,155	60.7%
Printing	183,480	121,359	62,121	51.2%	61,534	121,946	198.2%
Photo Supply/Processing	484	2,060	(1,576)	(76.5%)	-	484	100.0%
Office Supplies	77,581	66,239	11,342	17.1%	85,649	(8,068)	(9.4%)
Freight Out	5,758	8,300	(2,542)	(30.6%)	5,805	(48)	(0.8%)
Safety Supplies	25,920	26,573	(653)	(2.5%)	20,365	5,555	27.3%
Cleaning Supplies	66,802	63,127	3,675	5.8%	59,251	7,551	12.7%
Repair/Maint Supplies	110,382	123,047	(12,665)	(10.3%)	118,048	(7,666)	(6.5%)
Tenant Repairs	657	10,302	(9,645)	(93.6%)	(5,997)	6,653	(110.9%)
Non-Inventory Parts & Supplies	31,750	52,475	(20,725)	(39.5%)	55,382	(23,633)	(42.7%)
Small Tools	13,687	19,132	(5,445)	(28.5%)	12,676	1,011	8.0%
Employee Tool Replace	1,002	3,000	(1,998)	(66.6%)	3,514	(2,512)	(71.5%)
Total Other Materials & Supplies	\$ 581,473	\$ 536,303	\$ 45,170	8.4%	\$ 456,914	\$ 124,559	27.3%
Utilities							
Propulsion Power	53,753	100,000	(46,247)	(46.2%)	48,962	4,791	9.8%
Gas & Electric	364,061	369,600	(5,539)	(1.5%)	329,616	34,445	10.5%
Water & Garbage	144,827	155,435	(10,608)	(6.8%)	132,723	12,104	9.1%
Telecommunications	171,226	201,580	(30,354)	(15.1%)	155,228	15,999	10.3%
Total Utilities	\$ 733,868	\$ 826,615	\$ (92,748)	(11.2%)	\$ 666,528	\$ 67,340	10.1%

8.4B.5

Attachment B

Year-to-Date as of June 30, 2023

Year Over Year comparison as of June 30, 2022



	Forecast	Budget	Variance \$	Variance %	Actual	Variance \$	Variance %
Casualty & Liability							
Insurance - Property	88,682	70,553	18,129	25.7%	81,902	6,780	8.3%
Insurance - PL & PD	758,768	756,794	1,974	0.3%	764,069	(5,301)	(0.7%)
Insurance - Other	78,126	99,591	(21,465)	(21.6%)	60,666	17,460	28.8%
Settlement Costs	114,800	154,530	(39,730)	(25.7%)	306,422	(191,621)	(62.5%)
Repairs - District Property	(24,078)	-	(24,078)	100.0%	(41,618)	17,539	(42.1%)
Total Casualty & Liability	\$ 1,016,298	\$ 1,081,468	\$ (65,170)	(6.0%)	\$ 1,171,441	\$ (155,143)	(13.2%)
Taxes							
Fuel Tax	12,780	17,500	(4,720)	(27.0%)	12,935	(155)	(1.2%)
Licenses & Permits	29,013	28,756	257	0.9%	27,567	1,446	5.2%
Other Taxes	7,991	10,302	(2,311)	(22.4%)	7,947	43	0.5%
Total Taxes	\$ 49,784	\$ 56,558	\$ (6,774)	(12.0%)	\$ 48,449	\$ 1,335	2.8%
Miscellaneous							
Dues & Subscriptions	118,715	101,336	17,379	17.1%	95,699	23,016	24.1%
Advertising/District Promo	625	-	625	100.0%	8,487	(7,862)	(92.6%)
Employee Incentive Program	48,585	46,483	2,102	4.5%	16,934	31,651	186.9%
Employee Training	116,788	102,903	13,885	13.5%	51,076	65,712	128.7%
BoD Travel	-	13,393	(13,393)	100.0%	-	-	100.0%
Travel	72,915	87,275	(14,360)	(16.5%)	52,477	20,438	38.9%
Local Meeting Exp	16,808	12,640	4,168	33.0%	8,773	8,035	91.6%
Board Director Fee	7,460	12,981	(5,521)	(42.5%)	12,370	(4,910)	(39.7%)
Contributions	791	-	791	100.0%	-	791	100.0%
Cash Over/Short	3,814	-	3,814	100.0%	6,123	(2,309)	(37.7%)
Misc. Loss	-	-	-	100.0%	-	-	100.0%
Other Misc Expense	226	-	226	100.0%	23,142	(22,916)	(99.0%)
Total Miscellaneous	\$ 386,727	\$ 377,011	\$ 9,716	2.6%	\$ 275,080	\$ 111,647	40.6%
Interest Expenses							
Interest Expense - Loan	8,120	8,120	0	0.0%	16,356	(8,236)	(50.4%)
Interest Expense - Leases	-	-	-	100.0%	3,283	(3,283)	100.0%
Total Interest Expense - Leases	\$ 8,120	\$ 8,120	\$ 0	0.0%	\$ 19,639	\$ (11,519)	(58.7%)
Leases & Rentals							
Lease Expense - Facility	149,378	152,346	(2,968)	(1.9%)	46,501	102,877	221.2%
Equipment Rental	8,217	16,401	(8,184)	(49.9%)	9,322	(1,105)	(11.9%)
Lease Expense - Operating	-	-	-	100.0%	136,671	(136,671)	100.0%
Total Leases & Rentals	\$ 157,594	\$ 168,747	\$ (11,153)	(6.6%)	\$ 192,493	\$ (34,899)	(18.1%)
Non-Personnel (excludes COVID/Bond costs)	\$ 12,695,284	\$ 12,108,451	\$ 586,833	4.8%	\$ 10,693,487	\$ 2,001,797	18.7%
Total Operating Expense	\$ 51,041,360	\$ 55,019,446	\$ (3,978,086)	(7.2%)	\$ 48,197,614	\$ 2,843,745	5.9%
Non-Operating Expense							
COVID Related Costs	78,431	297,712	(219,281)	(73.7%)	294,966	(216,536)	(73.4%)
Pension UAL/Bond Payment							
Retirement - UAL	1,139,812	1,139,812	-	0.0%	4,955,467	(3,815,655)	(77.0%)
Interest Expense - POB	1,470,969	1,470,969	0	0.0%	503,420	967,550	192.2%
Principal - POB	3,032,000	3,032,000	-	0.0%	2,228,000	804,000	36.1%
Total Pension UAL/Bond Payment	\$ 5,642,781	\$ 5,642,781	\$ 0	0.0%	\$ 7,686,887	\$ (2,044,105)	(26.6%)
Total Non-Operating Expense	\$ 5,721,212	\$ 5,940,493	\$ (219,281)	(3.7%)	\$ 7,981,853	\$ (2,260,641)	(28.3%)
Total Expenses	\$ 56,762,572	\$ 60,959,939	\$ (4,197,367)	(6.9%)	\$ 56,179,467	\$ 583,104	1.0%



FY23 (Revised) Capital Budget
 Board Approved Budget on May 19, 2023
 Spending as of June 30, 2023

Project Category:	FY23		FY24	
	Projected	Budget **	% Spend	
Revenue Vehicle				
5 Electric Buses	\$ 6,027	\$ 5,850	103.0%	
3 New Flyer Lease	275	275	100.0%	
AVL/APC	2,350	2,280	103.1%	
2 CNG Buses	-	463	0.0%	
Sub Total	\$ 8,653	\$ 8,868	97.6%	
Non-Revenue Vehicle				
Non-Revenue Electric Vehicles (3 Chevy Bolts)	\$ 63	\$ 68	92.4%	
2 Service Trucks	136	150	90.5%	
Sub Total	\$ 199	\$ 218	91.1%	
Fleet Maintenance				
Parts Washer	-	\$ 180	0.0%	
Sub Total	-	\$ 180	0.0%	
Construction Projects				
ParaCruz Facility	\$ 27	\$ 20	135.8%	
Pacific Station Redevelopment	17	3	697.2%	
Sub Total	\$ 45	\$ 23	198.2%	



FY23 (Revised) Capital Budget
 Board Approved Budget on May 19, 2023
 Spending as of June 30, 2023

	FY23 Projected	FY24 Budget **	% Spend
Project Category:			
Facilities Repair & Improvements			
Security Gates - Automated	\$ 12	\$ 33	36.1%
Maintenance Yard Security	36	20	181.7%
Demo Structures/repair sinkhole	385	403	95.5%
Fuel Mgmt System	36	40	90.3%
Bay 11 HVAC modification	26	18	146.8%
All Other Facilities projects	4	4	100.0%
Sub Total	\$ 499	\$ 517	96.5%
IT Projects			
ERP System	\$ 1,034	\$ 1,034	100.0%
Sub Total	\$ 1,034	\$ 1,034	100.0%



FY23 (Revised) Capital Budget
 Board Approved Budget on May 19, 2023
 Spending as of June 30, 2023

Project Category:	FY23	FY24	
	Projected	Budget **	% Spend
Other Miscellaneous			
Scotts Valley Transit Center Security	\$ 45	\$ 51	88.0%
Safety - Information Display System & Monitors: 14 at multiple locations	14	15	93.0%
POS Square Machines: 2 & Badge Printers: 2 - Customer Service (PAC & WTC)	11	15	74.3%
MS Windows upgrade	19	19	100.0%
Other Miscellaneous	85	111	76.4%
Sub Total	\$ 173	\$ 211	82.3%
Grand Total	\$ 10,602	\$ 11,050	95.9%

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DATE: September 22, 2023
TO: Board of Directors
FROM: Margo Ross, Chief Operations Officer
SUBJECT: **CONSIDERATION OF AWARD OF CONTRACT TO ADARIDE.COM, LLC FOR PARATRANSIT ELIGIBILITY CERTIFICATION PROGRAM SERVICES NOT TO EXCEED \$206,777**

I. RECOMMENDED ACTION

That the Board of Directors award a contract to ADARide.com, LLC for Paratransit Eligibility Certification Program Services in an amount not to exceed \$206,777, and authorize the CEO/General Manager to:

- 1) Execute the ADARide.com, LLC contract for a two-year period, with options to extend the contract for a total term of eight years; and**
- 2) Execute future amendments with ADARide.com, LLC for the options to extend, increasing the contract total for each option year as required, not to exceed a total value of \$878,386 for the full eight years.**

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a need for paratransit eligibility certification services.
- As paratransit ridership and costs increase, it will be important for METRO to take steps to ensure that only eligible customers are able to use this service.
- A formal Request for Proposals (RFP) was conducted to solicit proposals from qualified firms to manage the eligibility process accurately, efficiently and cost effectively. Two firms submitted proposals for METRO's review.
- A three-member evaluation team composed of METRO staff reviewed and evaluated the proposals, and is recommending that the Board of Directors (Board) award a contract to the highest ranked proposer, ADARide.com, LLC (ADARide).

III. DISCUSSION/BACKGROUND

METRO identified a need for a vendor to handle paratransit eligibility certification services in order to be compliant with current standards of the Americans with Disabilities Act (ADA).

The ADA provides that any public transportation system operating fixed-route service must provide accessible transportation for people with disabilities as part

of the fixed-route series and through complementary paratransit services for those whose disabilities make them unable to use fixed-route services.

METRO began providing paratransit service in 1992. The eligibility certification process has been performed in-house since June 20, 2002, and until November 14, 2022 it was performed by METRO's Eligibility Coordinator, a full-time SEIU position. When the individual in this position retired last year, the position was left vacant and other staff members assumed these duties. However, management has realized that more oversight is needed than what staff are able to perform.

As paratransit ridership and costs increase, it is important for METRO to take steps to ensure that only eligible customers are able to use the ADA paratransit service.

The goal of METRO is to retain a qualified and committed contractor to work closely with METRO and its paratransit operators to develop, implement and perform the functions of a countywide ADA Eligibility Assessment and Certification Program.

The successful Contractor will manage the eligibility process accurately, efficiently, and cost-effectively while working closely with METRO's Paracruz Operations Department to determine applicant eligibility through the ADA Complementary Paratransit Certification Process and ensure compliance with the 21-day ADA eligibility determination requirement.

On June 21, 2023, METRO legally advertised RFP No. 23-13, distributed notices via Bonfire (METRO's e-procurement portal) to 1,606 firms, including 870 Disadvantaged Business Enterprises (DBEs), and sent email notices to all GovDelivery subscribers. On July 27, 2023, proposals were received and opened from two firms: ADARide from Gardena, California, and Paratransit, Inc. from Sacramento, California. A three-member evaluation team composed of METRO staff has reviewed and evaluated the proposals.

The evaluation team used the following criteria as contained in the RFP:

Evaluation Criteria	Points
Qualifications and Experience	30
Technical Approach to Scope of Work	30
Participation in METRO's Sustainability Initiative (optional)	5
References	20
Cost Proposal	20
Total Points Possible	105

ADARide was determined to be the highest ranked firm whose proposal fulfills the requirements of the RFP, with costs that are fair and reasonable.

As these services used to be performed by a dedicated SEIU position, management held a meet and confer with SEIU representatives on August 15, 2023, and an agreement was reached for METRO to contract out these services for a two-year period. METRO staff are to meet again with SEIU representatives at the end of this period to re-assess this arrangement.

Therefore, staff is recommending that the Board award a two-year contract to ADARide for Paratransit Eligibility Certification Program Services in an amount not to exceed \$206,777, and authorize the CEO/General Manager to execute the ADARide contract. Staff is also recommending that the Board authorize the CEO/General Manager to execute future contract extensions with ADARide for a total anticipated contract value not to exceed \$878,386 and a total term not to exceed eight years. As stated above, staff will meet again with SEIU representatives before the decision is made to exercise any contract extension options.

ADARide will provide all services meeting all METRO's specifications and requirements of the contract. Margo Ross, Chief Operations Officer, will serve as the Contract Administrator and will ensure contract compliance.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The award of this contract would align with the Service Quality and Delivery Strategic Priority.

V. FINANCIAL CONSIDERATIONS/IMPACT

The base value of the contract is \$206,777 for the first two years. Should all options be exercised, the total eight-year value of the contract is anticipated to be approximately \$878,386. Funds to support this contract are included in the current fiscal year's 3100 Paratransit Operating budget, within the Professional/ Technical Fees (503031) account. Since this is a multi-year contract, the Department Manager will be accountable for budgeting the cost in future years, including any option years exercised.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

- Not doing anything will result in continuing to maintain METRO's current process with limited in-house expertise and outdated systems.

VIII. ATTACHMENTS

Attachment A: Contract with ADARide

Note: A full copy of the Contract is available on request.


Prepared by: Tanya Gilliam, Purchasing Agent

IX. APPROVALS

Margo Ross, COO



Approved as to fiscal impact:
Chuck Farmer, CFO



Michael Tree, CEO/General Manager



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Attachment A

PROFESSIONAL SERVICES CONTRACT FOR PARATRANSIT ELIGIBILITY CERTIFICATION PROGRAM SERVICES (23-13)

THIS CONTRACT is made effective on September 22, 2023 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO”), a political subdivision of the State of California, and ADARIDE.COM, LLC (“Contractor”).

1. RECITALS

1.1 Santa Cruz METRO’s Primary Objective

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

1.2 Santa Cruz METRO’s Need for Paratransit Eligibility Certification Program Services

Santa Cruz METRO has the need for Paratransit Eligibility Certification Program Services. In order to obtain these services, Santa Cruz METRO issued a Request for Proposals, dated June 21, 2023, setting forth specifications for such services. The Request for Proposals is attached hereto and incorporated herein by reference as Exhibit A.

1.3 Contractor’s Proposal

Contractor is a firm qualified to provide Paratransit Eligibility Certification Program Services and whose principal place of business is 19300 S. Hamilton Avenue, Suite 120, Gardena, California 90248. Pursuant to the Request for Proposals issued by Santa Cruz METRO, Contractor submitted a proposal for Paratransit Eligibility Certification Program Services, which is attached hereto and incorporated herein by reference as Exhibit B.

1.4 Selection of Contractor and Intent of Contract

On September 22, 2023, Santa Cruz METRO selected Contractor as the Proposer whose proposal was most advantageous to Santa Cruz METRO to provide the Paratransit Eligibility Certification Program 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

2.1 Documents Incorporated in this Contract

This Contract shall consist of the following documents, all of which are incorporated herein and made a part hereof by reference thereto. 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 12.15 of the General Conditions to the Contract.

Attachment A

1) This Contract, including Attachment A, Data Privacy and Security Requirements

2) Exhibit A

Santa Cruz METRO's "Request for Proposals" dated June 21, 2023, including Addenda Nos. 1 through 3.

3) Exhibit B (Contractor's Proposal)

Contractor's Proposal to Santa Cruz METRO for Paratransit Eligibility Certification Programs, as accepted by Santa Cruz METRO.

2.2 Conflicts

In the event of conflict between or among the terms of the Contract Documents, the order of precedence, from highest to lowest, will be this Contract; Exhibit A; Exhibit B.

2.3 Recitals

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

3. **DEFINITIONS**

3.1 General

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

3.1.1 **CONTRACT** – The Contract consists of this document, the attachments incorporated herein in accordance with Article 2, and any written amendments made in accordance with Part IV, Section 12.15 of the General Conditions to the Contract.

3.1.2 **CONTRACTOR (or CONSULTANT)** – The Proposer selected by Santa Cruz METRO for this project in accordance with the Request for Proposals issued June 21, 2023.

3.1.3 **CONTRACTOR'S STAFF** – Employees of Contractor.

3.1.4 **DAYS** – Calendar days.

3.1.5 **PROPOSER** – Contractor whose proposal was accepted under the terms and conditions of the Request for Proposals issued June 21, 2023.

3.1.6 **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.

3.1.7 **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.

Attachment A

4. TIME OF PERFORMANCE

4.1 Term

The term of this Contract will be for a period not to exceed **two (2) years** and shall commence upon the execution of the Contract by Santa Cruz METRO.

At the option of Santa Cruz METRO, this Contract may be renewed for three (3) additional two (2) year terms. Option terms may be exercised by METRO in single or multiple year periods.

Prior to each anniversary date for the option years, Contractor shall be allowed to request an increase in rates for services. Increases may not exceed the annual percentage rate change in the San Francisco-Oakland-San Jose Consumer Price Index for all urban consumers, up to a maximum of 3.5%. In all cases, Santa Cruz METRO may deny the increase, or cancel the contract if the requested price increase is not acceptable

5. COMPENSATION

5.1 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's written approval of Contractor's written invoice for said work.

The maximum compensation that Santa Cruz METRO has authorized to be expended for this Contract will not exceed **\$206,777**. Contractor understands and agrees that if it exceeds the maximum amount payable under this Contract, it does so at its own risk.

5.2 Invoices

Contractor shall submit invoices referencing the purchase order number provided by Santa Cruz METRO on a monthly basis. Contractor's invoices shall include detailed records showing the number of new applicants, recertified applicants, and renewals by mail processed. Invoices shall also indicate the number of in-person interviews, if any, that were performed in the billing cycle. 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 project.

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

Attachment A

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: Michael Tree, CEO

CONTRACTOR

ADAride.com, LLC
19300 S. Hamilton Avenue, Suite 120
Gardena, CA 90248

Attention: Arthur Hulscher, CEO/President

7. **ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS**

The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by facsimile or other electronic method by either of the parties, and each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this Contract are intended to authenticate this writing and to have the same force and effect as manual signatures. Each party further agrees that this Contract may be executed in two or more counterparts, each of which will be deemed an original, and all of which constitute one and the same instrument.

8. **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.

SIGNATURES ON NEXT PAGE

Attachment A

Signed on Sept. 11th 2023 Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT
DISTRICT

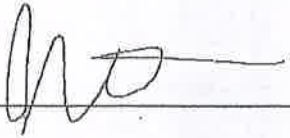
Michael Tree, CEO/General Manager

Contractor –
ADARIDE.COM, LLC

Arthur Hulscher, CEO/President



Approved as to Form:
Julie A. Sherman, General Counsel



Attachment A

Attachment A: Data Privacy and Security Requirements

1. DATA PRIVACY

The CONTRACTOR may have access to Personally Identifiable Information (“PII”) in connection with the performance of the Contract. PII is any information that identifies or describes a person or can be directly linked to a specific individual, including ridership and usage data. Examples of PII include, but are not limited to, name, address, phone or fax number, signature, date of birth, e-mail address, method of payment, payment card information, ridership and travel pattern data, medical information, or medical records. METRO Personally Identifiable Information, or METRO PII, means any PII relating to Santa Cruz METRO’s customers or employees.

The CONTRACTOR must ensure and maintain the confidentiality, security, safety, and integrity of all METRO PII, including physical, electronic, and procedural safeguards designed to prevent unauthorized access or use and protect against known or anticipated threats to the security or integrity of such data. This includes, but is not limited to, the secure transport, transmission and storage of METRO PII used or acquired in the performance of this Contract. Notwithstanding the generality of the foregoing requirements, CONTRACTOR will adhere to the following requirements concerning METRO PII:

- a. The CONTRACTOR may not, except as authorized or required by law, reveal or divulge to any person or entity any METRO PII that becomes known to it during the term of this Contract. The CONTRACTOR may not use or attempt to use any such information in any manner that may injure or cause loss, either directly or indirectly, to Santa Cruz METRO.
- b. The CONTRACTOR must maintain policies and programs that prohibit unauthorized disclosure of METRO PII and promote training and awareness of information security policies and practices. The CONTRACTOR must comply, and must cause its employees, representatives, agents, and subcontractors to comply, with such commercially and operationally reasonable directions as METRO may make to promote the safeguarding or confidentiality of METRO PII.
- c. The CONTRACTOR must conduct background checks for employees or Subcontractors that have access to METRO PII or host METRO PII.
- d. The CONTRACTOR must limit access to computers and networks that host METRO PII, including without limitation through user credentials and strong passwords, data encryption both during transmission and at rest, firewall rules, and network-based intrusion detection software.
- e. The CONTRACTOR agrees to comply with the information handling and confidentiality requirements outlined in the California Information Practices Act (Civil Code sections 1798 et. seq.) and Civil Code Section 1798.81.5(b) by entering into this Contract with Santa Cruz METRO. In addition, the CONTRACTOR warrants and certifies that in the performance of this Contract, it will comply with all applicable statutes, rules, regulations and orders of the United States, and the State of

Attachment A

California relating to the handling and confidentiality of METRO PII, including the terms and conditions contained in this Section.

This Section will survive termination or expiration of this Contract.

2. DATA SECURITY

The CONTRACTOR must provide those administrative, physical, and technical safeguards for protection of the security, confidentiality, integrity, and availability of METRO PII pursuant to the minimum standards of care recommended by the California Attorney General in her February 2016 report (See <https://oag.ca.gov/breachreport2016>). In particular:

- a. The CONTRACTOR agrees to properly secure and maintain any computer, hardware and software applications, or electronic media that it will use in the performance of this Contract. This includes ensuring all security patches, upgrades, and anti-virus updates are applied to secure METRO PII that may be used, transmitted, or stored on such software in the performance of this Contract.
- b. The CONTRACTOR, its employees, agents, Subcontractors, and consultants may not download or otherwise store any METRO PII onto any CONTRACTOR computer, desktop, laptop, thumb drives, disks, or other portable memory device without such data being encrypted.
- c. The CONTRACTOR represents that its hosting environment is built upon a secure infrastructure, which undergoes examinations from an independent auditor in accordance with the minimum standards of care recommended by the California Attorney General in her February 2016 report (see above). For added security, the CONTRACTOR will use multi-factor authentication when accessing the infrastructure. In addition to the independent audit, Santa Cruz METRO will have the right at any time, upon reasonable notice, to audit and inspect: (i) CONTRACTOR's facilities where the METRO PII is stored or maintained; (ii) any computerized software used to share, disseminate or otherwise exchange METRO PII; and (iii) CONTRACTOR's security practices and procedures, data protection, business continuity and recovery facilities, resources, plans and procedures related to software where the METRO PII is shared, disseminated or otherwise exchanged. The audit and inspection rights hereunder will be for the purpose of verifying CONTRACTOR's compliance with this Contract, and all applicable laws.
- d. The CONTRACTOR must process and store all METRO PII in a single-tenant environment and at no time will METRO PII be commingled with data of independent third-party users of CONTRACTOR's services.
- e. The CONTRACTOR must have vulnerability management programs to identify and minimize threats and risks on any software used to store or transmit METRO PII.
- f. The CONTRACTOR represents that the CONTRACTOR's management access to the hosting infrastructure is limited to authorized support staff. The security architecture has been designed to control appropriate logical access to the infrastructure to meet industry standards that meet or exceed the Trust Services

Attachment A

Criteria and Principles for Security, Availability, Integrity, and Confidentiality established by the AICPA.

- g. Notwithstanding anything to the contrary in this Contract, the CONTRACTOR agrees to retain METRO PII for no longer than three days after the completion date of this Contract and Santa Cruz METRO's confirmation that the CONTRACTOR may proceed with such deletion. At the conclusion of this retention period, the CONTRACTOR agrees to use U.S. Department of Defense ("DoD")-approved method and removal of METRO PII from any files, with said service being included in the total cost of this Contract. Discarded METRO PII will be unavailable and unrecoverable following the purge on any storage media including, but not limited to, magnetic disk, optical disk, and memory chips ("Storage Media"). The CONTRACTOR agrees to destroy hard-copy documents containing METRO PII by means of a cross-cut shredding machine. The CONTRACTOR also agrees to use DoD-approved methods, or an alternate Santa Cruz METRO-approved method, to sanitize any Storage Media prior to discarding or when useful life has ended, whichever comes first. At the conclusion of the performance period of this Contract, the CONTRACTOR will submit a certification to Santa Cruz METRO's Project Manager that all electronic or hard-copy format METRO PII has been destroyed in accordance with the Contract.
- h. The CONTRACTOR is responsible for the security of the cardholder data the service providers possess or otherwise store, process or transmit on behalf of Santa Cruz METRO, including but not limited to, its customers and employees, and to the extent that it could impact the security of Santa Cruz METRO's, including but not limited to, its customers' and employees', cardholder data environment. The CONTRACTOR must at all times remain in compliance with the Payment Card Industry (PCI) Data Security Standard (DSS) requirements, including remaining aware at all times of changes to the PCI DSS and promptly implementing all procedures and practices as may be necessary to remain in compliance with PCI DSS, in each case, at the CONTRACTOR's sole cost and expense.
- i. The CONTRACTOR is responsible for complying with the Health Information Technology for Economic and Clinical Health Act (the "HITECH Act"), contained in Title XIII, Subtitle D of the American Reinvestment and Recovery Act of 2009, and the Health Insurance Portability and Accountability Act (HIPAA), including all data security and privacy requirements thereof.

This Section will survive termination or expiration of this Contract.

3. NOTICE OF SECURITY BREACH

The CONTRACTOR must immediately notify Santa Cruz METRO when it discovers that there may have been a data security incident that has or may have resulted in compromise to METRO PII. For purposes of this Section, immediately is defined as within twenty-four hours of discovery. The CONTRACTOR must immediately take such actions as may be necessary to preserve forensic evidence and eliminate the cause of any suspected breach or security vulnerability—and must promptly alert Santa Cruz METRO

Attachment A

of any such circumstances, including information sufficient for Santa Cruz METRO to assess the nature and scope of any suspected data breach. In the event of an unauthorized disclosure of METRO PII, the CONTRACTOR will be liable for paying for the following costs to remediate any such unauthorized disclosure:

- a. The reasonable cost of providing notice of the breach to individuals affected by such breach;
- b. The reasonable cost of providing required notice of the breach to government agencies, credit bureaus, and/or other required entities;
- c. The cost of providing individuals affected by such breach with credit protection services designed to prevent fraud associated with identity theft crimes for a specific period not to exceed 12 months; and
- d. Any other service required by applicable law.

The CONTRACTOR must provide any information and/or support to Santa Cruz METRO in issuing the actual notification and, at Santa Cruz METRO's sole discretion, the CONTRACTOR must itself provide actual notification if Santa Cruz METRO desires.

This Section will survive termination or expiration of this Contract.

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DATE: September 22, 2023

TO: Board of Directors

FROM: Eddie Benson, Maintenance Manager

SUBJECT: CONSIDERATION OF CONTRACT AWARDS TO CONTINENTAL BATTERY SYSTEMS AND KELLEY'S SERVICE INC. FOR PURCHASE, DELIVERY AND SERVICING OF HEAVY-DUTY COACH BATTERIES FOR AN AGGREGATE AMOUNT NOT TO EXCEED \$281,837

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/General Manager to:

- 1) Execute contracts with Continental Battery Systems and Kelley's Service Inc. for the Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries for an aggregate not to exceed (NTE) total for both contracts of \$281,837 for a three-year period, with options to extend the contracts for a total term of seven years; and**
- 2) Execute future amendments with these two vendors to exercise the options to extend and increase the contract total for each option year as required, not to exceed (NTE) a total aggregate amount of \$691,671 for both contracts for the full seven years, if deemed to be in the best interest of Santa Cruz METRO.**

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) requires the delivery and servicing of heavy-duty coach batteries.
- A formal Request for Proposals (RFP) was issued to solicit proposals from qualified firms. Two (2) firms submitted proposals.
- A two-member evaluation team composed of METRO staff reviewed and evaluated the proposals, and is recommending that the Board of Directors (Board) award a contract to each vendor.

III. DISCUSSION/BACKGROUND

METRO has a need for the delivery and servicing of heavy-duty coach batteries for its revenue vehicles. There are three specific heavy-duty batteries that METRO uses in its fleet. Continental Battery Company (d/b/a Continental Battery Systems) is METRO's current contracted provider for these services; however, this existing contract expired on August 28, 2023, with no further options to renew.

On July 21, 2023, METRO advertised RFP No. 24-02, distributed notices via Bonfire (METRO's e-procurement portal) to 310 firms, including 35 Disadvantaged Business Enterprises (DBEs), and sent email notices to all Mailchimp subscribers. On August 25, 2023, proposals were received and opened from two firms: Continental Battery Systems from Dallas, Texas and Kelley's Services, Inc. from Santa Cruz, California. A two-member evaluation team composed of METRO staff has reviewed and evaluated the proposals.

The evaluation team used the following criteria as contained in the RFP:

Evaluation Criteria	Points
Technical Approach to Contract Requirements	20
Qualifications and Ability to Train Staff	20
Experience with Government Agencies	10
Core Handling Program	20
Warranty	20
Price Proposal	40
References	15
Sustainability Initiative (optional)	5
Total Points Possible	150

Both proposals were evaluated to determine which provided the best value for each of the three heavy-duty batteries required, with the intention that more than one contract may be awarded. Both proposals were determined to fulfill the requirements of the RFP for at least one of the batteries required. Kelley's Service Inc. had the higher scores for both the 8-D and the AGM48 Batteries, while Continental Battery Systems had the higher score for the AGM31 battery.

Staff is recommending that the Board authorize the CEO/General Manager to execute the following three-year contracts on behalf of METRO, each with two (2) two-year options to extend, for Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries. Staff is also recommending that the Board authorize the CEO/General Manager to execute future contract extensions with these two vendors for the two (2) two-year options to extend, for a total aggregate amount not to exceed \$691,671 for both contracts, with total terms not to exceed seven (7) years, if deemed to be in the best interest of METRO.

Vendor	Specific Battery	Amount
Kelley's Service Inc.	8-D Battery	\$165,676.50
	AGM48 Battery	\$12,826.50
	Total Not-to-Exceed Amount for initial 3-Year Term	\$178,503.00
	Total Not-to-Exceed Amount for full 7 Years	\$438,074.08
Continental Battery Systems	AGM31 Battery	\$103,333.50
	Total Not-to-Exceed Amount for initial 3-Year Term	\$103,333.50
	Total Not-to-Exceed Amount for full 7 Years	\$253,596.46
Aggregate total NTE amount for <u>both</u> Initial 3-Year Terms:		\$281,836.50
Aggregate total NTE amount for <u>both</u> full 7-Year Terms:		\$691,670.54

Eddie Benson, Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The award of these contracts would align with the following Strategic Priorities:

- Service Quality and Delivery
- State of Good Repair

V. FINANCIAL CONSIDERATIONS/IMPACT

The base value of these contracts total amount not to exceed \$281,837 for the first three years. Should all options be exercised, the total seven-year not-to exceed amount of these contracts is anticipated to be approximately \$691,671. Funds to support these contracts are included in the current fiscal year's Fleet Maintenance Operating budget, within the Revenue Vehicle Parts (504191) account. Since this is a multi-year contract, the Department Manager will be accountable for budgeting the cost in future years, including any option years exercised.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

- Staff could continue to order batteries from Continental Battery Systems or another vendor under an annual Blanket Purchase Order, but due to supply chain back order issues, and the advantages of locking in pricing, formal contracts are recommended.

VIII. ATTACHMENTS

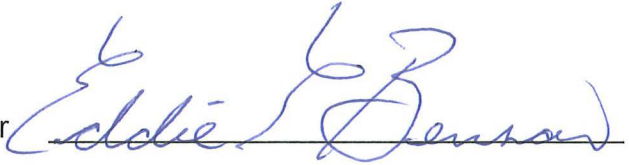
Attachment A: Contracts with Continental Battery Systems and Kelley's Service Inc.

Note: A full copy of the Contract is available on request.

Prepared by: Tanya Gilliam, Purchasing Agent

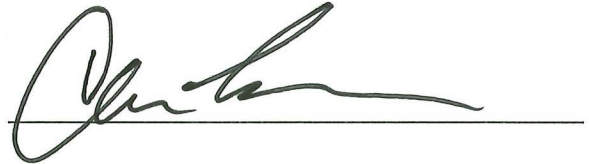
IX. APPROVALS

Eddie Benson, Maintenance Manager



A handwritten signature in blue ink, appearing to read "Eddie Benson", written over a horizontal line.

Approved as to fiscal impact:
Chuck Farmer, CFO



A handwritten signature in black ink, appearing to read "Chuck Farmer", written over a horizontal line.

Michael Tree, CEO/General Manager



A handwritten signature in blue ink, appearing to read "Michael Tree", written over a horizontal line.

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Attachment A

PROFESSIONAL SERVICES CONTRACT FOR PURCHASE, DELIVERY AND SERVICING OF HEAVY-DUTY COACH BATTERIES (24-02)

THIS CONTRACT is made effective on September 22, 2023 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO”), a political subdivision of the State of California, and CONTINENTAL BATTERY COMPANY d/b/a Continental Battery System (“Contractor”).

1. RECITALS

1.1 Santa Cruz METRO’s Primary Objective

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

1.2 Santa Cruz METRO’s Need for Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries

Santa Cruz METRO has the need for Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries. In order to obtain these services, Santa Cruz METRO issued a Request for Proposals, dated July 21, 2023, setting forth specifications for such services. The Request for Proposals is attached hereto and incorporated herein by reference as Exhibit B.

1.3 Contractor’s Proposal

Contractor is a firm qualified to provide Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries and whose principal place of business is 8585 N Stemmons Frwy, Floor 6, Dallas, Texas 75247. Pursuant to the Request for Proposals issued by Santa Cruz METRO, Contractor submitted a proposal for Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries, which is attached hereto and incorporated herein by reference as Exhibit C.

1.4 Selection of Contractor and Intent of Contract

On September 22, 2023, Santa Cruz METRO selected Contractor as the Proposer whose proposal was most advantageous to Santa Cruz METRO to provide the Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries 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

2.1 Documents Incorporated in this Contract

Attachment A

This Contract shall consist of the following documents, all of which are incorporated herein and made a part hereof by reference thereto. 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 mutually agreed by both parties.

- 1) This Contract
- 2) Exhibit A
Scope of Work
- 3) Exhibit B
Santa Cruz METRO's "Request for Proposals" dated July 21, 2023.
- 4) Exhibit C (Contractor's Proposal)
Contractor's Proposal to Santa Cruz METRO for Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries, as accepted by Santa Cruz METRO.

2.2 Conflicts

In the event of conflict between or among the terms of the Contract Documents, the order of precedence, from highest to lowest, will be this Contract; Exhibit A; Exhibit B; Exhibit C.

2.3 Recitals

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

3. **DEFINITIONS**

3.1 General

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

- 3.1.1 CONTRACT – The Contract consists of this document, the attachments incorporated herein in accordance with Article 2, and any written amendments made in accordance with Part IV, Section 12.15 of the General Conditions to the Contract.
- 3.1.2 CONTRACTOR (or CONSULTANT) – The Proposer selected by Santa Cruz METRO for this project in accordance with the Request for Proposals issued July 21, 2023.
- 3.1.3 CONTRACTOR'S STAFF – Employees of Contractor.
- 3.1.4 DAYS – Calendar days.

Attachment A

- 3.1.5 PROPOSER – Contractor whose proposal was accepted under the terms and conditions of the Request for Proposals issued July 21, 2023.
- 3.1.6 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.
- 3.1.7 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, as described in Exhibit A.

4. **TIME OF PERFORMANCE**

4.1 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.

At the option of Santa Cruz METRO, this Contract agreement may be renewed for **two (2)** additional **two (2)** year terms under the same terms and conditions. Option terms may be exercised by METRO in single or multiple year periods.

5. **COMPENSATION**

5.1 Terms of Payment

Santa Cruz METRO shall compensate Contractor in an amount not to exceed the amounts/rates agreed upon by Santa Cruz METRO and set forth in Exhibit C. Santa Cruz METRO shall reasonably determine whether work has been successfully performed for purposes of payment.

The maximum compensation that Santa Cruz METRO has authorized to be expended for this Contract will not exceed **\$103,333.50**. Contractor understands and agrees that if it exceeds the maximum amount payable under this Contract, it does so at its own risk.

5.2 Invoices

A packing list/proof of delivery shall be submitted for each order, together with an invoice for materials ordered and accepted by Santa Cruz METRO. The invoice shall identify the contract number, the purchase order number (to be provided by Santa Cruz METRO), the type of materials, quantity, unit price(s), and taxes. Invoices will be paid on a Net 30 basis.

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

Attachment A

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 project.

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: Michael Tree, CEO

CONTRACTOR

Continental Battery Company
8585 N Stemmons Frwy, Floor 6
Dallas, TX 75247

Attention: Joe Jackson

7. **ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS**

The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by facsimile or other electronic method by either of the parties, and each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this Contract are intended to authenticate this writing and to have the same force and effect as manual signatures. Each party further agrees that this Contract may be executed in two or more counterparts, each of which will be deemed an original, and all of which constitute one and the same instrument.

8. **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.

Attachment A

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT
DISTRICT

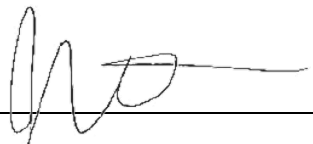
Michael Tree, CEO/General Manager

Contractor –
CONTINENTAL BATTERY COMPANY

Chris Pourroy, Senior Director of Sales Operations

Approved as to Form:

Julie A. Sherman, General Counsel

_____ 

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Attachment A

PROFESSIONAL SERVICES CONTRACT FOR PURCHASE, DELIVERY AND SERVICING OF HEAVY-DUTY COACH BATTERIES (24-02)

THIS CONTRACT is made effective on September 22, 2023 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO”), a political subdivision of the State of California, and KELLEY’S SERVICE, INC. (“Contractor”).

1. RECITALS

1.1 Santa Cruz METRO’s Primary Objective

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

1.2 Santa Cruz METRO’s Need for Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries

Santa Cruz METRO has the need for Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries. In order to obtain these services, Santa Cruz METRO issued a Request for Proposals, dated July 21, 2023, setting forth specifications for such services. The Request for Proposals is attached hereto and incorporated herein by reference as Exhibit B.

1.3 Contractor’s Proposal

Contractor is a firm qualified to provide Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries and whose principal place of business is 258 Potrero Street, Santa Cruz, California 95060. Pursuant to the Request for Proposals issued by Santa Cruz METRO, Contractor submitted a proposal for Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries, which is attached hereto and incorporated herein by reference as Exhibit C.

1.4 Selection of Contractor and Intent of Contract

On September 22, 2023, Santa Cruz METRO selected Contractor as the Proposer whose proposal was most advantageous to Santa Cruz METRO to provide the Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries 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

2.1 Documents Incorporated in this Contract

This Contract shall consist of the following documents, all of which are incorporated herein and made a part hereof by reference thereto. This writing constitutes the final expression of the

Attachment A

parties' Contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments mutually agreed by both parties.

- 1) This Contract
- 2) Exhibit A
Scope of Work
- 3) Exhibit B
Santa Cruz METRO's "Request for Proposals" dated July 21, 2023.
- 4) Exhibit C (Contractor's Proposal)
Contractor's Proposal to Santa Cruz METRO for Purchase, Delivery and Servicing of Heavy-Duty Coach Batteries, as accepted by Santa Cruz METRO.

2.2 Conflicts

In the event of conflict between or among the terms of the Contract Documents, the order of precedence, from highest to lowest, will be this Contract; Exhibit A; Exhibit B; Exhibit C.

2.3 Recitals

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

3. **DEFINITIONS**

3.1 General

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

- 3.1.1 CONTRACT – The Contract consists of this document, the attachments incorporated herein in accordance with Article 2, and any written amendments made in accordance with Part IV, Section 12.15 of the General Conditions to the Contract.
- 3.1.2 CONTRACTOR (or CONSULTANT) – The Proposer selected by Santa Cruz METRO for this project in accordance with the Request for Proposals issued July 21, 2023.
- 3.1.3 CONTRACTOR'S STAFF – Employees of Contractor.
- 3.1.4 DAYS – Calendar days.
- 3.1.5 PROPOSER – Contractor whose proposal was accepted under the terms and conditions of the Request for Proposals issued July 21, 2023.
- 3.1.6 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.

Attachment A

3.1.7 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, as described in Exhibit A.

4. TIME OF PERFORMANCE

4.1 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.

At the option of Santa Cruz METRO, this Contract agreement may be renewed for **two (2)** additional **two (2)** year terms under the same terms and conditions. Option terms may be exercised by METRO in single or multiple year periods.

5. COMPENSATION

5.1 Terms of Payment

Santa Cruz METRO shall compensate Contractor in an amount not to exceed the amounts/rates agreed upon by Santa Cruz METRO and set forth in Exhibit C. Santa Cruz METRO shall reasonably determine whether work has been successfully performed for purposes of payment.

The maximum compensation that Santa Cruz METRO has authorized to be expended for this Contract will not exceed **~~\$178,503~~**. Contractor understands and agrees that if it exceeds the maximum amount payable under this Contract, it does so at its own risk.

5.2 Invoices

A packing list/proof of delivery shall be submitted for each order, together with an invoice for materials ordered and accepted by Santa Cruz METRO. The invoice shall identify the contract number, the purchase order number (to be provided by Santa Cruz METRO), the type of materials, quantity, unit price(s), and taxes. Invoices will be paid on a Net 30 basis.

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 project.

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

Attachment A

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: Michael Tree, CEO

CONTRACTOR

Kelley's Service, Inc.
258 Potrero Street
Santa Cruz, CA 95060

Attention: Gary Rudolph

7. **ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS**

The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by facsimile or other electronic method by either of the parties, and each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this Contract are intended to authenticate this writing and to have the same force and effect as manual signatures. Each party further agrees that this Contract may be executed in two or more counterparts, each of which will be deemed an original, and all of which constitute one and the same instrument.

8. **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.

SIGNATURES ON NEXT PAGE

Attachment A

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT
DISTRICT

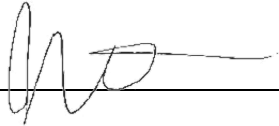
Michael Tree, CEO/General Manager

Contractor –
KELLEY'S SERVICE, INC.

Gary Rudolph, President

Approved as to Form:

Julie A. Sherman, General Counsel



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DATE: September 22, 2023
TO: Board of Directors
FROM: Margo Ross, Chief Operations Officer
SUBJECT: AUTHORIZE THE CEO TO EXECUTE A SOLE SOURCE CONTRACT WITH CLEVER DEVICES NOT TO EXCEED \$300,342

I. RECOMMENDED ACTION

That the Board of Directors award a Sole Source Contract to Clever Devices for 10 articulated bus Intelligent /Transportation System and Automated Passenger Counter retrofits in an amount not to exceed \$300,342, and authorize the CEO/General Manager to execute the contract in a form approved by legal counsel.

- The Santa Cruz Metropolitan Transit District (METRO) has purchased ten (10) 2013 New Flyer 60' CNG articulated buses (Artics) from the San Diego Metropolitan Transit System (MTS).
- These buses will need to be retrofitted with the installation of Automated Passenger Counters (APC) and Intelligent Transportation Systems (ITS) before they are ready for service.
- Clever Devices is the current Contractor providing these services to Santa Cruz METRO.
- The APC and ITS for the 10 new Artics must be compatible with the rest of METRO's fleet.

II. DISCUSSION/BACKGROUND

On May 19, 2023, the Board approved the purchase of ten (10) 2013 New Flyer CNG Artics from MTS to serve UCSC and METRO's most heavily utilized routes. These buses will be arriving soon and must be retrofitted with APC and ITS systems that are compatible with the rest of METRO's fleet before service.

Clever Devices is the current contractor providing APC and ITS systems for Santa Cruz METRO. Currently, there are no compatible systems to Clever Devices' systems.

Clever Devices was awarded the contracts for APC and ITS after a formal competition. This procurement will be a follow-on to the contracts awarded as a result of the competition. The pricing will remain the same as listed on the current contracts.

METRO staff believes it is in the best interest of METRO to purchase and install the Clever Devices system on the ten (10) Artic vehicles. Per the METRO contracts with Clever Devices, all new purchases of Santa Cruz METRO vehicles will be equipped with Clever Devices ITS systems with prewiring and the installation of equipment, along with their APCs.

Staff is recommending that the Board award this contract to Clever Devices for 10 Articulated Bus Intelligent Transportation System (ITS) and Automated Passenger Counter (APC) Retrofit in an amount not to exceed \$300,342, and authorize the CEO/General Manager to execute the contract in a form approved by legal counsel.

Clever Devices will provide all services meeting all METRO's specifications and requirements of the contract. Isaac Holly, IT and ITS Director, will serve as the Contract Administrator and will ensure contract compliance.

III. STRATEGIC PLAN PRIORITIES ALIGNMENT

The award of this contract would align with the following Strategic Priorities:

- Service Quality and Delivery
- Internal and External Technology

IV. FINANCIAL CONSIDERATIONS/IMPACT

The required funding in the amount of \$300,342 is included in the FY24 Capital Budget Portfolio and the funding source is Measure D (Bus Replacement fund).

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

- The Board could choose to not approve the additional funding for the APC/ITS systems. Staff does not recommend this alternative for reasons set forth in this staff report.

VII. ATTACHMENTS

None.

Prepared by: Tanya Gilliam, Purchasing Agent

VIII. APPROVALS

Margo Ross, COO



Approved as to fiscal impact:
Chuck Farmer, CFO



Michael Tree, CEO/General Manager



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DATE: September 22, 2023
TO: Board of Directors
FROM: Monik Delfin, HR Deputy Director
SUBJECT: CONSIDERATION OF APPROVAL OF CALPERS RESOLUTION TO UPDATE MEDICAL PREMIUM CONTRIBUTION RATES FOR SMART PARACRUZ

I. RECOMMENDED ACTION

That the Board of Directors approve the attached resolution to update the medical contribution rates for employees and retirees under the SMART Local 0023 Paracruz.

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) contracts with CalPERS to provide employee/retiree medical insurance coverage.
- The International Association of Sheet Metal, Air, Rail and Transportation workers SMART Local 0023 Paratransit (SMART Paratransit) and METRO reached agreement and adopted a new Memorandum of Understanding (MOU) effective July 1, 2023.
- As a result of the recent labor negotiations, a resolution must be adopted setting premium contributions rates for this group.

III. DISCUSSION/BACKGROUND

The California Public Employees' Medical and Hospital Care Act (PEMHCA) requires local public agencies contracting with CalPERS for employee medical insurance to fix the amount of the employer's contribution(s). In order to revise the maximum monthly contribution rates as agreed to by METRO in the most recent negotiations, the attached resolution must be approved by the Board of Directors (Board) and submitted to CalPERS.

Once approved by the Board, METRO must file the new resolution to change the monthly employer health contribution rates, as established in the newly adopted MOU between METRO and SMART Paratransit.

Below is the updated medical contribution rate:

Santa Cruz METRO shall provide medical insurance coverage for an employee, retiree and eligible dependents under the provisions of CalPERS. Effective 01/01/2024, METRO shall pay 100% of the monthly premium for the Public

Employees' Medical & Hospital Care Act (PEMHCA) Medical Insurance Program Plan selected by the employee/retiree and their eligible dependents.

Staff is recommending approval of the attached resolution.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns to the following Strategic Plan Priorities:

- Financial Stability, Stewardship & Accountability
- Employee Engagement: Attract, Retain and Develop
- State of Good Repair

V. FINANCIAL CONSIDERATIONS/IMPACT

The financial cost has been addressed in the current budget.

VI. ALTERNATIVES CONSIDERED

- Doing nothing is not an option because METRO agreed to this action through the negotiation of the new MOU, and CalPERS requires that the attached resolution be approved by the Board to implement the new employer contribution rates.

VII. ATTACHMENTS

Attachment A: Resolution updating the employer contribution under the Public Employee's Medical and Hospital Care Act for Paratransit.

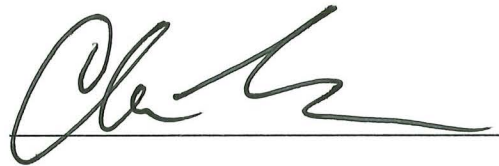
Prepared by: Monik Delfin, HR Deputy Director

VIII. APPROVALS

Dawn Crummié, HR Director



Approved as to fiscal impact:
Chuck Farmer, CFO



Michael Tree, CEO/General Manager



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**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:

FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 004 SMART LOCAL 0023 PARACRUZ OPERATION

WHEREAS, Santa Cruz Metropolitan Transit District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of **Smart Local 0023 Paracruz Operation (formerly Paratransit Employees)**; and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act.

NOW, THEREFORE, BE IT RESOLVED, that the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **100% of the total premium** per month, plus administrative fees and Contingency Reserve Fund assessments; and

BE IT FURTHER RESOLVED, Santa Cruz Metropolitan Transit District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and

BE IT FURTHER RESOLVED, that the participation of the employees and annuitants of Santa Cruz Metropolitan Transit District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Santa Cruz Metropolitan Transit District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and

BE IT FURTHER RESOLVED, that the executive body appoint and direct, and it does hereby appoint and direct, HR Deputy Director to file with the Board a verified copy of this resolution, and to perform on behalf of Santa Cruz Metropolitan Transit District all functions required of it under the Act; and

BE IT FURTHER RESOLVED, that coverage under the Act be effective on **January 1, 2024**.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District this 22nd day of September 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

Shebreh Kalantari-Johnson, Chair

ATTEST:

Michael Tree, CEO/General Manager

APPROVED AS TO FORM:

Julie Sherman, General Counsel



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

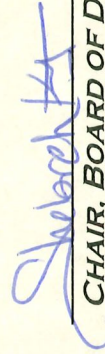
CERTIFICATE OF APPRECIATION

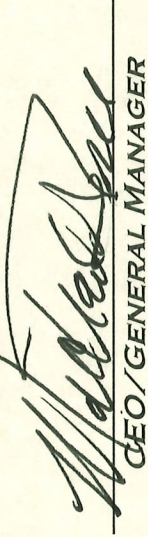
To

EDUARDO BIBRIESCA TRANSIT SUPERVISOR

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2013 AND 2023

GIVEN THIS 22ND DAY OF SEPTEMBER 2023


CHAIR, BOARD OF DIRECTORS


CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

DAVID HERNANDEZ BUS OPERATOR

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2013 AND 2023

GIVEN THIS 22ND DAY OF SEPTEMBER 2023

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

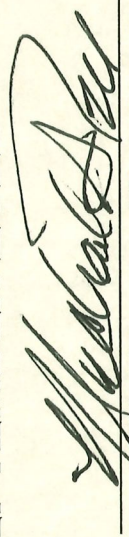
JOHNNY LOPEZ BUS OPERATOR

**FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2013 AND 2023**

GIVEN THIS 22ND DAY OF SEPTEMBER 2023



CHAIR, BOARD OF DIRECTORS



CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

EDGARDO MADRIGAL BUS OPERATOR

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2013 AND 2023

GIVEN THIS 22ND DAY OF SEPTEMBER 2023

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

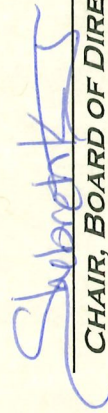
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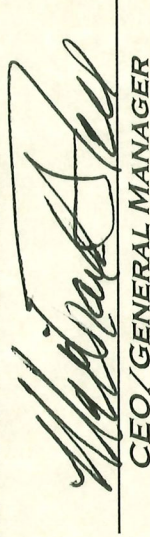
IGNACIO MATA BUS OPERATOR

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2013 AND 2023

GIVEN THIS 22ND DAY OF SEPTEMBER 2023



CHAIR, BOARD OF DIRECTORS



CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To


LIZETTE MENDOZA-GARCIA BUS OPERATOR

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2013 AND 2023

GIVEN THIS 22ND DAY OF SEPTEMBER 2023



CHAIR, BOARD OF DIRECTORS



CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

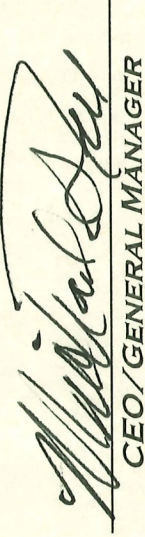
TO

JUAN MONTESINOS-ZARATE BUS OPERATOR

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2013 AND 2023

GIVEN THIS 22ND DAY OF SEPTEMBER 2023


CHAIR, BOARD OF DIRECTORS


CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

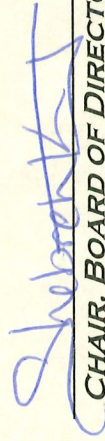
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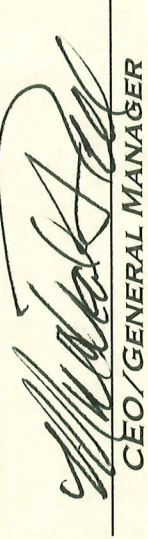
TO

**AMY PEREZ
BUS OPERATOR**

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2013 AND 2023

GIVEN THIS 22ND DAY OF SEPTEMBER 2023


CHAIR, BOARD OF DIRECTORS


CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

ROMEO VIDAL, JR. BUS OPERATOR

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2013 AND 2023

GIVEN THIS 22ND DAY OF SEPTEMBER 2023

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

ANGEL J. VALDEZ BUS OPERATOR

FOR THE COMPLETION OF 35 YEARS OF SERVICE
BETWEEN 1988 AND 2023

GIVEN THIS 22ND DAY OF SEPTEMBER 2023

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER

Certificate of Achievement

Transit Supervisors

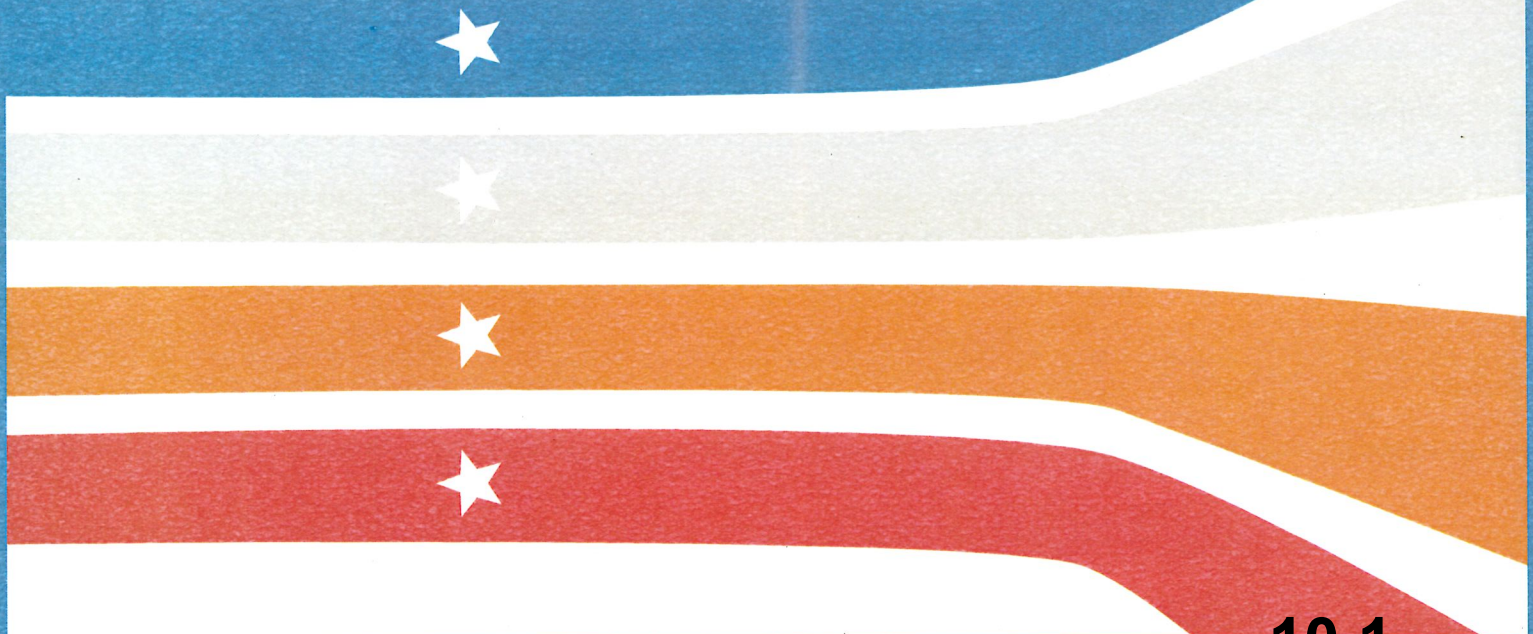
are acknowledged for their participation in the Safety Management System for the quarter ending June 30, 2023.



Michael Tree, CEO/General Manager



Date



Certificate of Achievement

Safety & Training

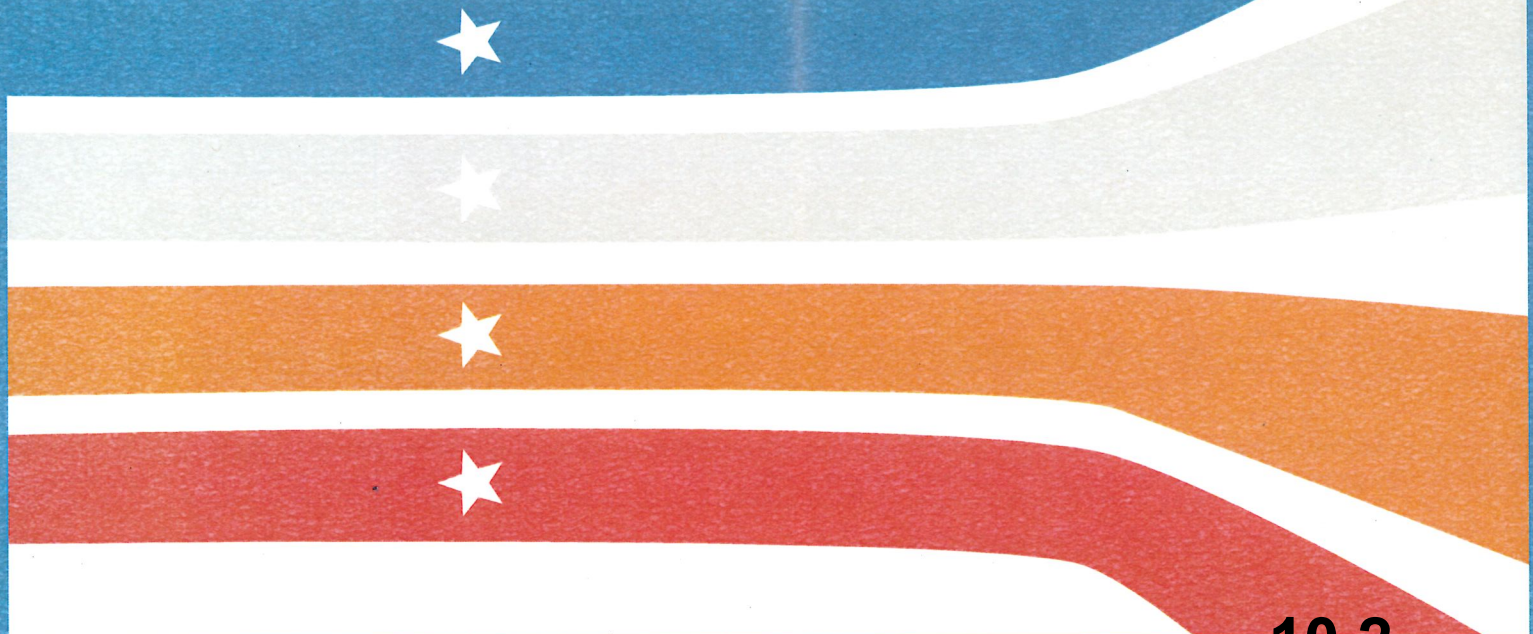
Is acknowledged for their participation in the Safety Management System for the quarter ending June 30, 2023.



Michael Tree, CEO/General Manager



Date



Certificate of Achievement

Dispatchers

are acknowledged for their participation in the Safety Management System for the quarter ending June 30, 2023.



Michael Tree, CEO/General Manager



Date



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DATE: September 22, 2023
TO: Board of Directors
FROM: Wondimu Mengistu, Capital Planning & Grants Program Manager
SUBJECT: **CONSIDERATION OF AUTHORIZING THE USE OF THE CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF FORTY-EIGHT (48) 40 FOOT FUEL CELL ELECTRIC BUSES AND AUTHORIZING THE USE OF THE WASHINGTON STATE DEPARTMENT OF ENTERPRISE SERVICES CONTRACT FOR THE PURCHASE OF (9) 60 FOOT FUEL CELL ELECTRIC BUSES FROM NEW FLYER OF AMERICA INC.**

I. RECOMMENDED ACTION

That the Board of Directors:

- 1) Authorize the utilization of the California Department of General Services (DGS) Contract to purchase forty-eight (48) 40 foot New Flyer Fuel Cell Electric Buses (FCEBs); and**
- 2) Authorize the utilization of the Washington State Department of Enterprise Services (WSDS) Contract to purchase nine (9) 60 foot FCEBs; and**
- 3) Award two contracts to New Flyer of America Inc., one for the purchase of forty-eight (48) 40 foot New Flyer FCEBs and one for the purchase of nine (9) 60 foot New Flyer FCEBs, in a combined amount not to exceed \$87,427,309.08; and**
- 4) Authorize the CEO/General Manager to execute said contracts with New Flyer of America Inc. in a form approved by legal counsel.**

II. SUMMARY

- On December 14, 2018, the California Air Resources Board (CARB) passed the Innovative Clean Transit (ICT) regulation, which set a goal of fully transitioning all bus fleets in the state to Zero Emission Buses (ZEBs) by 2040. This regulation requires transit agencies to submit a rollout plan detailing their plans to transition their fleets to ZEBs.
- On January 27, 2023, the Santa Cruz Metropolitan Transit District (METRO) Board of Directors (Board) adopted a resolution that approved METRO's ZEB Rollout Plan and authorized the CEO/General Manager to submit the ZEB Rollout Plan to CARB in accordance with the ICT regulation.

- In April 2023, METRO received \$38.6M in grant funds from the California State Transportation Agency's (CalSTA's) Transit and Intercity Rail Capital Program (TIRCP) to purchase FCEBs and associated fueling infrastructure to expand service frequency on Highways 1 and 17, as well as to redevelop METRO's Watsonville Transit Center and Pacific Station in downtown Santa Cruz to include mixed-use and 180 affordable housing units.
- In July 2023, METRO received \$20.4M in grant funds from the FY23 Federal Transit Administration (FTA) Bus and Bus Facilities Program to buy FCEBs to replace older diesel and Compressed Natural Gas (CNG) buses, and develop a workforce-training plan.
- METRO also received \$4.8M in grant funds from the FY22 U.S. Department of Transportation (DOT) Multimodal Projects Discretionary Grant (MPDG) program to purchase FCEBs for METRO's regional routes, which will help connect the community of Watsonville with jobs in the City of Santa Cruz while growing the METRO fleet of zero emission vehicles.
- METRO is also utilizing the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) in conjunction with funds from the California VW Environmental Mitigation Trust Funds to purchase these buses from New Flyer of America Inc.
- Contingent on award of funds from the California VW Environmental Mitigation Trust Funds, staff recommends that the Board authorize METRO's utilization of the DGS Contract to purchase forty-eight (48) 40 foot New Flyer FCEBs and the WSDDES Contract to purchase nine (9) 60 foot New Flyer FCEBs, award two contracts to New Flyer of America Inc. in a combined amount not to exceed \$87,427,309.08, and authorize the CEO/General Manager to execute the contracts with New Flyer of America Inc. utilizing the DGS and the WSDDES Contracts, all in a form approved by legal counsel.

III. DISCUSSION/BACKGROUND

On December 14, 2018, CARB adopted its ICT regulation that requires all transit agencies designated as a small transit agency to transition their bus fleets to all ZEBs beginning in 2026. Under the new regulation, CARB will require METRO's new bus purchases to be a minimum of 25% ZEBs beginning in 2026 and ramping up to 100% of future bus purchases in 2029, with the goal of transitioning the state's entire transit fleet to 100% ZEBs by 2040.

At its June 28, 2019 meeting, the Board authorized the CEO/General Manager to enter into a sole source contract with the Center for Transportation and the Environment (CTE) for Zero Emission Bus Deployment and Transition Planning. Since then, CTE provided assistance in the deployment of METRO's first four

ZEBs, ZEB Transition Plan, and a ZEB Rollout Plan. At the October 14, 2022 special meeting of the Board, staff presented the Board with various transition scenarios that included infrastructure and the challenges or risks METRO needs to consider to fully transition its fleet by 2037. The presentation laid out the bus delivery schedule and METRO's sources of funding to achieve this transition.

On January 27, 2023, the Board adopted a resolution that approved METRO's ZEB Rollout Plan and authorized the CEO/General Manager to submit the ZEB Rollout Plan to CARB in accordance with the ICT regulation. The resolution approved all new fixed route vehicle purchases to be FCEBs in 2023-2024 to achieve the duty cycles of longer routes and blocks with larger energy demands. FCEBs offer a one-to-one replacement for diesel and CNG buses, with no compromise in service. Key attributes of FCEBs include range of up to 350 miles between refueling; can be refueled in less than 10 minutes; compact depot gas refueling, eliminating the need for roadside charging infrastructure; and proven durability, with fuel cell lifetime of more than 30,000 hours.

In April 2023, METRO was awarded \$38.6M in CalSTA's TIRCP to purchase FCEBs and associated fueling infrastructure to expand service frequency on Highways 1 and 17, as well as to redevelop METRO's Watsonville Transit Center (WTC) and Pacific Station in downtown Santa Cruz to include mixed-use and 180 affordable housing units. In July 2023, METRO received \$20.4M in FY23 FTA Bus and Bus Facilities Grant Award, with METRO funding the required local match of \$3.7M, to buy FCEBs to replace older diesel and CNG buses, and develop a workforce-training plan.

METRO also received \$4.8M in FY22 U.S. DOT MPDG to purchase four FCEBs for METRO's regional routes, which will help connect the community of Watsonville with jobs in the City of Santa Cruz while growing the METRO fleet of zero emission vehicles. METRO is utilizing the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) in the amount of \$13.7M and funds from the California VW Environmental Mitigation Trust Funds in the amount of \$27.4M, pending the San Joaquin Valley Air Pollution Control District (SJVAPCD) approval and contractual agreement with METRO. SJVAPCD is the Project Administrator for the VW Mitigation Trust Funds.

The FY23 FTA Bus and Bus Facilities and the TIRCP grants were submitted in partnership with New Flyer of America Inc. for supplying New Flyer Xcelsior CHARGE H2™ XHE60 and New Flyer Xcelsior CHARGE H2™ XHE40 next-generation FCEBs, CTE for project management assistance, Messer Group for the construction of a hydrogen fueling station at METRO's Judy K. Souza Operations Facility, and Ballard Power Systems for workforce development and training for operating FCEBs. Therefore, consistent with FTA's FY 2023 Notice of funding opportunity (NOFO) for Buses and Bus Facilities Program, the project is deemed

to satisfy the requirement for a competitive procurement under 49 U.S.C. 5325(a) for the named entities.

METRO is using the DGS Contract to purchase forty-eight (48) 40 foot FCEBs and the WSDDES Contract to purchase nine (9) 60-foot FCEBs. METRO's use of these contracts will take advantage of a cooperative procurement method that reduces customization, and takes advantage of economies of scale, making this project efficient and cost-effective. Based on standard bus manufacturing timelines, New Flyer is proposing a complete delivery of the XHE40s by Q4 of 2024 and for the XHE60s by Q1 of 2025 based on a receipt of a Notice to Proceed within 60 days of this submission.

Contingent on award of funds from the California VW Environmental Mitigation Trust Funds, staff recommends that the Board authorize METRO's utilization of the DGS Contract to purchase forty-eight (48) 40 foot New Flyer FCEBs and the use of the WSDDES to purchase nine (9) 60 foot New Flyer FCEBs, award two contracts to New Flyer of America Inc. in a combined amount not to exceed \$87,427,309.08, and authorize the CEO/General Manager to execute the contracts with New Flyer of America Inc. utilizing the DGS and the WSDDES Contracts.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The actions taken in this report tie to METRO's Financial Stability, Stewardship & Accountability and Service Quality and Delivery strategic priorities.

V. FINANCIAL CONSIDERATIONS/IMPACT

The purchase under the DGS Contract will be for forty-eight (48) New Flyer Xcelsior CHARGE H2™ XHE40 next-generation Low Floor Plus (LFP) Buses, at a cost of \$1,399,018.42 per vehicle, and the purchase under the WSDDES Contract will be for nine (9) New Flyer Xcelsior CHARGE H2™ XHE60 LFP Buses, at a cost of \$2,252,713.87 per vehicle, including industry standard warranties and delivery fee.

Funds to support the first nine (9) New Flyer Xcelsior CHARGE H2™ XHE60 LFP Buses are available in FY23 FTA Bus and Bus Facilities Grant in the amount of \$13.5M, \$290K in Senate Bill 1 (SB) SGR funds, \$2.1M the HVIP funding, and \$4.3M in the California VW Environmental Mitigation Trust Funds, pending SJVAPCD approval.

Additionally, funds to support forty-eight (48) 40 foot New Flyer FCEBs are available in FY23 FTA Bus and Bus Facilities Grant and FY22 and FY23 FTA 5339a formula funds in the amount of \$7.8M, \$13.0 in FY23 TIRCP grant, \$4.8M in DOT MPDG, \$5.2M in SB1 SGR, \$918,000 from Measure D, \$11.5M in HVIP funding,

and \$23M in the California VW Environmental Mitigation Trust Funds, pending SJVAPCD approval.

The table below outlines the matrix for grant funding allocations.

Bus Type	#Buses	FTA 5339a, B&b	MPDG	CTC LPP	SGR	VW Grant	HVIP	Measure D	TIRCP	Total
9x60' FCEBs	9	\$13,503,950	\$ -	\$ -	\$290,475	\$4,320,000	\$2,160,000	\$ -	\$-	\$20,274,425
48x40' FCEBs	48	\$7,764,778	\$4,800,000	\$918,000	\$5,172,066	\$23,040,000	\$11,520,000	\$918,000	\$13,020,000	\$67,152,844
Total	57	\$21,268,728	\$4,800,000	\$918,000	\$5,462,541	\$27,360,000	\$13,680,000	\$918,000	\$13,020,000	\$87,427,269

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

The Board could direct the Purchasing Manager to conduct a standalone procurement for these New Flyer 40' and 60' FCEBs. This is not recommended as it would take approximately six months and would likely result in higher priced vehicles due to the economies of scale in utilizing the DGS and WSDDES Contracts. It is time-consuming and not cost effective for a small agency to investigate/conduct a procurement for new technology; METRO's use of state cooperative contracts will take advantage of a procurement method that reduces customization, making this project efficient and cost-effective.

VIII. ATTACHMENTS

Attachment A: New Flyer Quote Sheet

Prepared by: Wondimu Mengistu, Capital Planning & Grants Program Manager
 Margo Ross, Chief Operations Officer
 Joan Jeffries, Purchasing Manager

IX. APPROVALS

Margo Ross, COO



Approved as to fiscal impact:
Chuck Farmer, CFO



Michael Tree, CEO/General Manager





**Santa Cruz Metropolitan Transit
District (SCMTD)**

Option Proposal for:

**Forty-eight (48)
40' Full-Cell Buses**

**Nine (9)
60' Full-Cell Buses**

Attachment A

Santa Cruz Metropolitan Transit District (SCMTD) Option Proposal for 40' and 60' Fuel-Cell Transit Buses

Proposal Table of Contents

Tab 1, Letter of Transmittal

Tab 2, Bus Price Summary

2a. 40' Fuel-Cell Transit Bus

2b. 60' Fuel-Cell Transit Bus

Tab 3, Bus Price Change Detail

3a. 40' Fuel-Cell Transit Bus

3b. 60' Fuel-Cell Transit Bus

Tab 4, Bus Warranty Proposal

4a. 40' Fuel-Cell Transit Bus

4b. 60' Fuel-Cell Transit Bus

Tab 5, Bus Training Proposal

5a. 40' Fuel-Cell Transit Bus

5b. 60' Fuel-Cell Transit Bus

Tab 6, Bus Publications Proposal

6a. 40' Fuel-Cell Transit Bus

6b. 60' Fuel-Cell Transit Bus

Tab 7, Bus Tools and Diagnostics Proposal

7a. 40' Fuel-Cell Transit Bus

7b. 60' Fuel-Cell Transit Bus

Attachment A



September 12, 2023

Wondimu Mengistu
Capital Planning and Grants Program Manager
Santa Cruz Metropolitan Transit District (SCMTD)
110 Vernon Street
Santa Cruz, CA 95060

Subject: Quotation for Forty-eight (48) 40-foot Heavy-Duty Hydrogen Electric Transit Bus and Nine (9) 60-foot Heavy-Duty Hydrogen Electric Transit Bus

Dear Wondimu,

New Flyer is pleased to submit an option price quotation for the production of forty-eight (48) 40' Heavy-Duty Hydrogen Electric Transit buses based on New Flyer's agreement with the California Department of General Services and nine (9) 60' Heavy-Duty Hydrogen Electric Transit buses based on New Flyer's agreement with the Washington State Department of Enterprise Services. We recognize Santa Cruz Metropolitan Transit District (SCMTD)'s mission to make life better by connecting people to places one ride at a time while adding to environmental wellness sustainability.

The proposed buses will be technically configured per the state, plus the changes requested by SCMTD and described in Tabs 2 and 3 of this proposal.

The price for one (1) 40' Fuel-cell transit bus, before taxes, is: **\$1,399,018.42 USD**

The price for one (1) 60' Fuel-cell transit bus, before taxes, is: **\$2,027,442.49 USD**

Optional item:

Price for one (1) Luggage rack for commuter-type buses: **\$6,591.38 USD**

We would like to highlight key elements of our proposal:

Warranty: New Flyer exceeds the industry standard warranties in many areas such as our 5-year / 300,000 miles axle warranty (standard warranty is 2 years) and our 3 years / 150,000 miles multiplex warranty (standard competitor warranty is 1 year / 50,000 miles). Please see our Warranty Proposal for more information. Please note that warranty is *included* in the bus price.

Training: New Flyer Training is an organization within the New Flyer Customer Services group, a division of New Flyer Industries. As a part of the leading manufacturer of heavy-duty transit buses in the United States and Canada, we have access to top design, engineering, propulsion technology, and electrical systems professionals. This allows us to offer the service and expertise to maximize the lifetime value of your fleet. Please see our Training Proposal for more information. Please note that optional training is *not included* in the bus price.

Attachment A

Publications: The New Flyer Publications team combines extensive, hands-on technical experience with exceptional writing, illustrating, and publishing skills to create the industry's benchmark in maintenance manuals. They supply accurate information in a timely manner, assisting the customer in the performance of proper bus maintenance, which adds to the overall reliability and lifetime value of each New Flyer bus on the road. Please see our Publications Proposal for more information.

Tooling and Diagnostics: Please see our Tools and Diagnostics Proposal for more information. Please note that tooling and diagnostics *included* in the bus price are only the ones included in the California DGS contract. We had included some optional items that you may need/want as well.

Delivery Proposal: New Flyer is proposing a complete delivery of the XHE40s by Q4 of 2024 and for the XHE60s by Q1 of 2025 based on a receipt of a Notice to Proceed within 60 days of this submission. Please note that delivery is *included* in the bus price.

Payment Terms: Following the terms and conditions of New Flyer's contract payment terms:

- Payment terms are Net 30 days
- Acceptance is within 15 days of delivery

This project allows New Flyer the important opportunity to continue our strong relationship with Santa Cruz Metropolitan Transit District. It also gives us the opportunity again to deliver some of the most advanced vehicles available in North America. We thank you for your continued interest in New Flyer products and look forward to working with you again in the near future.

This quote is open for acceptance for sixty (60) days. Please indicate your acceptance by providing a Purchase Order to New Flyer of America, attention to Adrian Graca, Business Segment Director at Adrian_Graca@newflyer.com.

Sincerely,

NEW FLYER OF AMERICA INC.



Luciana Marques
Technical Sales Manager
431.278.8653
Luciana_Marques@newflyer.com

CC: Derek White – Regional Sales Manager
Adrian Graca – Business Segment Director
Elizer Lising – Technical Sales Analyst

Attachment A



Price Change Summary

Property:	Santa Cruz Metropolitan Transit District
Option Origin:	19-017
Sales Release No.:	TBD
Quantity:	48
Type:	XHE40
Price Change No.:	1
Revision:	B
Date:	07-Sep-23

	Each	Total
Original Contract Price Base Coach	\$ 1,285,659.73	\$ 61,711,667.04
Base Bus Price Change Total	\$ 112,297.16	\$ 5,390,263.63
Contract Spares Base Bus Price Change Total	\$ 1,061.53	\$ 50,953.54
Revised Price Base Bus (including ADA & delivery)	\$ 1,399,018.42	\$ 67,152,884.21
ADA (Non-Taxable)	\$ 43,868.75	\$ 2,105,700.20
Delivery (Non-Taxable)	\$ 10,802.00	\$ 518,496.00
Total Non-Taxable Items	\$ 54,670.75	\$ 2,624,196.20
Taxable Bus Price	\$ 1,344,347.67	\$ 64,528,688.01
Santa Cruz, CA Sales Tax @ 5.3125%	\$ 71,418.47	\$ 3,428,086.55
		\$ 67,956,774.56
Original Total Contract Price		\$ 61,711,667.04
Total Contract Price Changes		\$ 5,441,217.17
Revised Total Contract Price		\$ 67,152,884.21

Authorized Signatures:

New Flyer Authorization:

Signature: _____

Title: _____

Date: _____

Property Authorization:

Signature: _____

Title: _____

Date: _____

Attachment A



Price Change Summary

Property:	Santa Cruz Metropolitan Transit District
Option Origin:	20-046
Sales Release No.:	TBD
Quantity:	10
Type:	XHE60
Price Change No.:	1
Revision:	B
Date:	07-Sep-23

	<u>Each</u>	<u>Total</u>
Original Contract Price Base Coach	\$ 1,925,192.15	\$ 19,251,921.50
Base Bus Price Change Total	\$ 101,188.81	\$ 1,011,888.05
Contract Spares Base Bus Price Change Total	\$ 1,061.53	\$ 10,615.32
Revised Price Base Bus (including ADA & delivery)	\$ 2,027,442.49	\$ 20,274,424.87
ADA (Non-Taxable)	\$ 40,832.62	\$ 408,326.24
Delivery (Non-Taxable)	\$ 10,802.00	\$ 108,020.00
Total Non-Taxable Items	\$ 51,634.62	\$ 516,346.24
Taxable Bus Price	\$ 1,975,807.86	\$ 19,758,078.63
Santa Cruz, CA Sales Tax @ 5.3125%	\$ 104,964.79	\$ 1,049,647.93
		\$ 20,807,726.56
Original Total Contract Price		\$ 19,251,921.50
Total Contract Price Changes		\$ 1,022,503.37
Revised Total Contract Price		\$ 20,274,424.87

Authorized Signatures:

New Flyer Authorization:

Signature: _____

Title: _____

Date: _____

Property Authorization:

Signature: _____

Title: _____

Date: _____



DATE: September 22, 2023

TO: Board of Directors

FROM: Chuck Farmer, CFO & DBELO

SUBJECT: PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS ON THE PROPOSED DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL OF 0% FOR FEDERALLY FUNDED PROCUREMENTS FOR FEDERAL FISCAL YEARS 2024-2026 (FFY24–FFY26) WILL COMMENCE AT 9:00 AM OR AS SOON THEREAFTER AS THE MATTER CAN BE HEARD

I. RECOMMENDED ACTION

That the Board of Directors conduct a public hearing to receive comments on the Santa Cruz Metropolitan Transit District's proposed DBE Goal of 0% for federally funded procurements for FFY24–FFY26, and consider adopting the proposed goal

II. SUMMARY

- As a recipient of Federal Transit Administration (FTA) funds, the Santa Cruz Metropolitan Transit District (METRO) implements a Disadvantaged Business Enterprise (DBE) Program to ensure nondiscrimination in the award of federally funded contracts. As part of this Program, grantees must establish a triennial goal for DBE participation in all contracts that are to be funded with FTA funds.
- Staff is proposing a DBE goal for FFY24–FFY26 of 0%, as METRO anticipates using all available federal funds during this three-year period to purchase buses, which are not subject to the DBE goal-setting process.
- METRO's goal setting methodology is detailed in Attachment A.
- METRO's Public Notice announcing its proposed DBE goal for FFY24–FFY26 was published in the Santa Cruz Sentinel and the Register-Pajaronian in July and August, 2023, and posted at METRO's Administrative office, its transit centers, and on its website.
- Two Public Outreach meetings were held via Zoom to receive feedback from the public on METRO's proposed DBE goal for FFY24-FFY26.
- Today's Public Hearing offers another opportunity for members of the public to comment on the proposed DBE goal and its rationale.
- METRO staff contacted the Federal Transit Administration (FTA) and obtained an extension to submit the 3-year DBE Goal. METRO's DBE Goal must be submitted by September 26, 2023 to comply with FTA Civil Rights requirements.

III. DISCUSSION/BACKGROUND

The purpose of the DBE program is to increase the opportunities for minority, veteran-owned, and women-owned small businesses to participate in federally funded projects. The primary objective of the DBE program is to provide a level playing field on which DBEs can compete fairly for Department of Transportation (DOT)-assisted contracts. Establishing a level playing field helps to guarantee nondiscrimination in the award and administration of DOT-assisted contracts. Only certified firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs in California.

The FTA requires that any recipient expending more than \$250,000 in FTA funds on contracting opportunities annually must set a triennial DBE goal, in accordance with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR Part 26). METRO will receive approximately \$1,773,000 in FTA funding from FFY24 through FFY26.

For clarification, the use of the term “goal” in establishing a DBE participation level is not a reflection of ambition or effort on the part of the recipient of FTA funds. Rather, it is a fixed calculation based on a series of set figures. These figures are used with a standardized formula that ultimately calculates an agency’s target for DBE participation in projects anticipated to use federal dollars.

For FFY24–FFY26, METRO anticipates using all of its available federal funds to purchase buses. Transit bus purchases are not subject to the DBE goal-setting process. With no additional federally-funded contracting opportunities available for this three-year period, METRO’s proposed DBE goal for FFY24–FFY26 is 0%. This goal only details new contracting opportunities planned with FTA funds. METRO will continue to participate in program outreach to DBEs and Small Business Enterprises (SBEs) using funds received from sources other than the FTA. However, these efforts are not reflected in the proposed DBE goal for FFY24–FFY26.

If future grant awards are either not received or are significantly different than projected, or used for contracts other than rolling stock purchases, METRO will adjust the DBE goal, as necessary.

Outreach/Public Comment Period

METRO disseminated Public Notices in English and Spanish announcing the proposed DBE goal for FFY24–FY26. These Notices were published in general circulation media, minority-focused media, on METRO’s web site, via Mailchimp, at its transit centers and the METRO Administration Building. METRO also invited its subscribers and over 115 community-based organizations via email and Mailchimp to two Public Outreach meetings held via Zoom, the first on August 17th and the second on August 22nd.

Comments are being accepted through the end of today's Public Hearing, which was originally scheduled for August 25th but was extended by a month to allow additional time for Public Comments. To date, no comments have been received. Today's Public Hearing allows the public one more opportunity to comment on METRO's proposed FFY24–FY26 DBE goal.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This action aligns to the following strategic priorities:

- Financial Stability, Stewardship & Accountability
- Strategic Alliances and Community Outreach

V. FINANCIAL CONSIDERATIONS/IMPACT

The costs associated with the publication of METRO's proposed DBE goal were approximately \$1,389. Adopting the DBE goal for FFY24–FFY26 has no significant financial impact.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

There is no alternative. METRO is required to participate in this process or its receipt of federal grant funds will be jeopardized.

VIII. ATTACHMENTS

Attachment A: FFY24–FFY26 DBE Overall Goal and Goal Setting Methodology


Attachment B: Santa Cruz Sentinel and the Register-Pajaronian Public Notices

Attachment C: Public Participation Meetings – Presentation

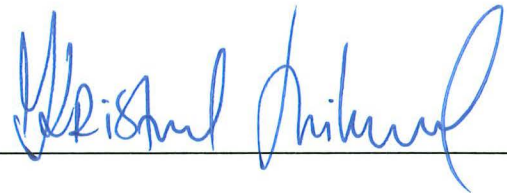
Prepared by: Joan Jeffries, Purchasing Manager

IX. APPROVALS

Chuck Farmer,
DBE Liaison Officer &CFO



Approved as to fiscal impact:
Kristina Mihaylova,
Finance Deputy Director



Michael Tree, CEO/General Manager



Attachment A



Federal Fiscal Year FFY24–FFY26 Disadvantaged Business Enterprise Overall Goal and Goal Setting Methodology

I. SUMMARY

The Santa Cruz Metropolitan Transit District (“Santa Cruz METRO”) is the sole public transit operator in Santa Cruz County, and operates its transit services through 4 transit centers and 783 bus stops. It has a fleet of 94 buses to operate 24 routes. Santa Cruz METRO also provides paratransit services utilizing a fleet of shuttles and mini-vans. Santa Cruz METRO’s service area is the entire county, with a population of 273,405¹. Pre-pandemic, Santa Cruz METRO provided over 5 million rides annually. Ridership has been gradually increasing over the last two and half years, with a current projection for 2023 of over 3.5 million rides.

Santa Cruz METRO is a recipient of United States Department of Transportation (U.S. DOT) federal funds. As such, and in accordance with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR Part 26), Santa Cruz METRO implements a Disadvantaged Business Enterprise (DBE) Program to ensure nondiscrimination in the award of federally funded contracts. As part of this program, Santa Cruz METRO must establish a triennial goal for DBE participation in all contracts that are to be funded with Federal Transit Administration (FTA) funds. A DBE firm is defined as a for-profit “small business concern” that is at least 51 percent owned and controlled by one or more socially and economically disadvantaged individuals. DBE firms are certified as such through Unified Certification Programs established in each state.

During the triennial period FFY24–FFY26, Santa Cruz METRO anticipates using all of its available federal funds to purchase rolling stock. Transit bus purchases are not subject to the DBE goal-setting process. With no additional federally-funded contracting opportunities available for this three-year period, the proposed DBE goal for FFY24–FFY26 is 0%. This goal only details new contracting opportunities planned with FTA funds. Santa Cruz METRO will continue to participate in program outreach to DBEs and Small Business Enterprises (SBEs) using funds received from sources other than the FTA. However, these efforts are not reflected in the proposed DBE goal for FFY24–FFY26.

II. DEVELOPMENT OF OVERALL DBE GOAL FOR FFY24-FFY26

Santa Cruz METRO anticipates receiving approximately \$1,773,000 in federal funding from October 1, 2023 through September 30, 2026. Santa Cruz METRO does not have FTA sub-recipients or pass-

¹ <https://worldpopulationreview.com/us-counties/ca/santa-cruz-county-population>

Attachment A

through FTA funds to other agencies; therefore, sub-recipient contracting opportunities do not exist and are not included in the goal calculation.

The methodology to calculate the DBE participation goal is a two-step process described in 49 CFR Part 26. The two steps for setting an overall DBE goal are:

1. Establish a base figure for the relative availability of DBEs
2. Determine the base figure adjustment, if necessary

Step 1 of the methodology establishes a base figure for the anticipated contracts to be awarded in the period. The base figure is derived from the relative availability of DBEs that are ready, willing and able to participate on these anticipated contracts. The initial step is to determine the market area for contractors and consultants who have demonstrated an interest in, or are anticipated to participate in Santa Cruz METRO contracts. Santa Cruz METRO's market area, for the purpose of developing the base DBE goal, is composed of the following 14 counties:

- Alameda County
- Contra Costa County
- Marin County
- Monterey County
- Napa County
- San Benito County
- San Francisco County
- San Luis Obispo County
- San Mateo County
- Santa Barbara County
- Santa Clara County
- Santa Cruz County
- Solano County
- Sonoma County

After determining the relevant market area, staff would then extract a count of all vendors in the market area from the County Business Patterns (CBP) database and the Caltrans DBE vendor directory by using the NAICS code attached to each piece of potential contract work identified in the Contracting Opportunities.

Step 2 relies on Santa Cruz METRO's knowledge of its contracting markets and previous history of DBE participation to determine if an adjustment to the base figure is needed. With no federally-funded contracting opportunities anticipated in the triennial period FFY24–FFY26, adjustments were deemed unnecessary.

As Santa Cruz METRO anticipates using all of its available federal funds to purchase rolling stock, and these purchases are not subject to the DBE goal-setting process, the calculation using this two-step methodology results in a DBE goal of 0% for FFY24–FFY26. While DBE opportunities for federally-funded projects during this triennial period are not anticipated, Santa Cruz METRO will continue to seek small and disadvantaged business participation on contracts, regardless of funding source. Santa Cruz METRO will also periodically evaluate its triennial DBE goal to determine whether mid-course adjustments will be necessary.

Attachment A

III. RACE-NEUTRAL IMPLEMENTATION MEASURES

The overall DBE goal is typically split into race-neutral and race-conscious components. Race-neutral participation occurs when a DBE obtains a contract or subcontract through customary procurement procedures where there was no contract goal or its DBE status was not considered in making the award. Race-conscious DBE participation is the portion of the overall goal that focuses on assisting only DBEs, where a contract's DBE goal is explicitly stated to encourage DBE participation.

The U.S. DOT Regulations require that the maximum feasible portion of the DBE overall goal be met by using race-neutral methods. Race-neutral methods include efforts made to assure that bidding and contracting requirements facilitate participation by DBEs and other small businesses, such as unbundling large contracts to make them more accessible, encouraging prime contractors to subcontract portions of the work, and providing technical assistance, outreach and communications programs. Santa Cruz METRO will continue to operation a race-neutral DBE program, and will also continue to supplement its DBE Program with a SBE Program.

The race-neutral elements of Santa Cruz METRO's DBE Program are applicable to all third-party contracts, regardless of funding source, in a manner that is consistent with Proposition 209. By this means, the administration of Santa Cruz METRO's contracts to include the participation of DBEs on a nondiscriminatory basis is preserved.

Race-neutral efforts to include DBE participation include:

- Santa Cruz METRO will focus on refining and implementing race-neutral methods for facilitating DBE participation by advising prospective contractors of the areas for possible subcontracting opportunities, and providing contract information on available DBE firms who perform such work. Santa Cruz METRO will continue to solicit DBE participation on an ongoing basis, use DBE firms that have successfully completed prior projects, encourage eligible firms to become certified as DBEs, and provide requested technical assistance and related services when feasible.
- Santa Cruz METRO's website and solicitation documents advise its contracting community of the online directory of certified DBEs, found at the California Unified Certification Program website: <https://dot.ca.gov/programs/civil-rights/dbe-certification-information>.
- Using the Caltrans DBE database, procurement staff proactively sends formal solicitations to registered DBEs that may be interested. Pre-bid and pre-proposal conferences are held, which include a networking component to promote teaming opportunities between prospective prime contractors and the DBE and Small Business contracting community.
- Santa Cruz METRO will provide assistance in overcoming limitations such as inability to obtain bonding or financing (by means of simplifying the bonding process, eliminating the impact of surety costs from bids, and providing assistance with obtaining bonding and insurance when possible). Staff will refer the DBE and Small Business contracting community to the SBA Bonding Assistance Program.
- Santa Cruz METRO attends regular Business Fairs, providing information on its DBE Program and soliciting Small Businesses to participate in its contracts.

Attachment A

- Santa Cruz METRO will monitor carefully its progress during the course of each year and consider whether contract-based DBE goals would increase participation. All contracts that have DBE commitments will be monitored for compliance.

IV. FOSTERING SMALL BUSINESS PARTICIPATION

Santa Cruz METRO has implemented several strategies to foster small business participation in its contracting process. In addition to what is noted above, Santa Cruz METRO:

- Evaluates large projects for consideration of unbundling contracting opportunities into smaller portions so that small businesses, including DBEs, would have a greater opportunity to compete.
- Strongly encourages bidders on prime contracts to consider their subcontracting opportunities be a size that small businesses, including DBEs, can reasonably perform, and reach out to those communities proactively.
- Partners with other local agencies and organizations to identify and advertise small business contracting opportunities, such as the Central Coast Small Business Development Center, the Business Outreach Committee, and the Regional Business Diversity Program (administered by the Valley Transportation Authority).

V. OUTREACH/PUBLIC COMMENT PERIOD

Federal Regulations require that Santa Cruz METRO publish a notice in general circulation and DBE-oriented media announcing the proposed goal for FFY24 through FFY26 contracts assisted by U.S. DOT. An advertisement in both English and Spanish was published in July and August 2023 in the Santa Cruz Sentinel and the Register-Pajaronian, and posted at all four major transit centers.

A Public Comment period was opened on July 11, 2023, wherein staff solicited comments from the public. Santa Cruz METRO used its own website and subscriber notification system, Mailchimp, to publish information about the Proposed Goal and solicit input from interested parties. During this period, staff also contacted as many diverse and disadvantaged business organizations as possible and invited them to attend a Public Participation Meeting in order to meet with them, review the proposed goal and methodology, consider their input, and incorporate all comments into the final document submitted to the FTA. A Public Hearing is scheduled for September 22, 2023 to finalize the Overall Goal.

PUBLIC NOTICE

**DISADVANTAGED BUSINESS ENTERPRISE
GOAL FOR FEDERAL FISCAL YEARS 2024-
2026 (FFY24-FFY26)**

**PUBLIC INSPECTION AND COMMENT PERIOD
EXTENDED; PUBLIC HEARING SCHEDULED
FOR SEPTEMBER 22, 2023**

Notice is hereby given that the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) is proposing a Disadvantaged Business Enterprise (DBE) goal of 0% for U.S. Department of Transportation (DOT) assisted contracts for FFY24-FFY26. This goal has been set based upon information currently available. As part of this program, Santa Cruz METRO must establish a goal for DBE participation in procurements to be federally funded. A DBE firm is defined as a for-profit "small business concern" that is at least 51 percent owned and controlled by one or more socially and economically disadvantaged individuals. California DBE firms are certified as such through the California Unified Certification Program (CUCP).

It is the policy of Santa Cruz METRO to ensure nondiscrimination on the basis of race, color, sex, national origin, disability and/or sexual orientation in the award and administration of DOT-assisted contracts. It is the intention of Santa Cruz METRO to create a level playing field on which DBEs can compete fairly for DOT-assisted contracts.

The rationale for this goal and supporting information regarding Santa Cruz METRO's DBE Program will be available for public inspection from 7/11/23 through 9/22/23 on Santa Cruz METRO's website www.scmtmd.com.

Santa Cruz METRO and the Federal Transit Administration will accept written comments on Santa Cruz METRO's proposed DBE goal and its rationale through 5:00 PM on September 21, 2023. Comments should be submitted to Chuck Farmer, DBE Liaison Officer, 110 Vernon Street, Santa Cruz, CA 95060, or by email: DBE@scmtmd.com or to the Federal Transit Administration, Region 9 Office, San Francisco Federal Bldg., 90 7th Street, Suite 15-300, San Francisco, CA 94103.

Santa Cruz METRO will hold a Public Hearing on its FFY24-FFY26 DBE goal at 9:00 AM or as soon thereafter as the matter can be heard on September 22, 2023. Check Santa Cruz METRO's website www.scmtmd.com for the Zoom link or attend in person at the meeting location shown on the agenda.

09/07/2023

Legal Notice	Legal Notice
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AVISO AL PUBLICO

**EMPRESA DE NEGOCIOS EN DESVENTAJA
META PARA AÑOS FISCALES FEDERALES
2024-2026 (FFY24-FFY26)**

**SE EXTIENDE EL PERÍODO DE INSPECCIÓN
PÚBLICA Y COMENTARIOS; AUDIENCIA
PÚBLICA PROGRAMADA PARA EL 22 DE
SEPTIEMBRE 2023**

Se hace saber que el Distrito de Tránsito Metropolitano de Santa Cruz, (Santa Cruz METRO) propone una meta conjunta para la Empresa de Negocios en Desventaja (DBE) de 0% para los contratos de asistencia del Departamento de Transporte de EE.UU. (DOT) para FFY24-FFY26. Este objetivo se ha creado basándose en la información actualmente disponible. Como parte de este programa, Santa Cruz METRO debe establecer una meta para participación de DBE en todos los contratos nuevos que son elegibles de ser financiados con fondos federales. Una empresa DBE se define como una "empresa pequeña" con fines de lucro que es al menos el 51 por ciento de propiedad y controlada por uno o más individuos con desventaja social y económica. Empresas DBE de California están calificadas como tales a través del Programa de Certificación Unido de California (CUCP). Es la póliza del Santa Cruz METRO de prohibir la discriminación por motivos de raza, color, sexo, origen nacional, discapacidad, y/u orientación sexual en la concesión y administración de contratos asistidos del DOT. Es la intención del Santa Cruz METRO de crear una igualdad de condiciones en la que DBEs pueden competir en condiciones justas para contratos asistidos de DOT.

La base lógica de este objetivo y la información relativa apoyando el programa DBE del Santa Cruz METRO estará disponible para inspección pública desde el 11 de julio, 2023 hasta el 22 de septiembre, 2023 en el sitio web de Santa Cruz METRO www.scmtmd.com.

Santa Cruz METRO y la Administración Federal de Tránsito aceptarán comentarios por escrito sobre el objetivo propuesto de DBE del Santa Cruz METRO y su razón de ser hasta las 5:00pm el 21 de septiembre, 2023. Los comentarios deben ser sometidos a Chuck Farmer, oficial de enlace de DBE, 110 Vernon Street, Santa Cruz, CA 95060, o por correo electrónico: DBE@scmtmd.com o a la Administración Federal de Tránsito, Region 9 Office, San Francisco Federal Bldg., 90 7th Street, Suite 15-300, San Francisco, CA 94103.

Santa Cruz METRO tendrá una Audiencia Pública sobre su meta del FFY24-FFY26 de DBE a las 9:00am o tan pronto como el tema se pueda escuchar el 22 de septiembre, 2023. En el sitio web de Santa Cruz METRO www.scmtmd.com puede encontrar la información de Zoom o asista a la junta en persona en el lugar que indique en la agenda.

09/07/2023

<p>Legal Notice</p> <p>actualmente disponible. Como parte de este programa, Santa Cruz METRO debe establecer una meta para participación de DBE en todos los contratos nuevos que son elegibles de ser financiados con fondos federales. Una empresa DBE se define como una "empresa pequeña" con fines de lucro que es al menos el 51 por ciento de propiedad y controlada por uno o más individuos con desventaja social y económica. Empresas DBE de California están calificadas como tales a través del Programa de Certificación Unido de California (CUCP). Es la política de Santa Cruz METRO de proporcionar igualdad de oportunidades de empleo para personas con discapacidad y/o orientación sexual en la concesión y administración de contratos asistidos del DOT. Es la intención de Santa Cruz METRO de crear una igualdad de condiciones en la que DBEs pueden competir en condiciones justas para contratos asistidos de DOT.</p> <p>La base lógica de este objetivo y la información relativa apoyando el programa DBE del Santa Cruz METRO estará disponible para inspección pública desde el 11 de julio, 2023 hasta el 25 de agosto, 2023 en el sitio web de Santa Cruz METRO www.scmtd.com.</p> <p>Santa Cruz METRO y la Administración Federal de Tránsito (DOT) han acordado un plan de acción para el cumplimiento de la meta del DOT del Santa Cruz METRO y su razón de ser hasta el 25 de agosto, 2023. Los comentarios deben ser sometidos a Chuck Farmer, oficial de enlace de DBE, 110 Vernon Street, Santa Cruz, CA 95060, o por correo electrónico: DBE@scmtd.com o a la Administración Federal de Tránsito, Región 9, Office, San Francisco Federal Bldg, 90 7th Street, Suite 15-300, San Francisco, CA 94103.</p> <p>Santa Cruz METRO tendrá una Audiencia Pública sobre su meta del FFY24-FFY26 de DBE a las 9:00am o tan pronto como el tema se pueda escuchar el 25 de agosto, 2023. El sitio web de Santa Cruz METRO www.scmtd.com puede encontrar la información de Zoom o dirigirse a la junta en persona en el lugar que aparece en la agenda.</p> <p>PUBLISHED 07/11/2023</p>	<p>Legal Notice</p> <p>El objetivo de este programa es garantizar la participación de DBE en los contratos de transporte de pasajeros del DOT. La meta para el año fiscal 2024-2026 es del 10%.</p> <p>El objetivo de este programa es garantizar la participación de DBE en los contratos de transporte de pasajeros del DOT. La meta para el año fiscal 2024-2026 es del 10%.</p> <p>El objetivo de este programa es garantizar la participación de DBE en los contratos de transporte de pasajeros del DOT. La meta para el año fiscal 2024-2026 es del 10%.</p>	<p>Legal Notice</p> <p>El objetivo de este programa es garantizar la participación de DBE en los contratos de transporte de pasajeros del DOT. La meta para el año fiscal 2024-2026 es del 10%.</p> <p>El objetivo de este programa es garantizar la participación de DBE en los contratos de transporte de pasajeros del DOT. La meta para el año fiscal 2024-2026 es del 10%.</p> <p>El objetivo de este programa es garantizar la participación de DBE en los contratos de transporte de pasajeros del DOT. La meta para el año fiscal 2024-2026 es del 10%.</p>
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Environmental Services

Request for Proposals (RFP) for Environmental Services for the preparation of the Environmental Impact Report (EIR) for the 2050 Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) and the Regional Transportation Plans (RTPs) for Monterey, San Benito, and Santa Cruz Counties in an amount not to exceed \$250,000.

The RFP is available on the AMBAG website at www.ambag.org. Questions on the RFP are due no later than August 24, 2023 at 4:00 p.m. Please email all questions to heather.adams@ambag.org or fax at (831) 833-3735.

PUBLISHED 07/11/2023

PUBLIC NOTICE

DISADVANTAGED BUSINESS ENTERPRISE GOAL FOR FEDERAL FISCAL YEARS 2024-2026 (FFY24-FFY26)

Notice is hereby given that the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) is proposing a Disadvantaged Business Enterprise (DBE) goal of 0% for U.S. Department of Transportation assisted contracts for FFY24-FFY26. This goal has been set based upon information currently available. As part of this program, Santa Cruz METRO must establish a

AVISO AL PUBLICO

EMPRESA DE NEGOCIOS EN DESVENTAJA META PARA AÑOS FISCALES FEDERALES 2024-2026 (FFY24-FFY26)

Se hace saber que el Distrito de Tránsito Metropolitano de Santa Cruz (Santa Cruz METRO) propone una meta conjunta para la Empresa de Negocios en Desventaja (DBE) de 0% para los contratos de asistencia del Departamento de Transporte de EEUU (U.S. DOT) para FFY24-FFY26. Este objetivo se ha creado basándose en la información

CLASSIFIEDS & LEGAL NOTICES

Contact: 831.761.7387, AAnderson@Pajaronian.com, 21 Brennan St. #18, Watsonville. **Deadlines:** Public Notice/Display Tuesday: 5pm, Line Class: Wednesday, 5pm

JULY 7-13, 2023 | PAJARONIAN.COM

DISADVANTAGED BUSINESS ENTERPRISE GOAL FOR FEDERAL FISCAL YEARS 2024-2026 (FFY24-FFY26)

Notice is hereby given that the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) is proposing a Disadvantaged Business Enterprise (DBE) goal of 0% for U.S. Department of Transportation assisted contracts for FFY24-FFY26. This goal has been set based upon information currently available. As part of this program, Santa Cruz METRO must establish a goal for DBE participation in procurements to be federally funded. A DBE firm is defined as a for-profit "small business concern" that is at least 51 percent owned and controlled by one or more socially and economically disadvantaged individuals. California DBE firms are certified as such through the California Unified Certification Program (CUCP).

It is the policy of Santa Cruz METRO to ensure nondiscrimination on the basis of race, color, sex, national origin, disability and/or sexual orientation in the award and administration of DOT-assisted contracts. It is the intention of Santa Cruz METRO to create a level playing field on which DBEs can compete fairly for DOT-assisted contracts.

The rationale for this goal and supporting information regarding Santa Cruz METRO's DBE Program will be available for public inspection from 7/11/23 through 8/25/23 on Santa Cruz METRO's website www.scmtd.com.

Santa Cruz METRO and the Federal Transit Administration will accept written comments on Santa Cruz METRO's proposed DBE goal and its rationale through August 25, 2023. Comments should be submitted to Chuck Farmer, DBE Liaison Officer, 110 Vernon Street, Santa Cruz, CA 95060, or by email: DBE@scmtd.com or to the Federal Transit Administration, Region 9 Office, San Francisco Federal Bldg., 907th Street, Suite 15-300, San Francisco, CA 94103.

Santa Cruz METRO will hold a Public Hearing on its FFY24-FFY26 DBE goal at 9:00 AM or as soon thereafter as the matter can be heard on August 25, 2023. Check Santa Cruz METRO's website www.scmtd.com for the Zoom link or attend in person at the meeting location shown on the agenda.

AVISO AL PÚBLICO EMPRESA DE NEGOCIOS EN DESVENTAJA META PARA AÑOS FISCALES FEDERALES 2024-2026 (FFY24-FFY26)

Se hace saber que el Distrito de Tránsito Metropolitano de Santa Cruz, (Santa Cruz METRO) propone una meta conjunta para la Empresa de Negocios en Desventaja (DBE) de 0% para los contratos de asistencia del Departamento de Transporte de EE.UU. (U.S. DOT) para FFY24-FFY26. Este objetivo se ha creado basándose en la información actualmente disponible. Como parte de este programa, Santa Cruz METRO debe establecer una meta para participación de DBE en todos los contratos nuevos que son elegibles de ser financiados con fondos federales. Una empresa DBE se define como una "empresa pequeña" con fines de lucro que es al menos el 51 por ciento de propiedad y controlada por uno o más individuales con desventaja social y económica. Empresas DBE de California están calificadas como tales a través del Programa de Certificación Unido de California (CUCP).

Es la política de Santa Cruz METRO de prohibir la discriminación por motivos de raza, color, sexo, origen nacional, discapacidad, y/u orientación sexual en la concesión y administración de contratos asistidos del DOT. Es la intención de Santa Cruz METRO de crear una igualdad de condiciones en la que DBEs pueden competir en condiciones justas para contratos asistidos de DOT.

La base lógica de este objetivo y la información relativa apoyando el programa DBE del Santa Cruz METRO estará disponible para inspección pública desde el 11 de julio, 2023 hasta el 25 de agosto, 2023 en el sitio web de

Santa Cruz METRO www.scmtd.com.

Santa Cruz METRO y la Administración Federal de Tránsito aceptarán comentarios por escrito sobre el objetivo propuesto de DBE del Santa Cruz METRO y su razón de ser hasta el 25 de agosto, 2023. Los comentarios deben ser sometidos a Chuck Farmer, oficial de enlace de DBE, 110 Vernon Street, Santa Cruz, CA 95060, o por correo electrónico: DBE@scmtd.com o a la Administración Federal de Tránsito, Región 9 Office, San Francisco Federal Bldg., 907th Street, Suite 15-300, San Francisco, CA 94103.

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July 7, 2023
15189

Attachment B

CLASSIFIEDS & LEGAL NOTICES

SEPTEMBER 8-14, 2023 | PAJARONIAN.COM

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The rationale for this goal and supporting information regarding Santa Cruz METRO's DBE Program will be available for public inspection from 7/11/23 through 9/22/23 on Santa Cruz METRO's website www.scmtd.com.

Santa Cruz METRO and the Federal Transit Administration will accept written comments on Santa Cruz METRO's proposed DBE goal and its rationale through 5:00 PM on September 21, 2023. Comments should be submitted to Chuck Farmer, DBE Liaison Officer, 110 Vernon Street, Santa Cruz, CA 95060, or by email: DBE@scmtd.com or to the Federal Transit Administration, Region 9 Office, San Francisco Federal Bldg., 90 7th Street, Suite 15-300, San Francisco, CA 94103.

Santa Cruz METRO will hold a Public Hearing on its FFY24-FFY26 DBE goal at 9:00 AM or as soon thereafter as the matter can be heard on September 22, 2023. Check Santa Cruz METRO's website www.scmtd.com for the Zoom link or attend in person at the meeting location shown on the agenda.

AVISO AL PÚBLICO

**EMPRESA DE NEGOCIOS EN DESVENTAJA
META PARA AÑOS FISCALES FEDERALES 2024-
2026 (FFY24-FFY26)**

**SE EXTIENDE EL PERÍODO DE INSPECCIÓN
PÚBLICA Y COMENTARIOS; AUDIENCIA PÚBLICA
PROGRAMADA PARA EL 22 DE SEPTIEMBRE
2023**

Se hace saber que el Distrito de Tránsito Metropolitano de Santa Cruz, (Santa Cruz METRO) propone una meta conjunta para la Empresa de Negocios en Desventaja (DBE) de 0% para los contratos de asistencia del Departamento de Transporte de EE.UU. (DOT) para FFY24-FFY26. Este objetivo se ha creado basándose en la información actualmente disponible. Como parte de este programa, Santa Cruz METRO debe establecer una meta para participación de DBE en todos los contratos nuevos que son elegibles de ser financiados con fondos federales. Una empresa DBE se define como una "empresa pequeña" con fines de lucro que es al menos el 51 por ciento de propiedad y controlada por uno o más individuos con desventaja social y económica. Empresas DBE de California están calificadas como tales a través del Programa de Certificación Unido de California (CUCP).

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**Santa Cruz Metro
Public Notice
DISADVANTAGED BUSINESS ENTERPRISE
GOAL FOR FEDERAL FISCAL YEARS 2024-2026
(FFY24-FFY26)**

**PUBLIC INSPECTION AND COMMENT PERIOD
EXTENDED; PUBLIC HEARING SCHEDULED FOR
SEPTEMBER 22, 2023**

Notice is hereby given that the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) is proposing a Disadvantaged Business Enterprise (DBE) goal of 0% for U.S. Department of Transportation (DOT) assisted contracts for FFY24-FFY26. This goal has been set based upon information currently available. As part of this



Public Participation Meetings

3-Year Disadvantaged Business Enterprise (DBE) Goal for Federal Fiscal Years 2024-2026

Thursday, August 17, 2023
2:00 p.m. – 2:30 p.m.

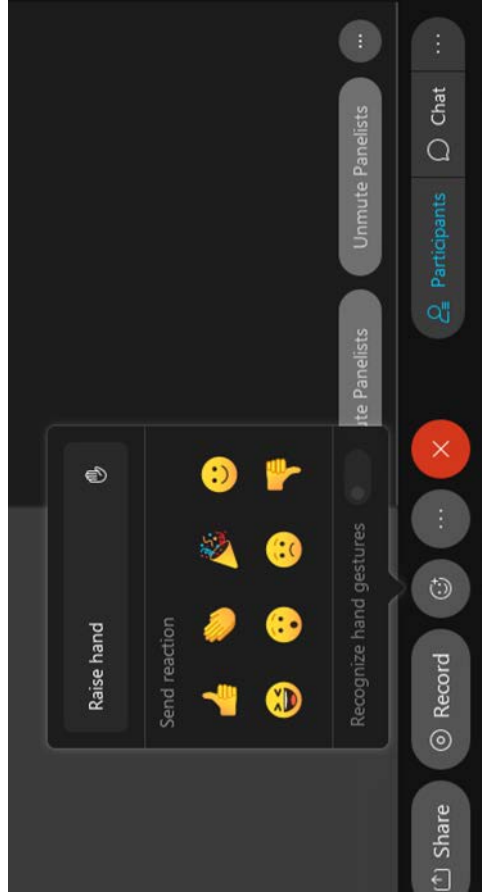
Tuesday, August 22, 2023
10:00 a.m. – 10:30 p.m.

Joan Jeffries, Purchasing Manager
Ian Berry, Purchasing Assistant

Tanya Gilliam, Purchasing Agent
Roy Derham, Buyer

Welcome to Santa Cruz METRO's Public Participation Meeting!

All participants are on Mute. Please raise hand (reaction feature) to request to unmute.



This meeting is being recorded.

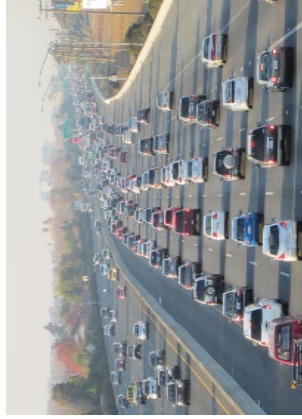
AGENDA

- Overview and Background of DBE Program
- DBE Goal-Setting Process
- METRO's Proposed 3-Year DBE Goal
- METRO's Upcoming Contracting Opportunities
- Business Outreach Committee (BOC)
- Open Forum (Questions and Comments)

U.S. DOT DBE PROGRAM – 49 CODE OF FEDERAL REGULATIONS (C.F.R.) PART 26



OPERATING ADMINISTRATIONS



**Federal Highway
Administration**



**Federal Transit
Administration**



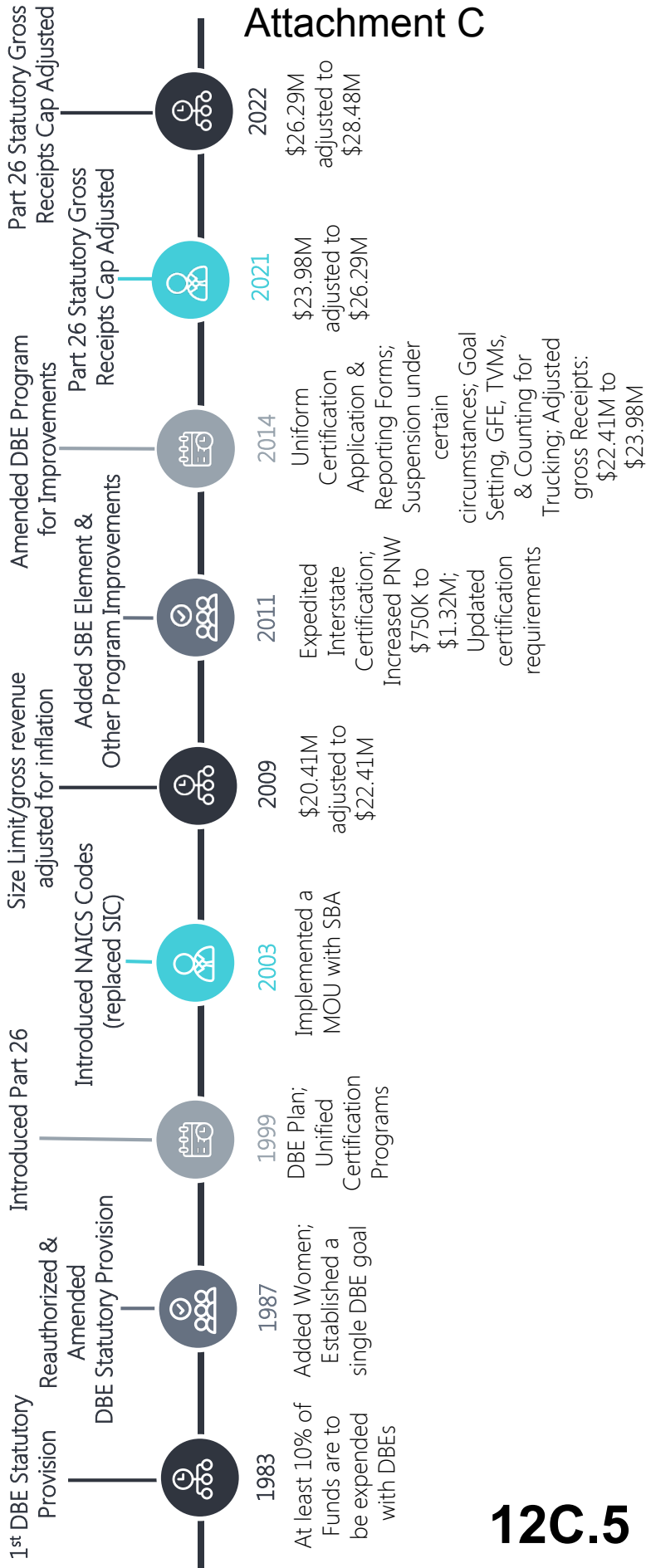
**Federal Aviation
Administration**

DBE Program Background



CIVIL RIGHTS ACT OF 1964

Create a level playing field and foster Equal Opportunity in DOT-assisted contracts



Attachment C

12C.5

Recipient Role

DBE Regulations: 49 C.F.R. Part 26

State and Local Transportation Agencies (Recipients/Grantees) receive funds from operating administrations directly or as a subrecipient.



Goal Setting Process

49 C.F.R. Part 26 §26.45

- Identify the projects to be expended with FTA funds (Transit Vehicle Manufacturers (TVMs) not included)
- Determine Relevant Geographic Market Area
- Gather the data to develop the Step One Base Figure

Base Figure represents the relative availability of DBEs in relevant Geographic Market Area (GMA) (§26.45(c))

$$\frac{\text{\# of ready, willing, and able DBEs}}{\text{\# of all firms ready, willing, and able (including DBEs and non-DBEs)}} = \text{Step One Base Figure \%}$$



Goal Setting Process Continued

- Identify your data sources / Weighting by Work Category
Sources for data: *UCP and Census Bureau; Bidders List; Disparity Study; Goal of another DOT Recipients; Alternative Methods

* Most commonly used

- Review external evidence/adjustments – Step Two
Examine all available evidence and determine what adjustments, if any, are necessary. **Adjustments are not mandatory.**

- **Types of Evidence**

- Capacity of DBEs to perform work
- Evidence from disparity studies
- Barriers to DBEs to form, grow and compete (financing, bonding, & insurance)
- Past DBE participation
- Input from interested parties
- Other data at the recipient’s discretion

Goal Setting Process Continued

- Project Race-Neutral/Race-Conscious Split
- Notify the public – advertise proposed goal on website and/or publications
- Consult with outside stakeholders – Public Participation meetings
- Submit the DBE Goal Methodology document to the Federal Transit Administration
- Link to METRO's Overall DBE Goal and Goal-Setting Methodology document (also available on METRO's website): <https://scmtd.com/images/department/newbid/DBE-Methodology-FINAL.pdf>

METRO's Proposed 3-Year DBE Goal

- Santa Cruz METRO anticipates receiving approximately \$1,773,000 in federal funding from October 1, 2023 through September 30, 2026. METRO does not have FTA sub-recipients, nor does it pass-through FTA funds to other agencies; therefore, sub-recipient contracting opportunities do not exist and are not included in the goal calculation.
- Santa Cruz METRO anticipates using all of its available federal funds to purchase rolling stock (buses). Transit vehicle purchases are not subject to the DBE goal-setting process, as transit vehicle manufacturers (TVMs) are required to have their own DBE programs approved by the FTA.
- With no additional federally-funded contracting opportunities available for this 3-year period, METRO's proposed DBE goal for FFY24-FFY26 is 0%.
- While DBE opportunities for federally-funded projects during this triennial period are not anticipated, Santa Cruz METRO will continue to seek small and disadvantaged business participation on contracts, regardless of funding source. Santa Cruz METRO will also periodically evaluate its triennial DBE goal to determine whether mid-course adjustments will be necessary.

Contracting Opportunities

Project	Estimated Budget	Schedule
Bay 11 HVAC Installation	\$120,347	Aug. 2023
Scotts Valley Transit Center Roof Replacement	\$100,000	Sept. 2023
Security Upgrade (Cameras/Servers)	\$200,000	Oct. 2023
Maintenance Yard Security Hardening / Expanded Parking	\$183,483	2024
New Bus Shelters (12)	\$300,000	2024
Maintenance Facility Upgrades	\$1,500,000	2025
Rapid Bus Enhancements – Soquel Dr. & Main St. Corridor	\$2,159,091	2025
New Hydrogen Fueling Station + Project Management	\$5,975,000	2025
New ParaCruz Facility	\$1,019,962	2025
Watsonville Transit Station Redevelopment	tbd	2025
Miscellaneous Small Projects	\$388,353	various

Link to “Doing Business with Santa Cruz METRO” webpage:

<https://scmtd.com/en/agency-info/business/contracting-opportunities>



Business Outreach Committee (BOC)

The BOC is a consortium of Bay Area transit and transportation agencies whose goal is to assist small and disadvantaged companies in doing business with Bay Area Transportation Agencies.



12C.12

Additional contracting opportunities can be found in the BOC's quarterly newsletters.

To find out more, visit the BOC webpage:

<https://www.goldengate.org/district/doing-business/business-outreach-committee/>

Open Forum

We welcome your feedback, comments and questions.

Please remember to use the hand raise feature to request to be unmuted.

Comments can also be submitted to DBE@scmtd.com until August 25, 2023.



Thank you for your participation!

Joan Jeffries, Purchasing Manager
(831) 420-2570
jjeffries@scmtd.com



DATE: September 22, 2023
TO: Board of Directors
FROM: John Urgo, Planning & Development Director

SUBJECT: PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS ON THE PROPOSED REIMAGINE METRO PHASE 1 SERVICE PROPOSALS FOR IMPLEMENTATION IN DECEMBER 2023 WILL COMMENCE AT 9:00 AM OR AS SOON THEREAFTER AS THE MATTER CAN BE HEARD

I. RECOMMENDED ACTION

That the Board of Directors:

- A) Conduct a public hearing to receive comments on the Santa Cruz Metropolitan Transit District's (METRO) Reimagine METRO Phase 1 service proposals for implementation in December 2023, and**
- B) Consider adopting the proposed service changes, and**
- C) Receive an update on Reimagine METRO Phase 2.**

II. SUMMARY

- On December 16, 2022, the Board awarded a contract to Jarrett Walker & Associates, LLC to analyze METRO's existing fixed-route network, complete a Bus Network Reimagining Plan for both near term and long-term service improvements, and conduct a robust public outreach process.
- The Board received an update on METRO's existing fixed-route network conditions and opportunities at its March 24, 2023 Board meeting.
- On June 23rd, the Board received the Reimagine METRO Alternatives Report, which contained two alternative service proposals for implementation in December 2023, and initiated a public comment period open through August 15th, 2023.
- One general public outreach meeting was held via Zoom on July 18th with over 90 participants. In addition, stakeholder outreach was conducted with 20 organizations, 30 riders attended rider focus group meetings, four in-person outreach events were held (three in Watsonville and one in Live Oak), 804 survey responses were collected, and there were over 1,500 unique visitors to the project website between July 1 and August 15th.
- In response to Board, public and stakeholder input, the project team has prepared a service alternative for implementation in December 2023 that combines elements of the two alternatives previously presented.
- Today's Public Hearing offers another opportunity for members of the public to comment on the December 2023 service proposal.

- Staff recommends that the Board receive the summary of public comment received during the public outreach period and approve the staff recommended alternative service proposal for implementation in December 2023.

III. DISCUSSION/BACKGROUND

In December 2022, Santa Cruz METRO initiated a 15-month planning and public outreach effort to re-envision where buses go and how often they run. Key goals of the Reimagine METRO effort include:

- Increasing the amount of service provided, assuming a return to pre-COVID bus operator levels by the end of 2023.
- Making transit more reliable, and relevant to the community's needs.
- Adapting to post-COVID travel patterns.
- Creating a network that is useful and attractive for many people's trips.

Based on an initial assessment of METRO's existing fixed-route bus network presented to the Board in March 2023, the project team identified important reasons to redesign parts of METRO's existing fixed-route network. Four issues rose to the forefront:

- 1) Existing service is infrequent: Most of METRO's bus routes run every 30 to 60 minutes in the daytime. Some buses come just a few times a day, and evening and weekend services are significantly less than in the daytime. As a result, METRO riders experience long waits for the next bus, service that is difficult to understand and use, and overcrowding in high-demand areas.
- 2) Service has been reduced several times in recent years: METRO used to provide more service than it does now. By 2015, service had reduced 12% compared to 2002 levels, with an additional 8% service cut in 2016. From 2019 to 2021, service was reduced by a 29%, first as a response to COVID-era operating conditions, and later to persistent staffing shortages. Today, METRO operates 13% less than in 2019, and 30% less than it did twenty years ago.
- 3) Service is often slow and unreliable: A study of METRO's core Watsonville-to-Santa Cruz service (Routes 69A, 69W and 71) found that traffic congestion adds up to 20 minutes of delay per trip, while dwell time (i.e., time spent at bus stops) contributes 20 to 45 minutes per trip. Traffic congestion also contributes to high variability of travel times throughout the network.
- 4) The public and riders are asking for change: In a poll conducted in September and October 2022, Santa Cruz METRO found that county residents think METRO should provide more service, focus on higher frequency in core areas, and prioritize the needs of disadvantaged communities. These priorities were echoed during subsequent rounds of outreach, as summarized below.

As a result, many riders report using METRO less often than they would like, and less often than they have in the past.

Recognizing the urgent problems and challenges laid out by the public, METRO is seeking to take action to improve service quality and make the network more useful to more people as quickly as possible. In June, the project team presented two alternative scenarios to the Board for implementation by the end of the year. The alternatives, A and B, differ on a range of details but both include:

- 10% more service, made possible by accelerated driver recruitment
- More frequency, with service every 15 minutes in the highest demand areas, and every 30 minutes or better in as many places as possible
- Simpler and more direct routes, especially in Watsonville
- Timed transfers between routes at the Watsonville Transit Center to reduce waiting times
- Free transfers between routes, regardless of fare or pass type used, except for transfers to the Highway 17 express.

The Alternatives Report, published in June, contains detailed descriptions of the alternative service scenarios. At a high level, both alternatives would provide similar overall coverage to the existing network, although Alternative B would provide service near slightly more people. Both alternatives would make it possible to reach more places in less time, although Alternative A would increase access to destinations for more people.

Summary of Public Outreach

After an initial round of outreach in March and April, a second round of outreach efforts commenced in June to solicit public feedback on the two alternatives. The project team hosted an online public meeting in July that drew over 90 attendees; stakeholder conversations were held with 20 organizations; rider focus groups involved 30 riders who had participated in the initial round of outreach from throughout the service area; three in-person outreach events were held in Watsonville and one in Live Oak; an online survey solicited responses from over 800 individuals; and the project website logged over 1,500 unique visitors.

A detailed summary of public outreach is attached to this report. In general, there was a positive response to increased frequency. There was also a positive response to simplified service, especially in Watsonville. Concerns over the potential loss of service on High Street (Route 10) led some respondents to favor Alternative B, even though they expressed support for the increased frequency in Alternative A. Similarly, a desire for the return of Route 91X led many to support Alternative B, despite support for the simplified route network in Alternative A. In general, there was some uncertainty about what is being proposed, and questions about how major service changes will be communicated to the public.

Title VI

Title VI is a process that identifies the impact of significant/major service changes on low-income and minority communities, to determine whether these impacts either create a disparate impact on minority communities or a disproportionate burden on low-income populations. The Federal Transit Administration (FTA)

requires a detailed equity analysis of service and fare changes for transit agencies with 50 or more fixed route vehicles in peak service in large urbanized areas (over 200,000 in population). METRO does not operate in a large urbanized area; therefore, FTA's requirements for analyzing major service and fare changes under Title VI do not apply to METRO's service and fare changes. Instead, METRO is encouraged to evaluate significant system-wide service and fare changes and proposed improvements at the planning and programming stages to determine whether these changes have a discriminatory impact on minority and low-income individuals.

The Reimagine METRO Alternatives Report analyzes in detail how many people are affected by the changes to coverage and frequency in the alternatives on weekdays in the daytime, weekday evenings, weekend daytimes, and weekend evenings. The analysis considers total population in comparison to low income and minority individuals, and finally jobs. In general, all alternatives would increase access to service every 30-minutes or better by at least 20 percentage points, compared to existing conditions, with greater increases for low income and minority individuals. All alternatives would also increase access to jobs for over 62% of the population, with greater increases for low income and minority individuals. More detail can be found in the METRO Alternatives Report presented to the Board in June.

Phase 1 Service Proposal Recommendation

The project team incorporated the feedback received over the two months of public outreach to develop a third service alternative, which is now simply called Phase 1. Phase 1 incorporates elements of both alternatives A and B and is based on an updated set of assumptions, which, due to accelerated bus operating hiring and training, include a return to a full roster of drivers by December. This makes it possible to incorporate the most popular elements of both alternatives.

Specifically, Phase 1 builds on Alternative A and includes service on High Street and a modified Route 91X with direct service between Watsonville and Santa Cruz every 30 minutes during peak periods. It also includes several weekday and weekend span of service improvements. A detailed description is contained in the presentation attached to this report.

The project team recommends Phase 1 as the preferred service alternative. If the Board approves this recommendation, staff and the project team will develop schedules and prepare for a major service change in December, based on Phase 1.

Phases 2 and 3 Frequent Network Concept

The project team will convene again in October to develop a Reimagine METRO Phase 2 and Phase 3 Frequent Network Concept. Building on the improvements in Phase 1 and feedback heard from the public, Phase 2 would increase frequency to 15 minutes on three cross-county corridors serving South and Mid-County. Service would be extended from the eastside of Santa Cruz through downtown to the UCSC campus, creating a frequent, one-seat ride from Cabrillo College or Capitola Mall to westside destinations and UCSC. A high-frequency route serving

South County would connect Watsonville to Cabrillo College every 15-minutes. Riders traveling through Cabrillo College or Capitola Mall may need to transfer, but transfers would be free and between frequent routes. In addition, Route 91X would operate every 30 minutes all day from Watsonville to Santa Cruz without stopping at Cabrillo College. Phase 3 will focus on further improvements in the longer term, based on other priorities identified in outreach and in prior outreach and network design workshops. The project team will return to the Board for consideration of Phases 2 and 3, after an additional round of outreach and stakeholder discussions are completed this fall.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns with the following Strategic Priorities:

- Service Quality and Delivery
- Strategic Alliances and Community Outreach
- Financial Stability, Stewardship & Accountability

V. FINANCIAL CONSIDERATIONS/IMPACT

In contrast to Alternatives A and B which are both cost-neutral to current service levels, Phase 1 is assumed to require a 8 percent increase over service levels planned for implementation this fall and would require up to 12 additional operators. Given these increased operator levels, implementing Phase 1 could incur up to \$2 million per year in additional operating expense (note: the planning level assumptions used to arrive at this number are conservative and assume 1,362 average revenue hours per operator per year and include a 5 percent contingency; the exact operator requirement will be determined during the scheduling process).

To cover this potential increase in operating expense, staff recommends using newly authorized transit operating funds in the State of California's FY23-24 budget through the Transit and Intercity Rail Capital Program (TIRCP) and Zero-Emission Transit Capital (ZETC) Program. These funds are being made available to transit agencies to cover operating expenses from either operating deficits or through the implementation of ridership recovery plans. METRO is in a unique position to take advantage of the latter due to the timing of implementation of its Reimagine METRO service improvement plan. While these are one-time funds, they can be spread over the next four fiscal years and are more than adequate to cover the operating gap needed to implement Phase 1. In addition, METRO would not be able to take full advantage of the newly available funding without implementation of a ridership recovery plan.

Phases 2 and 3 are still conceptual drafts and the Board is not being asked to take action on them. Phase 2 is roughly a 50% increase in service and could require up to 60 additional operators. Staff has identified a path towards sustainable operational funding for at least three years to implement Phase 2 through a combination of the FY23-24 TIRCP funds and others sources. Extending the plan

into future years would require identifying additional sources of funding. Staff will workshop these concepts with the Board in October and November.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

The Board could direct staff to implement Alternative A or B, i.e. an alternative that is cost-neutral to current operations. However, Alternatives A and B were initially planned in April and May under an assumption that METRO would end the year with 145 bus operator FTEs, 10 below the 155 contained in the FY24 Budget. METRO currently has 147 operator FTEs due to recent progress in bus operator hiring and training. Staff therefore does not recommend implementing Alternative A or B as doing so would implement a level of service that is below what is currently budgeted and possible given current operator levels. Importantly, Phase 1 reflects Board and stakeholder comments.

The Board could also direct staff to consider another combination of service options taken from Alternatives A and B that differs from the staff recommended Phase 1. The Board could also direct staff to consider service changes not presented in either Alternatives A or B. Staff does not recommend either option, as creating an alternative service plan at this stage would delay implementation beyond the December 2023 service change, and potentially jeopardize METRO's ability to take full advantage of the new TIRCP/ZETC funding.

VIII. ATTACHMENTS

Attachment A: Reimagine METRO Board Update Presentation and Recommended Alternative

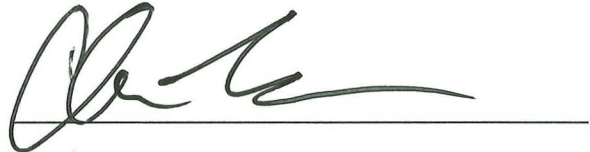
Attachment B: Summary of Public Outreach

IX. APPROVALS

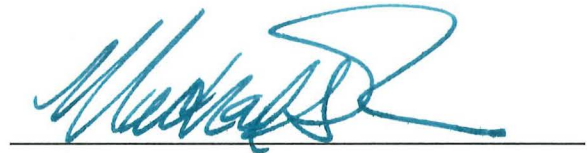
John Urgo, Planning &
Development Director



Approved as to fiscal impact:
Chuck Farmer, CFO



Michael Tree, CEO/General Manager



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Reimagine METRO Phase 1 Proposal Phase 2 and 3 Concepts

September 2023

13A.1

What is Reimagine METRO?

- **Santa Cruz METRO is re-envisioning where buses should go, and how often they should run.**
- **Key goals include:**
 - **Increase the amount of service provided.**
 - **Make transit more reliable, and relevant to the community's needs.**
 - **Adapt to post-COVID travel patterns.**
 - **Create a network that is useful and attractive for many people's trips.**

13A.2

How do we get there?

We are planning changes to the network that would come into service in three phases:

- **Phase 1 - December 2023**, with the operating resources that will be available by the end of this year.
- **Phase 2 – over the course of 2024**, based on additional funding and operators.
- **Phase 3 – long-range improvements**, once Phase 2 is complete and further resources become available.

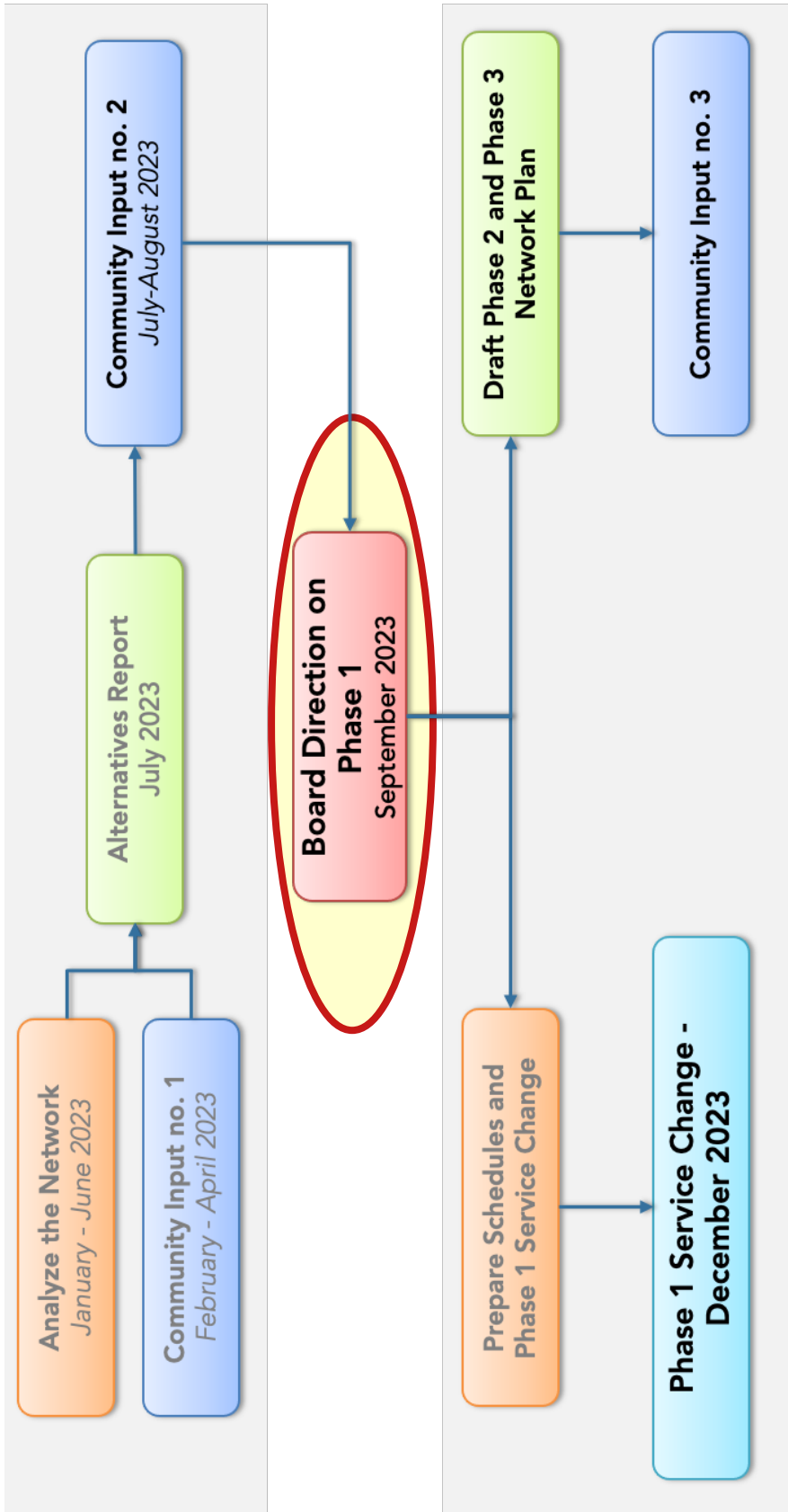
13A.3

Who is working on this?

- **Santa Cruz METRO**
- **Consultant team led by JWA (Jarrett Walker & Associates) and AMMA Transit Planning**
- **Collaboration with local agencies and jurisdictions, including:**
 - **Cities of Santa Cruz, Watsonville, Capitola and Scotts Valley**
 - **Regional Transportation Commission**
 - **UCSC**

13A.4

Where we are now



What we're doing today

- Presenting public feedback received in July and August.
- **Presenting a recommended Phase 1 proposal and asking the Board for approval.**
 - This PowerPoint includes the Phase 1 proposal.
- Presenting Phase 2 network concept for 2024, and additional improvements envisioned in Phase 3.

13A.6

Alternatives Presented in July and August

13A.7

Both alternatives included:

- **More service.** ~ 10% increase overall.
- **Higher frequency** in areas with higher demand.
- **Simpler and more direct routes**, especially in Watsonville.
- **Better transfers.** Shorter waits, no second fare.
- **Some different route numbers and names.**
- **In some areas, change which streets have bus service.**

13A.8

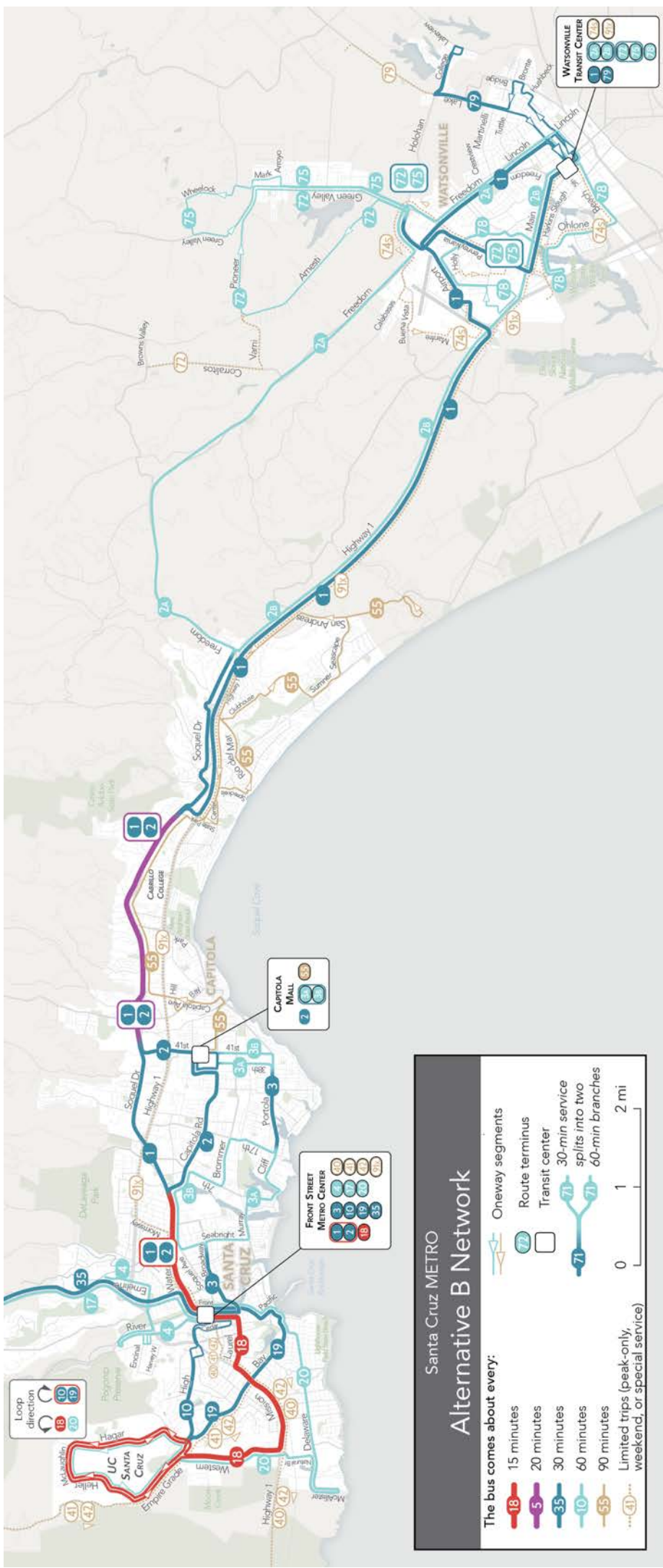
Existing METRO Service



Alternative A - Lean toward Frequency



Alternative B - Lean toward Coverage



Both alternatives reflected:

- **Operating Constraints. 145 drivers by December.**
- **No new infrastructure, except for:**
- **Temporary closure of Pacific Station. Stops moving to Front Street in Santa Cruz.**

13A.12

Outcomes – Big Picture

- Both alternatives would provide similar overall coverage to the existing network. **Alternative B would provide service near slightly more people.**
- Both alternatives would make it possible to reach more places in less time. **Alternative A would increase access to destinations for more people.**

13A.13



Public Input

13A.14

Outreach Efforts

- **Online Public Meeting** – 90+ attendees
- **Stakeholder Conversations** – 20 organizations
- **Rider Focus Groups** – 30 riders from throughout the service area
- **In-Person Outreach** – 3 events in Watsonville, 1 in Live Oak
- **Online Survey** – 789 responses online, plus 15 in-person responses
- **Project Website** – 1,500+ unique visitors from July 1 to Aug 15.

13A.15

High Level Takeaways

- **Positive Responses to Increased Frequency**
- **Positive Responses to Simplified Service, esp. in Watsonville**
- **Concerns over potential loss of service on High Street (Route 10)**
- **Desire for return of Route 91X**
- **Some uncertainty about what's being proposed, and questions about how major service changes will be communicated**

13A.16

Survey Results reflect a diversity of county residents and METRO riders

- 804 responses
- Among those who reported demographic information:
 - 52% regular METRO riders
 - 45% people of color (30% Latino)
 - 40% from households earning less than \$50k/year
 - 40% don't have a car
 - 28% UCSC or Cabrillo College students
 - 15% have a disability that limits mobility

13A.17

Most respondents agree service needs to change

“Do you agree that METRO service (where and how often the bus should come) needs to change?”

- **Yes: 78%**
- **No: 7%**
- **Not Sure: 15%**

n = 790 responses

13A.18

At a very high level...

METRO is proposing to make changes including:

- **More service, a 10% increase overall.**
- **Higher frequency in areas with higher demand.**
- **Simpler service and more direct routes.**
- **Better transfers with shorter waits and no second fare.**

But to make this possible, METRO would need to:

- **Change some route numbers and names.**
- **In some areas, change which streets have bus service.**

13A.19

...most respondents agree the proposed changes for December go in the right direction.

“Generally speaking, do these changes sound like a good idea?”

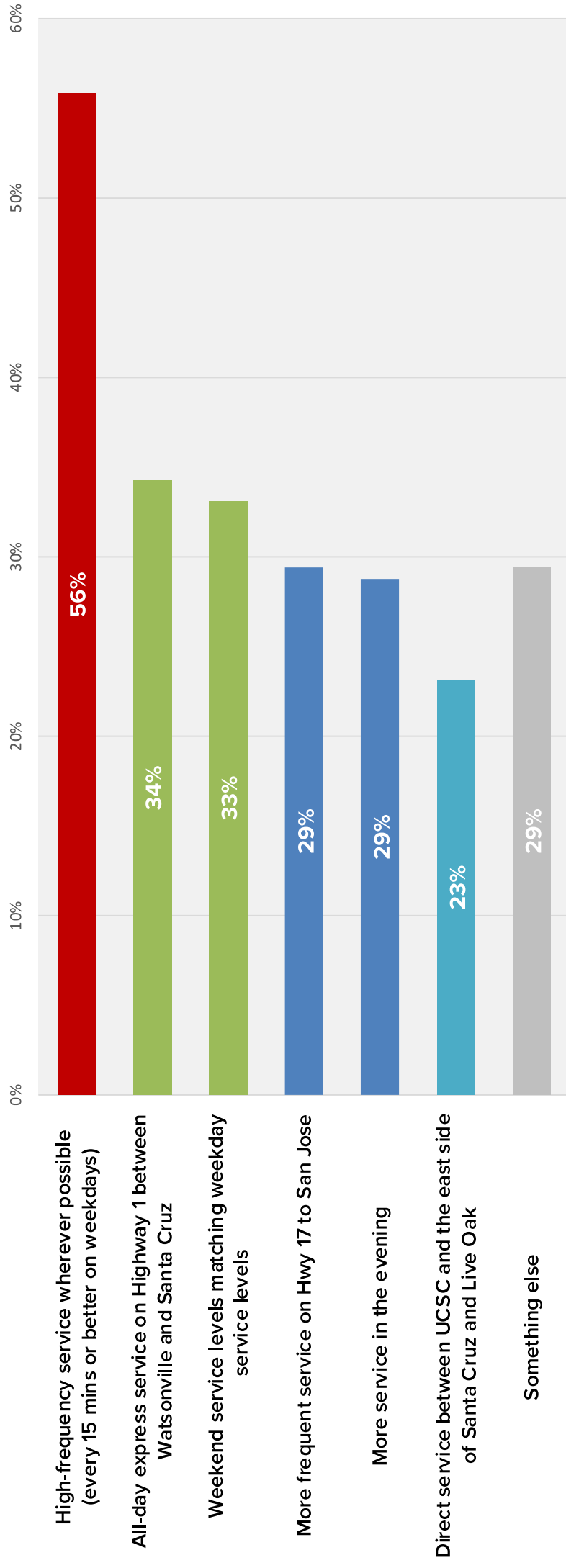
- **Yes: 84%** (definitely: 44%, probably 41%)
- **No: 5%** (definitely: 2%, probably 3%)
- **Not Sure: 11%**

n = 767 responses

13A.20

For future improvements, high frequency is the public's highest priority.

Among the following improvements, which three are most important to you?



13A.21

n = 622 responses

JARRETT WALKER + ASSOCIATES



Feedback by Area

13A.22

Important Reminder

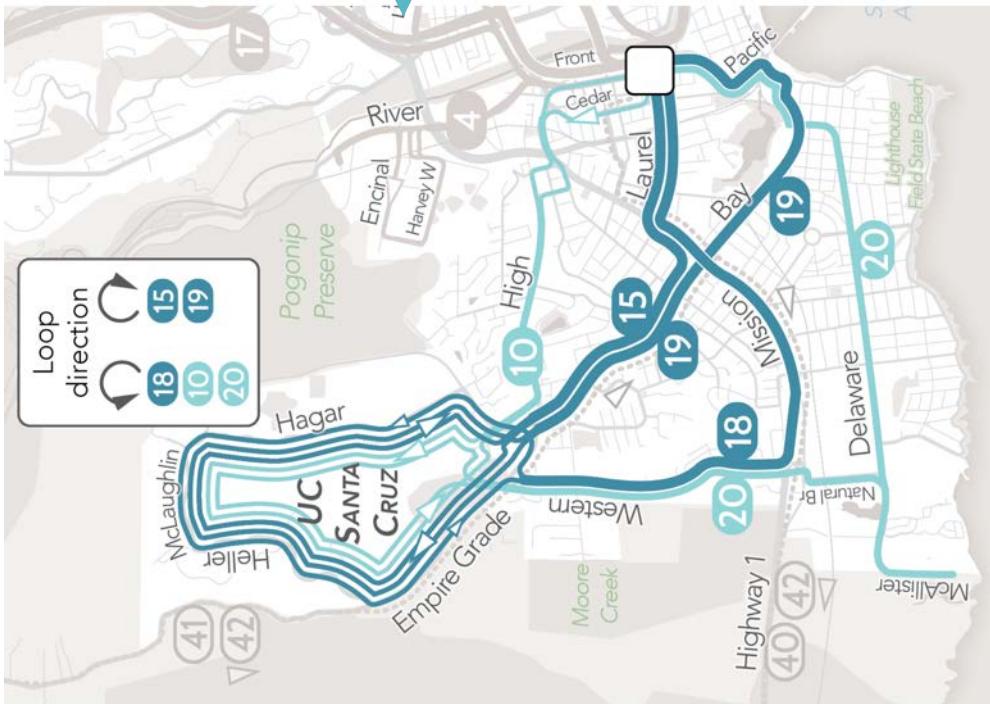
On the maps shown in this presentation, color means how often the bus comes*.

- **Red lines** come **every 15** minutes or better on weekdays.
- **Dark Blue** lines come **every 30** minutes
- **Light Blue** lines come **every 60** minutes
- **Tan or gold** lines come **less often** than every 60 minutes.

**The following slides present feedback for specific areas. Routes shown in grey are part of feedback received for a different area.*

13A.23

UCSC and West Santa Cruz



Existing Network
(spring 2023)

VS.

Alternative A



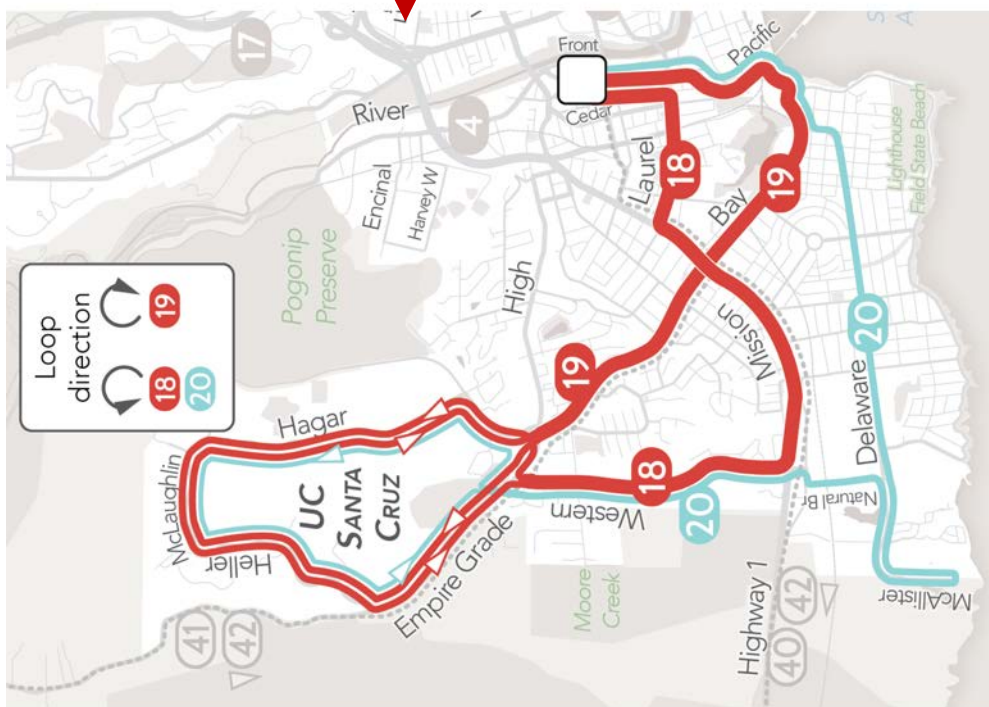
UCSC and West Santa Cruz



Alternative A

VS.

Alternative B



13A.25

Survey responses lean toward Alternative B in this area.

“Comparing the two alternatives, which do you like better?”

- **Alternative A: 35%** (definitely: 21%, somewhat: 14%)
- **Alternative B: 46%** (definitely: 30%, somewhat: 16%)
- **Existing Service: 7%**
- **Not Sure: 12%**

n = 336 responses

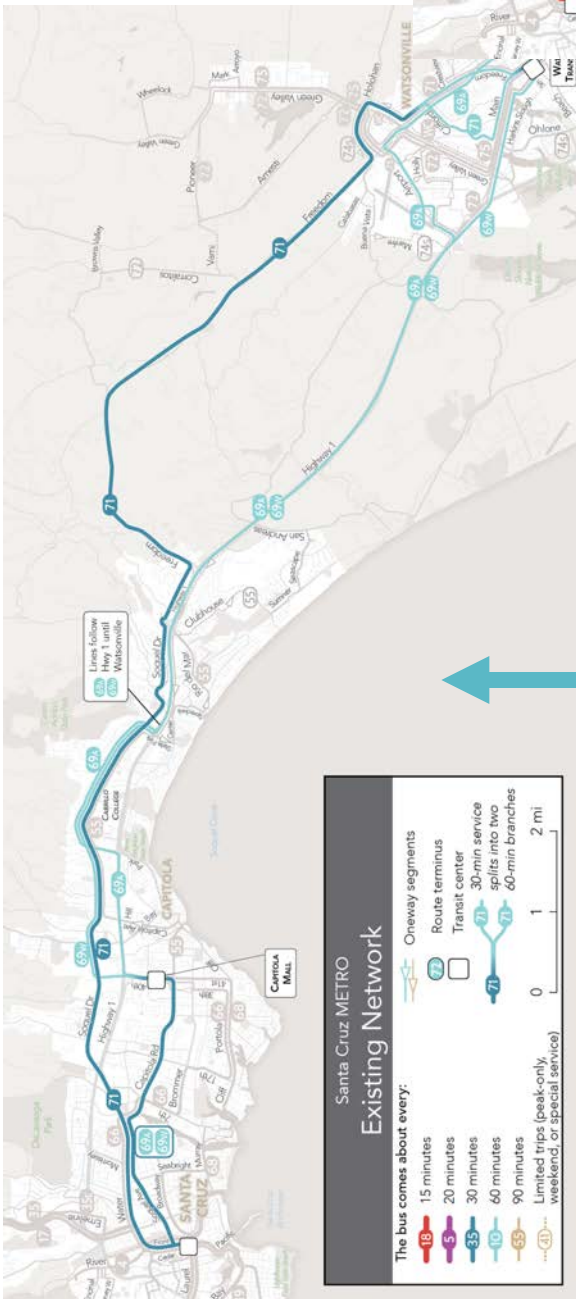
13A.26

Detailed feedback suggests:

- **High Street matters.** Many people we spoke to considered this too big of a gap in coverage in Alternative A, and their reason for preferring Alternative B.
- **People still want the increased frequency.** All things considered, people would prefer more frequency on both the 18 and 19 and keeping service on High Street.

13A.27

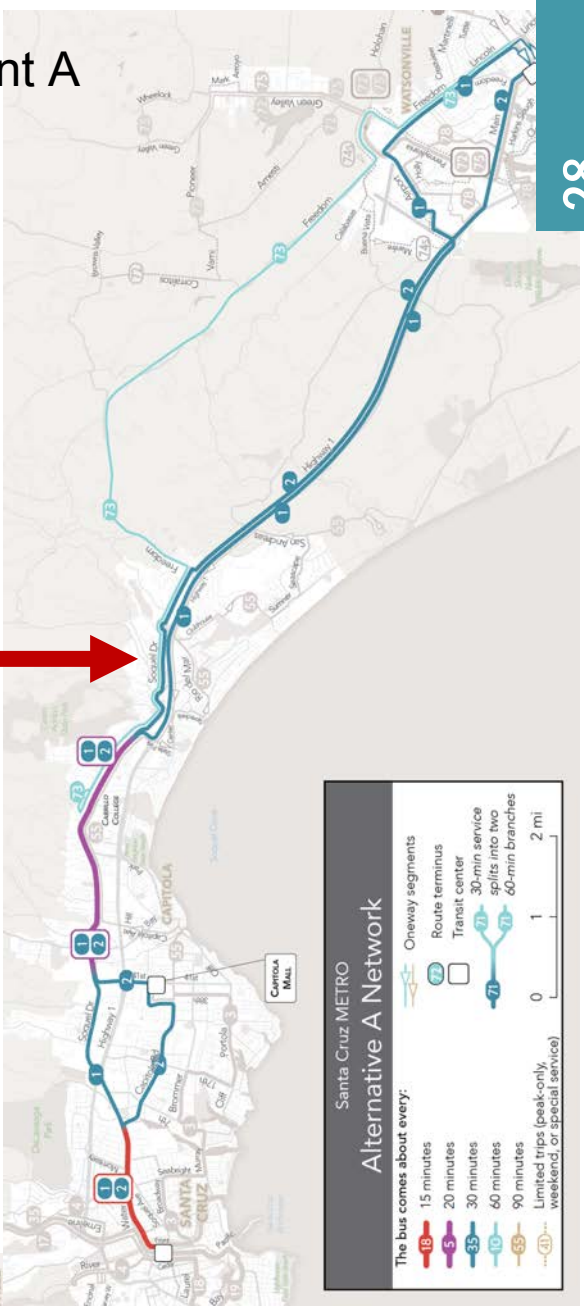
East - West Routes



Existing Network

13A.28

Alternative A



Most survey respondents agree Alternative A would be better than existing service for these routes.

“Compared to existing service, would Alternative A be better for you and your family?”

- **Yes: 60%**
- **No: 16%**
- Not Sure: 23%

n = 444 responses

13A.29

East - West Routes

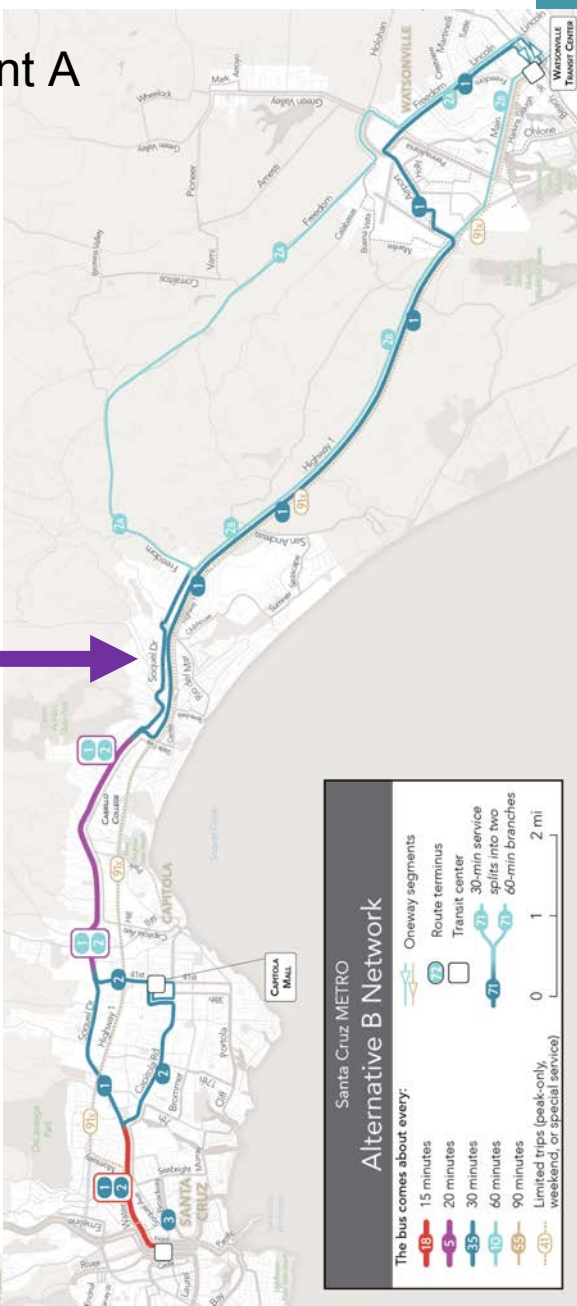
Attachment A



Alternative A

13A.30

Alternative B



Survey responses lean in favor of Alternative A for these routes.

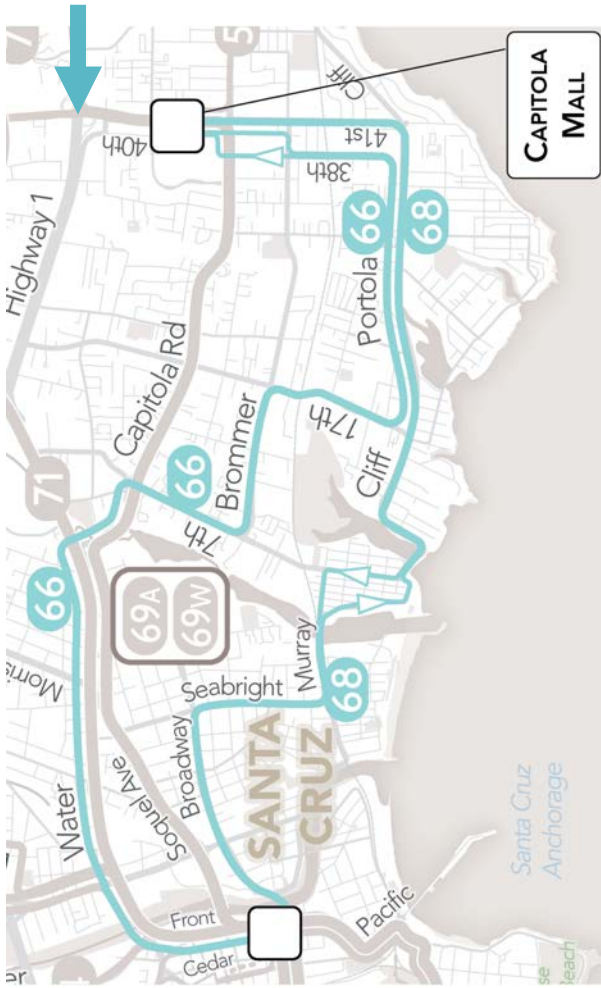
“Comparing the two alternatives, which do you like better?”

- **Alternative A: 44%** (definitely: 27%, somewhat: 17%)
- **Alternative B: 27%** (definitely: 11%, somewhat: 16%)
- **Existing Service: 6%**
- **Not Sure: 23%**

n = 452 responses

13A.31

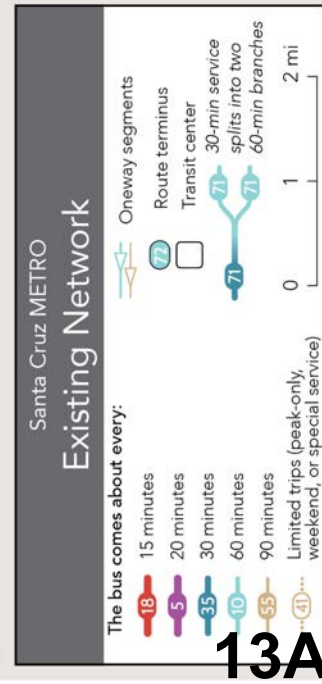
Seabright, Twin Lakes, Brommer Road, Pleasure Point



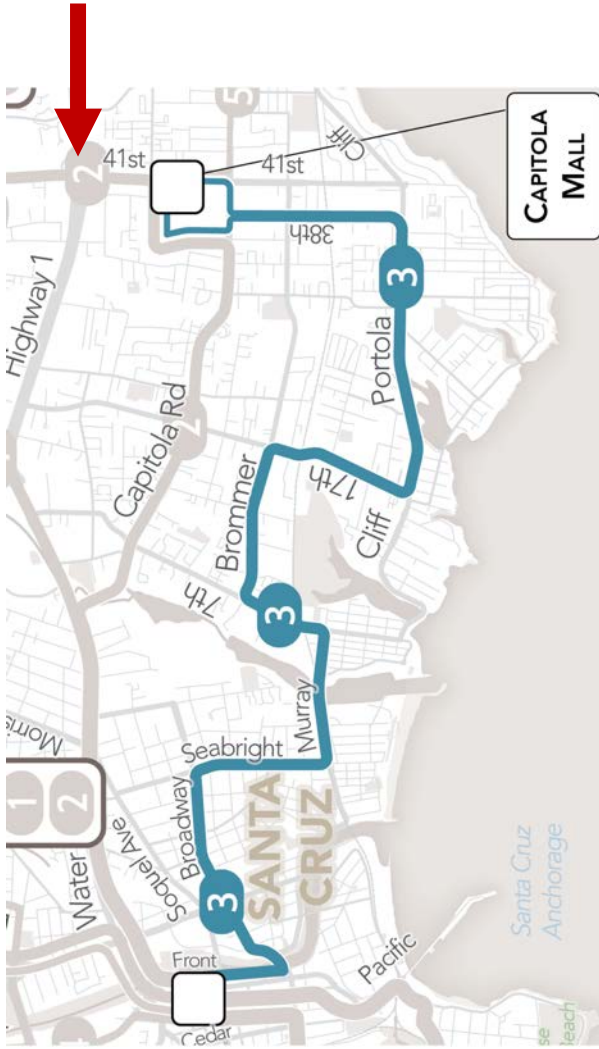
Existing Network

vs.

Alternative A



Seabright, Twin Lakes, Brommer Road, Pleasure Point



Santa Cruz METRO
Alternative A Network

The bus comes about every:

- 18 15 minutes
- 5 20 minutes
- 35 30 minutes
- 10 60 minutes
- 55 90 minutes
- 41... Limited trips (peak-only, weekend, or special service)

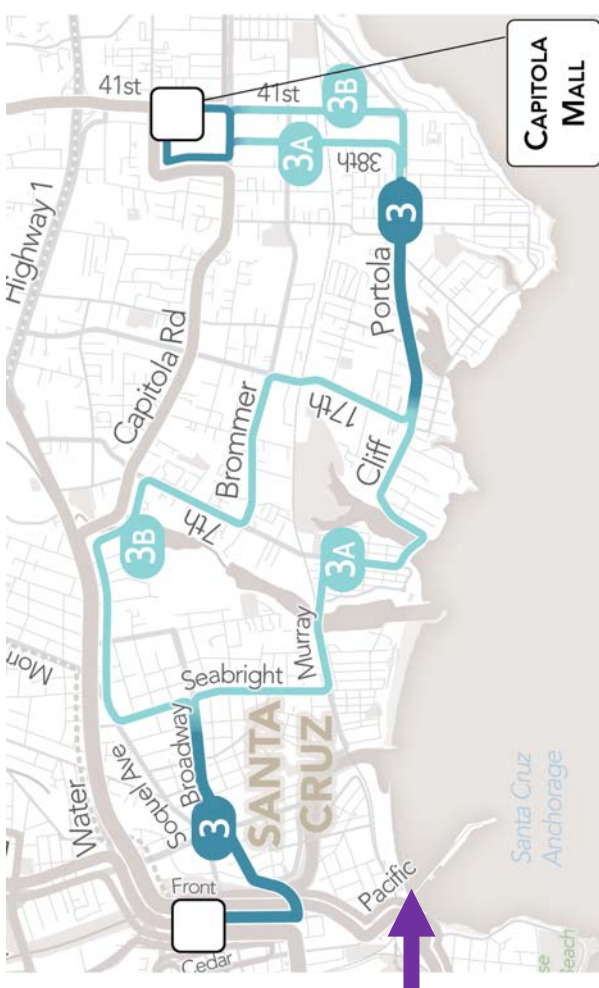
Oneway segments

Route terminus

Transit center

30-min service splits into two 60-min branches

0 1 2 mi



Santa Cruz METRO
Alternative B Network

The bus comes about every:

- 18 15 minutes
- 5 20 minutes
- 35 30 minutes
- 10 60 minutes
- 55 90 minutes
- 41... Limited trips (peak-only, weekend, or special service)

Oneway segments

Route terminus

Transit center

30-min service splits into two 60-min branches

0 1 2 mi

Alternative A

vs.

Alternative B

Survey responses on the alternatives are almost evenly split in this area.

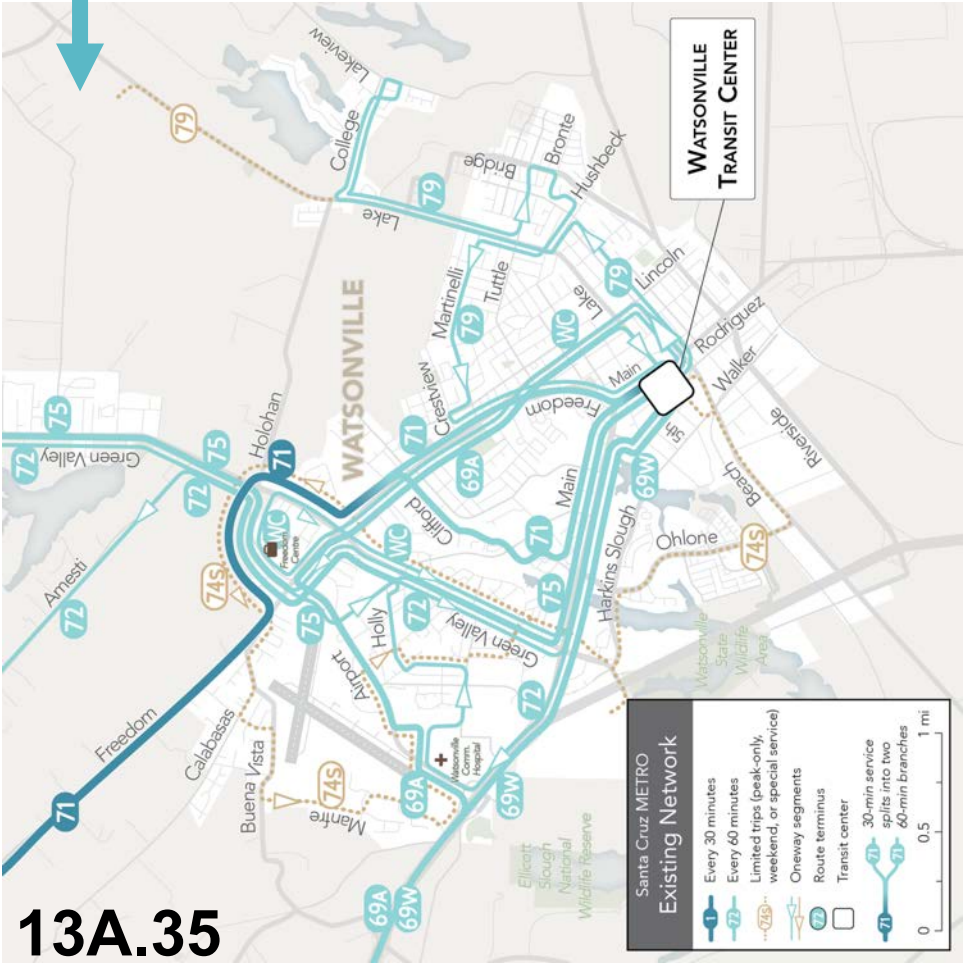
“Comparing the two alternatives, which do you like better?”

- **Alternative A: 40%** (definitely: 27%, somewhat: 13%)
- **Alternative B: 40%** (definitely: 20%, somewhat: 20%)
- **Existing Service: 7%**
- **Not Sure: 13%**

n = 241 responses

13A.34

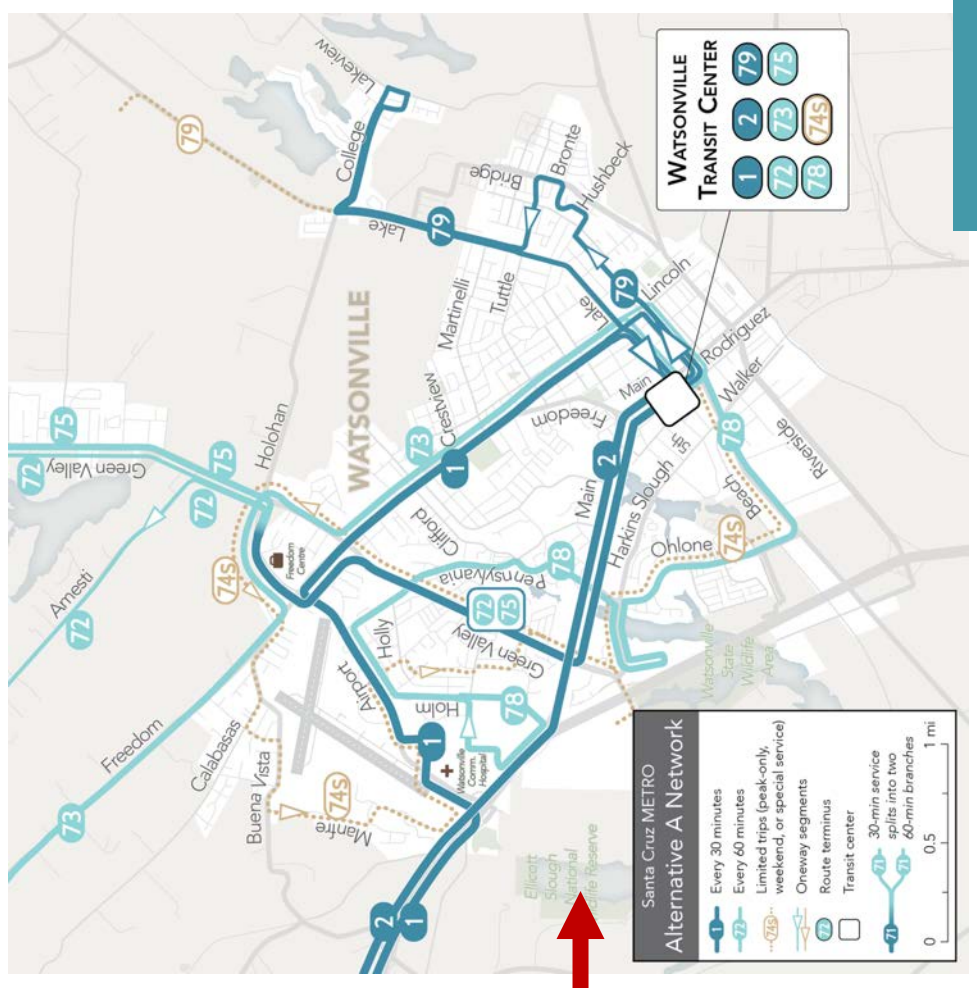
Watsonville - Local Service



Existing Network

VS.

Alternative A



Most survey respondents agree Alternative A would be better than existing service for Watsonville.

“Compared to existing service, would Alternative A be better for you and your family?”

• **Yes: 53%**

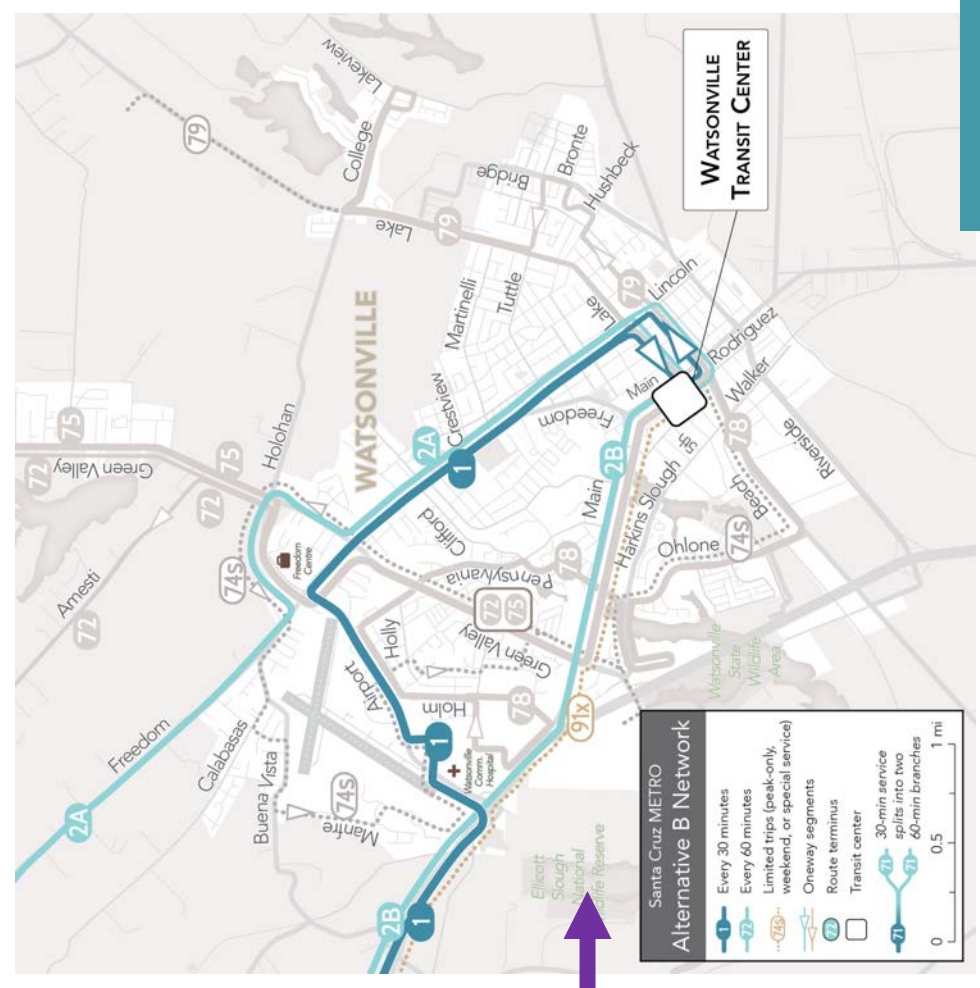
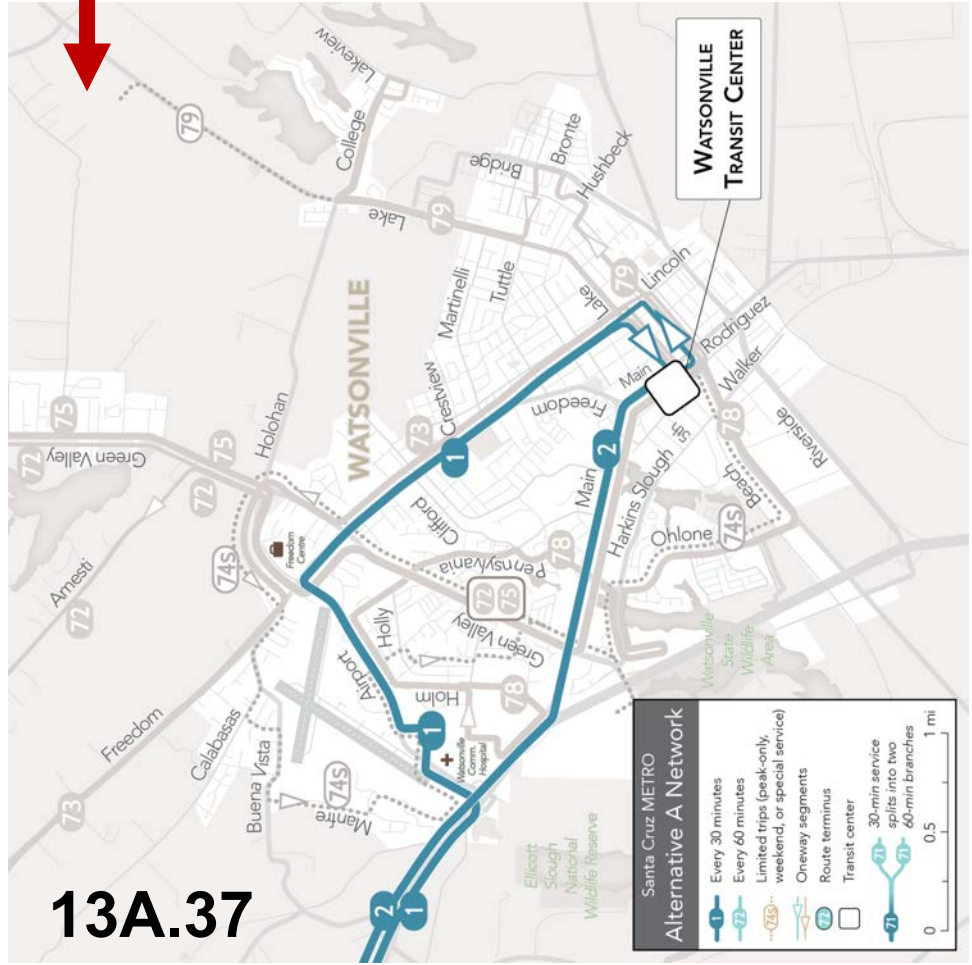
• **No: 13%**

• **Not Sure: 33%**

n = 268 responses

13A.36

Watsonville - Regional Service



Santa Cruz METRO
Alternative A Network

- Every 30 minutes
- Every 60 minutes
- Limited trips (peak-only, weekend, or special service)
- Oneway segments
- Route terminus
- Transit center
- 30-min service splits into two 60-min branches

0 0.5 1 mi

Santa Cruz METRO
Alternative B Network

- Every 30 minutes
- Every 60 minutes
- Limited trips (peak-only, weekend, or special service)
- Oneway segments
- Route terminus
- Transit center
- 30-min service splits into two 60-min branches

0 0.5 1 mi

Survey respondents lean very slightly toward Alternative A in this area.

“Comparing the two alternatives, which do you like better?”

- **Alternative A: 37%** (definitely: 24%, somewhat: 13%)
- **Alternative B: 32%** (definitely: 17%, somewhat: 16%)
- **Existing Service: 5%**
- **Not Sure: 25%**

n = 260 responses

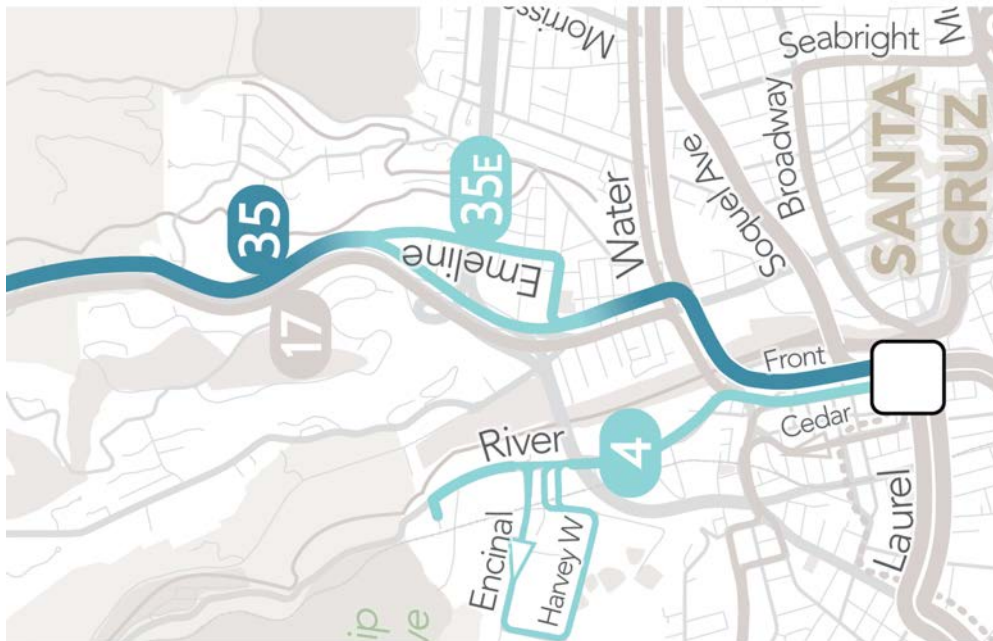
13A.38

Detailed feedback suggests:

- **Route 91X matters.** Many people reported liking Alternative A better, except for the absence of an express service to Santa Cruz.
- **Fewer comments than expected about proposed service reduction on rural Freedom Boulevard.**

13A.39

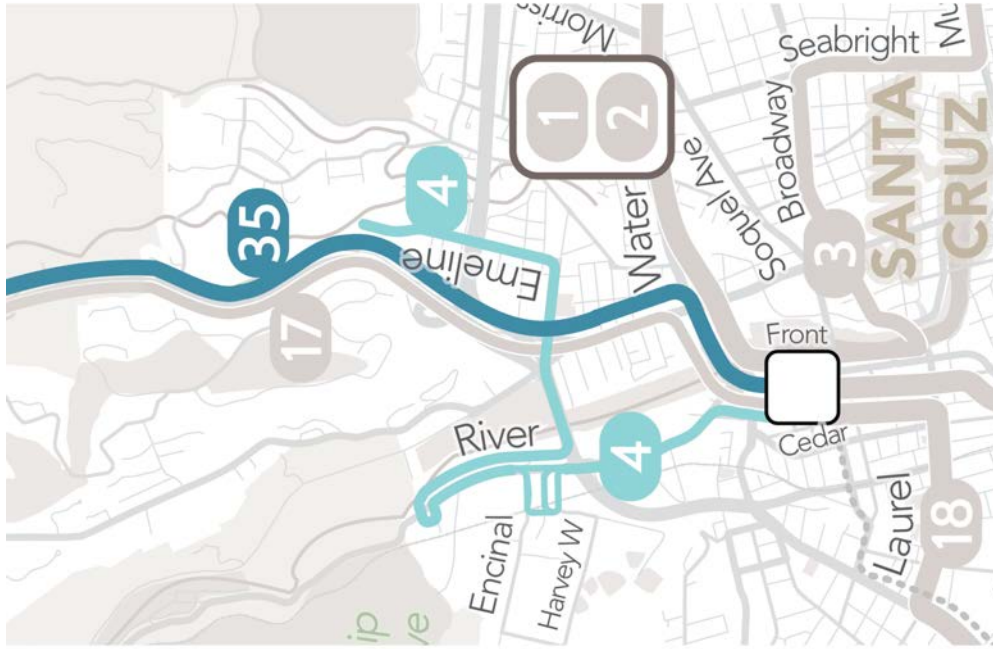
North of Downtown Santa Cruz



Existing Network

VS.

Proposed



Most survey respondents agree the proposed changes would be an improvement in this area.

“Compared to existing service, would these changes be better for you and your family?”

- **Yes: 55%**
- **No: 20%**
- **Not Sure: 25%**

n = 186 responses

13A.41



Recommendations - Phase 1 December 2023 Service Change

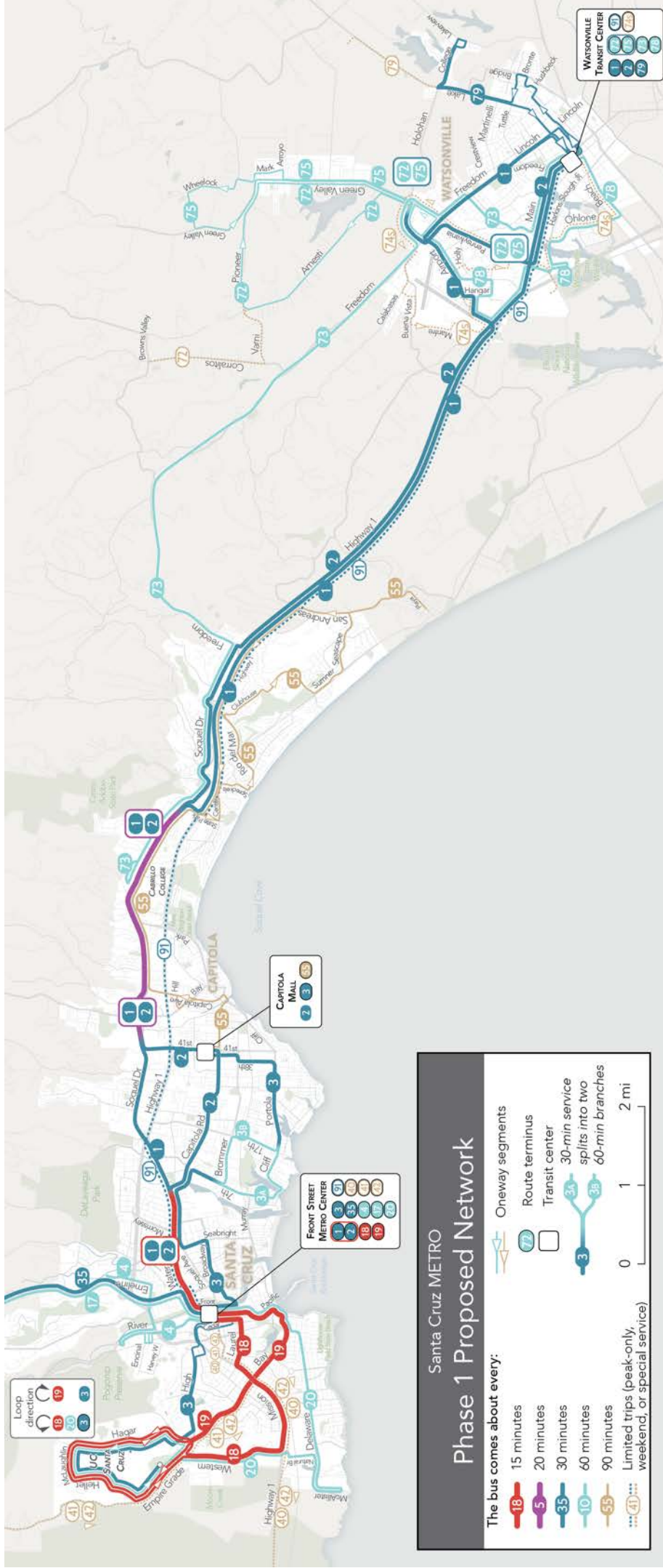
13A.42

December – Updated Parameters

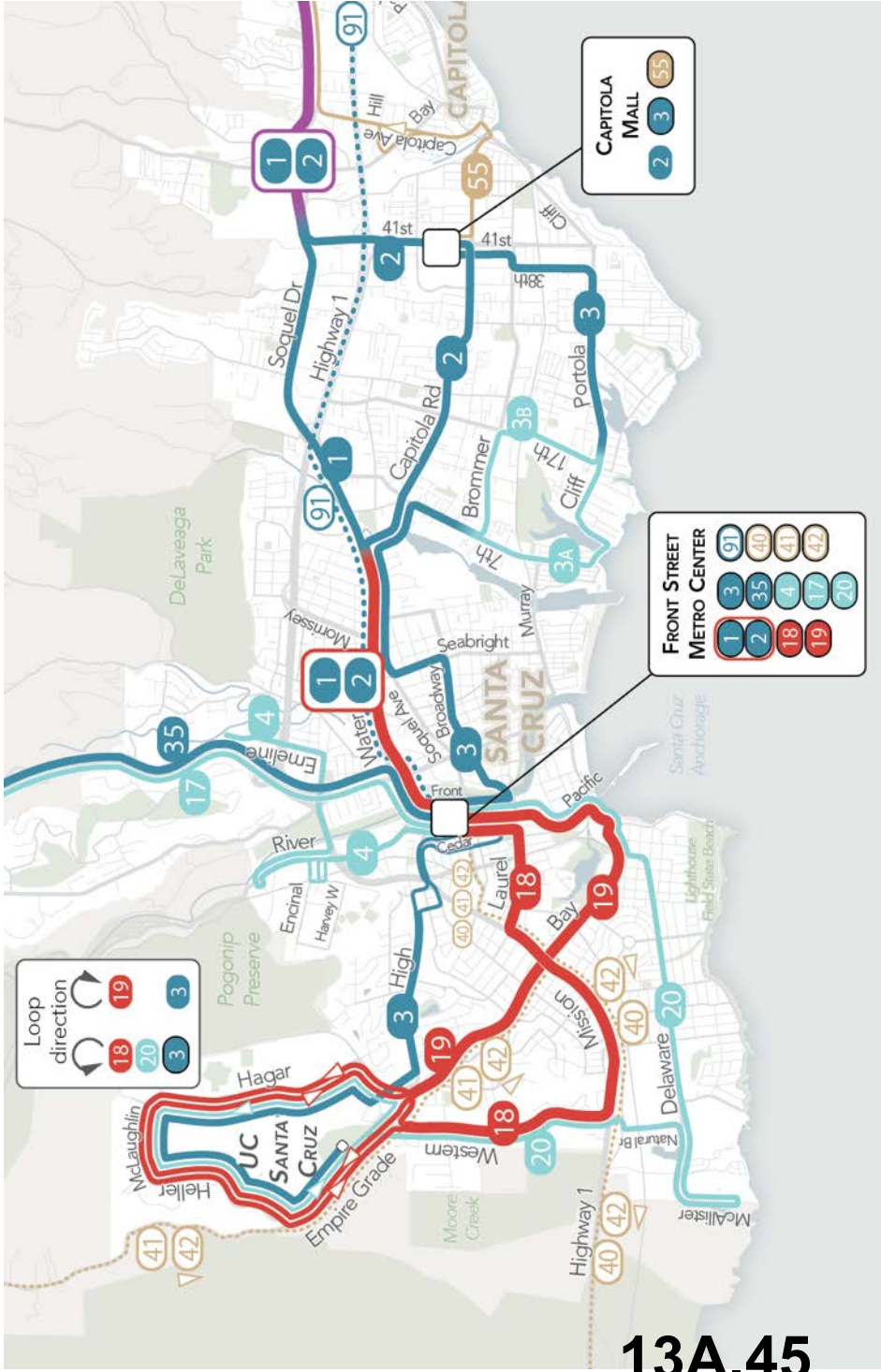
- **Return to a full roster of drivers.**
- **New climate and ridership recovery funds from FY 23-24 state budget.**
- **This allows for 25% more service compared to Spring 2023 (vs. 10% more in the alternatives).**
- **This makes it possible to incorporate the most popular elements of both alternatives.**

13A.43

Phase 1 - Proposed Network



Santa Cruz and Live Oak

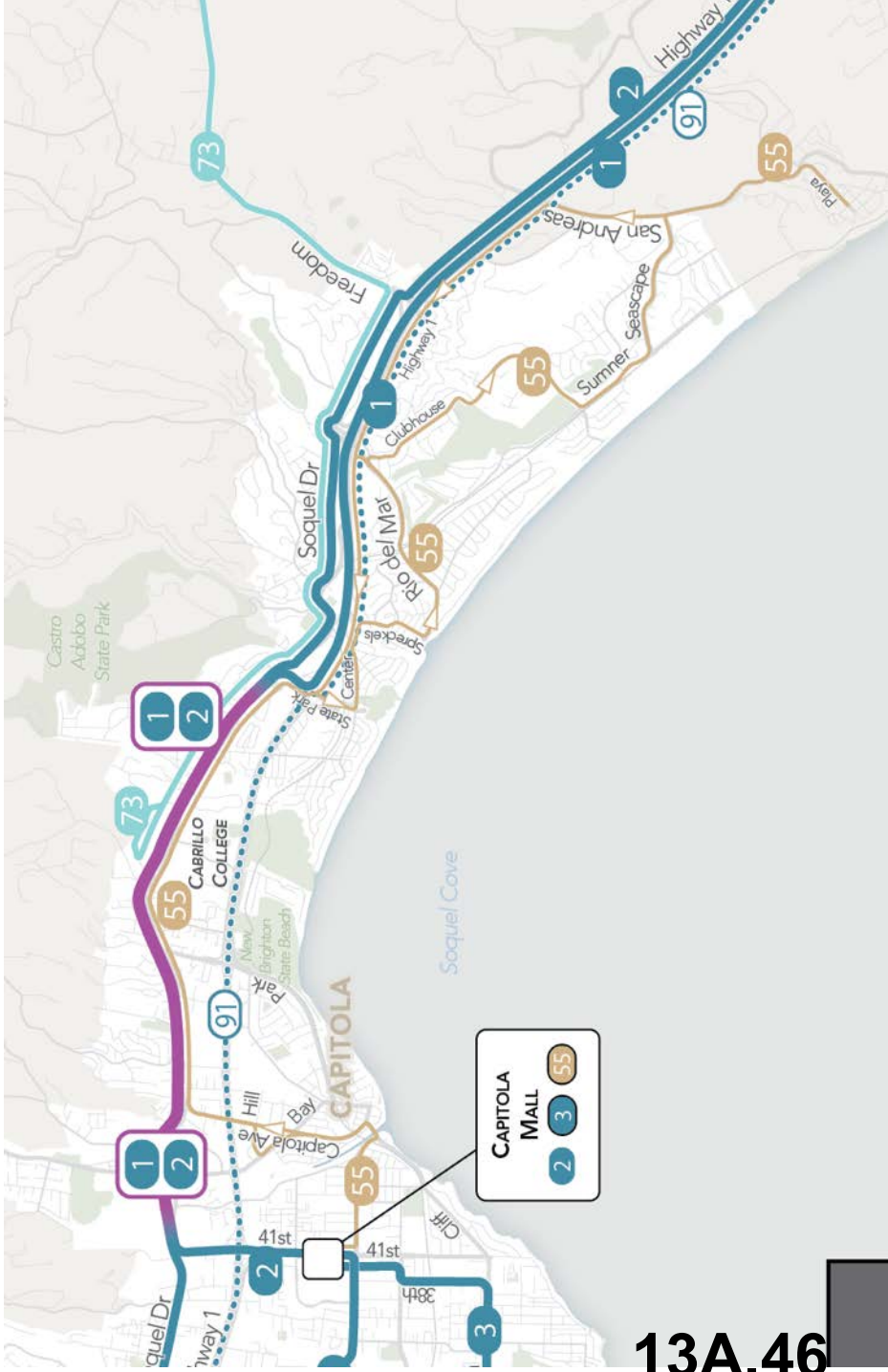


13A.45

Elements of both alternatives:

- Routes 18 and 19, both every 15 minutes or better
- Service every 30 minutes on High Street, connecting UCSC and parts of the East Side.
- Route 3 splits into Route 3A (Twin Lakes) and Route 3B (Brommer/17th)
- Route 91 peak express service to/from Watsonville

Mid-County



Similar to Alternative A in this area, plus:

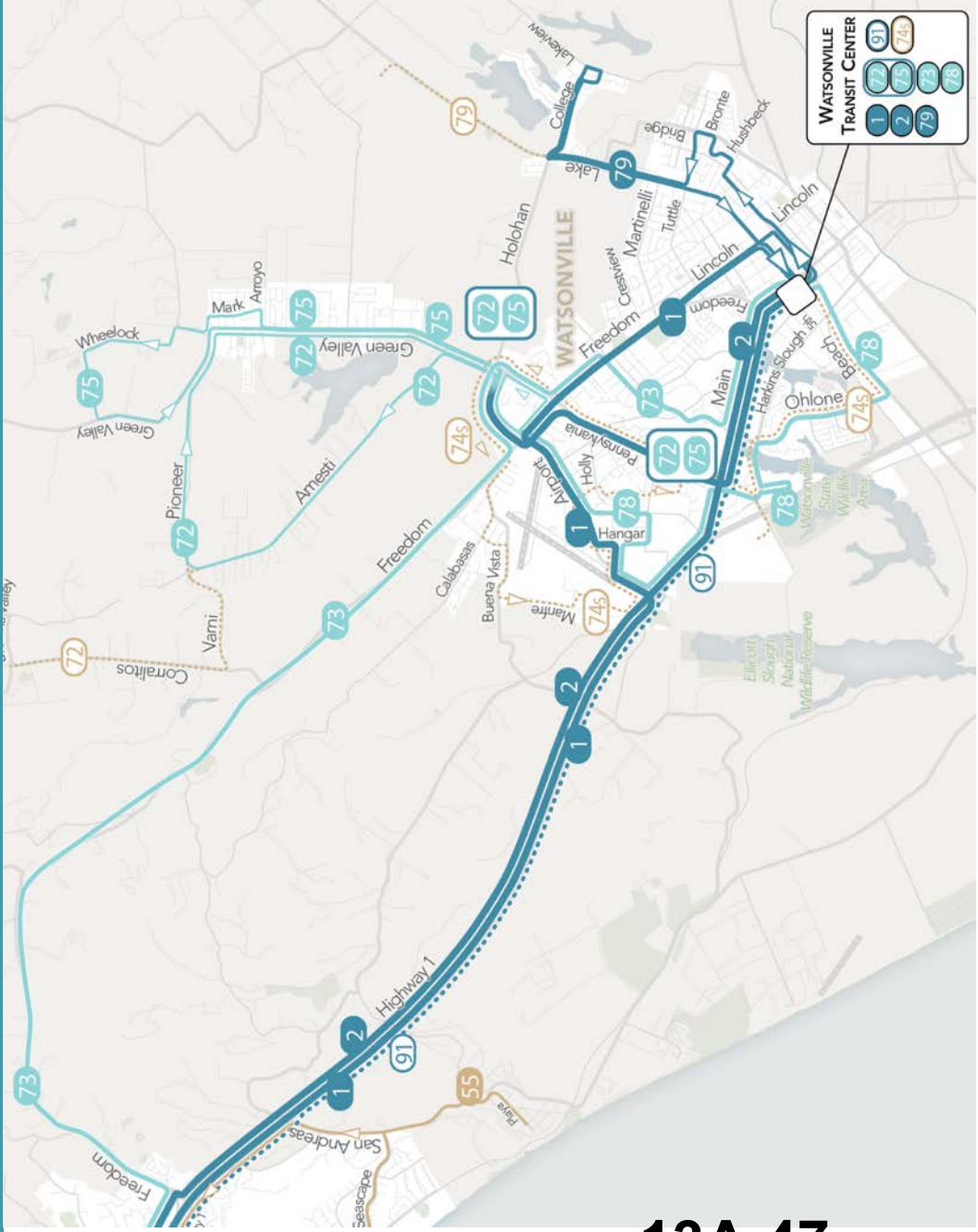
- Route 3 on 38th and 41st Ave
- Better evening service on Routes 1, 2 and 3

13A.46

Watsonville and South County

Similar to Alternative A in this area, plus:

- Route 91 AM and PM peak-hour express to Santa Cruz
- Better evening service on Routes 1 and 2
- Routes 73 and 78 adjusted to maintain coverage on similar streets



Other Improvements in Phase 1

- **Routes 1, 2 and 3 would each operate:**
 - Every 30 minutes until 9 PM
 - Every 60 minutes until midnight.
- **In other words, until 9 PM, in both directions:**
 - A bus every 15 minutes between Santa Cruz and Watsonville.
 - A bus every 10-20 minutes at Cabrillo College
 - A bus every 30 minutes or better on all of Soquel Drive

13A.48

Next Steps – Phase 1

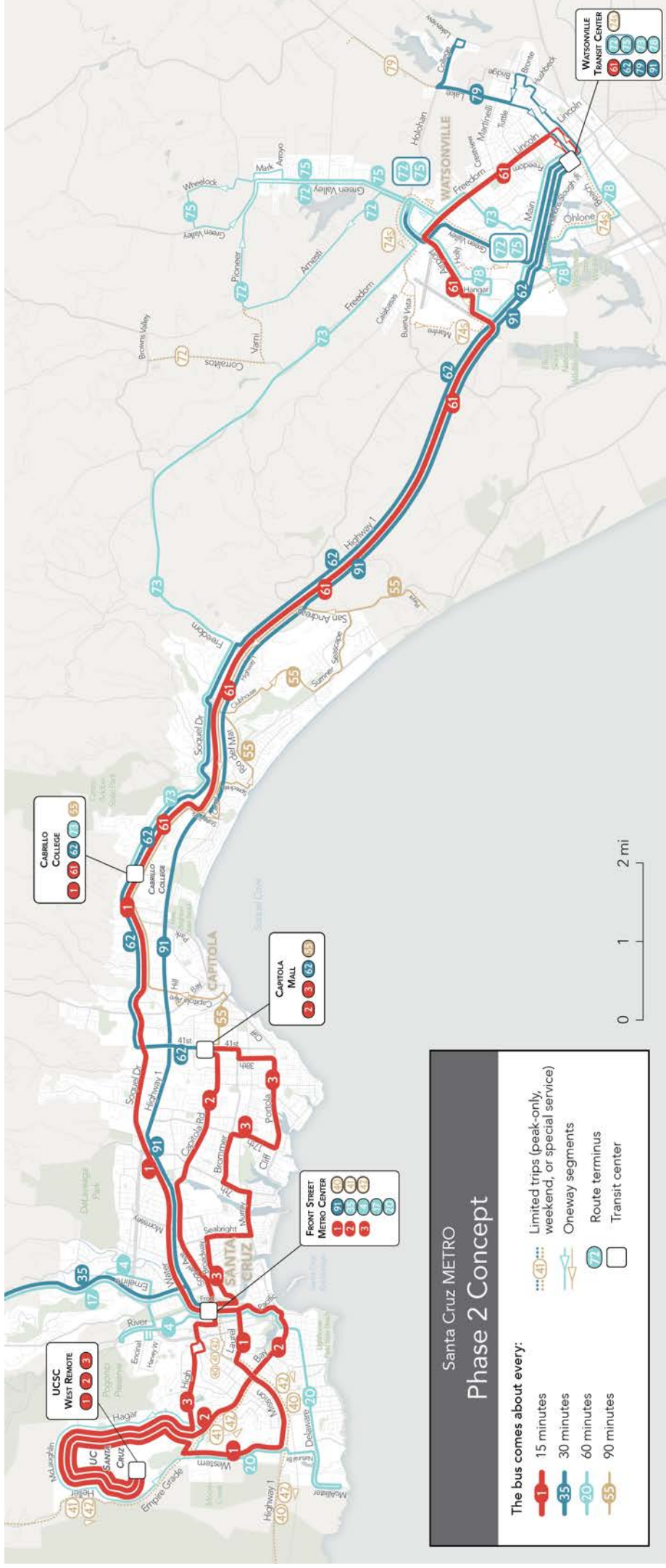
If the Board approves the Phase 1 proposal today, staff and the project team will immediately proceed to preparing for a major service change.

Staff proposes to implement Phase 1 in December 2023. This will include:

- Writing and publishing new route maps and schedules in October and November.
- Preparing for re-signing of bus stops in late December.
- Rider and public information efforts throughout this period.

13A.49

Phase 2 - Network Concept



13A.50

This concept includes:

- **Frequent UCSC to East Side service on Routes 1, 2 and 3.**
 - Route 18 is merged with Route 1.
 - Route 19 is merged with Route 2.
- **East-West routes split at Cabrillo College and Capitola Mall.**
 - Route 1 becomes Routes 1 and 61.
 - Route 2 becomes Routes 2 and 62.
 - Route 61 every 15 minutes from Watsonville to Cabrillo.
- **Route 91 express service all day, every 30 minutes.**

13A.51

How would this be implemented?

- The map shows improvements METRO would like to make over the course of 2024.
- Implementing everything requires:
 - METRO to hire ~60 additional drivers.
 - UCSC support for through-running frequency.
 - Access to West Remote facility at UCSC.
- The intention is to proceed step by step, as operators, funding and infrastructure come online.

13A.52

Phase 3 – Longer Term Concepts

- Phase 2 addresses the highest priorities we've heard for future improvements.
- At the end of Phase 2, METRO would be providing the highest amount of service it ever has.
- Phase 3 will focus on further improvements in the longer term, based on other priorities identified in outreach and in prior outreach and network design workshops.

13A.53

Phase 3 - Potential Improvements

**More service to San Jose.
Up to every 15 minutes at peak.**

Additional route to Scotts Valley and more direct service to San Lorenzo Valley.

Weekend service levels similar to weekdays on all routes

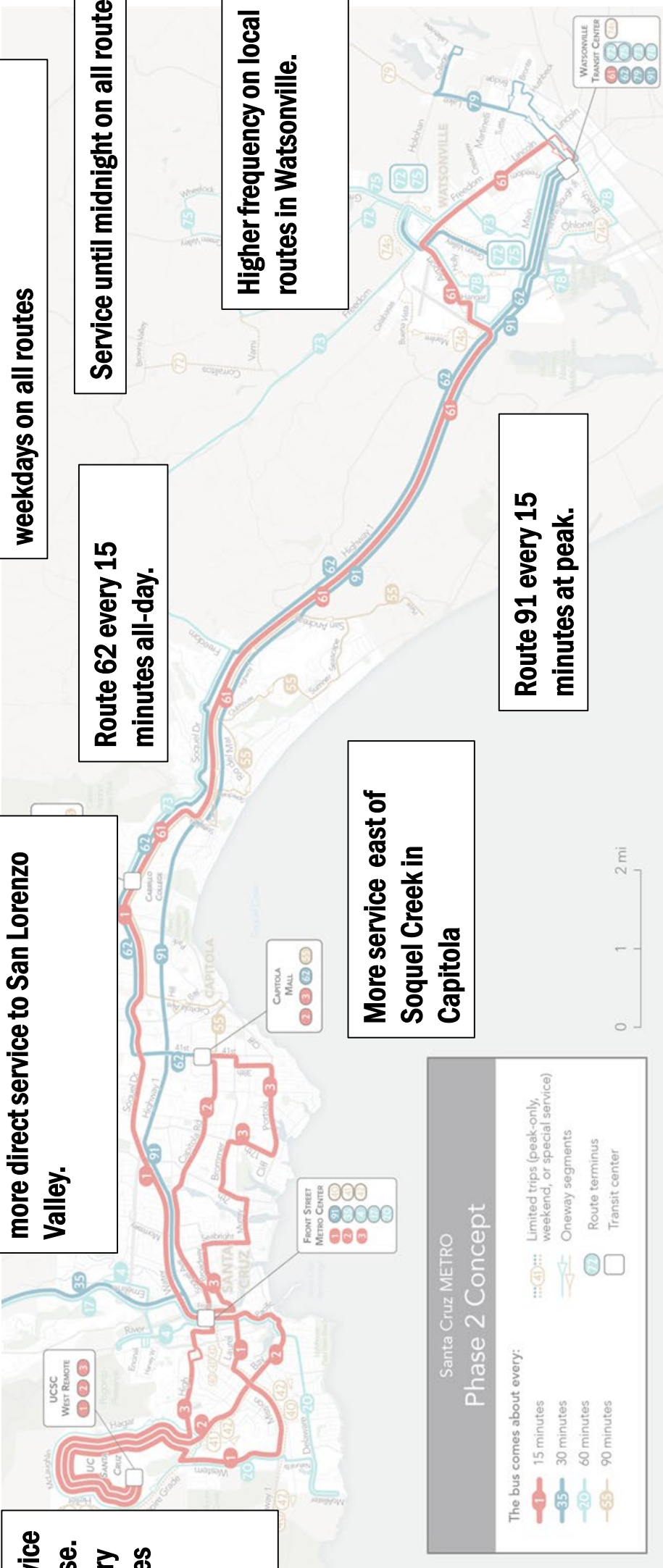
Route 62 every 15 minutes all-day.

Service until midnight on all routes

Higher frequency on local routes in Watsonville.

More service east of Capitola

Route 91 every 15 minutes at peak.



Santa Cruz Metro Phase 2 Concept

The bus comes about every:

- 15 minutes
- 30 minutes
- 60 minutes
- 90 minutes

Limited trips (peak-only, weekend, or special service)

One-way segments

Route terminus

Transit center

13A.54

Next Steps – Phase 2 and Phase 3

- Phase 2 and 3 are still conceptual drafts. We would appreciate the Board’s advice. **Are we going in the right direction?**
- Once finalized, Phase 2 and 3 will become the Draft Future Network Plan.
- In the next round of public outreach, we will ask:
 - Does Phase 2 match your highest priorities for improvement?
 - If not, what would you change?
 - How would you prioritize the long-term improvements included in Phase 3?

13A.55



Thank you!

Project Website

<http://www.scmtd.com/ReimagineMETRO>

13A.56

REIMAGINE METRO: July and August Outreach Summary

Outreach Strategies

The objective of the outreach carried out in July and August 2023 was to secure rider, stakeholder and public feedback on two short-term alternatives (A and B) for service changes in December 2023, and to further explore priorities for improvements to the METRO network in 2024 and beyond.

This phase of outreach built on the efforts undertaken in Phase 1 Outreach, as described in the *Reimagine METRO Alternatives Report*. The outreach effort included six strategies:

Online Survey

An online survey asked respondents to evaluate short term service alternatives as well as note priorities for long term improvements. The e-survey was open from July 12 through August 15. It was promoted through a variety of channels, including:

- METRO’s internal communications channels – website, bus cards, station posters, flyers, social media and e-mail blasts to subscribed riders.
- STAKEHOLDERS – more than 20 organizations were provided with text and graphics to promote the survey to their own constituents.
- UCSC Transportation and Parking Service (TAPS) – newsletter to students
- NEWS COVERAGE – news release to local media; article following public meeting.
- IN-PERSON EVENTS – outreach at the Watsonville Farmers Market, Watsonville Night Out and Live Oak Town Hall were used to drive participation in the survey.
- PROJECT CONTACTS – individuals who had previously engaged or who subscribed to updates were invited to take the survey and share the url with their communities.

Those who took time to complete the survey were offered the opportunity to register for one of three \$100 gift cards to be given away. To date, 729 individuals have responded to the online survey.

Public Meeting

A public meeting was held on July 18 near the beginning of the outreach period. It was promoted through the same channels



Attend Our Virtual Public Meeting

July 18, 5 PM

Take Our E-Survey – Before August 10

Visit Scmtd.com/ReimagineMetro



Asiste Nuestra Reunión Pública Virtual

18 de julio, 5 PM

Tome Nuestra Encuesta – antes del 10 de agosto

Visite Scmtd.com/ReimagineMetro

as the survey. More than 100 people registered for the meeting and more than 90 participated. A detailed presentation of the proposed plan was followed by a robust discussion of the alternatives and other issues of concern to citizens. The project team answered questions about the proposed alternatives from approximately 30 of the participants.

Stakeholder Workshops

All stakeholders identified in Phase 1, were invited to participate in one of four stakeholder workshops. These workshops presented the alternatives proposed for December 2023, and then allowed workshop attendees to discuss the pros and cons of each alternative and voice their preferences and concerns. The workshops ended with a discussion of longer-term priorities for service growth.

All stakeholder organizations who provided input in Phase 1 (33 organizations) were encouraged to participate in these July and August workshops. Among those, thirty-two individuals from 20 organizations attended the workshops. Organizations represented in July and August meetings included:

- Santa Cruz County
- SCRRTC
- City of Santa Cruz
- City of Watsonville
- City of Capitola
- La Selva Beach Homeowners
- Downtown Association of Santa Cruz
- Cabrillo College
- PVUSD
- Watsonville Senior Center
- SLV Senior Center
- Elderly and Disabled Transportation Advisory Committee
- Monarch Independent Living Service
- SC Count Health Officer
- SC County Human Services
- UCSC Student Housing Coalition
- Friends of Rail and Trail
- Regeneración
- Ecology Action
- Equity Transit

Several stakeholders and riders submitted additional comments by email, after the meetings. Those that are pertinent are included starting on page **Error! Bookmark not defined..**

Rider Focus Groups

All riders who participated in the Phase 1 focus groups were invited back to preview and offer feedback on the proposed alternatives as well as discuss longer term priorities. Thirty riders participated in 4 focus groups conducted via zoom. They received a \$30 gift card as thanks for their 60 to 90 minute commitment. The riders consulted represented users residing in various parts of the METRO service area:

- UCSC - 12
- Santa Cruz - 9
- Mid- County (Live Oak/Capitola) -3
- Watsonville - 4
- San Lorenzo Valley - 2

Targeted In-person Outreach

To encourage greater participation by South County residents, in-person outreach was conducted in Watsonville, with bilingual staff from METRO and Ecology Action. A METRO tent was used to create visibility. Specialty item giveaways and \$10 grocery gift cards were used as incentives and thank you gifts.

- Watsonville Farmers Market – July 21 and 28
- Watsonville National Night Out Community Event – August 1



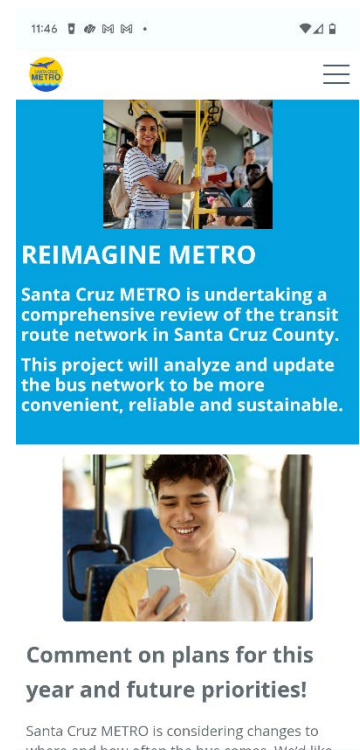
In addition, the consulting team participated in a Live Oak Town Hall on August 10.

The objective of the outreach was to build awareness for the project, drive participation in the survey and collect qualitative information from residents unlikely to complete the survey.

Project Website

Throughout the project, the social pinpoint website at scmtd.com/ReimagineMetro has been used to disseminate information about the planning effort. It currently houses:

- Links to the Bilingual Survey (July 12- August 15)
- Alternatives Report
- Recording of and PowerPoint presentation from the Public Meeting (English and Spanish)
- Frequently Asked Questions
- Sign-up for E-mail List
- E-mail Contact (Eleven individuals have submitted input via the website email link.)



Outreach Findings

An Engaged Population

Santa Cruz County residents, including permanent residents and UCSC students, are a very engaged population. While participation in the survey has built gradually, the response to invitations to public meetings, stakeholder meetings and focus groups was immediate and enthusiastic. Many of the individuals who participated in Phase 1 were eager to come back and hear where METRO is headed. Some Core Design Workshop participants attended the stakeholder meetings and provided perspective on why some decisions were made.

Among focus group participants and stakeholders, quite a few had attended the public meeting or watched the recording, and a number had read the full report. Discussions were lively and inclusive, and we received followed up emails from many participants either adding thoughts or thanking us for the opportunity to be heard.

Positive Response to Increased Frequency and Simplification

Across the board, the concept of a simpler, higher frequency network was applauded. No one suggested leaving the network as it is.

“Really appreciate the “turning up” of frequency and service.”

“I can figure it [METRO routes] out after 30 years of using transit; but it will really help to consolidate the routes and make them easier to understand [for new users]”

Feedback on Short Term Alternatives

In concept Alternative A was the preferred choice for most participants in the outreach process, but there was lively discussion of the differences between Alternative A and B, and several respondents clearly stated that they wanted to “mix and match” specific features. This sentiment was mirrored in the on-line survey where respondents were most often split between Alternative A and B for each service area. The comments below provide context for the survey findings which are reported starting on page 12.

UCSC Service

Fifteen-minute service was very favorably received. Many expressions of appreciation from UCSC students and others who travel to campus.

Feedback from:

- 1 Public Meeting
90+ attendees
- 4 Stakeholder Workshops
32 Participants
- 4 Riders Focus Groups
30 Participants
- 4 In-person Outreach Events
- 729 Survey Responses
Email Comments

- It was suggested that the odd/even numbering of routes, to indicate which direction they travel around campus, should be maintained to avoid confusion.
- “Love the recommendation for all-door boarding” – comment from a participant who had read the report.
- A few suggestions that TAPS should take responsibility for service to the Coastal Campus to free up resources for other routes (19 and 10).
- A stakeholder noted the plan to increase student enrollment by 10,000 more students and felt this transit plan was a great start in coping with that increase.
- General feeling that this provides clear, reliable, easy to understand transit between housing and school/jobs.
- The need for a direct connection between campus and the east side to be considered in future changes was noted.

Route 10/High Street

The enthusiasm over 15-minute frequency on Routes 18 and 19, was not enough to offset distress over losing service on High Street. While some participants acknowledged that Alternative A was better for them personally, even they felt that eliminating service on High Street was problematic for a number of reasons.

- Alternative A leaves a “big gap” in service. It is a long walk from High Street to the other routes and the terrain is hilly and not an easy walk.
- This would impact a mix of seniors and students who live along High Street. Route 10 is an important connection to downtown, as well as a route to campus.
- “Route 10 is a very useful service, the fastest route from campus to downtown. It is the way that you would drive to campus if driving.”
- Multiple participants preferred Alternative B for the Santa Cruz area because they didn’t want to lose Route 10 service.
- The alternating of Route 19 and 10 on campus to maintain 15-minute service was considered “a good compromise.” (However, this is where the comment came up about odd and even numbering of routes relating to direction of travel.)
- Two UCSC participants suggested reducing service on Route 20 to Coastal Campus, in order to retain 15-frequency on Rt. 19 and keep Route 10. They suggested that TAPS should provide additional service to Coastal Campus. However, we also heard from a senior rider who lives along the 20 and usually rides her bike because the 20 is too infrequent as is.

Rt 35/San Lorenzo Valley

The change in service to the Emiline County Service Complex from Route 35E to Route 4 was universally approved of by focus group participants and stakeholders, as well as being favored by a majority of survey respondents.

- San Lorenzo Valley riders who participated in the focus groups reacted very favorably to the Route 35/35E change.

- This will make getting from downtown to SLV faster – no need to waste time going through Emeline.
- “Drivers will applaud this as the existing 35E route is a very long shift.”
- In addition, the use of Route 4 to serve Emiline was applauded by stakeholders (including the County Health Officer who checked in with Emiline staff).
 - Frontline staff at Emiline are “extremely happy” about the Coral Street access to Emiline from Harvey West to serve residents with low incomes and those experiencing homelessness.

Soquel Avenue vs Water Street for Routes 1 and 2

There was a great deal of discussion in virtually every group about whether it is better to have Routes 1 and 2 leave downtown via Water St. or Soquel Ave. City planners prefer Water Street for a number of reasons, including the fact that it supports the Housing Element of their General Plan, and that it provides a larger unique coverage area (i.e., higher number of people and jobs within ½-mile of transit than if all service were on Soquel Ave). Riders generally preferred Soquel Ave due to immediate access to retail and greater walkability.

There was no clear consensus, but here are the advantages and disadvantages noted for each routing:

Water Street

- Santa Cruz city planners appreciate that service on Water Street will serve more current residents and anticipated housing growth in the draft Santa Cruz General Plan’s Housing Element.
- Water provides faster travel for the bus. However, wider streets, faster vehicle travel and narrower sidewalks make Water less pedestrian friendly.
- The County Services building is at Ocean and Water.
- There is an existing connection from the east to Route 17 along Water, without having to go downtown. Speeds up a long trip to San Jose.
- Service on Water St allows transit to be close to a larger number of people than on Soquel Ave (because service is also proposed on Broadway, such that most of Soquel Ave would be within ¼ mile walk of service on either Water St or Broadway).

Soquel Avenue

- Important retail destinations – several grocery stores – are located along Soquel.
- Better pedestrian experience on Soquel – narrower streets which are easier to cross, slower traffic, and better sidewalks. This is of particular concern for those with disabilities. A sight-impaired ride said:
 - *“I hate walking on Water; It is more difficult to navigate the sidewalks. Pedestrian crossing is very, very difficult, at the triangle. I propose that sighted persons close their eyes on that triangle and try to figure out the traffic for safe crossing.”*
- Bus Stops along Soquel have recently been improved – shelters and trash cans.

One participant asked about service to a medical facility as Soquel and Capitola, but it would be served under either option.

Proposed Route 3/Existing Route 66-68

Consolidation of Route 66 and 68 into Route 3, as proposed in Alternative A, was positively received. “It seems to hit the key areas.” Comments, primarily from riders, included:

- The consolidated route will be easier to communicate.
- Some mild expression of concern that riders would like the 3A-B (in Alternative B) with more service to the local neighborhoods, but general agreement that the neighborhoods are walkable and that this makes the consolidation with increased frequency desirable.
- A rider who lives just a bit off the new consolidated route in Alternative A liked that it will speed travel; believes walking is easy, in two directions – to the new Route 3 or up to Route 2, giving him more options.
- One rider believed/hoped that the consolidated Route 3 would make his commute faster.
- A rider in the area of 38th and 41st doesn’t believe there needs to be service on both streets; easier just to have service along a single street and know its times, versus this time for that street and that time for the other street, which is confusing.
- One rider noted that there are some mobile home parks in the area around 38th/41st Avenue with lower income residents. (It appears there are three in the area between 38th and 41st who will benefit from increased frequency.)
- Would like to see 15-minute frequencies on the East Side in the future.

Route 55 Extension to La Selva Beach

The extension of Route 55 service to La Selva Beach was very much appreciated by residents of that area. Comments included:

- Requests to ensure that there will be a stop at Camino Al Barranco/San Andreas.
- One community leader had a number of suggestions for “enhancing” the routing after it leaves La Selva Beach:
 - So that it could connect with Route 73 for trips to Watsonville.
 - To serve drug store and restaurants along Soquel to Rio Del Mar.

A follow-up email from Bonnie Guitierrez is included in the appendix to this summary.

Watsonville-Santa Cruz Routes

There was a positive response to the concept of more direct, consistent and faster service between Watsonville and Santa Cruz. Alternative A would have been the preferred choice for most of the participants, however the appeal of Route 91X (even as a peak hour service) swayed them to choose Alternative B. The desire for 91X to be part of the plan was evident in every group – stakeholders and riders.

Specific comments and questions relating to the cross-county routes included:

- Numerous requests to know the travel time on the new Routes 1 and 2 and on 91X. The primary issue for riders traveling between Watsonville and Santa Cruz is the amount of time it takes. They see a non-stop 91X service as a way to reduce travel time, especially if they are transferring to 17 to San Jose. “It’s a long trip.”

- Riders in focus groups and in-person in Watsonville often preferred Alternative A, but “voted” for Alternative B in order to have the 91X reinstated. Reasons for supporting the 91X included:
 - Watsonville residents who work in Santa Cruz
 - Teens who travel to or work at the Boardwalk
 - People who go to Santa Cruz frequently and want to get there as quickly as possible.
- The in-progress plans for bus on shoulder lanes on the freeway were seen as another advantage of an express route.
- Questions about what time the routes will start running in the morning and end at night – both highway and express routes. Span of service is critical for those traveling to jobs or recreation in Santa Cruz. Early morning trips avoid the worst traffic and are faster.
- Positive response to the idea of a mini-hub (their characterization) at Cabrillo College with the 73, 1 and 2 coming together.
- Speeding access to Cabrillo College is beneficial. “It gets gridlocked there.”
- One couple noted that the reduction in frequency on the 71 through rural Freedom will impact their daughter who rides frequently.

Watsonville Local Changes

There was a very positive response to simplifying Watsonville routes and making them both more frequent and understandable.

- Riders were very appreciative of the proposed plan:
 - *“Thank you for really great service improvements for Watsonville; it’s easier to understand.”*
 - *Alternative A is a huge improvement; having to wait an hour to get to the hospital is such a hassle; difficult for all.*
- Most requests for service enhancement revolved around reinstating the 91X while simultaneously increasing frequency in the downtown area.
- Questions/concerns about access to Parajo Valley High School for students who live up along Green Valley Road.
- Route 79 service every 30 minutes is good and will serve senior residents. Some questions about elimination of service on Martinelli. Participants at an in-person event noted that there is a senior housing community, Independence Square, on Martinelli and Crestview. Many residents have mobility challenges and need a stop near them. Removing service on Martinelli would impact these residents.
- Later service (after 6 pm) on Green Valley Road was requested.
- Comments relating to the new Route 78:
 - One rider suggested having Route 78 take Harkin Slough instead of Beach/Ohlone for a faster trip to Westridge and better access to high school..
 - Others noted the jobs along Beach and Ohlone that would be served with the recommended routing. All agreed that pedestrian improvements are needed in that area to support transit use.
 - Desire for service to Ohlone Shopping Center (Target) with a stop close to Clifford and Ohlone.
 - A comment about the need for increased service on East Beach starting at Union.

Other Comments Relating to Proposed Short Term Changes

Communication

Riders were very appreciative of the new real-time information platforms. However, they still had comments about communication.

- Real Time Information App
 - The new apps are more difficult for some rides who like the simplicity of the text for time method and text alerts. While the new system is undoubtedly more efficient, there is a learning curve that some riders need help with.
 - A number of comments on what riders wished the app did:
 - Display the various routes operating in an area
 - Show the bus stops in route order, rather than alphabetical
 - Some older adults and persons with disabilities are having difficulty using apps, finding their way to real-time information. One sight-impaired rider had downloaded the Transit App but hasn't been able to figure out how to use it with no sight. They feel there is no one to help with these barriers.
- Communication of December Service Changes
 - Concern was expressed about the need to communicate the scope of these changes more actively than METRO ever has. This will be particularly important for a number of populations:
 - Watsonville residents, especially Spanish speaking. Suggestions included having bilingual staff at key bus stops and/or on the bus to explain the changes in advance of the launch; not relying on electronic communication or written notices to educate riders.
 - Disadvantaged populations – older adults, persons with disabilities and persons of low-income who rely on transit. Outreach to stakeholders who work with these populations could help to ease the transition.
- Wi-Fi on buses will help to ease long travel times, “make transit fun.”

ParaCruz

Repeatedly, participants asked for and were given assurance that ParaCruz would not be adversely impacted. ParaCruz is seen by the general public as a good option for those unable to use fixed route service. However, those participants who use ParaCruz often noted that it is not a good option, but rather a mode of last resort. They described ParaCruz as unreliable and expensive and would prefer to use fixed route if possible.

In Watsonville, one individual expressed desire to have better service for people with disabilities in remote areas – specifically referenced along Beach near the County border.

Bike Share

Quite a few people continued to ask about bike to bus access, specifically focusing on the electric bike share hubs. They wanted to know if they will be coordinated with the METRO routes to enable people living along streets not served by METRO to use the bikes to access the routes.

However, it is clear that two factors limited the effectiveness of this strategy. Some older adults and persons with disabilities are unable to bike, while many people may not be able to afford the fees (we heard \$7 per day, \$30 per month or \$150 per year) unless there is a combination fare for bike and bus.

Unserved Areas

The context of our meetings was that short term changes would impact only the urbanized areas from Watsonville to Santa Cruz/UCSC so discussion of service to new or outlying areas was limited. However, one area within the urbanized area, Beach Flats, was mentioned a few times as needing service restored.

Longer Term Priorities

Long-term priorities were largely constrained to the existing service footprint. Frequency was the most often noted priority among meeting participants. The online survey response even more strongly demonstrates the appeal of frequency.

However, in stakeholder and rider focus groups, the relationship of frequency and service span (especially weekends and evenings) in meeting rider needs was also a significant topic. Long term priorities, in general order of priority to meeting participants are outlined here.

- Provide 15-minute service on more routes.
 - East side of Santa Cruz.
 - West side of Santa Cruz where there are jobs.
- Speed connections between areas of the county.
 - Santa Cruz to Watsonville (91X all day).
 - Direct service from UCSC to Eastside of Santa Cruz.
 - More service to San Jose (possibly from east side of Santa Cruz without going to Transit Center).
- Evening Service
 - Downtown Santa Cruz to Campus (desires varied from midnight to 2:30 AM).
 - Downtown Santa Cruz to residential areas after businesses close (11 PM-midnight).
 - Special Events – last bus 15-30 minutes after concerts and events end.
- Weekend Service
 - Increase span and frequency of weekend service to accommodate work trips, as well as recreation and shopping. This need is especially great in San Lorenzo Valley where weekend service is minimal.
 - Weekend service to the beach, so you could get there without fighting tourist traffic.
 - Suggestion to enhance access to the beaches for lower-income families by creating a Beach Loop.
 - Multiple comments about parking difficulties in relation to special events. “Would very much like to be able to take a bus to an event and leave my car behind.”

- Walkability Improvement
 - Sidewalks and poor pedestrian access in many areas currently make using transit difficult, particularly for persons with mobility limitations. This needs to be addressed to support the expanded transit network.
- Demand Response Service
 - Several comments were made about the potential to use demand response service, either to address first mile last mile issues or to replace fixed route in low-usage rural areas, such as San Lorenzo Valley, Davenport and Bonny Doon.

Watsonville Farmers Market participants also noted the need for service to Pajaro and Los Banos.

- Pajaro
 - Could a Watsonville route serve it?
 - MST is expensive.
 - Many with mobility challenges live in Pajaro and have difficulty crossing the bridge.
 - Pajaro needs a circulating route morning and night.
- Los Banos
 - Lots of People live in Los Banos and work in Salinas or Watsonville. Need bus service or rideshare. People would use vanpools.

Preliminary Survey Findings

Following is a high level summary of survey. At that point, we have received 729 responses, 710 in English and 19 in Spanish. In addition, 16 people completed the survey with assistance at the in-person outreach in Watsonville.

Introductory Questions

Do you agree that METRO service (where and how often the bus comes) needs to change?

Overwhelmingly, respondents agree that METRO needs to change (79%). While some were unsure (14%), very few said that it didn't need to change.

Is it okay to make changes that may inconvenience a few people if many more people will benefit?

Most respondents agreed with this statement, either definitely (30%) or probably (41%). Some were unsure (20%) but very few disagreed entirely.

Generally speaking, do these changes sound like a good idea?

The survey described the types of changes being planned: 10% more service, higher frequency in areas with higher demand, simpler routes and better transfers with no second fare. It also noted that some route numbers and names would change, while what streets have bus service might change in some areas. Respondents were asked:

More than 80% of respondents said yes, these definitely (44%) or probably (40%) sound like a good idea. Eleven percent were unsure.

Short-Term Alternatives

After these introductory questions, respondents were asked to evaluate short-term service alternatives for areas relevant to them personally. They were able to skip areas not of interest to them.

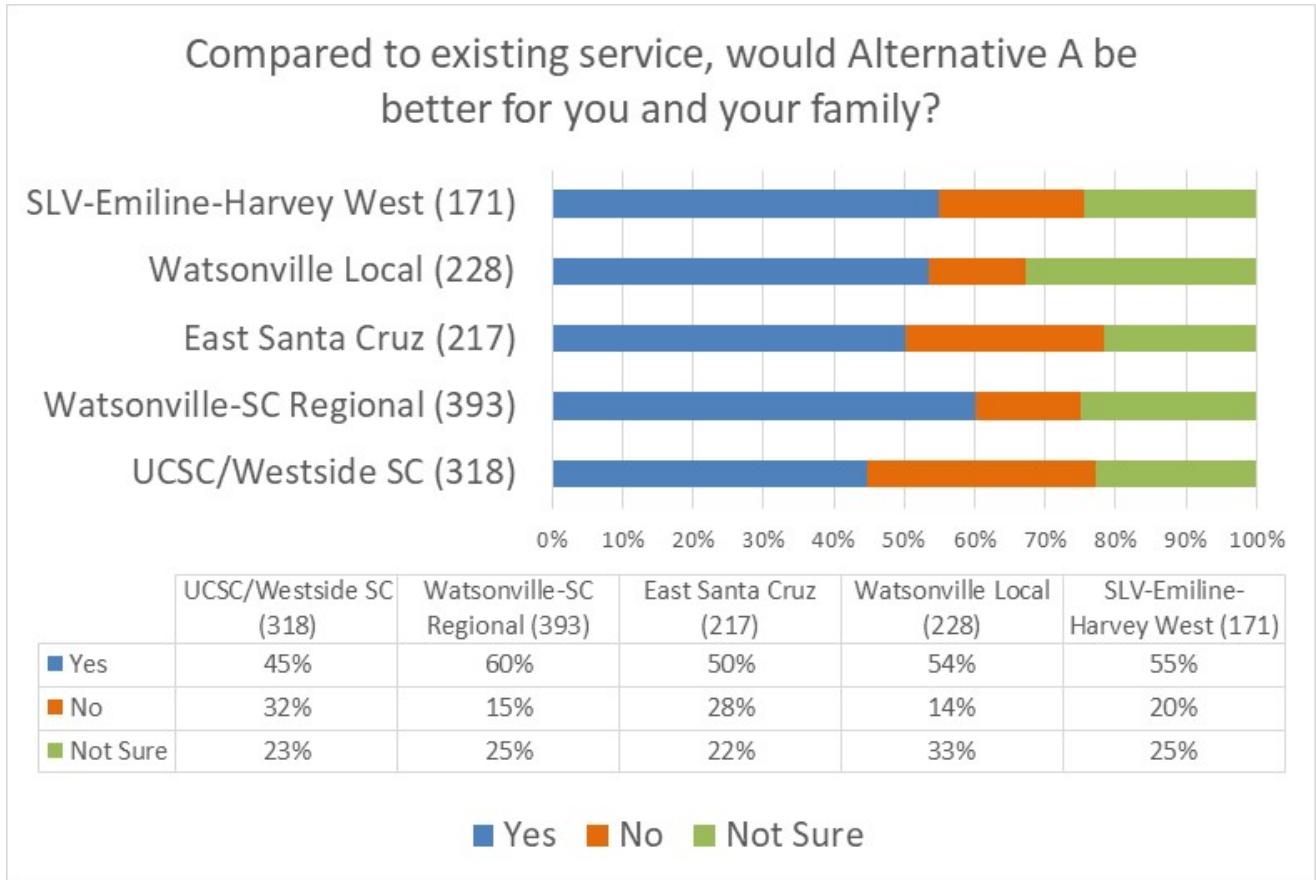
The areas for which changes were presented, included:

- UCSC and Westside of Santa Cruz
- Watsonville to Santa Cruz Regional Routes
- East Santa Cruz (Seabright, Twin Lakes, Brommer Road and Pleasure Point)
- Watsonville Local Routes
- San Lorenzo Valley-Emiline-Harvey West

For each area of interest, they were first asked to compare Alternative A (the frequency focused alternative) with the existing service, and to say whether Alternative A would be better for them and their family.

Compared to existing service, would Alternative A be better for you and your family?

The chart below shows the percentage of respondents who answered this question and said yes, no or unsure.



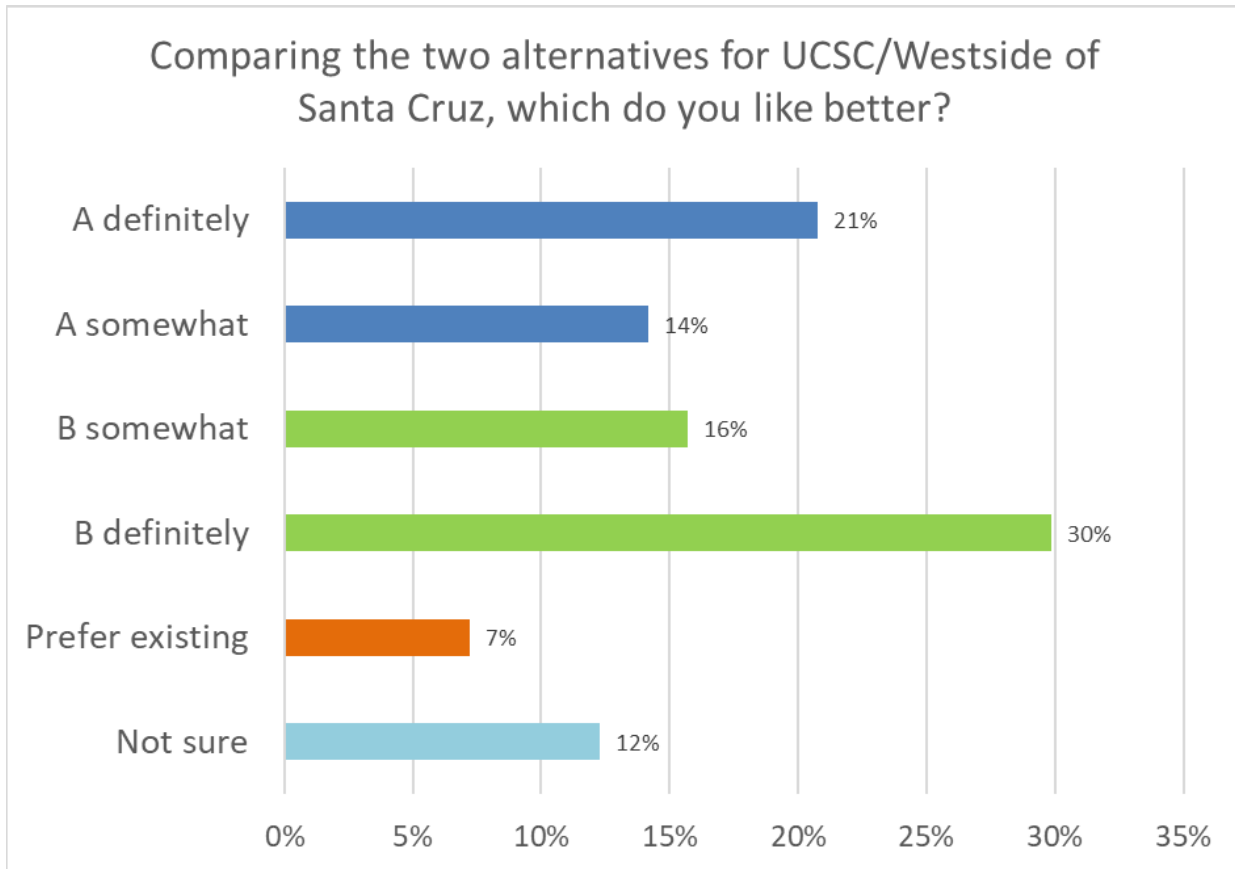
A slight majority of respondents (50-60%) said that Alternative A was better than existing service in all areas except for UCSC/Westside Santa Cruz.

For the UCSC/Westside Santa Cruz alternatives, only 45% of the 318 respondents said that Alternative A was better. The responses for UCSC students (105 individuals) were essentially identical (46%) to the overall sample.

Across the board, one-quarter to one-third of respondents were unsure how to rate the alternatives.

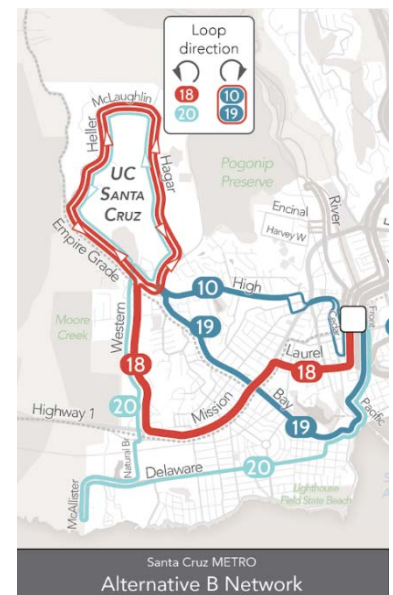
After respondents answered the initial question comparing Alternative A to existing service, Alternative B was introduced, and they were given the chance to select their preferred scenario. The following charts show the breakdown of response for each area of the community.

UCSC – Westside of Santa Cruz

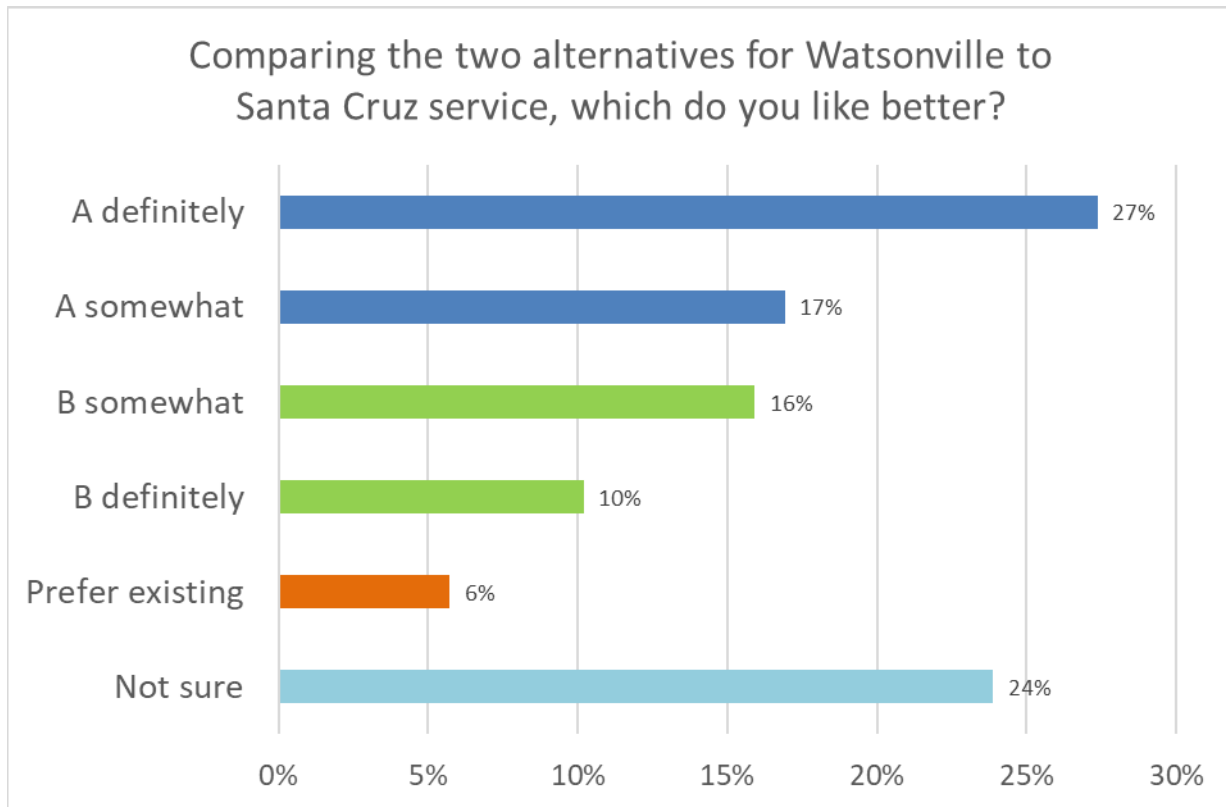


Alternative B for UCSC and the westside of Santa Cruz was preferred by more respondents. It appears to have attracted many who said NO to alternative A in the initial question as well as those that were unsure. In addition, Alternative B was preferred even by some who said YES to Alternative A in the first question.

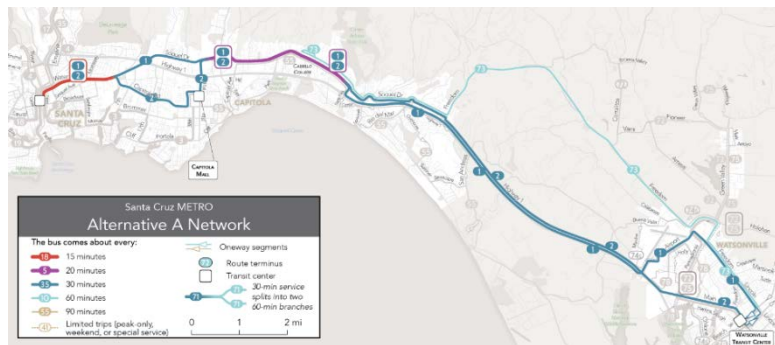
Among UCSC students, the preference for Alternative B was even stronger: 34% said Definitely B, while 19% somewhat preferred B.



Watsonville – Santa Cruz Regional Routes



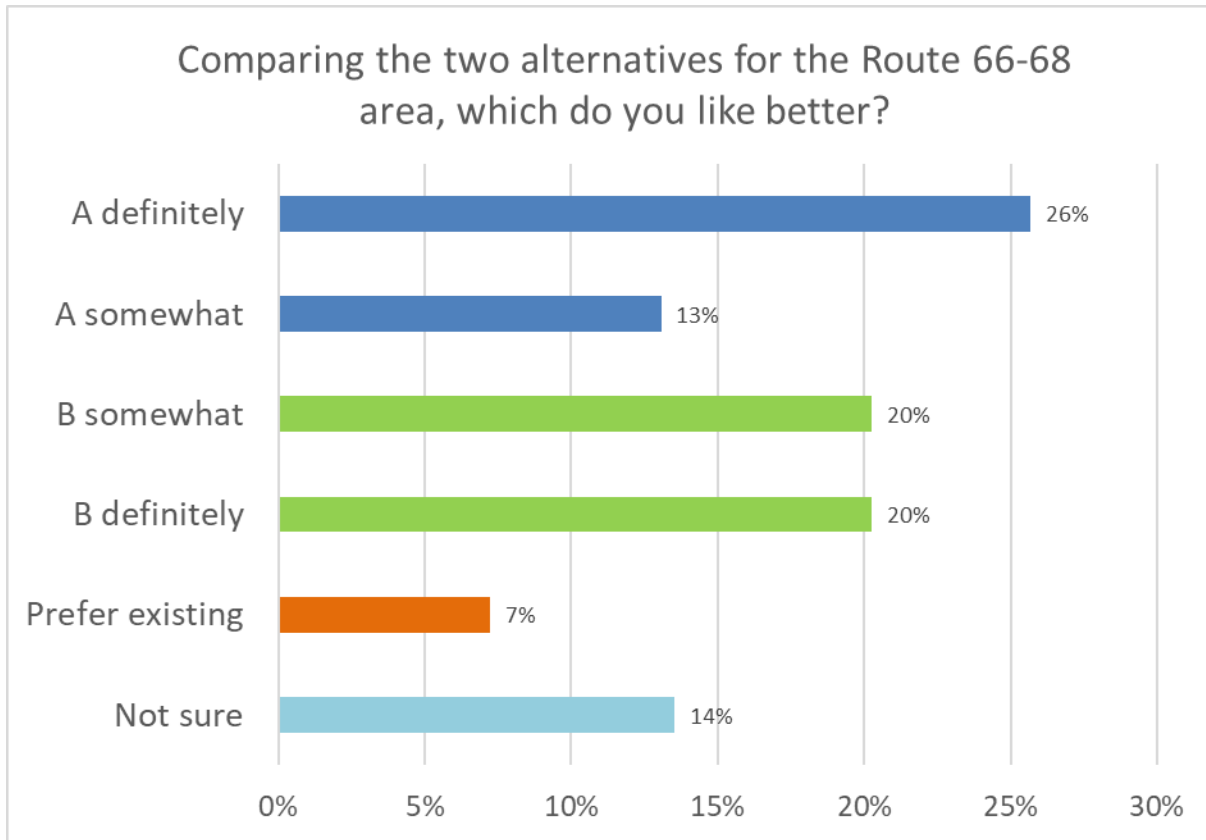
Alternative A was the clearly preferred choice (44% for Alternative A vs. 26% for Alternative B) for the Watsonville to Santa Cruz routes. Note that nearly a quarter of respondents were unsure. Among those that stated a preference, the majority chose A.



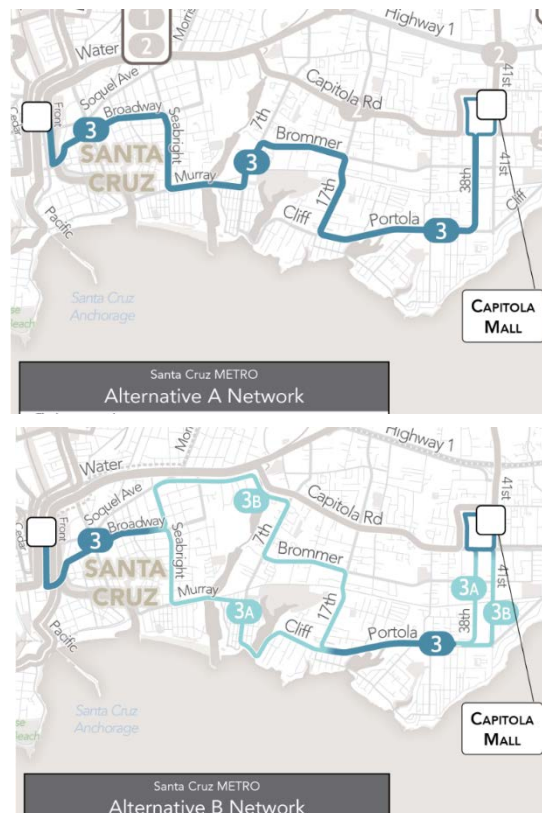
Among the small number of respondents who completed the survey in Spanish, one third chose A, one third chose B and one third were either unsure or preferred the existing system.



East Santa Cruz – Routes 66 and 68



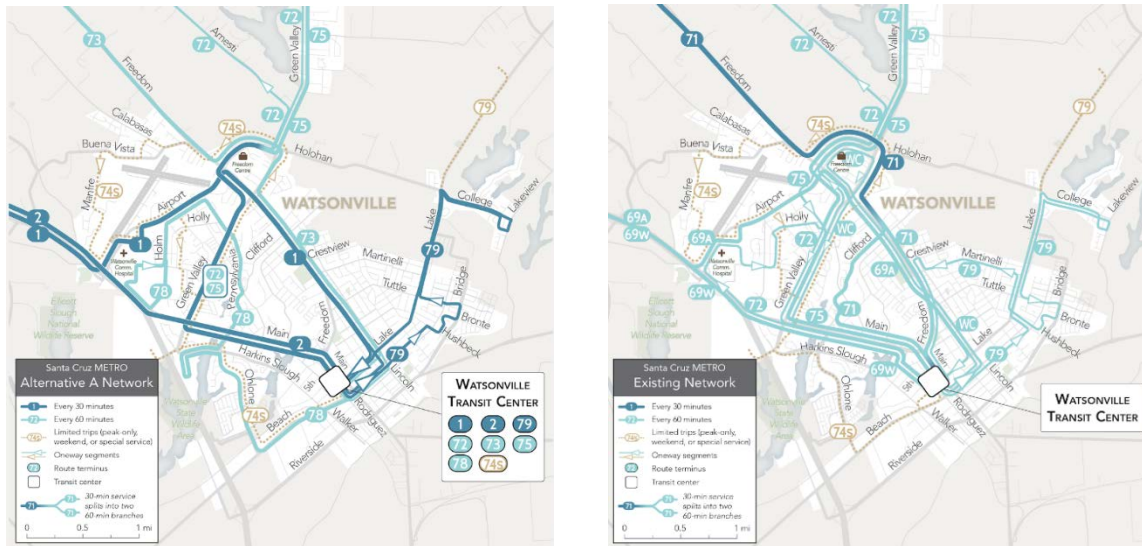
Respondents interested in the Seabright, Twin Lakes Brommer Road and Pleasant Point area were fairly evenly divided in their preference for Alternative A or B. While Alternative A was the “definite” choice of the largest segment (26%), overall 39% definitely or somewhat preferred Alternative A, while 40% definitely or somewhat preferred Alternative B.



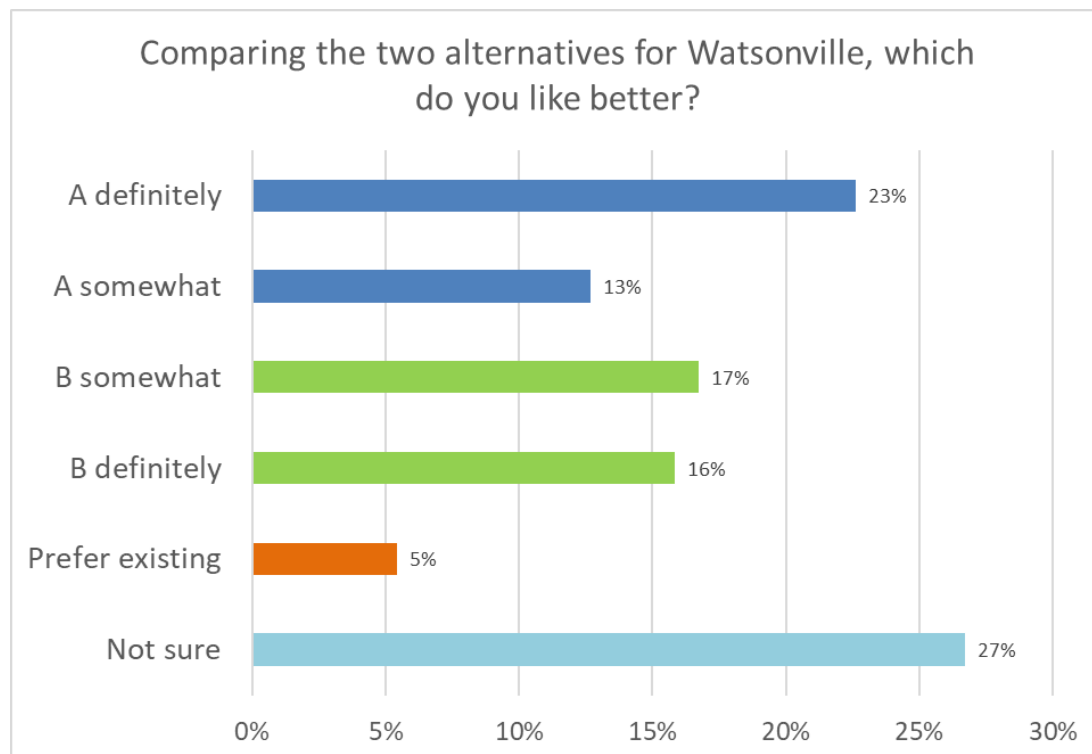
Watsonville Local Service

For the Watsonville area, respondents were asked first about the proposed local route network and then about the regional routes connecting Watsonville to Santa Cruz.

Comparing the proposed local route network to the existing route network, the majority (54%) chose Alternative A while only 14% preferred the existing service. One third were unsure which was best.



Next, the two proposed alternatives for the regional routes were explained, to the extent they impacted Watsonville specifically. Then respondents were asked to choose their preferred option – Alternative A, Alternative B or the existing service.

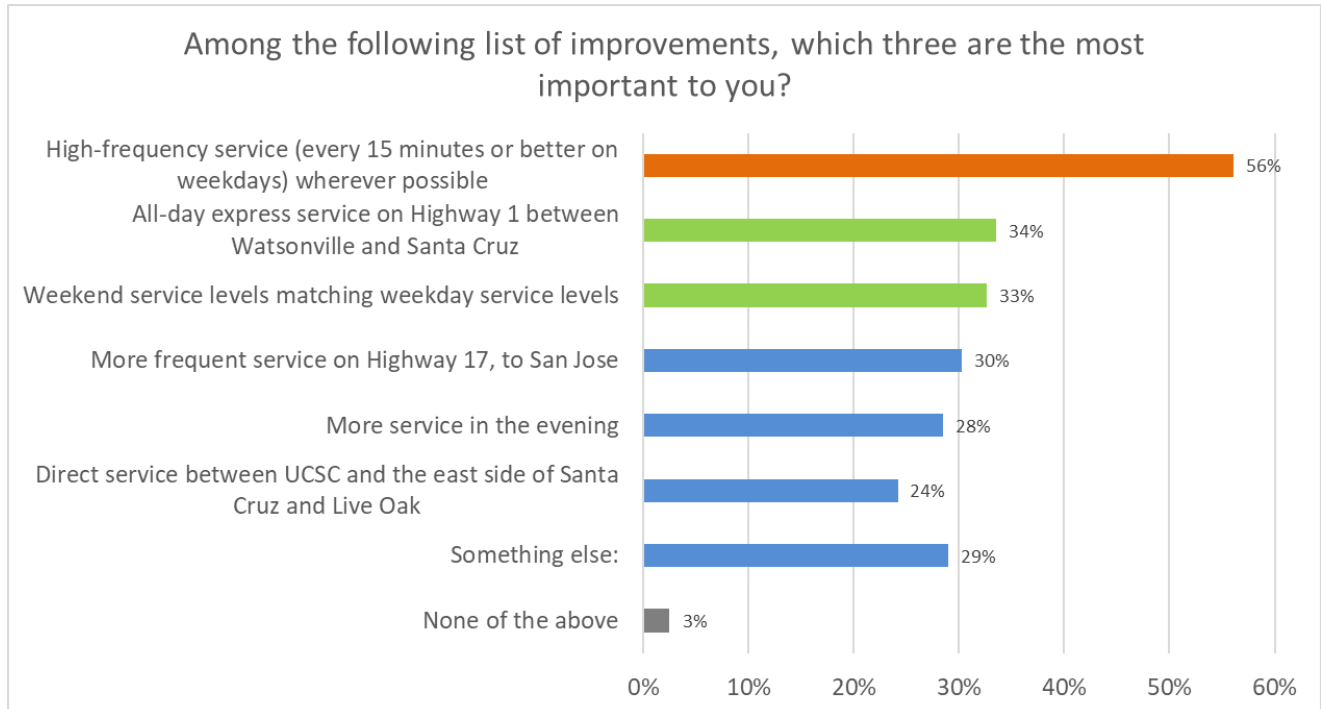


Among those who rated how the different alternatives would impact Watsonville, 36% preferred Alternative A (23% definitely), while 33% preferred Alternative B, but often less strongly (only 16% definitely). As with the choice of the local network, a fairly large segment (27%) was unsure which was the better choice.

As previously noted, in person outreach was conducted at the Farmer's Marketing and National Night Out Event in Watsonville. At these events a small number of persons completed a partial survey with the assistance of staff. As with other Watsonville respondents, their initial reaction to Alternative A was positive. But when both options were presented 6 of 12 respondents preferred Alternative B, 4 chose alternative A and no one preferred the existing network. Two people were unsure which was best.

Improvement Priorities for the Future

The final service-oriented question in the survey asked respondents to select from a list of potential long-term service priorities the ones most important to them. They were allowed to select up to three from a list of seven or to specify a different priority.



High-frequency routes was the clear leader in terms of priority – 56% of respondents chose it as one of their three options. A second tier of priorities (chosen by one third of respondents) included increased express service between Watsonville and Santa Cruz and improved weekend service. All of the list priorities were chosen by one-quarter or more of the respondents. In addition, 29% of respondents noted “something else.”

Among the 109 UCSC students who responded, preferences were more concentrated.

- 81% chose high frequency service (15 minutes or better).
- 47% chose improved weekend service.
- 44% chose direct service between UCSC and the east side.
- 39% chose more frequent service on Highway 17 to San Jose.
- 29% chose more service in the evening.

Something Else

More than 100 respondents noted a priority that was “something else.” The complete list of responses is included at the end of this summary. The following are some of the frequently noted priorities.

- Don’t eliminate Route 10.
- Service to La Selva Beach and connecting La Selva Beach to Watsonville.
- Service to Beach Flats.

- Enhanced service to San Jose:
 - Direct service from Santa Cruz (without going thru downtown and SLV)
 - Service to San Jose Airport and San Jose State.
 - Stop in Los Gatos.
- Passenger Rail Service (Santa Cruz to Watsonville).
- Improved service to San Lorenzo Valley:
 - More frequent, longer hours and better weekend service
 - Reinstate service to Lompico, South Felton
 - Buses with air conditioning
 - Service on Graham Hill Road
- Bus service on holidays.
- Demand response service in areas not practical to serve with fixed route, open to the general public.
- More bike capacity, allowing bikes on bus when rack is full.
- Smaller electric buses, other than in UCSC area.
- Direct service from Watsonville to UCSC.
- Improve ParaCruz service – hire additional drivers and improve reliability.
- Consider the needs of seniors and persons with disabilities in areas where frequent service on major streets means longer walks to the stop.
- Increased service between Davenport and SC.

Demographics

An online survey is never “statistically valid” in the sense of providing a sense of a whole population’s exact distribution of opinions, because respondents are inherently self-selected by their interest in the material, and means and ability to find and respond to the survey.

However, **the demographic profiles of respondents indicate that this survey did capture input from a diverse cross-section of Santa Cruz County residents.** It should be noted that the respondents who completed the survey in Spanish all exited before the demographic questions.

Transit Ridership

The survey captured a broad range of levels of transit ridership, including both people who have never ridden, occasional riders and frequent riders. The distribution of how often respondents ride METRO was:

Daily	22%
Several times per week	30%
A few times per month	18%
Less than once a month	19%
Never	12%

Age

Respondents came from all age groups. Of the 526 who provided their age, the distribution was as follows:

under 18	3%
18-24	27%
25-34	15%
35-44	14%
45-54	9%
55-64	13%

Student and Employment Status

Respondents were asked about their student and employment status.

- Thirty-six percent of the respondents were students.
 - UCSC – 21%
 - Cabrillo College – 9%
 - Middle/High School – 3%
 - Other School – 4%
- Two-thirds of respondents are employed.
 - 41% full time
 - 26% part-time.
- Among those who are employed:
 - 27% work evenings after 8 PM
 - 32% work weekends
 - 20% work in downtown Santa Cruz

Mobility Limitations

About 15% of respondents indicated that they have a disability that limits their mobility. Specifically, they noted:

- I use a walker – 2%
- I use a wheelchair or scooter – 2%
- I have limited or no vision – 3%
- I am hearing impaired – 1%
- I have a cognitive disability – 2%
- Other disability – 6%

Vehicle Availability

Three-quarters (75%) of respondents said that they have a valid driver's license. However, only 60% said that a working vehicle is usually available for their use.

Income

About a quarter of respondents have incomes of under \$25,000. The remainder of the sample was fairly evenly divided across the income spectrum.

Less than \$25,000	25%
\$25,000-\$49,999	15%
\$50,000-\$74,999	15%
\$75,000-\$99,999	13%
\$100,000-\$149,000	17%
Over \$150,000	16%

Gender, Ethnicity and Language

The gender distribution of the respondents was 56% female, 38% male and 5% non-binary.

Respondents were asked to “check all that apply” to indicate their race/ethnicity. The following is the distribution of responses:

American Indian or Alaska Native	4%
Asian	11%
Black or African American	2%
Native Hawaiian or Pacific Islander	1%
White	63%
Latino or Hispanic	27%
Other	5%

Most respondents (89%) speak English at home; 10% speak Spanish. If we assume the 20 Spanish language respondents who did not answer this question also speak Spanish at home, the percent of Spanish speakers would rise to 13%.

VERBAL PRESENTATION

CEO ORAL REPORT

Michael Tree

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