



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
APRIL 28, 2017 – 8:30 AM
METRO ADMIN OFFICES
110 VERNON STREET
SANTA CRUZ, CA 95060**

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

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BOARD ROSTER

Director Ed Bottorff	City of Capitola
Director Cynthia Chase	City of Santa Cruz
Director Jimmy Dutra	City of Watsonville
Director Norm Hagen	County of Santa Cruz
Director John Leopold	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Cynthia Mathews	City of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Director Oscar Rios	City of Watsonville
Director Dan Rothwell	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Donna Blitzer	UC Santa Cruz
Ex-Officio Director Liber McKee	Cabrillo College
Alex Clifford	METRO CEO/General Manager
Julie Sherman	METRO General Counsel

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.

AMERICANS WITH DISABILITIES ACT

The Board of Directors meets in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, or to access the

agenda and the agenda packet (including a Spanish language copy of the agenda packet), should contact the Executive Assistant, at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting Santa Cruz METRO regarding special requirements to participate in the Board meeting. For information regarding this agenda or interpretation services, please call Santa Cruz METRO at 831-426-6080.

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. Spanish language interpretation will be available during "Oral Communications" and for any other agenda item for which these services are needed.
- 3-2. Today's meeting is being broadcast by Community Television of Santa Cruz County.

4 BOARD OF DIRECTORS COMMENTS

5 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. All matters relating to Santa Cruz METRO will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Director may place matters brought up under Communications to the Board of Directors on a future agenda. In accordance with District Resolution 69-2-1, speakers appearing at a Board meeting shall be limited to three minutes in his or her presentation. Any person addressing the Board may submit written statements, petitions or other documents to complement his or her presentation. When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

5.1 COMPLIMENTARY LETTER TO METRO OPERATORS

6 WRITTEN COMMUNICATIONS FROM MAC (if applicable)

7 LABOR ORGANIZATION COMMUNICATIONS

8 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.

9-01 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF MARCH 2017

[Angela Aitken, Finance Manager](#)

9-02 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF JANUARY 31, 2017

[Angela Aitken, Finance Manager](#)

9-03 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF MARCH 24, 2017 WITH CORRECTION TO RESOLUTION RECITALS

[Alex Clifford, CEO/General Manager](#)

9-04 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 5TH AMENDMENT EXTENDING THE CONTRACT FOR ONE YEAR WITH ALLIANT INSURANCE SERVICES, INC. FOR EXCESS WORKERS' COMPENSATION INSURANCE, INCREASING THE CONTRACT TOTAL BY AN AMOUNT NOT TO EXCEED \$177,000

[Angela Aitken, Interim HR Manager and Finance Manager](#)

9-05 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO DYNAMIC SECURITY TECHNOLOGIES FOR AN ACCESS CONTROL SYSTEM NOT TO EXCEED \$249,537

[Isaac Holly, I.T. Manager](#)

9-06 APPROVE: CONSIDERATION OF A RESOLUTION APPROVING THE FY17 REVISED CAPITAL BUDGET

[Angela Aitken, Finance Manager](#)

9-07 APPROVE: CONSIDER ADOPTING A RESOLUTION AUTHORIZING THE CEO TO SUBMIT AN APPLICATION AND SIGN NECESSARY AGREEMENTS TO OBTAIN PROPOSITION 1B FUNDING FROM THE FY17 CALIFORNIA TRANSIT SECURITY GRANT PROGRAM

[Barrow Emerson, Planning and Development Manager](#)

9-08 APPROVE: CONSIDERATION OF AUTHORIZATION TO JOIN A PROCUREMENT WITH CLEMSON AREA TRANSIT FOR THE PURCHASE AND DELIVERY OF ELECTRIC BUSES

[Al Pierce, Maintenance Manager](#)

- 9-09 APPROVE: CONSIDERATION OF AUTHORIZING THE PURCHASING MANAGER TO OBTAIN A PURCHASE OPTION FOR ONE (1) CNG BUS FROM SPORTRAN AND AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH NEW FLYER IN AN AMOUNT NOT TO EXCEED \$570,000**
Al Pierce, Maintenance Manager

REGULAR AGENDA

- 10 EXPRESSION OF APPRECIATION TO AL PIERCE, MAINTENANCE MANAGER, AND INTRODUCTION OF NEW MAINTENANCE MANAGER, EDDIE BENSON**
Alex Clifford, CEO/General Manager
- 11 APPROVE: CONSIDERATION OF AUTHORIZATION TO USE THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF 9 SUPPORT VEHICLES IN AN AMOUNT NOT TO EXCEED \$213,779**
Al Pierce, Maintenance Manager
- 12 APPROVE: CONSIDERATION OF AUTHORIZATION TO USE THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF ONE PARATRANSIT VEHICLE VIA CALTRANS IN AN AMOUNT NOT TO EXCEED \$66,000**
Al Pierce, Maintenance Manager
- 13 APPROVE: CONSIDERATION OF AUTHORIZATION FOR THE PURCHASE OF 11 PARATRANSIT VEHICLES THROUGH THE CALACT CONTRACT IN AN AMOUNT NOT TO EXCEED \$824,958.42**
Al Pierce, Maintenance Manager
- 14 CONSIDERATION OF A NEW MONTHLY BOARD MEETING START TIME**
Jimmy Dutra, Board Chair
- 15 FINANCE, BUDGET AND AUDIT STANDING COMMITTEE MEETING MARCH 3, 2017 REPORT OUT**
Angela Aitken, Finance Manager
- 16 ORAL PACIFIC STATION UPDATE**
Barrow Emerson, Planning and Development Manager
- 17 APPROVE: AUTHORIZATION TO PROCURE AND INSTALL ONBOARD BUS AND PARATRANSIT SECURITY SURVEILLANCE EQUIPMENT AND THE ADOPTION OF A USE OF ELECTRONIC MEDIA POLICY AND A REVISED USE OF VIDEO SURVEILLANCE POLICY**
Alex Clifford, CEO/General Manager

- 18 ORAL REPORT FROM BOARD CHAIR AND OTHER BOARD MEMBERS REGARDING MARCH 29-31, 2017 WASHINGTON, DC LEGISLATIVE VISITS**
[Jimmy Dutra, Board Chair and Other Board Members](#)
- 19 CEO ORAL REPORT**
[Alex Clifford, CEO/General Manager](#)
- 20 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**
[Julie Sherman, General Counsel](#)
- 21 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, MAY 19, 2017 AT 8:30 AM, WATSONVILLE CITY COUNCIL CHAMBERS, 275 MAIN STREET, WATSONVILLE, CA**
[Jimmy Dutra, Board Chair](#)
- 22 RECESS TO CLOSED SESSION**

SECTION VI: CLOSED SESSION

- 23 CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION**
Government Code Section 54956.9 (d)(1) – Parties: Lewis C. Nelson and Sons, Inc. and RNL Design, Inc.
- 24 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Government Code Section 54956.9 (d)(2) – one potential case

SECTION VII: RECONVENE TO OPEN SESSION

- 25 REPORT OF CLOSED SESSION ITEMS**
[Julie Sherman, General Counsel](#)
- 26 ADJOURNMENT**
[Jimmy Dutra, Board Chair](#)

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COMMUNICATIONS TO THE BOARD

[REDACTED] wrote:

Hello,

I am the executive director at Brookdale Senior Living in Scotts Valley.

I wanted to pay a compliment to all of your drivers who pick up and drop off our residents. My office is right at the front of the community and I witness drivers incredible kind treatment of our residents.

They are always so helpful and go above and beyond to see that our residents are safe and well cared for.

Thank you all so much for your great customer service and positive attitude!

Sincerely,

[REDACTED]

Your Phone - Include Area Code: [REDACTED]

Preferred method of contacting you: Email address entered above

Nature of Comment: Compliment

Date of Incident: 04.12.2017

Time of Incident: n/a

Route: Not applicable

Choose location : Street & Cross street (enter below)

Location - additional information:

Vehicle Number - If Known:

Direction of Travel: Inbound

Employee Name or Number - If Known:

Employee Position: Bus Operator

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DATE: April 28, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF MARCH 2017**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of March 2017

II. SUMMARY

- This staff report provides the Board with a preliminary approved Check Journal Detail for the month of March 2017.
- The Finance Department is submitting the check journal 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 month of March 2017 have been processed, checks issued and signed by the Finance Manager.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None. The check journal is a presentation of invoices paid in March 2017 for purposes of Board review, agency disclosure, accountability and transparency.

V. ALTERNATIVES CONSIDERED

N/A

VI. ATTACHMENTS

Attachment A: Check Journal Detail for the Month of March 2017

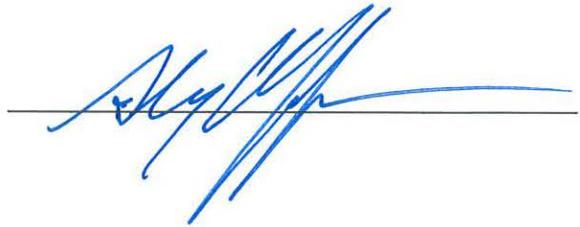
Prepared By: Holly Riley, Senior Accounting Technician

VII. APPROVALS:

Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



Attachment A

DATE 04/03/17 12:06

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

PAGE 1

DATE: 03/01/17 THRU 03/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
58482	03/06/17	1,398.48 003151	ABC BUS INC		76870	INVENTORY ORDER		1,398.48	
58483	03/06/17	325.00 003089	ACTION AUTO GLASS DBA FOR		76914	WINDSHIELD VEH #2402		325.00	
58484	03/06/17	966.88 382	AIRTEC SERVICE INC.		76857	RPR HVAC 1200B RIVER		966.88	
58485	03/06/17	27.92 002828	ALLIED ELECTRONICS		76908	INVENTORY ORDER		27.92	
58486	03/06/17	4,784.83 001348	ATHENS INSURANCE SERVICE, INC.		76864	MAR 17 TEA FEES		4,784.83	
58487	03/06/17	396.78 002689	B & B SMALL ENGINE CORP		76861	GOAT PARTS		396.78	
58488	03/06/17	360.00 002035	BOWMAN & WILLIAMS INC		76951	GENERATOR MASTER PLA		360.00	
58489	03/06/17	3,273.79 001230	CAPITOL CLUTCH & BRAKE, INC.		76904	BRAKE RELINING DRUM		3,129.79	
58490	03/06/17	135.00 002929	CHEVROLET OF WATSONVILLE LLC	7	76905	FRONT BRAKE KIT		144.00	
58491	03/06/17	50.73 130	CITY OF WATSONVILLE UTILITIES		76916	RPR VEH #803		135.00	
58492	03/06/17	31,971.47 001124	CLEAN ENERGY		76856	1/9-2/14 WATER WTC		50.73	
58493	03/06/17				76917	LNG 1/30/17		11,449.72	
58494	03/06/17				76918	LNG 1/26/17		10,337.47	
58495	03/06/17				76919	LNG 2/1/17		10,184.28	
58496	03/06/17	822.96 E957	CLIFFORD, ALEX		76822	TRAVEL REIMBURSEMENT		822.96	
58497	03/06/17	487.00 003256	COMCAST HOLDINGS CORPORATION		76873	PSA ADVERTISING		250.00	
58498	03/06/17				76874	PSA ADVERTISING		237.00	
58499	03/06/17	177.00 367	COMMUNITY TELEVISION OF		76894	BOD MEETING 1/27/17		177.00	
58500	03/06/17	75.55 002063	COSTCO		76932	BOARD MEETING SUPPLI		75.55	
58501	03/06/17	371.24 002814	CREATIVE BUS SALES, INC.		76847	INVENTORY ORDER		371.24	
58502	03/06/17	2,945.69 003116	CUMMINS PACIFIC LLP		76835	RPR VEH #2213		2,945.69	
58503	03/06/17	575.39 002946	DAY WIRELESS SYSTEMS		76833	WIRING VEH #8026		575.39	
58504	03/06/17	571.00 002949	DEANE INDUSTRIAL MACHINING		76869	MANIFOLDS		571.00	
58505	03/06/17	540.00 916	DOCTORS ON DUTY MEDICAL CLINIC		76865	JAN 17 DOT DRUG TEST		540.00	
58506	03/06/17	4,701.87 003274	EAST BAY TIRE CO.		76827	TIRES		358.74	
58507	03/06/17				76828	TIRES		569.63	
58508	03/06/17				76829	TIRES		1,297.48	
58509	03/06/17				76830	TIRES		302.54	
58510	03/06/17				76831	TIRES		241.24	
58511	03/06/17				76906	TIRES PC		1,023.18	
58512	03/06/17				76907	NON HAZARD WASTE		909.06	
58513	03/06/17	2,277.00 003153	ENVIRONMENTAL LOGISTICS INC		76887	TEMP W/E 2/5/17		2,277.00	
58514	03/06/17	850.51 432	EXPRESS SERVICES INC.		76824	TEMP W/E 2/12/17		420.19	
58515	03/06/17				76825	2/1-2/15 FUEL PC		430.32	
58516	03/06/17				76836	2/1-2/15 FUEL		7,456.24	
58517	03/06/17				76913	2/16-3/15 SKY-RIVER		2,240.20	
58518	03/06/17				76885	RPR BIKE RACK		62.65	
58519	03/06/17				76832	INVENTORY ORDER		350.00	
58520	03/06/17				76846	SEAT PANELS		33.95	
58521	03/06/17				76925	INVENTORY ORDER		919.00	
58522	03/06/17				76926	INVENTORY ORDER		164.01	
58523	03/06/17				76942	INVENTORY ORDER		18.64	
58524	03/06/17				76943	RPR LEAK WTC		62.26	
58525	03/06/17				76944	INVENTORY ORDER		87.07	
58526	03/06/17				76911	INVENTORY ORDER		10,990.90	
58527	03/06/17				76912	INVENTORY ORDER		1,782.38	

Attachment A

DATE 04/03/17 12:06

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

PAGE 2

DATE: 03/01/17 THRU 03/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
58512	03/06/17	2,672.93 003327	IO, RODNEY H			76892	RPR VEH #207 FAC	899.65	
						76893	RPR VEH #1103 PC	885.83	
						76924	RPR VEH #1109 PC	887.45	
58513	03/06/17	71.79 1117	KELLEY'S SERVICE INC.			76896	INVENTORY ORDER	71.79	
58514	03/06/17	1,006.50 852	LAW OFFICES OF MARIE F. SANG	7		76863	CL# 1999103213	1,006.50	
58515	03/06/17	672.75 001145	MANAGED HEALTH NETWORK			76853	MAR 17 EAP	672.75	
58516	03/06/17	2,813.75 004	NORTH BAY FORD LINC-MERCURY			76915	RPR VEH #1401	430.77	
						76929	RPR VEH #2402 PC	2,382.98	
58517	03/06/17	495.00 002940	OJO TECHNOLOGY, INC.			76931	RPR CAMERA 6 VERNON	495.00	
58518	03/06/17	2,255.37 009	PACIFIC GAS & ELECTRIC			76903	1/23-2/22 1200B RIVE	2,255.37	
58519	03/06/17	385.97 043	PALACE ART & OFFICE SUPPLY			76862	OFFICE SUPPLIES	213.68	
						76928	OFFICE SUPPLIES	172.29	
58520	03/06/17	1,500.00 001221	PITNEY BOWES-RESERVE ACCOUNT			76823	RESERVE ACCT32789216	1,500.00	
58521	03/06/17	186.00 001149	PREFERRED PLUMBING, INC.			76858	RPR HOT WATER VERNON	186.00	
58522	03/06/17	763.37 107A	PROBUILD COMPANY LLC			76851	BATHROOM REMODEL	10.65	
						76852	BATHROOM REMODEL	67.36	
						76886	RPR ROOF VENTS	27.30	
						76888	REMODEL BATHROOM SMC	192.80	
						76889	REMODEL BATHROOM SMC	26.61	
						76933	RPR LEAK SMC	25.13	
						76934	CREDIT	-20.62	
						76935	RPR PNR CHAIN	54.49	
						76936	BATHROOM REMODEL	47.78	
						76937	BATHROOM REMODEL	305.14	
						76938	VARIDESK VERNON	26.73	
58523	03/06/17	225.45 003020	QUEST DIAGNOSTIC INC.			76866	JAN 17 DOT DRUG TEST	225.45	
58524	03/06/17	363.47 003024	RICOH USA, INC CA			76890	11/14-2/13 IMAGES PC	147.18	
						76930	11/12-2/11 IMAGE OPS	216.29	
58525	03/06/17	13,140.30 003302	RK & ASSOCIATES INC DBA ESCON			76909	FINAL RETENTION PMT	13,140.30	
58526	03/06/17	413.55 135	SANTA CRUZ AUTO PARTS, INC.			76899	RPR VEH #2800	9.33	
						76900	CREDIT	-34.72	
						76901	RPR VEH #707 1127PC	271.26	
						76902	CREDIT	-120.38	
						76910	INVENTORY ORDER	98.99	
						76946	INVENTORY ORDER	68.69	
						76947	RPR VEH #707	120.38	
58527	03/06/17	8,648.51 079	SANTA CRUZ MUNICIPAL UTILITIES			76854	1/12-2/10 PARACRUZ	274.23	
						76875	1/6-2/6 1200A RIVER	88.76	
						76876	1/6-2/6 1200 RIVER	9.79	
						76877	1/6-2/6 CEDAR-WALNUT	952.95	
						76878	1/6-2/6 WATER GOLF	9.70	
						76879	1/6-2/6 WATER PACIFI	50.85	
						76880	1/6-2/6 WATER PACIFI	2,832.91	
						76881	1/6-2/6 WATER 1200B	2,665.77	
						76882	1/6-2/6 WASTE GOLF	1,282.07	
						76883	1/6-2/6 WASTE VERNON	470.78	

Attachment A

DATE 04/03/17 12:06

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

PAGE 3

DATE: 03/01/17 THRU 03/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
58528	03/06/17	776.16 003292	776.16	SLINGSHOT CONNECTIONS LLP		76884	1/6-2/6 IRRIG VERNON	10.70	
58529	03/06/17	1,920.00 002067	1,920.00	SOILCONTROL LAB		76891	TEMP W/E 2/19/17	776.16	
58530	03/06/17	5,960.73 003285	5,960.73	TRANSIT HOLDINGS INC		76859	STORM WATER MMF	960.00	
						76860	STORM WATER OPS	960.00	
						76837	INVENTORY ORDER	193.70	
						76838	INVENTORY ORDER	143.85	
						76839	INVENTORY ORDER	297.18	
						76840	INVENTORY ORDER	422.07	
						76841	INVENTORY ORDER	50.94	
						76842	INVENTORY ORDER	2,058.40	
						76843	INVENTORY ORDER	166.01	
						76844	INVENTORY ORDER	67.54	
						76845	INVENTORY ORDER	2,148.11	
						76871	INVENTORY ORDER	412.93	
58531	03/06/17	182.70 003268	182.70	TWO GO LLC DBA MONTEREY BAY		76945	RPR VEH #1127 PC	182.70	
58532	03/06/17	345.89 003152	345.89	UNIFIRST CORPORATION		76895	MATS TOWELS	6.99	
						76897	LAUNDRY SERVICE	214.77	
						76898	CUSTODIAL SUPPLIES	69.40	
						76939	CUSTODIAL SUPPLIES	37.57	
						76940	MATS OPS	6.48	
						76941	LAUNDRY SERVICE	10.68	
58533	03/06/17	22.26 007	22.26	UNITED PARCEL SERVICE		76872	FREIGHT	22.26	
58534	03/06/17	4,068.41 002829	4,068.41	VALLEY POWER SYSTEMS, INC.		76848	INVENTORY ORDER	1,277.11	
						76849	INVENTORY ORDER	15.52	
						76850	INVENTORY ORDER	724.45	
						76867	CREDIT	-145.12	
						76868	CREDIT	-67.81	
						76920	INVENTORY ORDER	242.52	
						76921	INVENTORY ORDER	1,993.16	
						76922	INVENTORY ORDER	28.58	
						76834	INVENTORY ORDER	170.81	
58535	03/06/17	2,817.79 221	2,817.79	VEHICLE MAINTENANCE PROG INC		76923	INVENTORY ORDER	2,646.98	
58536	03/06/17	950.25 434	950.25	VERIZON WIRELESS	0	76826	1/13-2/12 WIFI BUSES	950.25	
58537	03/06/17	276.48 001165	276.48	VU, THANH DR. MD	7	76948	NEW HIRE DMV EXAM	92.16	
						76949	NEW HIRE DMV EXAM	92.16	
						76950	NEW HIRE DMV EXAM	92.16	
58538	03/06/17	1,422.00 003237	1,422.00	WAREHOUSE DIRECT INTERIORS INC		76855	RPR FLOOR VERN BR	1,422.00	
58539	03/06/17	163.19 002291	163.19	WINCHESTER AUTO		76927	INVENTORY ORDER	163.19	
58540M03/07/17		30.00 003265	30.00	CAPPO MONTEREY BAY 3/16 CHAPTER MEETING		76993	3/16 CHAPTER MEETING	30.00	MANUAL
58541	03/13/17	277.20 002069	277.20	A TOOL SHED, INC.		76976	GENERATOR RENTAL OPS	277.20	
58542	03/13/17	68.75 002941	68.75	AA SAFE & SECURITY CO		76998	KEYS KITE-MT BEIWLAS	68.75	
58543	03/13/17	279.33 003151	279.33	ABC BUS INC		76981	INVENTORY ORDER	237.51	
						77058	INVENTORY ORDER	41.82	
58544	03/13/17	4,628.29 001D	4,628.29	AT&T		76952	1/19-2/18 CALNET3	3,505.04	VOIDED
						76978	1/19-2/18 ELEVATOR	162.37	

Attachment A

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

DATE: 03/01/17 THRU 03/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
58544	03/13/17		-4,628.29	AT&T		77039	1/24-2/23 WIFI BUSES	960.88	
						76952	1/19-2/18 CALNET3	-3,505.04	**VOID
						76978	1/19-2/18 ELEVATOR	-162.37	
						77039	1/24-2/23 WIFI BUSES	-960.88	
58545	03/13/17		25.25	B & B SMALL ENGINE CORP		77000	GENERATOR PARTS	25.25	
58546	03/13/17		3,255.00	BATTERIES USA, INC.		77023	BATTERIES	3,255.00	
58547	03/13/17		5,253.03	CATTO'S GRAPHICS, INC.		76965	SIGNS WTC	2,256.80	
						76995	BUS ROUTE DECALS	2,996.23	
58548	03/13/17		1,167.17	CITY OF WATSONVILLE UTILITIES		76955	2/24/17 WASTE WTC	802.72	
						76956	1/17-2/21 WATER WTC	332.76	
						76957	1/17-2/21 WATER WTC	31.69	
58549	03/13/17		1,657.55	COAST PAPER & SUPPLY INC.		76979	INVENTORY ORDER	1,657.55	
58550	03/13/17		15.20	COSTCO		77024	2/24 BOD MEETING	15.20	
58551	03/13/17		689.33	D & G SANITATION		76977	BATHROOM REMODEL	689.33	
58552	03/13/17		200.00	DASH, JOHN A. & ASSOCIATES	7	77053	4/1-3/31 SUBSCRIPTIO	200.00	
58553	03/13/17		17,200.00	DAVID G JENSEN S3 INC		77033	C/S CONSULTING	17,200.00	
58554	03/13/17		97.28	DEANE INDUSTRIAL MACHINING		77005	RPR VEH# 9811	97.28	
58555	03/13/17		1,557.31	DYNAMIC SYSTEMS INC		77040	2/4-2/3/18 SUPPORT	1,557.31	
58556	03/13/17		1,252.05	EAST BAY TIRE CO.		77048	TIRES	267.62	
						77049	TIRES	984.43	
58557	03/13/17		715.84	FERGUSON ENTERPRISES INC. #795		76997	BATHROOM REMODEL SMC	715.84	
58558	03/13/17		1,269.88	FIS		77059	JAN 17 MERCHANT FEES	1,269.88	
58559	03/13/17		273.04	GARDA CL WEST, INC.		76994	MAR 17 SERVICE	273.04	
58560	03/13/17		1,386.26	GRAINGER		76974	CREDIT	-439.82	
						76975	STOCK ORDER	1,102.78	
						77035	CLEANING SUPPLIES	69.32	
						77036	SAFETY SUPPLIES	115.45	
						77037	CLOCKS	67.87	
						77038	INVENTORY ORDER	129.52	
						77055	INVENTORY ORDER	53.33	
						77056	INVENTORY ORDER	133.84	
						77057	INVENTORY ORDER	153.37	
						77060	DISTRIBUTION CORRECT	-1,102.78	
58561	03/13/17		55,239.42	HANSON BRIDGETT LLP		77061	INVENTORY ORDER	1,102.78	
						76991	M# 032117.000003	28,243.92	
						76992	M# 032117.000002	26,605.50	
58562	03/13/17		524.74	IO, RODNEY H		76982	RPR VEH #1104 PC	524.74	
58563	03/13/17		326.54	KELLEY'S SERVICE INC.		76968	CREDIT	-16.28	
						77009	BATTERY	108.40	
						77010	INVENTORY ORDER	84.30	
						77011	INVENTORY ORDER	40.00	
						77012	PLUG TAP	10.90	
						77062	INVENTORY ORDER	99.22	
58564	03/13/17		2,220.09	KINKO'S INC.		77003	2017 HEADWAYS	1,789.14	
						77004	2017 TRANSIT POSTER	430.95	

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58565	03/13/17	156.85 003059		MAILFINANCE INC		76966	2/28-3/27LEASE ADMIN	156.85	
58566	03/13/17	1,271.86 E631		NEVIN, JOHN		77064	TRAVEL REIMBURSEMENT	1,271.86	
58567	03/13/17	1,09.98 002721		NEXTEL COMMUNICATIONS/SPRINT		76958	1/26-2/25 TVM OPS	109.98	
58568	03/13/17	4,093.66 004		NORTH BAY FORD LINC-MERCURY		76984	RPR VEH #1114 PC	57.17	
						76985	RPR VEH #2701 PC	1,595.27	
						76986	RPR VEH #1108 PC	389.09	
						77006	CORE CREDIT	-75.00	
						77026	RPR VEH #9951 807	103.40	
						77027	RPR VEH #2603 PC	1,459.60	
						77028	RPR VEH #2604 PC	564.13	
						76963	TEMP W/E 2/17/17	1,079.04	
				OFFICE TEAM		76964	TEMP W/E 2/17/17	2,206.66	
						76996	CONVERSION FEE C/S	936.00	
						77041	TEMP W/E 2/24/17	1,079.04	
						77044	TEM W/E 2/24/17	1,958.09	
						76971	1/24-2/23 1200BRIVER	155.37	
						76972	1/23-2/22 GOLF CLUB	6,939.30	
						76973	1/24-2/23 VERNON	4,925.50	
						77054	1/27-2/27 PACIFIC	2,607.00	
						76987	INVENTORY ORDER	366.73	
				PACIFIC TRUCK PARTS, INC.		76988	OFFICE SUPPLIES	712.58	
				PALACE ART & OFFICE SUPPLY		76989	OFFICE SUPPLIES	170.12	
						77001	OFFICE SUPPLIES	41.63	
						77025	OFFICE SUPPLIES	12.12	
						77034	OFFICE SUPPLIES	184.02	
						77030	FEB 17 PEST WTC	75.50	
				PIED PIPER EXTERMINATORS, INC.		77052	MAR 16 DENTAL	38,460.80	
				PREFERRED BENEFIT		76980	BATHROOM REMODEL	17.57	
				PROBUILD COMPANY LLC		76999	BATHROOM REMODEL SMC	23.66	
						77043	FEB 17 DOT DRUG TEST	350.70	
				QUEST DIAGNOSTIC INC.		76954	BATHROOM REMODEL	2.07	
				RIVERSIDE LIGHTING & ELECTRIC		76953	TRAINING 3 MECHANICS	195.00	
				SAN MATEO COUNTY TRANSIT DIST.		76967	CREDIT	-17.36	
				SANTA CRUZ AUTO PARTS, INC.		77013	RPR VEH #801	163.10	
						77014	INVENTORY ORDER	156.10	
						77015	CREDIT	-23.87	
						77016	CREDIT	-17.36	
						77017	RPR VEH #802	277.65	
						77018	CREDIT	-34.72	
						77019	RPR VEH #2603	118.21	
						77020	CREDIT	-17.36	
						77021	INVENTORY ORDER	66.97	
						77022	INVENTORY ORDER	4.10	
						77063	INVENTORY ORDER	94.59	
						77042	2/16-2/28 W/C REPLEN	6,635.52	
				SANTA CRUZ METRO TRANSIT W/C		76990	FEB 17 SHREDDING PC	80.00	
				SANTA CRUZ RECORDS MNGMT INC					

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58582	03/13/17	002459	313.43	SCOTTS VALLEY WATER DISTRICT		76970	FEB 17 WATER SVT REC	83.95	
						77046	12/6-2/2 WATER SVT	16.30	
						77047	12/6-2/2 WATER SVT	213.18	
58583	03/13/17	E994	75.00	SERGIO, IONA		77065	DMV PHYSICAL REIMBUR	75.00	
58584	03/13/17	001277	6,000.00	SUB GLOBALNET, INC.		76959	NOV 16 MAINTENANCE	1,500.00	
						76960	DEC 16 MAINTENANCE	1,500.00	
						76961	JAN 17 MAINTENANCE	1,500.00	
						76962	FEB 17 MAINTENANCE	1,500.00	
58585	03/13/17	002543	71.18	TRI COUNTY INSULATION		76969	RPR WATER HEAT JK WT	71.18	
58586	03/13/17	003037	591.33	TYCO INTEGRATED SECURITY		77029	3/1-5/31 1200B RIVER	591.33	
58587	03/13/17	003152	336.40	UNIFIRST CORPORATION		77002	LAUNDRY SERVICE	15.36	
						77007	LAUNDRY SERVICE	205.77	
						77008	CUSTODIAL SERVICE	69.40	
						77031	MATS OPS	6.48	
						77032	CUSTODIAL SUPPLIES	39.39	
58588	03/13/17	001043	10,085.04	VISION SERVICE PLAN		77051	MAR 17 VISION	10,085.04	
58589	03/13/17	E526	56.52	WARNOCK, APRIL		77066	FIRST FRIDAY ITEMS	56.52	
58590	03/13/17	001506	1,540.47	WESTERN STATES OIL CO.		76983	INVENTORY ORDER	1,540.47	
58591	03/13/17	001D	3,667.41	AT&T		77067	1/19-2/18 CALNETE3ML	3,505.04	
						77068	1/19-2/18 ELEVATOR	162.37	
58592	03/13/17	003105	960.88	AT&T MOBILITY		77069	1/24-2/23 WIFI BUSES	960.88	
58593	03/20/17	002941	86.79	AA SAFE & SECURITY CO		77110	GATE LATCH SMC	86.79	
58594	03/20/17	003151	94.35	ABC BUS INC		77082	INVENTORY ORDER	94.35	
58595	03/20/17	002861	30.58	AMERICAN MESSAGING SVCS, LLC		77128	MAR 17 PAGER RENTAL	30.58	
58596	03/20/17	001D	444.20	AT&T		77112	1/19-2/18 SKYLINE	279.96	
						77113	1/19-2/18 CEMENT PLA	164.24	
58597	03/20/17	002035	180.00	BOWMAN & WILLIAMS INC		77073	GENERATOR PROJECT	180.00	
58598	03/20/17	001844	5,150.75	BRINKS INCORPORATED		77149	FEB 17 1200B SERVICE	4,296.38	
						77150	FEB 17 1200B SERVICE	1,294.37	
58599	03/20/17	002931	910.00	CALACT		77091	2017 MEMBERSHIP	910.00	
58600	03/20/17	914	1,368.20	CALTRONICS BUSINESS SYSTEMS		77094	OFFICE SUPPLIES	712.85	
						77095	OFFICE SUPPLIES	237.62	
						77096	OFFICE SUPPLIES	417.73	
58601	03/20/17	001324	5,250.00	CAPITALEGE ADVOCACY, INC.		77118	MAR 17 LEGISLATE SVC	5,250.00	
58602	03/20/17	001346	117.06	CITY OF SANTA CRUZ-FINANCE		77161	LANDFILL	117.06	
58603	03/20/17	909	1,858.63	CLASSIC GRAPHICS		77141	RPR VEH #1106 PC	1,858.63	
58604	03/20/17	001124	61,756.18	CLEAN ENERGY		77100	LNG 2/3/17	9,249.08	
						77101	LNG 2/7/17	10,948.91	
						77102	LNG 2/9/17	10,284.79	
						77103	LNG 2/13/17	10,322.06	
						77104	LNG 2/15/17	10,830.32	
						77105	LNG 2/17/17	10,121.02	
58605	03/20/17	003102	734.50	CLEVER DEVICES LTD		77170	REPLACED SCREEN	734.50	
58606	03/20/17	003256	492.50	COMCAST HOLDINGS CORPORATION		77171	1 CSVP SPOT	250.00	
						77172	192 PSA SPOTS	242.50	
58607	03/20/17	002063	17.23	COSTCO		77119	BOD MEETING SUPPLIES	17.23	

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58608	03/20/17	427.28 002814	CREATIVE BUS SALES, INC.	77106			INVENTORY ORDER	427.28	
58609	03/20/17	424.72 T303	CUEVAS, ANDREA	77179			TRAVEL REIMBURSEMENT	424.72	
58610	03/20/17	512.04 003116	CUMMINS PACIFIC LLP	77083			INVENTORY ORDER	512.04	
58611	03/20/17	315.00 001501	D & G SANITATION	77127			BATHROOM REMODEL	315.00	
58612	03/20/17	509.85 900	DEPARTMENT OF TOXIC SUBSTANCE	77074			10/1-12/31 425 FRONT	509.85	
58613	03/20/17	3,363.51 480	DIESEL MARINE ELECTRIC, INC.	77120			INVENTORY ORDER	971.08	
				77121			INVENTORY ORDER	2,392.43	
58614	03/20/17	1,532.46 003274	EAST BAY TIRE CO.	77080			TIRES	184.40	
				77081			TIRES	363.63	
				77160			TIRES	984.43	
58615	03/20/17	3,343.70 432	EXPRESS SERVICES INC.	77070			TEMP W/E 2/19/17	303.76	
				77079			TEMP W/E 1/22/17	960.00	
				77115			TEMP W/E 2/26/17	787.50	
				77155			TEMP W/E 2/19/17	1,095.00	
				77164			TEMP W/E 2/26/17	197.44	
58616	03/20/17	739.90 T304	FIGHT, JIM	77180			TRAVEL REIMBURSEMENT	739.90	
58617	03/20/17	36,986.98 002295	FIRST ALARM	77174			FEB 17 SECURITY	800.00	
				77175			FEB 17 SECURITY OPS	36,186.98	
58618	03/20/17	8,002.76 002952	FLYERS ENERGY LLC	77084			2/16-2/28 FUEL PC	6,211.41	
				77124			2/16-2/28 FUEL	1,791.35	
58619	03/20/17	6,345.15 912	FOLGER GRAPHICS	77116			2016 SPRING HEADWAYS	6,345.15	
58620	03/20/17	134.90 647	GENFARE A DIV OF SPX CORP	77159			INVENTORY ORDER	134.90	
58621	03/20/17	15.02 117	GILLIG LLC	77123			INVENTORY ORDER	15.02	
58622	03/20/17	3,230.16 282	GRAINGER	77122			TOOL REPLACEMENT	3.95	
				77129			INVENTORY ORDER	15.70	
				77130			RESTROOM REMODEL SMC	585.90	
				77142			BATHROOM REMODEL SMC	195.30	
				77143			BATHROOM REMODEL SMC	105.68	
				77144			INVENTORY ORDER	101.10	
				77145			JANITOR CLOSET WTC	505.39	
				77146			BATHROOM REMODEL SMC	300.34	
				77147			LIGHTS MMF	99.14	
				77148			INVENTORY ORDER	1,317.66	
58623	03/20/17	120.90 546	GRANITEROCK COMPANY	77099			BATHROOM REMODEL	120.90	
58624	03/20/17	563.77 001097	GREENWASTE RECOVERY, INC.	77097			FEB 17 WASTE MT HERM	20.27	
				77098			FEB 17 WASTE SVT	259.94	
				77167			FEB17 WASTE PARACRUZ	283.56	
58625	03/20/17	14,971.58 001745	HARTFORD LIFE AND ACCIDENT INS	77156			MAR 17 AD&D	4,577.64	
				77157			MAR 17 LTD	10,393.94	
58626	03/20/17	331.35 T305	HOWELL, TRAVIS	77181			TRAVEL REIMBURSEMENT	331.35	
58627	03/20/17	599.75 003011	IFAX SOLUTIONS, INC	77093			3/26-3/25/18 MAINTEN	599.75	
58628	03/20/17	2,146.72 001233	KIMBALL MIDWEST	77139			INVENTORY ORDER	2,146.72	
58629	03/20/17	360.00 003271	KJRB INC	77158			TOWING VEH #2236	360.00	
58630	03/20/17	15,511.07 003017	MANSFIELD OIL CO OF GAINSVILLE	77087			2/15/17 DIESEL	15,511.07	
58631	03/20/17	399.28 300	MATCO TOOLS INC	77086			RPLC TOOL BOX DRAWER	399.28	
58632	03/20/17	1,943.59 003273	MGP XI REIT LLC	77072			APR 17 RENT	1,943.59	

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58633	03/20/17	22.11 004	22.11	NORTH BAY FORD LINC-MERCURY		77085	GAS CAP	22.11	
58634	03/20/17	7,196.88 009	7,196.88	PACIFIC GAS & ELECTRIC		77089	2/2-3/5 TENANT SVTC	55.17	
						77090	1/27-2/27 1200A RIVE	3,906.67	
						77154	2/3-3/6 SVT WTC PNR	2,396.68	
						77176	2/7-3/8 PARACRUZ	838.36	
58635	03/20/17	232.09 043	232.09	PALACE ART & OFFICE SUPPLY		77092	CREDIT	-31.25	
						77107	OFFICE SUPPLIES	5.67	
						77109	OFFICE SUPPLIES	257.67	
58636	03/20/17	1,330.00 002947	1,330.00	PEDALERS EXPRESS	7	77109	FEB 17 COURIER SVC	1,330.00	
58637	03/20/17	255.50 481	255.50	PIED PIPER EXTERMINATORS, INC.		77075	MAR 17 PEST GOLF	65.00	
						77125	MAR 17 PEST GOLF	65.00	
						77126	MAR 17 PEST VERNON	190.50	
58638	03/20/17	773.19 107A	773.19	PROBUILD COMPANY LLC		77111	BATHROOM REMODEL	27.84	
						77131	ADA RAMP VERNON	53.66	
						77132	ADA RAMP VERNON	29.00	
						77133	ADA RAMP VERNON	34.17	
						77134	ADA RAMP VERNON	89.88	
						77135	BATHROOM REMODEL SMC	369.02	
						77136	REMODEL BATHROOM SMC	156.96	
						77137	ADA RAMP VERNON	12.66	
58639	03/20/17	219.00 061	219.00	REGISTER PAJARONIAN LLC		77151	EMERG PREP ADVERTISM	199.00	
						77152	SEO ONLINE DIGITAL	20.00	
58640	03/20/17	265.82 215	265.82	RICOH USA, INC. TX		77076	2/26-3/25RENEWAL C/S	265.82	
58641	03/20/17	174.16 135	174.16	SANTA CRUZ AUTO PARTS, INC.		77140	INVENTORY ORDER	174.16	
58642	03/20/17	5,695.13 977	5,695.13	SANTA CRUZ TRANSPORTATION, LLC		77166	FEB 17 SERVICES	5,695.13	
58643	03/20/17	183.68 570	183.68	SCMTD PETTY CASH - CUST SVC		77114	REPLENISHMENT C/S	183.68	
58644	03/20/17	1,500.00 001277	1,500.00	SUB GLOBALNET, INC.		77117	MAR 17 SERVICES	1,500.00	
58645	03/20/17	14,469.87 001075	14,469.87	SOQUEL III ASSOCIATES	7	77071	APR 17 RENT	14,469.87	
58646	03/20/17	328.00 003037	328.00	TYCO INTEGRATED SECURITY		77153	3/3/17 SERVICE SVTC	328.00	
58647	03/20/17	19,059.85 057	19,059.85	U.S. BANK		77173	****-****-****-1518	2,793.14	
						77177	****-****-****-5056	16,266.71	
58648	03/20/17	29.65 003152	29.65	UNIFIRST CORPORATION		77162	CUSTODIAL SUPPLIES	13.60	
						77163	CUSTODIAL SUPPLIES	6.99	
58649	03/20/17	34.68 007	34.68	UNITED PARCEL SERVICE		77088	CUSTODIAL SUPPLIES	9.06	
58650	03/20/17	92.07 434	92.07	VERIZON WIRELESS	0	77165	CUSTODIAL SUPPLIES	34.68	
						77168	2/2-3/1 PUSH 2 TALK	-216.87	
						77169	2/2-3/1 TELECOM PC	308.94	
58651	03/20/17	275.00 003316	275.00	WATER TECH SPECIALTIES INC		77078	COOLING SYSTEM OPS	275.00	
58652	03/20/17	2,005.83 001506	2,005.83	WESTERN STATES OIL CO.		77138	INVENTORY ORDER	2,005.83	
58653	03/20/17	196.02 002291	196.02	WINCHESTER AUTO		77108	INVENTORY ORDER	196.02	
58654	03/20/17	4,362.87 003223	4,362.87	WELLER TRUCK PARTS		77077	RPR VEH #9817	8,682.87	
58655	03/20/17	200.00 003061	200.00	NEOFUNDS BY NEOPOST DBA		77182	CREDIT	-4,320.00	
58656	03/27/17	1,925.44 003151	1,925.44	ABC BUS INC		77183	****-****-****-1598	200.00	
						77218	INVENTORY ORDER	1,779.40	
58657	03/27/17	330.00 382	330.00	AIRTEC SERVICE INC.		77240	INVENTORY ORDER	146.04	
58658	03/27/17	385.22 001934	385.22	ALDRAN CHEMICAL, INC		77235	RPR HVAC VERNON	330.00	
						77229	INVENTORY ORDER	385.22	

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58659	03/27/17	001016	375.00	ALLARD'S SEPTIC SERVICE	7	77214	2/28 GREASE TRAP WTC	375.00	
58660	03/27/17	82.11 580	82.11	BLOCK AND COMPANY, INC.		77194	SECURITY BAGS	82.11	
58661	03/27/17	4,929.26 001356	4,929.26	BRENCO OPERATING-TEXAS, LP		77239	INVENTORY ORDER	4,929.26	
58662	03/27/17	74.75 E916	74.75	BRUBECK, DELEE		77193	ORIENTATION SNACKS	74.75	
58663	03/27/17	809,699.44 502	809,699.44	CA PUBLIC EMPLOYEES'		77282	APR 17 MEDICAL	809,699.44	
58664	03/27/17	14,553.51 588	14,553.51	CALTRIP		77224	FEB 17 CODE 5100	14,553.51	
58665	03/27/17	281.02 914	281.02	CALTRONICS BUSINESS SYSTEMS		77206	OFFICE SUPPLIES	281.02	
58666	03/27/17	102.49 M022	102.49	CAPELLA, KATHLEEN	0	77190	APR 17 RETIREE SUPP	102.49	
58667	03/27/17	238.70 001159	238.70	CATTO'S GRAPHICS, INC.		77215	OUTDOOR SIGNS VERNON	238.70	
58668	03/27/17	14,842.00 001124	14,842.00	CLEAN ENERGY		77234	MAR 17 SERVICES	14,842.00	
58669	03/27/17	3,139.02 003116	3,139.02	CUMMINS PACIFIC LLP		77209	INVENTORY ORDER	3,139.02	
						77216	RPR VEH #1304	781.26	
						77219	TRANSMISSION FLUID	501.00	
58670	03/27/17	51.24 M039	51.24	DAVILLA, ANA MARIA	0	77219	TRANSMISSION FLUID	1,856.76	
58671	03/27/17	1,196.59 002949	1,196.59	DEANE INDUSTRIAL MACHINING		77184	APR 17 RETIREE SUPP	51.24	
58672	03/27/17	727.25 003274	727.25	EAST BAY TIRE CO.		77228	VEH CYLINDER HEAD	1,196.59	
58673	03/27/17	1,827.75 432	1,827.75	EXPRESS SERVICES INC.		77207	TIRES PC	727.25	
						77276	TEMP W/E 3/12/17	334.12	
						77277	TEMP W/E 3/5/17	293.63	
58674	03/27/17	176.73 001172	176.73	FERGUSON ENTERPRISES INC. #795		77279	TEMP W/E 3/5/17	1,200.00	
						77248	RPR HOT WATER VERNON	333.14	
						77260	CREDIT	-156.41	
58675	03/27/17	30.07 002952	30.07	FLYERS ENERGY LLC		77258	PROPANE	30.07	
58676	03/27/17	600.00 003286	600.00	GARY RICHARD SNYDER		77271	RPR BIKE RACK	600.00	
58677	03/27/17	743.60 647	743.60	GENFARE A DIV OF SPX CORP		77208	TVM REPAIRS	743.60	
58678	03/27/17	75.54 117	75.54	GILLIG LLC		77245	INVENTORY ORDER	75.54	
58679	03/27/17	51.24 M041	51.24	GOUVEIA, ROBERT	0	77185	APR 17 RETIREE SUPP	51.24	
58680	03/27/17	273.96 282	273.96	GRAINGER		77231	CREDIT	-98.36	
						77247	INVENTORY ORDER	42.78	
						77261	INVENTORY ORDER	254.87	
						77268	HOSE REEL	74.67	
58681	03/27/17	124,842.65 003109	124,842.65	HANSON BRIDGETT LLP		77225	M# 032117.000003	75,390.65	
						77283	GENERAL SERVICES	24,000.00	
						77284	M# 032117.006001	19,903.00	
						77285	M# 032117.006002	5,549.00	
58682	03/27/17	482.22 003327	482.22	IO, RODNEY H		77244	RPR VEH #1127 PC	482.22	
58683	03/27/17	348.76 1117	348.76	KELLEY'S SERVICE INC.		77255	INVENTORY ORDER PC	160.51	
						77256	INVENTORY ORDER PC	80.00	
						77257	RPR VEH #202	108.25	
58684	03/27/17	25,781.00 001303	25,781.00	MAINTSTAR		77226	4/1-3/31 ANNUAL SUPP	25,781.00	
58685	03/27/17	14,747.75 003017	14,747.75	MANSFIELD OIL CO OF GAINSVILLE		77217	DIESEL 3/7/17	14,747.75	
58686	03/27/17	140.00 003249	140.00	MAXIMUM OIL SERVICE LLC		77259	USED OIL	140.00	
58687	03/27/17	121.87 001052	121.87	MID VALLEY SUPPLY INC.		77249	CUSTODIAL SUPPLIES	121.87	
58688	03/27/17	221.41 004	221.41	NORTH BAY FORD LINC-MERCURY		77275	INVENTORY ORDER PC	221.41	
58689	03/27/17	79.44 002323	79.44	NORTHERN SAFETY CO., INC.		77227	INVENTORY ORDER	79.44	
58690	03/27/17	562.99 003218	562.99	NVB EQUIPMENT, INC.		77274	INVENTORY ORDER	562.99	
58691	03/27/17	2,869.20 003115	2,869.20	OFFICE TEAM		77191	TEMP W/E 3/3/17	1,275.20	

Attachment A

DATE 04/03/17 12:06

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

PAGE 10

DATE: 03/01/17 THRU 03/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
58692	03/27/17	731.94 043		PALACE ART & OFFICE SUPPLY		77278	TEMP W/E 3/10/17	1,594.00	
58693	03/27/17	51.24 M109		PEREZ, CHERYL		77195	OFFICE SUPPLIES	130.42	
58694	03/27/17	146.48 050		PITNEY BOWES INC. RENTAL PMT		77280	OFFICE SUPPLIES	601.52	
58695	03/27/17	424.11 107A		PROBUILD COMPANY LLC		77186	APR 17 RETIREE SUPP	51.24	
						77281	4/1-6/30 METER RENT	146.48	
						77250	WOOD CRATES MMF	91.95	
						77251	ADA RAMP VERNON	42.03	
						77252	HONEYCOMB CRATES WTC	44.40	
						77253	LANE SIGNS WTC	40.74	
						77262	BATHROOM REMODEL	56.32	
						77263	BATHROOM REMODEL	3.41	
						77264	ADA RAMP VERNON	83.43	
						77265	TILE JESSICAS WTC	15.61	
						77266	BATHROOM REMODEL	15.02	
						77267	ADA RAMP VERNON	31.20	
						77273	MAR 17 ELEV MAINT	444.94	
58696	03/27/17	444.94 001153		REPUBLIC ELEVATOR COMPANY INC		77187	APR 17 RETIREE SUPP	102.49	
58697	03/27/17	102.49 M085		ROSSI, DENISE	0	77188	APR 17 RETIREE SUPP	51.24	
58698	03/27/17	51.24 M030		ROWE, RUBY		77241	INVENTORY ORDER	124.05	
58699	03/27/17	367.07 135		SANTA CRUZ AUTO PARTS, INC.		77242	INVENTORY ORDER	32.81	
						77243	INVENTORY ORDER	90.83	
						77254	INVENTORY ORDER	119.38	
58700	03/27/17	2,500.00 002267		SHAW / YODER / ANTWIH, INC.		77197	MAR 17 LEGISLATE SVC	2,500.00	
58701	03/27/17	479.37 001976		SPORTWORKS NORTHWEST, INC.		77230	INVENTORY ORDER	479.37	
58702	03/27/17	26.15 002245		STAPLES CONTRACT & COMM INC		77198	OFFICE SUPPLIES	26.15	
58703	03/27/17	1,020.00 002812		STRONGHOLD SECURITY INC.		77192	FORTICARE 100D RENEW	1,020.00	
58704	03/27/17	441.70 002675		THOMSON REUTERS BARCLAYS WEST		77196	FEB 17 SERVICES	441.70	
58705	03/27/17	3,578.54 003285		TRANSIT HOLDINGS INC		77199	RPR VEH #1208	156.24	
						77200	INVENTORY ORDER	220.11	
						77201	CREDIT	-60.99	
						77202	CREDIT	-491.76	
						77203	CREDIT	-54.71	
						77204	CREDIT	-276.81	
						77205	CREDIT	-156.24	
						77220	INVENTORY ORDER	194.80	
						77221	INVENTORY ORDER	41.77	
						77222	INVENTORY ORDER	5.97	
						77232	INVENTORY ORDER	1,075.88	
						77233	INVENTORY ORDER	1,407.59	
						77236	INVENTORY ORDER	197.99	
						77237	INVENTORY ORDER	37.43	
						77238	INVENTORY ORDER	543.78	
						77269	INVENTORY ORDER	737.49	
58706	03/27/17	138.66 003268		TWO GO LLC DBA MONTEREY BAY		77272	RPR VEH #1126 PC	138.66	
58707	03/27/17	654.50 003037		TYCO INTEGRATED SECURITY		77211	4/1-6/30 ALARM SVTC	185.41	
						77212	4/1-6/30 ALARM WTC	196.99	

Attachment A

DATE 04/03/17 12:06

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

PAGE 11

DATE: 03/01/17 THRU 03/31/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	TRANSACTION COMMENT
58708	03/27/17	22.62	007	UNITED PARCEL SERVICE		77213	4/1-6/30 ALARM PACIF	272.10	
58709	03/27/17	51.24	M088	YAGI, RANDY	0	77223	FREIGHT	22.62	
58710	03/27/17	20.47	147	ZEE MEDICAL SERVICE CO.		77189	APR 17 RETIREE SUPP	51.24	
58711	03/27/17	252.71	E045	MONTESINO, EDUARDO		77246	SAFETY KIT MMF	20.47	
						77286	TRAVEL REIMBURSEMENT	252.71	
TOTAL		1,610,146.80		ACCOUNTS PAYABLE			TOTAL CHECKS	231	1,610,146.80

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DATE: April 28, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL
REPORT AS OF JANUARY 31, 2017**

I. RECOMMENDED ACTION

**That the Board of Directors accept and file the Year to Date Monthly
Financial Report as of January 31, 2017.**

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 PowerPoint presentation titled "Year to Date Monthly Financial Report as of January 31, 2017."
- Staff recommends that the Board of Directors accept and file the attached report.

III. DISCUSSION/BACKGROUND

Below are the written explanations of the various charts and graphs in the attached Year to Date Monthly Financial Report as of January 31, 2017. The fiscal year has elapsed 58%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of January 31, 2017

Slide 2

FY17 Operating Revenue and Expenses for the Month Ending January 31, 2017

- Operating Revenues for the month are unfavorable by \$139K
- Operating Expenses
 - Labor Regular - favorable by \$114K
 - Labor OT - unfavorable by \$163K
 - Fringe Benefits – unfavorable by \$16K
 - Non-Personnel - favorable by \$17K

- Total Operating Expenses – unfavorable by \$48K
- Total Budget to Actual Variance - unfavorable by \$187K

Slide 3

FY17 Operating Revenue and Expenses Year to Date as of January 31, 2017

- Operating Revenues Year to Date are unfavorable by \$362K
- Operating Expenses
 - Labor Regular - favorable by \$420K
 - Labor OT - unfavorable by \$1,084K
 - Fringe Benefits - favorable by \$646K
 - Non-Personnel - favorable by \$361K
- Total Operating Expenses –favorable by \$342K

Total Budget to Actual Variance - favorable by \$20K

Slide 4

FY17 Operating Revenue by Major Funding Source - Year to Date as of January 31, 2017

- Passenger Fares- actual is \$5,454K while budget is \$6,288K
- Sales Tax Revenue- actual is \$11,758K while budget is \$11,475K
- TDA- actual is \$3,454K while the budget is \$3,351K
- Other Revenue- actual is \$322K while budget is \$346K
- Fuel Tax Credit- actual is \$150K while the budget is \$0
- STA Op Assistance- actual is \$173K while the budget is \$129K
- STIC Op Assistance- actual is \$2,084K while the budget is \$2,125K
- Federal Op Assistance- actual is \$4,203K while the budget is \$4,247K

Slide 5

Favorable/ (Unfavorable) Revenue Variance to Budget Year to Date as of January 31, 2017

- Passenger Fares variance to budget is unfavorable by \$834K primarily due to:
 - Passenger Fares – Regular and Bulk Purchase (decrease in bulk purchases of discounted passes from Cabrillo College). Additionally system-wide ridership year to date as of January 31, 2017 decreased 7% year-over-year due to the service reduction implemented after September 8, 2016.

- Special Transit Fares and the anticipated budgeted increase from the contract with Cabrillo College. The FY17 Special Transit Fares Budget currently includes \$944K for Cabrillo oriented services (12-month commitment from Cabrillo College). The funding commitment, however, was subsequently aligned with the school year, hence will cover a 10-month period of the 2016 – 17 school year (Fall and Winter semester).
- Decreased Highway 17 Ridership as a result of increased fares (in the fall of 2015); lower fuel prices; reduced on-time performance due to increased congestion, as well as the service reduction implemented September 8, 2016.
- Sales Tax Revenue variance to budget is favorable by \$284K due to higher than anticipated sales.
- TDA variance to budget is favorable by \$104K due to actual revenue above estimates for FY18.
- Other Revenue variance to budget is unfavorable by \$24K primarily due to
 - Seasonal fluctuations in the Advertising Income, while the budget has been straight-lined.
 - Other Operating Assistance – AMBAG Funding and the Bus of Shoulder Study grant budgeted, but not awarded.
- Fuel Tax Credit variance to budget is favorable by \$150K as the total budget for Fuel Tax Credit is recorded at the end of the fiscal year. Fuel Tax Credit is transferred to Reserves.
- STA Op Assistance variance to budget is favorable by \$44K as it includes an adjustment for STA payments for the prior fiscal year, FY16.
- STIC Op Assistance variance to budget is unfavorable by \$42K due to lower allocations. Updated budget projections were available after the FY17 Final budget was finalized and were not captured in the final budget document.
- Federal Op Assistance variance to budget is unfavorable by \$44K due to lower allocations.

Slide 6

FY17 Operating Expenses by Major Expense Category Year to Date as of January 31, 2017

- Labor - Regular- actual is \$9,041K while budget is \$9,460K
- Labor – OT - actual is \$2,035K while budget is \$951K
- Fringe Benefits - actual is \$11,415K while budget is \$12,060K
- Services - actual is \$1,561K while budget is \$1,790K
- Mobile Materials & Supplies - actual is \$1,607K while budget is \$1,639K
- Other Expenses - actual is \$1,204K while budget is \$1,303K

Slide 7

FY17 Operating Expenses by Major Expense Category Year to Date as of January 31, 2017

- Labor – Regular variance to budget is favorable by \$420K due to
 - 18 vacant funded positions, of which 5 are on hold
 - Extended unpaid leaves of absence
- Labor – OT variance to budget is unfavorable by \$1,084K due to vacant positions and extended leaves of absence in various departments.
- Fringe Benefits variance to budget is favorable by \$646K primarily due to the 18 vacant funded positions and extended unpaid leaves of absence.
- Services variance to budget is favorable \$229K due to Prof & Tech Fees and Repair – Rev Vehicle under budget.
- Mobile Materials & Supplies variance to budget is favorable by \$33K.
- Other Expenses are favorable by \$99K primarily due to lower Settlement Costs and Miscellaneous expenses.

Slide 8

FY17 Capital Budget Spending Year to Date as of January 31, 2017

- Total Capital Projects spending year to date is \$1,209K; FY17 budget is \$15.7M
 - Construction Related Projects account for 92.7% of the spending

Slide 9

FY17 Capital Budget – Excludes MetroBase Project – JKS Ops Bldg. - Spending Year to Date as of January 31, 2017

- Total Capital Projects spending year to date is \$137K; FY17 budget without JKS Ops Bldg. is \$12.8M. Spending percentages are as follows:
 - Construction Related Projects (excluding-JKS Ops Bldg) are 36.3%
 - Facilities Projects are 57.3%
 - Misc Projects are 5.7%
 - IT Projects are 0.7%

Slide 10

(Cover Sheet) – Metrobase Phase II Operations Building Life of Project – Budget Adopted January 27, 2017

Spending as of April 7, 2017

Slide 11

MetroBase Phase II - Life of Project - Spending as of April 7, 2017

- Total Project Budget is \$27.3M; spending is at \$26.5M; remaining is \$0.8M; project is 97% spent

Slide 12

(Cover Sheet) - Additional Information

Slide 13

Additional Information for the Month of January 2017

- Unemployment Rate % in Santa Cruz County is 8.8%
- \$ Gasoline per Gallon for the San Francisco-Oakland-San Jose area is \$2.91
- Monthly Ridership - Without UCSC (Highway 17 and Fixed Route) has decreased in January to approximately 200K riders.

Slide 14

FY17 Operating Expenses Year to Date as of March 31, 2017: Preliminary

- Operating Expenses
 - Labor Regular - favorable by \$576K
 - Labor OT - unfavorable by \$1,408K
 - Fringe Benefits - favorable by \$1,144K
 - Non-Personnel - favorable by \$671K
- Total Operating Expenses - favorable by \$983K

IV. FINANCIAL CONSIDERATIONS/IMPACT

Total Budget to Actual Variance for the month is unfavorable by \$187K, and favorable by \$20K, year to date.

V. ALTERNATIVES CONSIDERED

- There are no alternatives to consider, as this is an accept and file Year to Date Monthly Financial Report.

VI. ATTACHMENTS

Attachment A: Year to Date Monthly Financial Report as of January 31, 2017 Presentation

Prepared By: Kristina Mihaylova, Sr. Financial Analyst



Year to Date Monthly Financial Report as of January 31, 2017

Santa Cruz METRO Board of Directors

April 28, 2017

Angela Aitken, Finance Manager

FY17 Operating Revenue and Expenses For the Month Ending January 31, 2017

58% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual
Operating Revenue:	\$2,253	\$2,392	(\$139)
Operating Expenses:			
Labor - Regular	\$1,238	\$1,352	\$114
Labor - Overtime	\$299	\$136	(\$163)
Fringe Benefits	\$1,739	\$1,723	(\$16)
Non-Personnel Expenses	\$632	\$649	\$17
Total Operating Expenses:	\$3,908	\$3,860	(\$48)
Operating Budget Favorable/ (Unfavorable):			(\$187)

9-02 NA.2

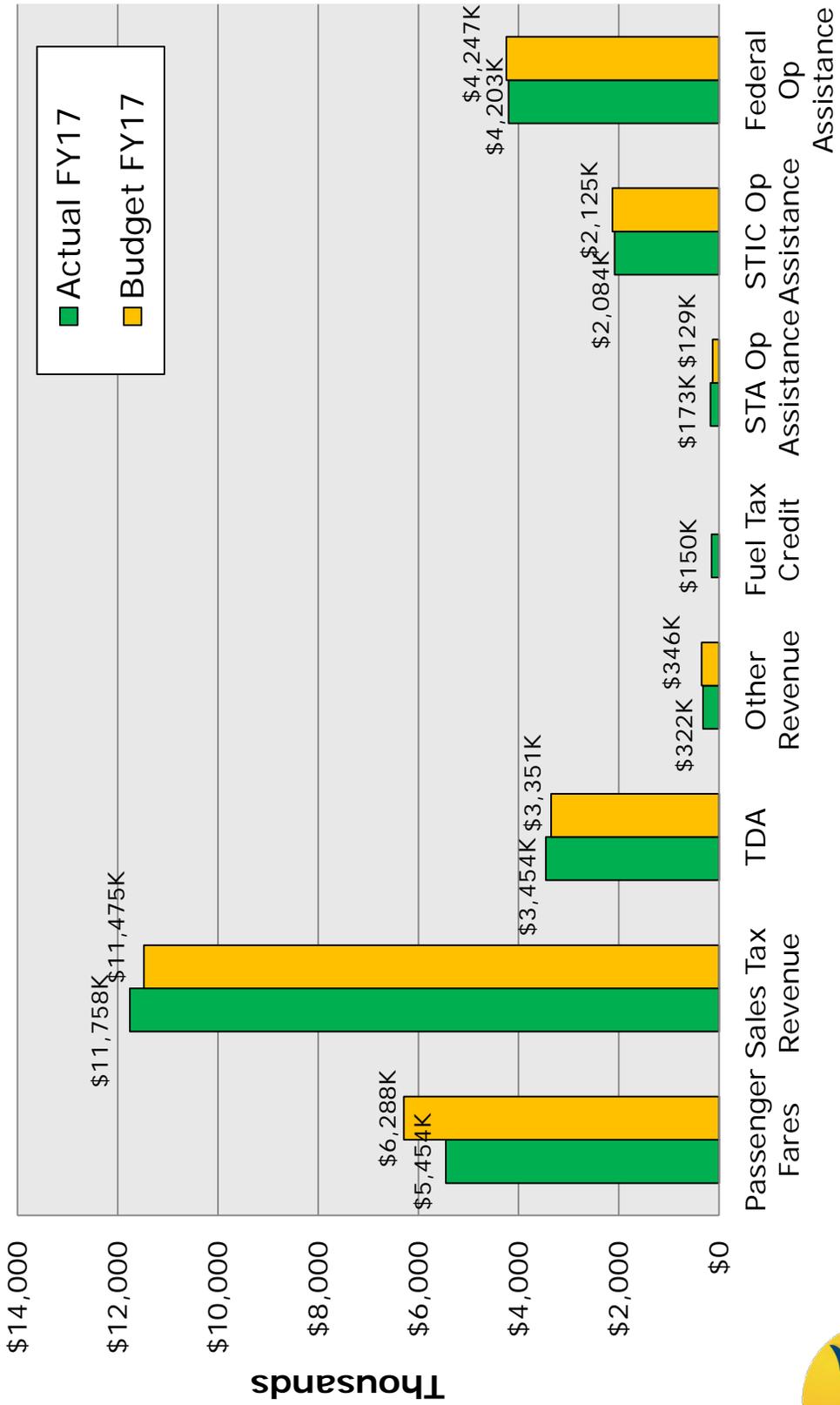


FY17 Operating Revenue and Expenses Year to Date as of January 31, 2017

58% of Fiscal Year Elapsed

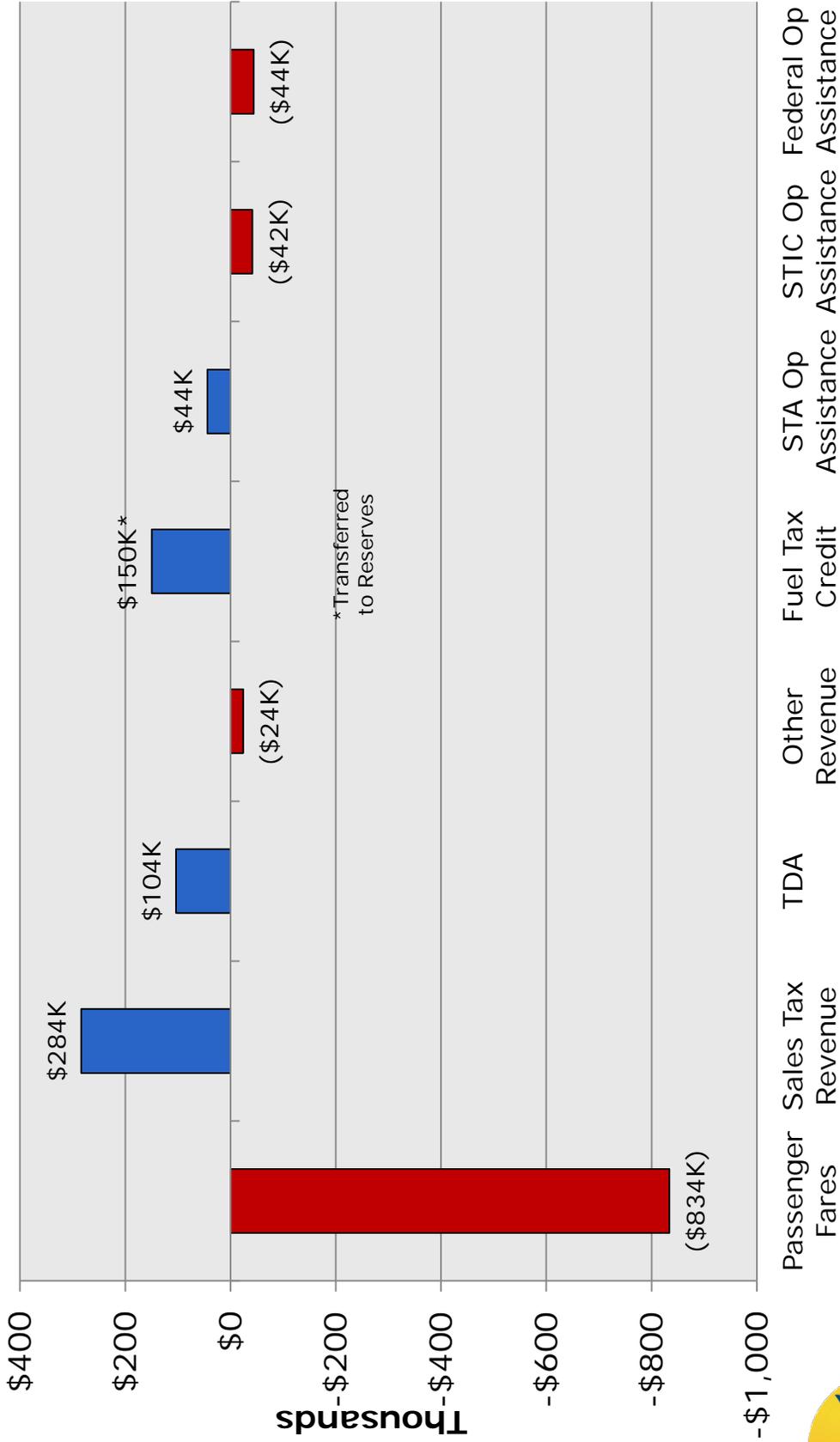
\$ In Thousands	Actual	Budget	Budget to Actual
Operating Revenue:	\$27,598	\$27,960	(\$362)
Operating Expenses:			
Labor - Regular	\$9,041	\$9,460	\$420
Labor - Overtime	\$2,035	\$951	(\$1,084)
Fringe Benefits	\$11,415	\$12,060	\$646
Non-Personnel Expenses	\$4,371	\$4,732	\$361
Total Operating Expenses:	\$26,861	\$27,203	\$342
Operating Budget Favorable/ (Unfavorable):			\$20

FY17 Operating Revenue by Major Funding Source
Year to Date as of January 31, 2017
 58% of Fiscal Year Elapsed



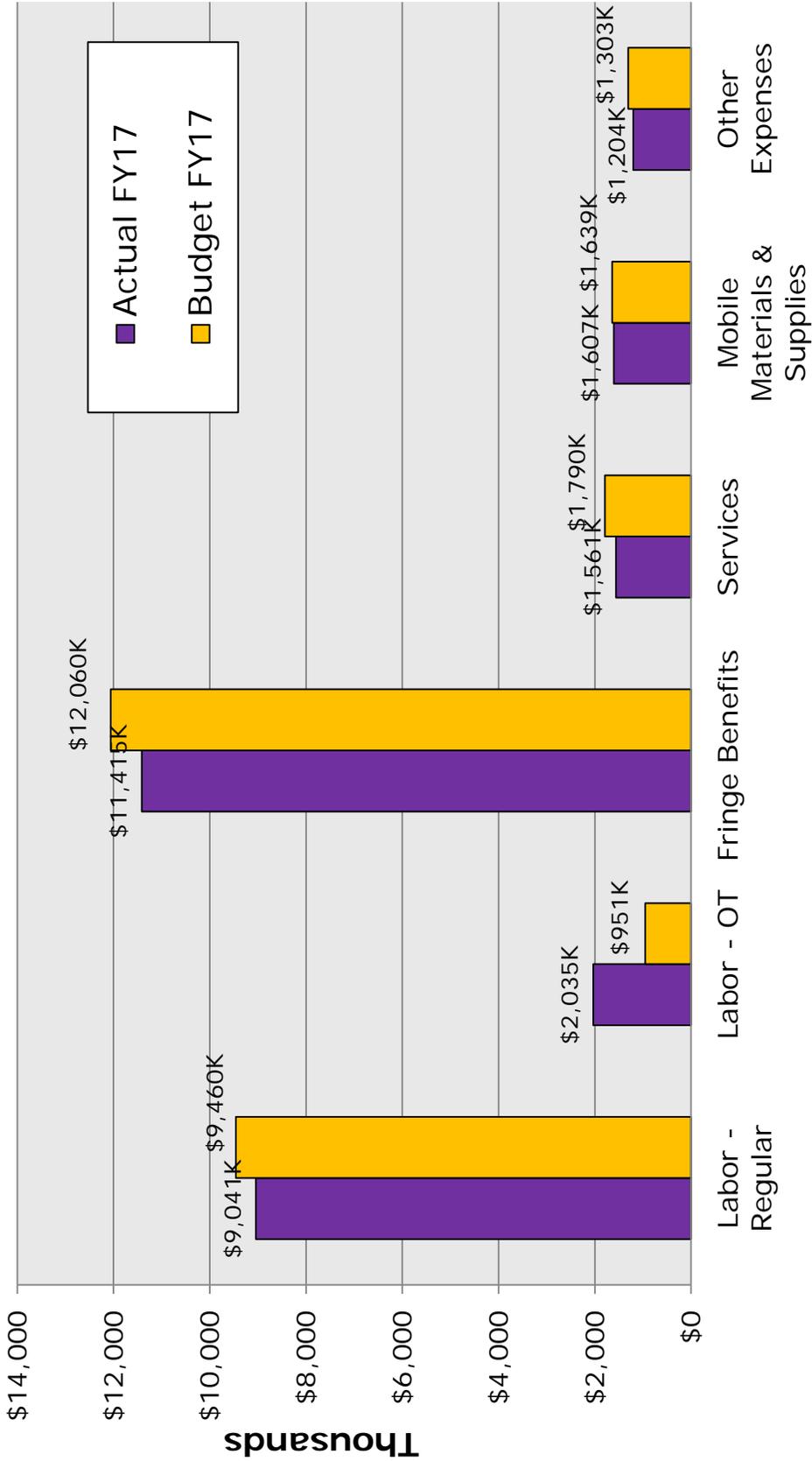
Favorable/(Unfavorable) Revenue Variance to Budget Year to Date as of January 31, 2017

58% of Fiscal Year Elapsed



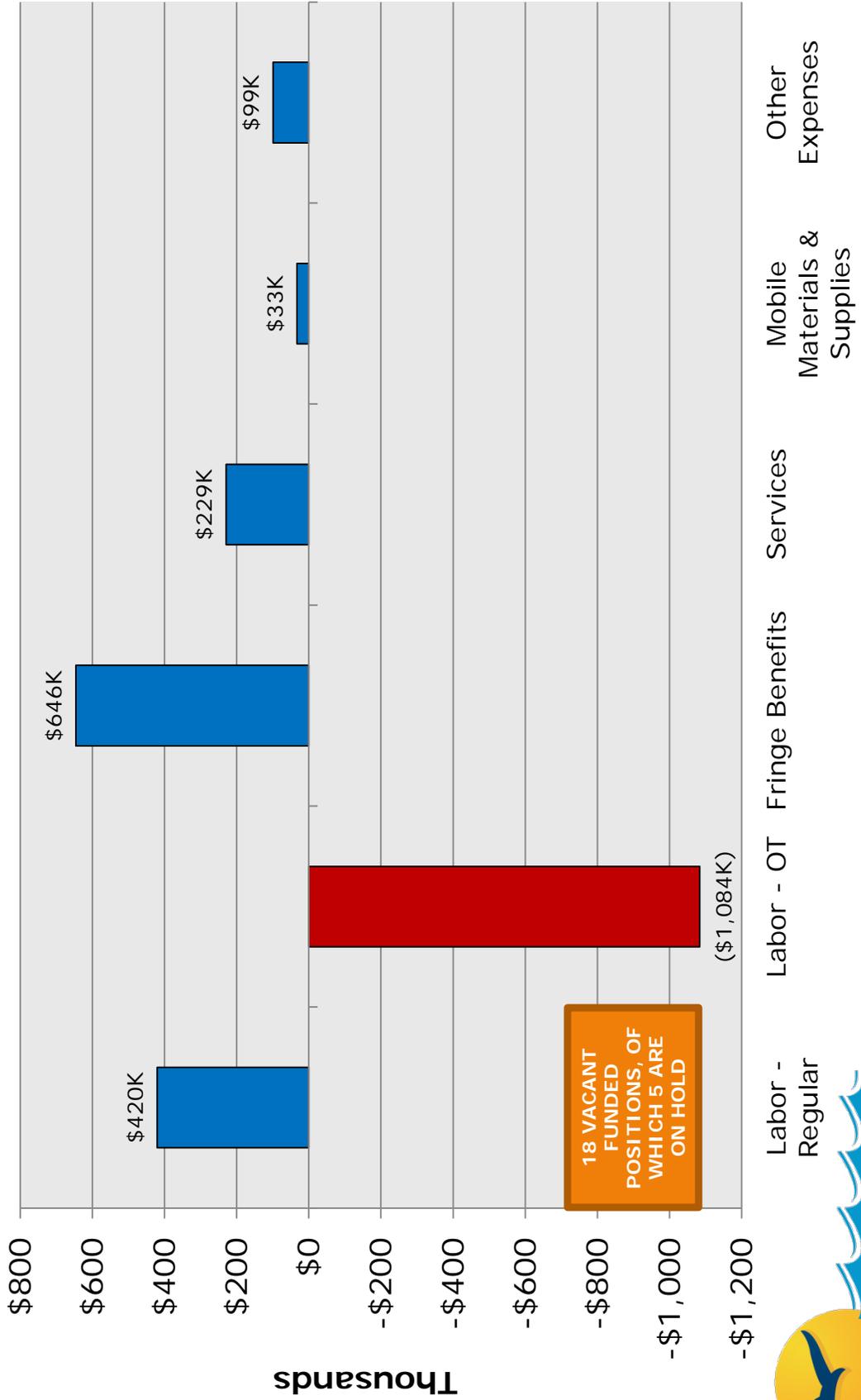
FY17 Operating Expenses by Major Expense Category
Year to Date as of January 31, 2017

58% of Fiscal Year Elapsed



Favorable/(Unfavorable) Expense Variance to Budget Year to Date as of January 31, 2017

58% of Fiscal Year Elapsed

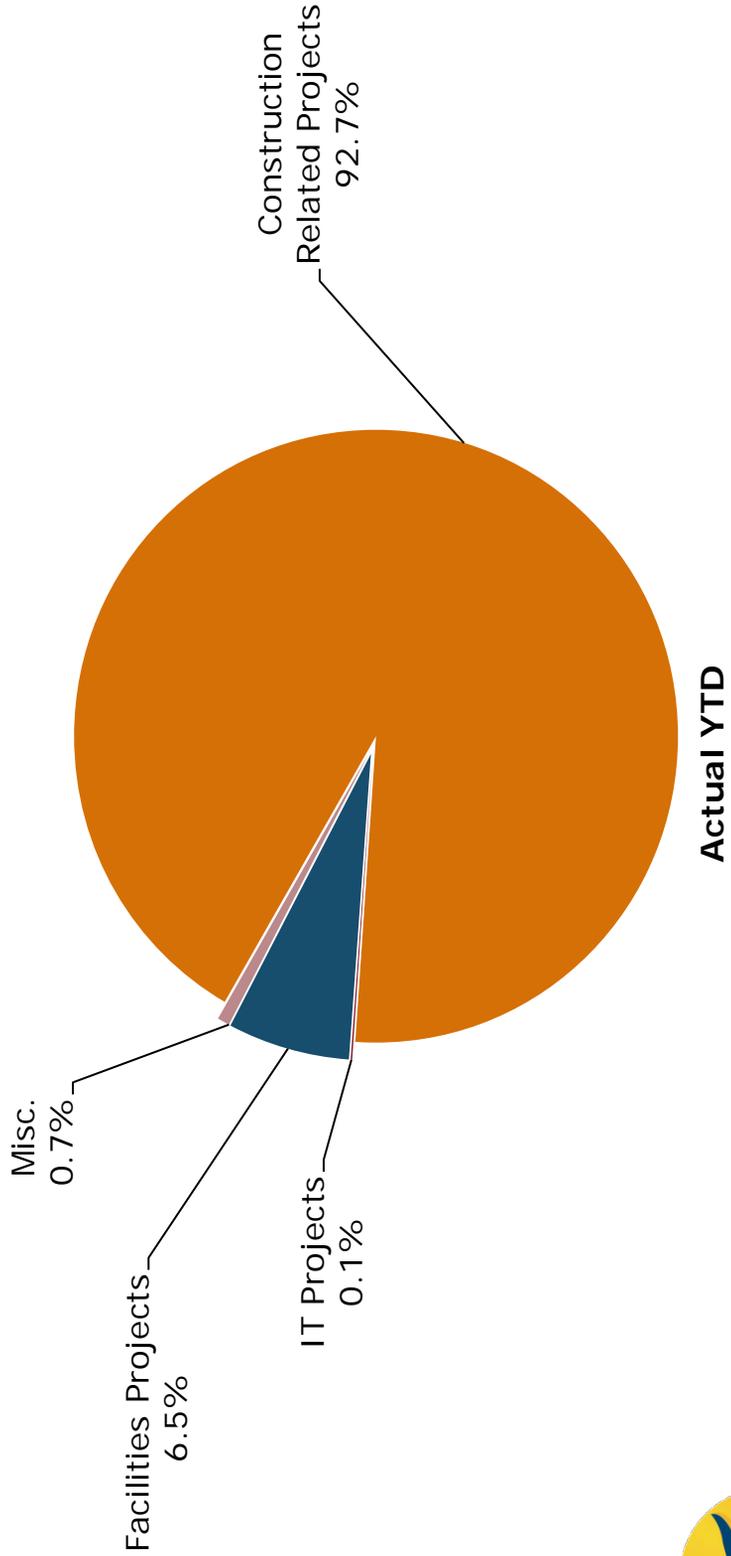


FY17 Capital Budget

Spending Year to Date as of January 31, 2017

58% of Fiscal Year Elapsed

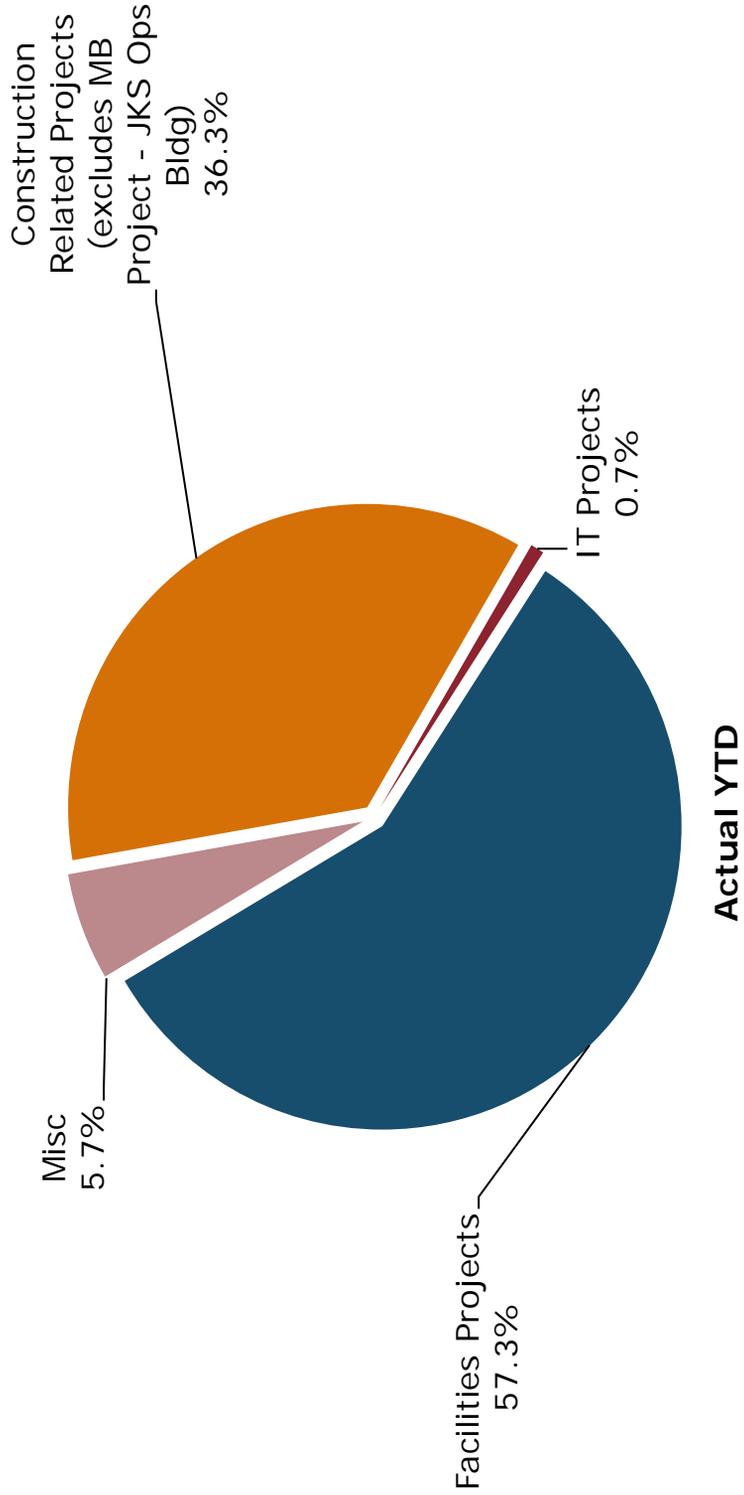
	Actual YTD	Total FY17 Budget	% Spent YTD
Total Capital Projects:	\$1,208,965	\$15,705,427	8%



FY17 Capital Budget - Excludes MetroBase Project - JKS Ops Bldg. Spending Year to Date as of January 31, 2017

58% of Fiscal Year Elapsed

	Actual YTD	Total FY17 Budget	% Spent YTD
Total Capital Projects:	\$137,425	\$12,835,427	1.1%



**MetroBase Phase II
Operations Building
Life of Project
Budget Adopted January 27, 2017
Spending as of April 7, 2017**

9-02A.10



MetroBase Phase II - Life of Project Spending as of April 7, 2017

Attachment A

\$ In Thousands	Budget	Actual	Remaining	% Spent
LCN – Prime Construction Contract	\$13,572	\$13,513	\$59	100%
Construction Contract Contingency	\$2,272	\$2,141	\$131	94%
In-House Project Management	\$653	\$650	\$3	100%
Consultant Costs (Hill Int'l., TRC and RNL)	\$6,902	\$6,757	\$145	98%
Non-Construction Contingencies	\$0	\$0	\$0	0%
Contracted Professional Services – prior to 9/26/14	\$150	\$150	\$0	100%
Additional Cost and Services (VSWs, Security, Dubois, etc.)	\$3,802	\$3,304	\$498	87%
Total:	\$27,350	\$26,514	\$837	97%

9-02A.11

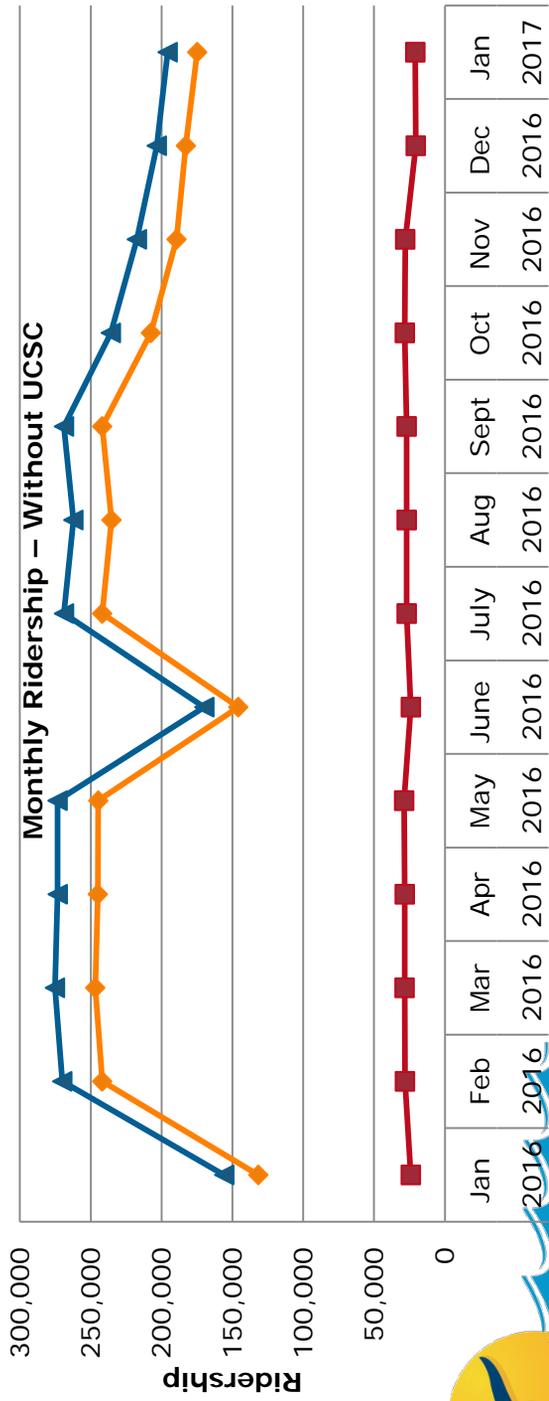
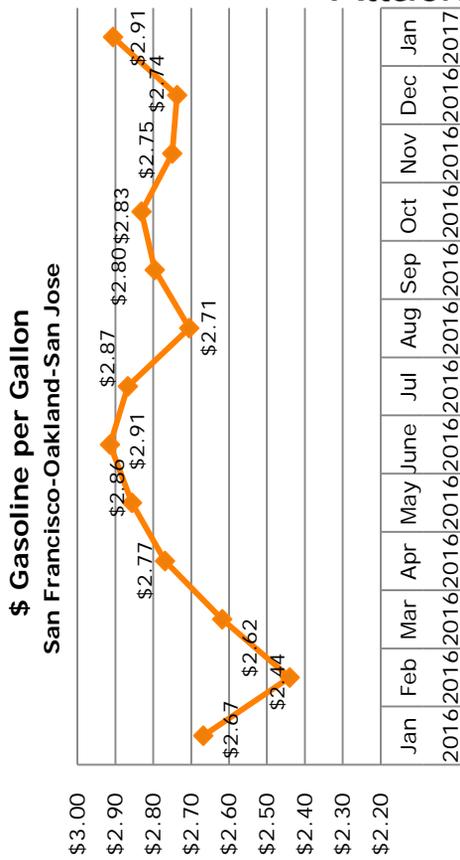
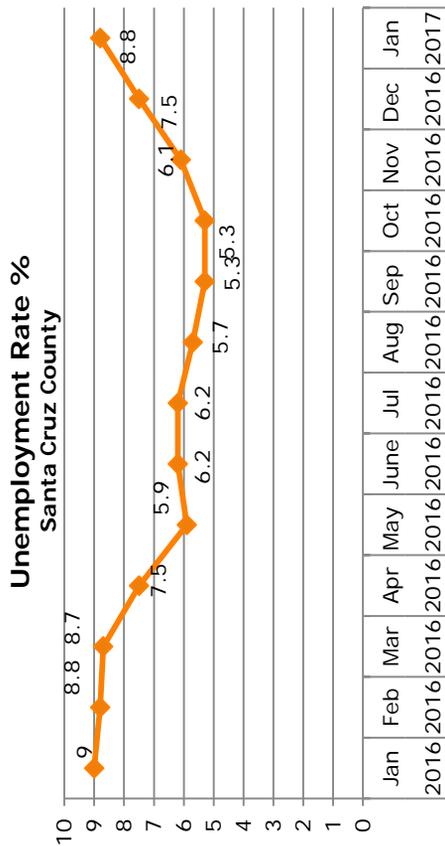


Additional Information

9-02A.12



Additional Information



FY17 Operating Expenses

Year to Date as of March 31, 2017: PRELIMINARY

75% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Operating Expenses:			
Labor - Regular	\$11,587	\$12,163	\$576
Labor - Overtime	\$2,631	\$1,223	(\$1,408)
Fringe Benefits	\$14,362	\$15,506	\$1,144
Non-Personnel Expenses	\$5,426	\$6,097	\$671
Total Operating Expenses:	\$34,006	\$34,989	\$983

Questions



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DATE: April 28, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: ACCEPT AND FILE MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF MARCH 24, 2017 WITH CORRECTION TO RESOLUTION RECITALS

I. RECOMMENDED ACTION

That the Board of Directors Accept and File the Minutes for the Santa Cruz Metropolitan Transit District (METRO) Board of Directors Meeting of March 24, 2017 with a Correction to the Resolution Recitals

II. SUMMARY

- Staff is providing minutes from the Santa Cruz Metropolitan Transit District (METRO) Board of Directors Meeting of March 24, 2017.
- Each meeting, staff will provide minutes from the previous METRO Board of Directors meeting.

III. DISCUSSION/BACKGROUND

The Board requested that staff include, in the Board Packet, minutes for previous METRO Board of Directors meetings. Staff is enclosing the minutes from these meetings as a mechanism of complying with this request.

After the March 24, 2017 Board Meeting a typo was discovered in the recitals of the Resolution Authorizing a Revision to the FY17 Capital Budget. The requested action was correct.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None. The requested action was correct.

V. ALTERNATIVES CONSIDERED

None

VI. ATTACHMENTS

Attachment A: Draft minutes for the Board of Directors Meeting of March 24, 2017 with Corrected Resolution

Prepared by: Gina Pye, Executive Assistant

VII. APPROVALS:

Alex Clifford, CEO/General Manager



Attachment A



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA MEETING MINUTES
MARCH 24, 2017 – 8:30 AM
SANTA CRUZ CITY COUNCIL CHAMBERS
809 CENTER STREET
SANTA CRUZ, CA 95060**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, March 24, 2017 at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA

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

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SECTION I: OPEN SESSION

1 CALL TO ORDER at 8:33 AM by Chair Dutra.

2 SWEAR IN DIRECTORS

Director Rothwell expressed his appreciation for METRO and the services provided. He also provided a brief bio.

3 ROLL CALL: The following Directors were present, representing a quorum:

Director Ed Bottorff	City of Capitola
Director Cynthia Chase	City of Santa Cruz
Director Jimmy Dutra, Board Chair	City of Watsonville
Director Dan Rothwell	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Cynthia Mathews	City of Santa Cruz
Director Bruce McPherson, Board Vice Chair	County of Santa Cruz
Director Oscar Rios	City of Watsonville
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Donna Blitzer	UC Santa Cruz

Directors Hagen and Leopold and Ex-Officio Director McKee were absent.

STAFF PRESENT:

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

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9-03A.1

Attachment A

METRO EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT (IN ALPHABETICAL ORDER) WERE:

Angela Aitken, METRO
Erich Friedrich, AMBAG
Debbie Kinslow, METRO

Jared Semano, UCSC
Daniel Zaragoza, METRO

4 ANNOUNCEMENTS

Chair Dutra introduced Carlos Landaverry and his Spanish Language Interpretation services. He then announced that the meeting is being televised by Community Television of Santa Cruz County with technician, Mr. Lynn Dunton. Extra copies of the news clips and latest edition of Headways, Spring Service Issue: March 9 – June 14, 2017 is available at each Director seat and at the back of the room.

5 BOARD OF DIRECTORS COMMENTS

Director Rotkin informed the assembly that he spoke to UCSC representatives who have expressed an interest on providing student representation on the METRO Board. Ex-Officio Director Blitzer said she has been in contact with them.

Vice Chair McPherson expressed his appreciation to the Operators who went the extra mile in providing service and everyone in the METRO system for their patience during the stormy weather.

Hearing no further comments, Chair Dutra moved to the next agenda item.

6 COMMUNICATIONS TO THE BOARD OF DIRECTORS

Having none, Chair Dutra moved to the next agenda item.

7 COMMUNICATIONS FROM MAC

Having none, Chair Dutra moved to the next item.

8 LABOR ORGANIZATION COMMUNICATIONS

Mr. Michael Rios, SEIU representative for the Transit Supervisors and Mr. Antonio Castillo, representing the VMUs requested Agenda Item 10.9 be pulled from the Consent Agenda.

Mr. Eduardo Montesino, representing the Fixed Route and Paratransit operators, welcomed new Director Rothwell and thanked management and the Board members for the breakfast provided in recognition of Transit Driver Appreciation Day.

9 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

See Agenda Item 4 above.

Attachment A

CONSENT AGENDA

- 10-01 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS
- 10-02 ACCEPT AND FILE: PRELIMINARY CHECK JOURNAL DETAIL FOR THE MONTH OF FEBRUARY 2017
- 10-03 ACCEPT AND FILE: YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF DECEMBER 31, 2016
- 10-04 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF FEBRUARY 24, 2017
- 10-05 CONSIDERATION OF AWARD OF CONTRACT TO CAL INC. FOR PAINT REMOVAL AND REPAINTING OF EXISTING STAIRS NOT TO EXCEED \$67,711
- 10-06 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 2ND AMENDMENT EXTENDING THE CONTRACT WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES, INCREASING THE CONTRAT TOTAL BY \$42,750
- 10-07 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY17 REVISED CAPITAL BUDGET
- 10-08 APPROVAL OF FY18 AND FY19 PRELIMINARY OPERATING BUDGETS & FY18 CAPITAL BUDGET FOR REVIEW AND TDA/STA CLAIMS PURPOSES
- 10-09 PULLED FROM CONSENT AGENDA AND ADDRESSED AS THE FIRST ITEM UNDER THE REGULAR AGENDA.** APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO CPS HR CONSULTING FOR A CLASSIFICATION AND COMPENSATION STUDY NOT TO EXCEED \$41,900
- 10-10 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO MANSFIELD OIL COMPANY FOR CARB ULTRA-LOW SULFUR DIESEL FUEL NOT TO EXCEED \$782,145
- 10-11 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 2ND AMENDMENT EXTENDING THE CONTRACT WITH NORTH BAY FORD FOR VEHICLE REPAIR AND MAINTENANCE SERVICES, INCREASING THE CONTRACT TOTAL BY \$35,000
- 10-12 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 3RD AMENDMENT EXTENDING THE CONTRACT WITH ENVIRONMENTAL LOGISTICS INC. FOR INDUSTRIAL WASTE REMOVAL AND EMERGENCY RESPONSE SERVICES, INCREASING THE CONTRACT TOTAL BY \$10,000
- 10-13 APPROVE: CONSIDERATION OF METROBASE MONTHLY CHANGE ORDER REPORT

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9-03A.3

Attachment A

Board of Directors Meeting Minutes
March 24, 2017
Page 4 of 7

ACTION: MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED, EXCEPTING ITEM 10-09 WHICH WAS PULLED FROM CONSENT.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR BOTTORFF

MOTION PASSED WITH 9 AYES (Directors Bottorff, Chase, Dutra, Lind, Mathews, McPherson, Rios, Rothwell & Rotkin). Directors Hagen and Leopold were absent.

REGULAR AGENDA

10-09 PULLED FROM CONSENT AGENDA AND ADDRESSED AS THE FIRST ITEM UNDER THE REGULAR AGENDA. APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO CPS HR CONSULTING FOR A CLASSIFICATION AND COMPENSATION STUDY NOT TO EXCEED \$41,900

Mr. Castillo, asked the Board to reaffirm their commitment to conduct the class and comp study for SEIU members prior to contract negotiations. He also asked for a project timeline from the contractor conducting the study.

CEO Clifford responded that the Board report is very clear about the process undertaken by Metro to date. The CEO has the discretion to initiate the SEIU Class and Comp study when appropriate and useful to everyone, which approach has been shared with the Board throughout this process.

ACTION: MOTION TO APPROVE THE AWARD OF CONTRACT TO CPS HR CONSULTING FOR A CLASSIFICATION AND COPENSATION STUDY NOT TO EXCEED \$41,900 AS PRESENTED.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR BOTTORFF

MOTION PASSED WITH 9 AYES (Directors Bottorff, Chase, Dutra, Lind, Mathews, McPherson, Rios, Rothwell & Rotkin). Directors Hagen and Leopold were absent.

11 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS TO CRISTOBAL NAREZ

Chair Dutra thanked Christobal Narez for his 10 years with METRO.

There was no public comment.

12 APPROVE: REQUEST TO REPAINT THE WATSONVILLE TRANSIT CENTER MURAL

Chair Dutra introduced the topic, noting that the current mural has been in place for a long time and, given the recent building repainting, the installation of a new CSR area and the potential for a Watsonville Police Substation onsite, a new mural may be warranted. The City of Watsonville has recently installed other murals celebrating new artists and he is proposing the same at the Watsonville Transit Center. Chair Dutra is requesting Board approval to begin the process, which would include public comment, community and artist involvement, etc. Chair Dutra and General Counsel Sherman have begun the process of researching the history of the mural, intellectual property rights that may be associated with the mural and other pertinent issues. CEO Clifford added that METRO knows who the artist is, but hasn't been able to locate any further information to date.

Board discussions ensued regarding restoring/repainting options, community involvement, artist involvement, historic importance, caution as to setting precedent if METRO incurs the entire cost of the project, and total proposed project cost, etc. Chair Dutra will follow up with involving the local Watsonville Art Council and pursuing grant funding. As the project evolves, Chair Dutra will bring back information to the Board.

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9-03A.4

Attachment A

ACTION: MOTION TO APPROVE METRO'S MOVING FORWARD WITH METRO STAFF SUPPORT TIME TO INVESTIGATE THE PROJECT'S HISTORY AND SUPPORT OF CHAIR DUTRA'S LEADERSHIP IN RESEARCHING ALTERNATIVES FOR THE REPLACEMENT OR RENEWAL OF THE CURRENT MURAL AND COMMUNITY OUTREACH PERTAINING TO THAT PROCESS. NO BUDGET APPROVAL WAS GRANTED.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 9 AYES (Directors Bottorff, Chase, Dutra, Lind, Mathews, McPherson, Rios, Rothwell & Rotkin). Directors Hagen and Leopold were absent.

13 and 14 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 3RD AMENDMENT WITH HANSON BRIDGETT LLP TO INCREASE THE CONTRACT TOTAL BY \$385,000 FOR AS-NEEDED LEGAL SERVICES and APPROVE THE REVISED METROBASE PHASE II (OPERATIONS BUILDING) LIFE OF PROJECT BUDGET AS PRESENTED.

Chair Dutra granted CEO Clifford's request to jointly address Agenda Items 13 and 14, CEO Clifford provided a definition for Life of Project and a brief history of the project.

Mr. Eduardo Montesino asked what the involved costs are and how does this interplay with former District Counsel Syren's involvement?

CEO Clifford answered that all of the expenditures are noted in the report. And, the Board had previously approved Ms. Syren's assistance through the claims resolution process.

ACTION: AGENDA ITEM #13: MOTION TO APPROVE AUTHORIZING THE CEO TO EXECUTE A 3RD AMENDMENT WITH HANSON BRIDGETT LLP TO INCREASE THE CONTRACT TOTAL BY \$385,000 FOR AS-NEEDED LEGAL SERVICES AS PRESENTED. And AGENDA ITEM #14: APPROVE THE REVISED METROBASE PHASE II (OPERATIONS BUILDING) LIFE OF PROJECT BUDGET AS PRESENTED.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR BOTTORFF

MOTION PASSED WITH 9 AYES (Directors Bottorff, Chase, Dutra, Lind, Mathews, McPherson, Rios, Rothwell & Rotkin). Directors Hagen and Leopold were absent.

15 APPROVE: AUTHORIZATION TO LEASE PARKING SPACES AT THE SOQUEL PARK & RIDE LOT TO DOMINICAN HOSPITAL OR ITS DESIGNATED LEGAL ENTITY

CEO Clifford elaborated on the staff report; i.e., the history, proposal and potential future use.

Director McPherson recognized the potential to provide better service to the community.

Director Mathews asked several questions relating to the number of present and future parking spaces, maintenance costs, new ParaCruz structure timeline and leasing options being considered.

CEO Clifford responded there are currently over 100 parking spaces. We anticipate allocating approximately 64 to Dominican employees with the remainder allocated to METRO Park and Ride, which is more than sufficient for park and ride purposes. Dominican is aware of the termination for convenience contract clause.

Attachment A

In response to Director Rios' improvement questions, CEO Clifford noted that the pavement will continue to function for the anticipated 3-5 years' relationship with Dominican. If the funds can be located to build a new ParaCruz facility, the pavement will be done when required.

Chair Dutra inquired as to the project timeline for the new ParaCruz structure.

CEO Clifford responded that this is the future challenge. We must locate funds, which are not eligible for buses. Then, if the project is deemed a feasible building site, it will take 1-2 years to identify funds to get us shelf-ready after the feasibility study; then, we must locate funding similar to a TIGER grant. He will regularly communicate with the Board through the process.

Mr. Jon Bartholomew asked how the \$75K figure was established and what keeps anyone from parking there currently at no cost.

CEO Clifford answered that this amount was determined in part by surveying Santa Cruz City and other community charges. Through initial negotiations with Dominican representatives, they estimated \$4 - \$5 per day per space. He added that even if approved by the Board today, this is not a done deal as negotiations are not complete. As the plan progresses, METRO will ensure that the public is aware of the parking restrictions and we will enforce our rights to tow, etc.

ACTION: MOTION TO REFER TO THE CAPITAL PROJECTS STANDING COMMITTEE TO REVIEW RECOMMENDATION TO LEASE PARKING SPACES AT THE SOQUEL PARK & RIDE LOT TO DOMINICAN HOSPITAL OR ITS DESIGNATED LEGAL ENTITY AT A RANGE BETWEEN \$70-\$75K. THE CAPITAL PROJECT COMMITTEE WILL RETURN TO THE FULL BOARD WITH RECOMMENDATION.

MOTION: DIRECTOR MATHEWS

SECOND: DIRECTOR CHASE

MOTION PASSED WITH 9 AYES (Directors Bottorff, Chase, Dutra, Lind, Mathews, McPherson, Rios, Rothwell & Rotkin). Directors Hagen and Leopold were absent.

16 ACCEPT: CEO ORAL REPORT

CEO Clifford thanked Directors McPherson, Rotkin, Mathews and Hagen for their participation in the recent breakfast on Transit Driver Appreciation Day.

He then provided an update on State legislative bills; e.g., AB1/SB1, AB673 which METRO continues to closely monitor. The general consensus is that a version of AB1/SB1 will be approved by the April 6, 2017 deadline.

CEO Clifford will work with our State and Federal lobbyists to provide the Board members with a list of items/talking points to be presented to the League of Cities at its April 19th meeting in Sacramento.

There are some functional concerns surrounding AB673 (Chu) and the re-fortification of buses mandates involved. Director Rotkin requested that METRO return in April with a motion to oppose this bill if it is still around next month.

In terms of Federal legislation, concern exists regarding the proposed \$2.4B reduction to the Department of Transportation budget, which would eliminate the TIGER program, etc. We anticipate the introduction of a \$1T infrastructure bill; although there are no indications at this time as to how it will be funded. The future funding of the FTA is also in question.

CEO Clifford gave a brief history of last year's successful visit to DC legislators and their staff. He also provided an overview summary of the upcoming meetings later this month to be

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9-03A.6

Attachment A

attended by himself and Directors Dutra, Leopold, McPherson and Rotkin. CEO Clifford will provide a copy of the bullet point packet to the Board members. He hopes to gain better insight into the future of the DOT and the Trump administration; but, believes it will continue to be uncertain.

There were no public comments.

17 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Julie Sherman, General Counsel, announced the items to be discussed in Closed Session: there were no reportable actions.

18 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Government Code Section 54956.9 (d) – Parties: Lewis C. Nelson and Sons, Inc. and RNL Design, Inc.

19 CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE SECTION 54957.6)

Agency Negotiators: Alex Clifford, CEO/General Manager
Julie Sherman, General Counsel

Employee Organization: SEIU, Local 521

20 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, MARCH 24, 2017 AT 8:30AM, SANTA CRUZ CITY COUNCIL CHAMBERS, 809 CENTER STREET, SANTA CRUZ, CA

Chair Dutra announced the next meeting as above.

21 ADJOURNMENT

Chair Dutra adjourned the meeting at 9:59AM.

Respectfully submitted,

Gina Pye
Executive Assistant



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

Resolution No.
On the Motion of Director:
Duly Seconded by Director:
The Following Resolution is Adopted:

**A RESOLUTION OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
AUTHORIZING A REVISION TO THE
FY17 CAPITAL BUDGET**

WHEREAS, the Board of Directors approved the FY17 Capital Budget on June 24, 2016 with a total budget of \$5,195,832; and

WHEREAS, the Board of Directors previously amended the FY17 Capital Budget by ~~\$10,483,010~~ \$10,498,010 for a total budget of ~~\$10,693,842~~ \$15,693,842; and

WHEREAS, it is necessary to revise the adopted FY17 Capital Budget by \$11,585 to provide for increased funding to the ParaCruz Van Replacement project and a reduction in the number of vehicles.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby amends the FY17 Capital Budget per Attachment B to this resolution for a total FY17 Capital Budget of \$15,705,427.

PASSED AND ADOPTED this 24th day of March 2017, by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:
Jimmy Dutra, Chair

Attachment A

Resolution No. _____
Page 2

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie A. Sherman, General Counsel

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DATE: April 28, 2017
TO: Board of Directors
FROM: Angela Aitken, Interim HR Manager and Finance Manager
SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 5TH AMENDMENT EXTENDING THE CONTRACT FOR ONE YEAR WITH ALLIANT INSURANCE SERVICES, INC. FOR EXCESS WORKERS' COMPENSATION INSURANCE, INCREASING THE CONTRACT TOTAL BY AN AMOUNT NOT TO EXCEED \$177,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a 5th amendment, extending the contract for one year with Alliant Insurance Services, Inc. for Excess Workers' Compensation Insurance administered by California State Association of Counties Excess Insurance Authority (CSAC EIA), in an amount not to exceed \$177,000 for the premium and broker fee for the additional one-year period.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) uses workers' compensation excess insurance from California State Association of Counties Excess Insurance Authority (CSAC EIA). Alliant Insurance Services, Inc. is the broker that METRO is required to use when contracting services with CSAC EIA.
- METRO's contract with Alliant will expire on June 30, 2017.
- The estimated premium for Excess Workers' Compensation Insurance ranges from \$163,000 to \$177,000 for the next year. The final proposed premium will not be available until mid to late June.
- CSAC EIA and Alliant Insurance Services, Inc. have performed their duties very well under this contract, and therefore a one-year contract extension is recommended.
- Staff recommends that the Board approve a contract extension with Alliant Insurance Services, Inc. for Excess Workers' Compensation Insurance, which will be administered by CSAC EIA, in an amount not to exceed \$177,000.

III. DISCUSSION/BACKGROUND

METRO has an insurance policy for individual worker's compensation claims exceeding \$350,000 from the CSAC EIA using Alliant Insurance Services, Inc. as broker. The contract with Alliant was established on July 1, 2011 and is due to

expire on June 30, 2017. Per Angela Aitken, Interim Human Resources Manager, over the past year the quality of service provided by CSAC EIA and Alliant Insurance Services, Inc. has been very good.

CSAC EIA will not have a final premium proposal for the next year until mid to late June. An early premium estimate, prepared in December 2016, ranged from \$168,000 to \$177,000. A more recent premium estimate, from March 2017, is \$163,000. These estimates are based on METRO's estimated 2017/18 payroll and METRO's workers' compensation claim experience in past years. In addition to the premium, a separate broker fee will be due to Alliant, which has been \$5,000 for the past two years.

Staff recommends that METRO extend the current contract with Alliant Insurance Services, Inc. for an additional one-year period, with authority for additional funds up to \$177,000. Staff further recommends that the Board of Directors authorize the CEO to sign a one-year contract extension on behalf of METRO for the specific proposed premium amount. The contract extension Amendment will not be finalized until the proposal is received from Alliant. If the combined broker fee and premium proposal exceed \$177,000, staff will return to the Board for authorization. Angela Aitken, Interim Human Resources Manager, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The upper range of the estimated premium for the coming year has dropped by \$20,257 from last year's premium proposal. The decrease is based on METRO's workers' compensation claim experience, the pool's workers' compensation claim experience, and METRO's estimated 2017/18 payroll.

This contract currently has a total not to exceed amount of \$965,008. Additional funds in an amount not to exceed \$177,000 are requested for approval at this time. The amount that staff is requesting is based on the high end of the December 2016 estimate, minus \$5,000 (as the most recent estimate dropped \$5,000 from the lower end of the earlier estimate), and then adding the anticipated broker fee of \$5,000.

Funds to support this contract are paid out of operating expenses from the G/L Account 502081, Workers' Compensation. Costs are billed to departments based on number of employees in the department.

V. ALTERNATIVES CONSIDERED

- Do not extend this contract. Staff does not recommend this option, as METRO is legally obligated to provide Workers' Compensation Insurance to its employees.

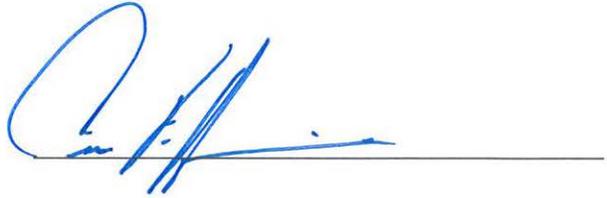
VI. ATTACHMENTS

Attachment A: 2017/2018 Estimates from CSAC EIA

Prepared By: Joan Jeffries, Administrative Specialist

VII. APPROVALS:

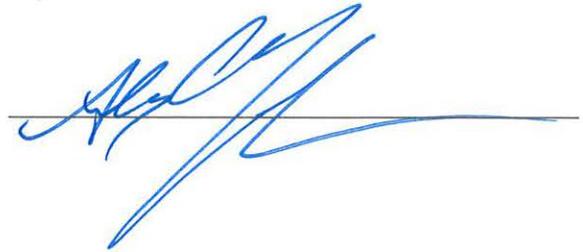
Angela Aitken, Interim HR Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager

allow for AA

Alex Clifford, CEO/General Manager



Attachment A

CSAC Excess Insurance Authority
2017/18 Budget Estimates, December 2016
Santa Cruz Metro Transit District

This second round of early estimates have been prepared to further aid you in budgeting for the 2017/18 fiscal year. It is important to keep in mind it is still early in the process of determining each Program's total cost for the upcoming year. Since the initial version provided in October, we have updated the budget estimates to reflect the Members estimated 2017/18 payroll as recently submitted via the renewal application and losses evaluated as of 6/30/2016. The estimates provided are intended to be conservative, however since there is a chance that final premiums may be in excess of these estimates we recommend you budget towards the high end of the range.

If you are aware that you have had any substantial changes over the past 12 months, please contact Brian Kelley and a better estimate will be developed for you.

Excess Workers' Compensation Program

Estimated Premium: **\$168,000** to **\$177,000** Estimated Payroll: **\$21,207,283**
Rating Group: **Low Safety**

Estimate Assumptions & Updates

The EWC premium projections have been updated to reflect your entity's estimated 2017/18 payroll, as provided on your renewal application and your entity's losses based on the 6/30/16 evaluation date. This premium estimate assumes pool rate increases of 5-10% and excess and reinsurance rate increases of 5-15%. The estimates thus have become more accurate, but are still conservative due to the pending actuarial results and final reinsurance rates. Once received and updated, we will distribute more accurate premium numbers in March.

Methodology Change

In 2016/17, the Board of Directors voted to change the rating methodology for the Public Entity (PE) rating group by creating two groups. The Public Entity rating group was separated into a High Safety group, members with more than 40% of total payroll in safety classcodes, and a Low Safety group, members with less than 40% safety payroll. The methodology change is being phased in over 3 years; 2017/18 will be the 2nd year. These estimates account for the methodology phase-in. The premiums for public entity members are now based on 2/3rds of the new, split rating group methodology and 1/3rd on the old rating methodology. The rating changes do not affect schools or counties.

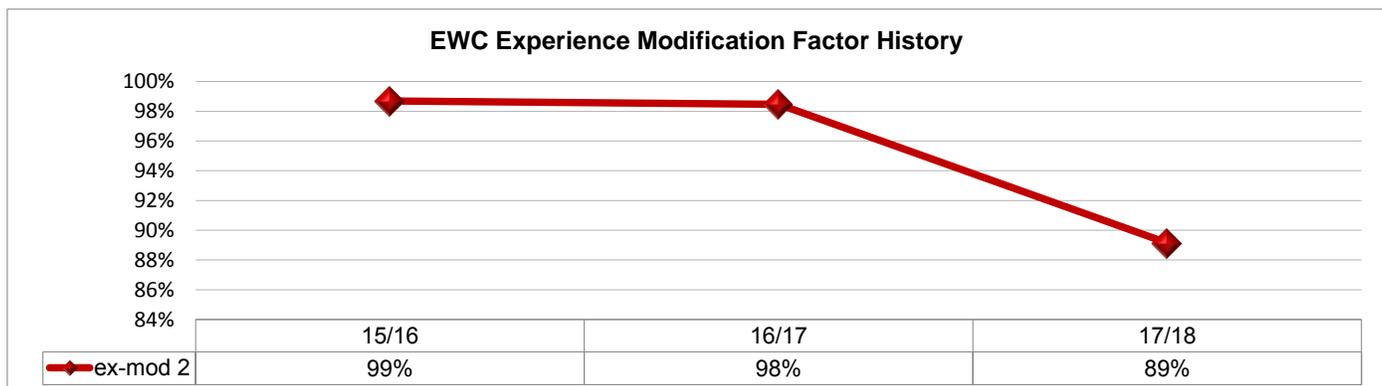
Payroll Audit Adjustment

If you have directed us to apply the 2015/16 payroll audit to your 2017/18 premium, it has been included in the total collection shown. If you have decided to handle the payroll audit outside of your premium, the Estimated Premium shown is the estimated total collection.

Experience Modification Factor

Your experience modification factors (ex-mod) have been calculated for 2016/17 using the updated payroll and loss data. Your ex-mod represents how your loss rate (based on 7 years of payroll and losses) compares to the average loss rate for your rating group. An ex-mod of less than 100% indicates that your loss rate is better than the average, while one that is greater than 100% indicates that your loss rate is worse than average.

In the table below, ex-mod 1 reflects your ex-mod for the \$125K-\$300K rating layer, while ex-mod 2 reflects your ex-mod for the \$300K to \$1M rating layer. Therefore if your SIR is \$300K or higher, you will only see ex-mod 2 below.



EWC Payroll History

2016/17 Estimated Payroll: **\$24,088,426**
2015/16 Estimated Payroll: **\$22,779,891**

EWC Premium History

2016/17: **\$197,257**
2015/16: **\$189,770**

9-04A.1



Attachment A
 CSAC Excess Insurance Authority
 2017/18 Early Budget Estimates, March 2017

Santa Cruz Metro Transit District

This final round of early estimates has been prepared to further aid you in budgeting for the 2017/18 fiscal year. At this time, updated estimates are being provided for all major programs. Since the December version: (1) The budget estimates have been updated with actuarial rates for the pooled layers; (2) The reinsurance rates were updated where we have proposals; (3) Where we have not yet received proposals we updated our reinsurance assumptions; and (4) We have incorporated more accurate administrative budget numbers. While the estimates provided are more refined from the previous version, they still may contain a range if there are still outstanding items specific to the program. The estimates are still intended to be conservative. There may be a chance that final numbers may come in higher than the assumptions currently in place. For this reason we recommend continuing to budget toward the high end of the estimate range if one is provided.

Excess Workers' Compensation Program

Premium

15/16 Premium:	\$189,770	15/16 Estimated Payroll:	\$22,779,891
16/17 Premium:	\$197,257	16/17 Estimated Payroll:	\$24,088,426
17/18 Estimated Premium:	\$163,000	17/18 Estimated Payroll:	\$21,207,283

The EWC premium projections have been updated to reflect your entity's estimated 2017/18 exposure, as provided on your renewal application, as well as losses based on the June 30, 2016 data collection. Since the December estimate, we have updated the projected Program Administrative costs, and received and updated the pool rates and the reinsurance rates.

Pool rates have changed from last year as follows:

- County rates are down 10% on average
- Low Safety rates are down 13% on average
- High Safety rates are up 13% on average
- School rates are down 9.5% on average

Reinsurance Premiums changed from last year as follows:

- Ace layer \$45m x \$5M - 6.1% increase
- Liberty Mutual layer \$50M to Statutory - 6.6% increase

Since the December estimates, the phase-in process for the split between the Low and High Safety groups was increased from 3 years to 5 years. The Underwriting Committee elected to extend this phase-in period to 5 years to mitigate the actuarial rate increases experienced for the High Safety group. The estimates you are receiving (if a City/Other member) reflect a premium that is 2/5th of the new rating methodology premium and 3/5th of current methodology premium.

The estimates have become more accurate, however we are still pending the finalization of some miscellaneous fees. Estimates were rounded up to the nearest \$1,000. We will distribute final premium numbers in June once the nominal fees are finalized.



DATE: April 28, 2017
TO: Board of Directors
FROM: Isaac Holly, I.T. Manager
SUBJECT: CONSIDERATION OF AWARD OF CONTRACT TO DYNAMIC SECURITY TECHNOLOGIES FOR AN ACCESS CONTROL SECURITY SYSTEM NOT TO EXCEED \$249,537

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a contract with Dynamic Security Technologies for an Access Control Security System in an amount not to exceed \$249,537.28

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a need for an Access Control Security System at the Judy K. Souza Operations Facility.
- A competitive procurement was conducted to solicit bids from qualified firms. Two firms submitted bids for METRO's review.
- Staff has reviewed all submitted bids and is recommending that the Board of Directors authorize a contract with Dynamic Security Technologies.

III. DISCUSSION/BACKGROUND

The building access control system originally planned for the Judy K. Souza Operations Facility, located at 1200 River Street, was found to be outdated and partially obsolete during construction of the building. In addition, the general contractor was going to complete site connectivity between 1200 River Street and 138 Golf Club Drive once the access control system was installed. The general contractor was unable to find a suitable replacement for the access control system and METRO made the decision to pull this line item from its contract, have the plan and design updated, and then solicit bids for a separate contract to accomplish the remaining work

On February 26, 2016, the Board authorized staff to issue an Invitation for Bids for an Access Control Security System. On February 2, 2017, METRO legally advertised and distributed Invitation for Bids (IFB) No. 17-09 to 16 firms and 10 builders' exchanges, posted notice on its website, and sent email notices to all GovDelivery subscribers. On March 10, 2017, bids were received and opened from two firms. A list showing these two firms and the bid amounts is provided in Attachment A. Staff, comprised of Erron Alvey, Purchasing Manager and Isaac Holly, I.T. Manager, has reviewed both submitted bids. Dynamic Security

Technologies has been determined to be the lowest responsible bidder whose bid is responsive to all the requirements of the IFB.

Staff recommends that the Board of Directors authorize the CEO to execute a contract on behalf of METRO with Dynamic Security Technologies for an Access Control Security System in an amount not to exceed \$249,537.28. Contractor will provide all equipment and materials meeting all METRO's specifications and requirements of the contract. Isaac Holly, I.T. Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The total not-to-exceed value of the contract is \$249,537.28. Funds to support this contract are included in the MetroBase Phase II Life of Project Budget. The source of the funds is the CalOES grant.

V. ALTERNATIVES CONSIDERED

- Do not award this contract to provide electronic access to the building or connect the sites. This is not recommended, as the current key system is cumbersome for the amount of employees that access the building, and the current system for connecting these two sites is outdated and slow.

VI. ATTACHMENTS

Attachment A: Summary of Bids Received

Attachment B: Contract with Dynamic Security Technologies

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

Prepared By: Joan Jeffries, Administrative Specialist
Isaac Holly, I.T. Manager
Erron Alvey, Purchasing Manager

VII. APPROVALS:

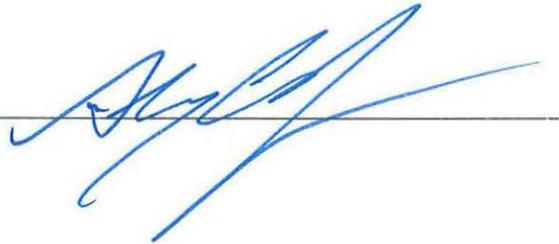
Isaac Holly, I.T. Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A



Bid Results for IFB No. 17-09
Access Control Security System
Opened March 10, 2017 at 2:00 PM

BIDDER	AMOUNT BID
Dynamic Security Technologies, Inc., Hayward, CA	\$249,537.28
Security Integration, Inc., Mill Valley, CA	\$415,628.63

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Attachment B

CONTRACT FOR AN ACCESS CONTROL SECURITY SYSTEM No. 17-09

THIS CONTRACT is made effective on May 1, 2017 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO”), a political subdivision of the State of California, and DYNAMIC SECURITY TECHNOLOGIES, INC. (“Contractor”).

1. RECITALS

1.01 Santa Cruz METRO’s Primary Objective

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

1.02 Santa Cruz METRO’s Need for an Access Control Security System

Santa Cruz METRO requires an Access Control Security System. In order to obtain said Access Control Security System, Santa Cruz METRO issued an Invitation for Bids, dated February 2, 2017, setting forth specifications for an Access Control Security System. The Invitation for Bids is attached hereto and incorporated herein by reference as Exhibit A.

1.03 Contractor’s Bid Form

Contractor is a licensed general contractor desired by Santa Cruz METRO and whose principal place of business is 28301 Industrial Boulevard, Suite B, Hayward, California 94544. Pursuant to the Invitation for Bids issued by Santa Cruz METRO, Contractor submitted a bid for Provision of said Access Control Security System, which is attached hereto and incorporated herein by reference as Exhibit B.

1.04 Selection of Contractor and Intent of Contract

On April 10, 2017, Santa Cruz METRO selected Contractor as the lowest responsive, responsible bidder to provide said Access Control Security System at its Operations Facility, located at 1200 River Street, Santa Cruz, California 95060. The purpose of this Contract is to set forth the provisions of this procurement.

1.05 Contractor and Supplier Synonymous

For the purposes of this Contract, the terms “Contractor” and “supplier” are synonymous.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.01 Documents Incorporated in This Contract

The documents below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties’ Contract,

Attachment B

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 Part III, Section 11.13 of the General Conditions of the Contract.

a) Exhibit A

Santa Cruz Metropolitan Transit District's "Invitation for Bids No. 17-09" dated February 2, 2017, including Addendum numbers 1 and 2.

b) Exhibit B (Bid Form)

Contractor's submitted bid to Santa Cruz METRO for an Access Control Security System as signed by Contractor.

2.02 Conflicts

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

2.03 Recitals

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

3. **TIME OF PERFORMANCE**

3.01 General

The work under this Contract shall be completed within 365 calendar days after the date of commencement specified in the Notice to Proceed, unless modified by the parties under Part III, subsection 11.13 of the General Conditions to the Contract or terminated pursuant to Part III, Section 2.

3.02 Term

The term of this Contract shall commence upon the execution of the Contract by Santa Cruz METRO. Issuance of a Notice to Proceed shall remain in force until Final Acceptance as provided by Part IV, Section 21 of this Contract.

3.03 Acceptance of Terms

Execution of this document shall be deemed as acceptance of all of the terms and conditions as set forth herein and those contained in the Instructions to Bidders, the General Conditions, the Special Conditions, the FTA Requirements for Construction Contracts, the Specifications for Work and all attachments and addenda, which are incorporated herein by reference as integral parts of this Contract.

Attachment B

4. SCOPE OF WORK

- 4.01 Contractor shall furnish Santa Cruz METRO all supervision, labor, equipment, supplies, material, freight, transportation, tools and other work and services as specified in and in full accordance with the Invitation for Bids (IFB) No. 17-09 dated February 2, 2017 for An Access Control Security System. The Contractor shall provide a complete project in conformance with the intent shown on the drawings and specified herein and as provided for and set forth in the IFB.
- 4.02 Contractor and Santa Cruz METRO agree to comply with and fulfill all obligations, promises, covenants and conditions imposed upon each of them in the Contract Documents. All of said work done under this Contract shall be performed to the satisfaction of Santa Cruz METRO or its representative, who shall have the right to reject any and all materials and supplies furnished by Contractor which do not strictly comply with the requirements contained herein, together with the right to require Contractor to replace any and all work furnished by Contractor which shall not either in workmanship or material be in strict accordance with the Contract Documents.

5. COMPENSATION

5.01 Terms of Payment

Santa Cruz METRO agrees to pay Contractor an amount not to exceed Two Hundred Forty-Nine Thousand Five Hundred Thirty-Seven Dollars and Twenty-Eight Cents (\$249,537.28) as identified in the Bid Form, Exhibit B, for satisfactory completion of all work, including all costs for labor, materials, tools, equipment, services, freight, insurance, overhead, profit and all other costs incidental to the performance of the services specified under this Contract, under the terms and provisions of this Contract within thirty (30) days thereof. Contractor understands and agrees that if they exceed the \$249,537.28 maximum amount payable under this Contract, they do so at their own risk.

5.02 Release of Claims

Payment by Santa Cruz METRO of undisputed contract amounts is contingent upon Contractor furnishing Santa Cruz METRO with a Release of All Claims against Santa Cruz METRO arising by virtue of the part of the Contract related to those amounts.

5.03 Retention of progress payments

Santa Cruz METRO will retain five (5%) percent of the contract price from each progress payment made pursuant to the Contract through the completion of the Contract. The retention shall be released, with the exception of 150 percent (150%) of any disputed amount, within 60 days after the date of completion of the work. Pursuant to Section 22300 of the Public Contract Code, Contractor may substitute a deposit of securities in lieu of Santa Cruz METRO withholding any monies to ensure Contractor's performance under the Contract, or alternatively, request that Santa Cruz METRO make payment of retentions earned directly to an escrow agent at the expense of Contractor. The provisions of Public Contract Code Section 22300 are incorporated herein by reference as though set forth in full, and shall govern the substitution of securities and/or escrow account. If a Stop Notice is filed, Santa Cruz METRO

Attachment B

will retain 125% of the amount set forth in the Stop Notice from the next progress payment made to Contractor.

5.04 Change in Contract Price

5.04.01 General

- A. The Contract price constitutes the total compensation payable to Contractor for performing the work. All duties, responsibilities, and obligations assigned to or undertaken by Contractor to perform the work shall be at Contractor's expense without change in the Contract price.
- B. The Contract price may only be changed by a change order. Any request for an increase in the Contract price shall be based on written notice delivered by the Contractor to the Contract Administrator promptly, but in no event later than 10 days after the date of the occurrence of the event giving rise to the request, and shall state the general nature of the request. Notice of the amount of the request with supporting data shall be delivered within 45 days after the date of the occurrence, unless the Contract Administrator allows an additional period of time to ascertain more accurate data in support of the request, and shall be accompanied by the Contractor's written statement that the amount requested covers all amounts (direct, indirect, and consequential) to which the Contractor is entitled as a result of the occurrence of the event. No request for an adjustment in the Contract price will be valid if not submitted in accordance with this Article.
- C. The value of any work covered by a change order or of any request for an increase or decrease in the Contract price shall be determined in one of the following ways:
 1. Where the work involved is covered by unit prices contained in the Contract documents, by application of unit prices to the quantities of the items involved; or
 2. By mutual acceptance of a lump sum, which may include an allowance for overhead and profit not necessarily in accordance with Article 5.04.04; or
 3. On the basis of the cost of work (determined as provided in Articles 5.04.02 and 5.04.03) plus a Contractor's fee for overhead and profit (determined as provided in Article 5.04.04).

5.04.02 Cost of Work (Based on Time and Materials)

- A. General: The term "cost of work" means the sum of all costs necessarily incurred and paid by Contractor for labor, materials, and equipment in the proper performance of work. Except as otherwise may be agreed to in writing by Santa Cruz METRO, such costs shall be in amounts no higher than those prevailing in the locality of the project.
- B. Labor: The cost of labor used in performing work by Contractor, a subcontractor, or other forces, will be the sum of the following:

Attachment B

1. The actual wages paid plus any employer payments to or on behalf of workers for fringe benefits, including health and welfare, pension, vacation, and similar purposes. The cost of labor may include the wages paid to foremen when it is determined by the Contract Administrator that the services of foremen do not constitute a part of the overhead allowance.
 2. There will be added to the actual wages, as defined above, a percentage set forth in the latest "Labor Surcharge and Equipment Rental Rates" in use by the California State Department of Transportation which is in effect on the date upon which the work is accomplished. This percentage shall constitute full compensation for all payments imposed by State and Federal laws including, but not limited to, workers' compensation insurance and Social Security payments.
 3. The amount paid for subsistence and travel required by collective bargaining agreements.
 4. For equipment operators, payment for the actual cost of labor and subsistence or travel allowance will be made at the rates paid by Contractor to other workers operating similar equipment already on the work, or in the absence of such labor, established by collective bargaining agreements for the type of workers and location of the extra work, whether or not the operator is actually covered by such an agreement. A labor surcharge will be added to the cost of labor described herein in accordance with the provisions of subsection 2 of Article 5.04.02 B herein, which surcharge shall constitute full compensation for payments imposed by State and Federal laws, and all other payments made to on behalf of workers other than actual wages.
- C. Materials: The cost of materials used in performing work will be the cost to the purchaser, whether Contractor or subcontractor, from the supplier thereof, except as the following are applicable:
1. Trade discounts available to the purchaser shall be credited to Santa Cruz METRO notwithstanding the fact that such discounts may not have been taken by Contractor.
 2. For materials secured by other than a direct purchase and direct billing to the purchaser, the cost shall be deemed to be the price paid to the actual supplier as determined by the Contract Administrator. Markup, except for actual costs incurred in the handling of such materials, will not be allowed.
 3. Payment for materials from sources owned wholly or in part by the purchaser shall not exceed the price paid by the purchaser for similar materials from said sources on extra work items or the current wholesale price for such materials delivered to the work site, whichever price is lower.
 4. If, in the opinion of the Contract Administrator, the cost of material is excessive, or the Contractor does not furnish satisfactory evidence of the cost of such material, then the cost shall be deemed to be the lowest current wholesale price for the quantity concerned delivered to the work site, less trade discount. Santa Cruz METRO reserves the right to furnish materials for the

Attachment B

extra work and no claim shall be made by the Contractor for costs and profit on such materials.

- D. Equipment: The Contractor will be paid for the use of equipment at the rental rate listed for such equipment specified in the current edition of the Department of Transportation publication entitled "Labor Surcharge and Equipment Rental Rates" which is in effect on the date upon which the work is accomplished. Such rental rates will be used to compute payments for equipment whether the equipment is under the Contractor's control through direct ownership, leasing, renting, or another method of acquisition. The rental rate to be applied for use of each item of equipment shall be the rate resulting in the least total cost to Santa Cruz METRO for the total period of use. If it is deemed necessary by the Contractor to use equipment not listed in the foregoing publication, the Contract Administrator will establish an equitable rental rate for the equipment. The Contractor may furnish cost data that might assist the Contract Administrator in the establishment of the rental rate.
1. The rental rates paid, as above provided, shall include the cost of fuel, oil, lubrication supplies, small tools, necessary attachments, repairs and maintenance of all kinds, depreciation, storage, insurance, and all incidentals. Operators of equipment will be separately paid for as provided in subsection 4 of Article 5.04.02 B.
 2. All equipment shall be in good working condition and suitable for the purpose for which the equipment is to be used.
 3. Before construction equipment is used on the extra work, Contractor shall plainly stencil or stamp an identifying number thereon at a conspicuous location, and shall furnish to the Contract Administrator, in duplicate, a description of the equipment and its identifying number.
 4. Unless otherwise specified, manufacturer's ratings and manufacturer-approved modifications shall be used to classify equipment for the determination of applicable rental rates. Equipment which has no direct power unit shall be powered by a unit of at least the minimum rating recommended by the manufacturer.
 5. Individual pieces of equipment or tools having a replacement value of \$500 or less, whether or not consumed by use, shall be considered to be small tools and no payment will be made therefore.
- E. Owner-Operated Equipment: When owner-operated equipment is used to perform work and is to be paid for as extra work, Contractor will be paid for the equipment and operator as follows:

Payment for the equipment will be made in accordance with the provisions in Article 5.04.02 D, "Equipment."

Payment for the cost of labor and subsistence or travel allowance will be made at the rates paid by Contractor to other workers operating similar equipment already on the project, or, in the absence of such other workers, at the rates for such labor

Attachment B

established by collective bargaining agreement for type of worker and location of the work, whether or not the owner-operator is actually covered by such an agreement. A labor surcharge will be added to the cost of labor described herein, in accordance with the provisions in subsection 2 of Article 5.04.02 B, "Labor."

To the direct cost of equipment rental and labor, computed as provided herein, will be added the markup for equipment rental and labor as provided in Article 5.04.04, "Contractor's Fee."

- F. **Equipment Time:** The rental time to be paid for equipment on the work shall be the time the equipment is in productive operation on the work being performed and shall include the time required to move the equipment to the new location and return it to the original location or to another location requiring no more time than that required to return it to its original location; except that moving time will not be paid if the equipment is used on other than the extra work. Loading and transporting costs will be allowed, in lieu of moving time, when the equipment is moved by means other than its own power. No payment will be made for loading and transporting costs when the equipment is used at the site of the extra work on other than the extra work. The following shall be used in computing the rental time of equipment on the work:
1. When hourly rates are listed, any part of an hour less than 30 minutes of operation shall be considered to be ½-hour of operation, and any part of an hour in excess of 30 minutes will be considered 1-hour of operation.
 2. When daily rates are listed, operation for any part of a day less than 4 hours shall be considered to be ½-day of operation.
 3. Rental time will not be allowed while equipment is inoperative due to breakdowns or Contractor-caused delays.
- G. **Cost of Work Documentation:** The Contractor shall furnish the Contract Administrator Daily Extra Work Reports on a daily basis covering the direct costs of labor and materials and charges for equipment whether furnished by Contractor, subcontractor, or other forces. Santa Cruz METRO will provide the Daily Extra Work Report forms to Contractor. The Contractor or an authorized agent shall sign each Daily Extra Work Report. The Daily Extra Work Report shall provide names and classifications of workers and hours worked; size, type, and identification number of equipment; and the hours operated. Copies of certified payrolls and statement of fringe benefit shall substantiate labor charges. Valid copies of vendor's invoices shall substantiate material charges.

The Contract Administrator will make any necessary adjustments. When these reports are agreed upon and signed by both parties, they shall become the basis of payment for the work performed, but shall not preclude subsequent adjustment based on a later audit.

The Contractor shall inform the Contract Administrator when extra work will begin so that the Santa Cruz METRO inspector can concur with the Daily Extra Work Reports. Failure to conform to these requirements may impact the Contractor's ability to receive proper compensation.

Attachment B

5.04.03 Special Services

Special services are defined as that work characterized by extraordinary complexity, sophistication, or innovations, or a combination of the foregoing attributes that are unique to the construction industry. The following may be considered by the Contract Administrator in making estimates for payment for special services:

- A. When the Contract Administrator and the Contractor, by agreement, determine that a special service is required which cannot be performed by the forces of the Contractor or those of any of its subcontractors, the special service may be performed by an entity especially skilled in the work to be performed. After validation of invoices and determination of market values by the Contract Administrator, invoices for special services based upon the current fair market value thereof may be accepted without complete itemization of labor, material, and equipment rental costs.
- B. When Contractor is required to perform work necessitating special fabrication or machining process in a fabrication or a machine shop facility away from the jobsite, the charges for that portion of the work performed at the offsite facility may, by agreement, be accepted as a special service and accordingly, the invoices for the work may be accepted without detailed itemization.
- C. All invoices for special services will be adjusted by deducting all trade discounts offered or available, whether the discounts were taken or not. In lieu of the allowances for overhead and profit on labor, materials, and equipment specified in Article 5.04.04 herein, a single allowance of ten (10) percent will be added to invoices for special services.

5.04.04 Contractor's Fee

- A. Work ordered on the basis of time and materials will be paid for at the actual and necessary cost as determined by the Contract Administrator, plus allowances for overhead and profit, which allowances shall constitute the "Contractor's Fee," except as provided in subparagraph B of this Article. For extra work involving a combination of increases and decreases in the work, the actual necessary cost will be the arithmetic sum of the additive and deductive costs. The allowance for overhead and profit shall include compensation for superintendence, bond and insurance premiums, taxes, all field and home office expenses, and all other items of expense or cost not included in the cost of labor, materials, or equipment provided for under Articles 5.04.02 B, C, D, and E herein. The allowance for overhead and profit will be made in accordance with the following schedule:

Actual Necessary Cost	Overhead and Profit Allowance
Labor	33 percent
Materials.....	15 percent
Equipment	15 percent

- B. Labor, materials, and equipment may be furnished by the Contractor or by the subcontractor on behalf of the Contractor. When a subcontractor performs all or

any part of the extra work, the allowance specified in subparagraph A of Article 5.04.04 shall only be applied to the labor, materials, and equipment costs of the subcontractors, to which the Contractor may add 5 percent of the subcontractor's total cost for the extra work. Regardless of the number of hierarchal tiers of subcontractors, the 5 percent increase above the subcontractor's total cost, which includes the allowances for overhead and profit specified herein, may be applied one time only for each separate work transaction.

5.04.05 Compensation for Time Extensions

Adjustments in compensation for time extension will be allowed only for causes in Article 5.05.01 B.1 through Article 5.05.01 B.3 computed in accordance with Article 5.04 and the following. No adjustments in compensation will be allowed when Santa Cruz METRO-caused delays to a controlling item of work and Contractor-caused delays to a controlling item of work occur concurrently or for causes in Article 5.05.01 B.4 through Article 5.05.01 B.5.

Compensation for idle time of equipment will be determined in accordance with the provisions in Article 5.04.02.F and Section 8-1.09 of the State Specifications.

5.05 Change of Contract Time

5.05.01 General

A. The Contract time may only be changed by a change order. Any request for an extension of the Contract time shall be based on written notice delivered by the Contractor to the Contract Administrator promptly, but in no event later than 10 days after the date of the occurrence of the event giving rise to the request, and shall state the general nature of the request. Notice of the extent of the request with supporting data shall be delivered within 45 days after the date of such occurrence, unless the Contract Administrator allows an additional period of time to ascertain more accurate data in support of the request, and shall be accompanied by the Contractor's written statement that the adjustment requested is the entire adjustment to which the Contractor has reason to believe it is entitled as a result of the occurrence of said event. No request for an adjustment in the Contract time will be valid if not submitted in accordance with the requirements of this Article.

The Contract time will only be extended when a delay occurs which impacts a controlling item of work as shown on the work schedules required in the Special Provisions. Time extensions will be allowed only if the cause is beyond the control and without the fault or negligence of the Contractor. Time extensions will also be allowed when Santa Cruz METRO-caused delays to a controlling item of work and Contractor-caused delays to a controlling item of work occur concurrently. The Contractor will be notified if the Contract Administrator determines that a time extension is not justified.

B. The Contract time will be extended in an amount equal to time lost due to delays beyond the control of the Contractor if a request is made therefore as provided in this Article. An extension of Contract time will only be granted for days on which the Contractor is prevented from proceeding with at least 75 percent of the normal

labor and equipment force actually engaged on the said work, by said occurrences or conditions resulting immediately therefrom which impact a controlling item of work as determined by the Contract Administrator. Such delays shall include:

1. Changes.
2. Failure of Santa Cruz METRO to furnish access, right of way, completed facilities of related projects, drawings, materials, equipment, or services for which Santa Cruz METRO is responsible.
3. Survey error by Santa Cruz METRO.
4. Occurrences of a severe and unusual nature including, but not restricted to, acts of God, fires, other force majeure events, and excusable inclement weather. A force majeure event includes an earthquake, flood, cloudburst, cyclone or other cataclysmic phenomena of nature beyond the power of the Contractor to foresee or to make preparation in defense against, but does not include ordinary inclement weather. Excusable inclement weather is any weather condition, the duration of which varies in excess of the average conditions expected, which is unusual for the particular time and place where the work is to be performed, or which could not have been reasonably anticipated by the Contractor, as determined from U.S. Weather Bureau records for the preceding 3-year period or as provided for in the Special Provisions.
5. Act of the public enemy, act of another governmental entity, public utility, epidemic, quarantine restriction, freight embargo, strike, or labor dispute. A delay to a subcontractor or supplier due to the above circumstances will be taken into consideration for extensions to the time of completion.

5.05.02 Extensions of Time for Delay Due to Excusable Inclement Weather

- A. The Contract time will be extended for as many days in excess of the average number of days of excusable inclement weather, as defined in Article 5.05.01 B.5, as the Contractor is specifically required under the Special Provisions to suspend construction operations, or as many days as the Contractor is prevented by excusable inclement weather, or conditions resulting immediately therefrom, from proceeding with at least 75 percent of the normal labor and equipment force engaged on critical items of work as shown on the schedule.
- B. Should the Contractor prepare to begin work at the regular starting time at the beginning of any regular work shift on any day on which excusable inclement weather, or the conditions resulting from the weather, prevents work from beginning at the usual starting time and the crew is dismissed as a result thereof, the Contractor will be entitled to a 1-day extension whether or not conditions change thereafter during said day and the major portion of the day could be considered to be suitable for such construction operations.
- C. The Contractor shall base the construction schedule upon the inclusion of the number of days of excusable inclement weather specified in the Article titled "Excusable Inclement Weather Delays," of the Special Provisions. No extension

of the Contract time due to excusable inclement weather will be considered until after the said aggregate total number of days of excusable inclement weather has been reached; however, no reduction in Contract time would be made if said number of days of excusable inclement weather is not reached.

5.06 Changed Site Conditions

If any work involves digging trenches or other excavations below the surface, Contractor shall promptly, and before the following conditions are disturbed, notify Santa Cruz METRO in writing of any:

- A. Material that Contractor believes may be a regulated material which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.
- B. Subsurface or latent physical conditions at the site differing from those indicated in this Contract.
- C. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract.

Santa Cruz METRO will promptly investigate the condition and if it finds that the conditions do materially so differ, or do involve regulated material, and cause a decrease or increase in the Contractor's cost of, or the time required for, performance of any part of the work, Santa Cruz METRO will issue a change order under the procedures described in this Contract. For regulated materials, Santa Cruz METRO reserves the right to use other forces for exploratory work to identify and determine the extent of such material and for removing regulated material from such areas.

In the event that a dispute arises between Santa Cruz METRO and the Contractor on whether the conditions materially differ or on the Contractor's cost of, or time required for, performance of any part of the work, the Contractor shall not be excused from any scheduled completion date provided for by this Contract but shall proceed with all work to be performed under the Contract. The Contractor shall retain any and all rights provided either by this Contract or by law, which pertain to the resolution of disputes and protests between the contracting parties.

5.07 Waivers and Releases

Contractor is required to provide unconditional waivers and releases of stop notices in accordance with California Civil Code §3262(d)(2). Santa Cruz METRO agrees to pay Contractor within 30 days after receipt of an undisputed and properly submitted payment request from Contractor. If Santa Cruz METRO fails to make such payments in a timely manner, Santa Cruz METRO shall pay interest to Contractor equivalent to the legal rate set forth in Subdivision (a) of Section 685.010 of the Code of Civil Procedure. For purposes of this section, "progress payment" includes all payments due Contractor, except that portion of the final payment designated by the Contract as retention earnings. Any payment request determined not to be a proper payment request suitable for payment shall be returned to Contractor as soon as practicable, but not later than seven days after receipt. A request returned pursuant to this paragraph shall be accompanied by a written explanation of why the

payment request is not proper. The number of days available to Santa Cruz METRO to make a payment without incurring interest pursuant to this section shall be reduced by the number of days by which Santa Cruz METRO exceeds the seven-day return requirement set forth above. A payment request shall be considered properly executed if funds are available for payment of the payment request and payment is not delayed due to an audit inquiry by Santa Cruz METRO's financial officer.

6. NOTICES

All notices under this Contract shall be in writing and shall be effective when received, if delivered by hand, or three (3) days after posting, if sent by registered mail, return 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: Alex Clifford, CEO/General Manager

CONTRACTOR

Dynamic Security Technologies, Inc.
28301 Industrial Boulevard, Suite B
Hayward, CA 94544

Attention: Bryan Buenaventura
(510) 786-1121
bryan@dystinc.com

7. ENTIRE AGREEMENT

7.01 This Contract represents the entire agreement of the parties with respect to the subject matter hereof, and all such agreements entered into prior hereto are revoked and superseded by this Contract, and no representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein, or in other contemporaneous written agreements.

7.02 This Contract may not be changed, modified or rescinded except in writing, signed by all parties hereto, and any attempt at oral modification of this Contract shall be void and of no effect.

8. 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 scanned image as an attachment to electronic mail. Such scanned

Attachment B

signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

9. AUTHORITY

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

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

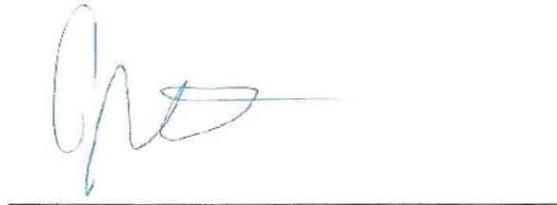
Contractor –
DYNAMIC SECURITY TECHNOLOGIES, INC.

Bryan Buenaventura, CEO



Approved as to Form:

Julie A. Sherman, General Counsel



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DATE: April 28, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: CONSIDERATION OF A RESOLUTION APPROVING THE FY17
REVISED CAPITAL BUDGET**

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution approving the FY17 Revised Capital Budget, as presented in Attachment B

II. SUMMARY

- The Board of Directors adopted the FY17 Capital Budget on June 24, 2016.
- Periodic capital budget revisions may be required due to new grant awards, new projects, changes to the scope of existing projects, spending, and removal of projects that are no longer needed.
- Revisions to an adopted capital budget require Board approval and the adoption of a resolution.

III. DISCUSSION/BACKGROUND

The Board of Directors (BOD) must adopt an Operating and Capital Budget by June 30th each year. The Board adopted the FY17 & FY18 Operating and FY17 Capital Budget on June 24, 2016.

This will be the fourth revision to the FY17 Capital Budget since it was adopted; the first revision was approved at the August 26, 2016 BOD meeting; the second revision was approved at the February 24, 2017 BOD meeting, and the third revision was approved at the March 24, 2017 BOD meeting.

Staff requests that the Board adopt a resolution (Attachment A) to approve the FY17 Revised Capital Budget (Attachment B)

A Reconciliation by Project as of April 28, 2017 (Attachment C) is provided; this reconciles the (current) FY17 Revised Capital Budget against the (original) Final FY17 Capital Budget adopted on June 24, 2016.

This revision impacts three (3) capital projects.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The original FY17 Capital Budget adopted June 24, 2016 totals \$5,195,832.

- Revision 1 – August 26, 2016 – this revision added one (1) capital project; Ticket Vending Machine Cash Devices and Components funded with Cash Reserves of \$15,000. This revision resulted in a net increase of \$15,000, for an FY17 Revised Capital Budget balance of \$5,210,832.
- Revision 2 – February 24, 2017 – this revision added, reduced and adjusted several projects. See attachment C for complete details. This revision resulted in a net increase of \$10,483,010, for an FY17 Revised Capital Budget balance of \$15,693,842.
- Revision 3 – March 24, 2017 – this revision adds funding to the Paracruz Van Replacement project and reduces the number of vehicles. This revision is a net increase of \$11,585, for an FY17 Revised Capital Budget balance of \$15,705,427.
- Revision 4 – April 28, 2017 – this revision adds funding to the FTA Section 5310-(1 Paracruz Vehicle) project, adds one (1) CNG Bus Replacement (RTC-STBG), and adjusts the number of vehicles in Replace 9 Non-Revenue Vehicles (FTA 5339(a)) project. This revision is a net increase of \$573,000, for an FY17 Revised Capital Budget balance of \$16,278,427.

The Reconciliation by Project as of April 28, 2017 (Attachment C) lists the detail of all changes by project since adoption on June 24, 2016, and includes an explanation for the action. The year to date change is a net increase of \$11,082,595.

V. ALTERNATIVES CONSIDERED

- There are no recommended alternatives at this time. If the revised budget is not approved, important capital improvements and capital projects may be delayed or cancelled.

VI. ATTACHMENTS

- Attachment A:** FY17 Capital Budget Resolution
Attachment B: FY17 Revised Capital Budget as of April 28, 2017
Attachment C: FY17 Revised Capital Budget – Reconciliation by Project as of April 28, 2017

Prepared by: Debbie Kinslow, Assistant Finance Manager

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager

ok to low for AA

Alex Clifford, 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:

**A RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
AUTHORIZING A REVISION TO THE FY17 CAPITAL BUDGET**

WHEREAS, the Board of Directors approved the FY17 Capital Budget on June 24, 2016 with a total budget of \$5,195,832; and

WHEREAS, the Board of Directors previously amended the FY17 Capital Budget by \$10,509,595 for a total budget of \$15,705,427; and

WHEREAS, it is necessary to revise the adopted FY17 Capital Budget by \$573,000 to add one (1) CNG Bus Replacement and increase funding to the FTA Section 5310-(1 Paracruz Vehicle) project.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby amends the FY17 Capital Budget per Attachment B to this resolution for a total FY17 Capital Budget of \$16,278,427.

PASSED AND ADOPTED this 28th day of April 2017, by the following vote:

AYES: Directors -

NOES: Directors -

ABSENT: Directors -

ABSTAIN: Directors -

Approved:
Jimmy Dutra, Chair

Attachment A

Resolution No.
Page 2 of 2

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie Sherman, General Counsel

**FY17 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF APRIL 28, 2017-4TH REVISION**

Attachment C

CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
FY17 FINAL CAPITAL BUDGET ADOPTED JUNE 24, 2016:		\$	5,195,832
<hr/>			
Add: Ticket Vending Machine - Cash Devices & Components	RESERVES	\$ 15,000	
Reason: Purchasing these components will allow Maintenance and Security to do a once a month maintenance on the TVM machines and pull the monetary components for Finance to do the financial balancing and deposits of monthly revenue from the TVM machines.			
<hr/>			
Increase: Pacific Station/Metro Center Conceptual Design	PTMISEA	\$ 3,576,333	
Reason: Add PTMISEA funds authorized by the BOD for this project			
<hr/>			
Reduce: Repaint Watsonville Transit Center	FTA 5339(a) FY13	\$ (22,592)	
	STA	\$ (5,648)	
Reason: Funds reallocated between the FTA 5339(a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA			
<hr/>			
Add: Bus Stop & Facilities Improvements TBD	FTA 5339(a) FY15/16	\$ 73,380	
Reason: FTA 5339(a) FY15/16 project award (Local match for this project is provided by Toll Credits)			
<hr/>			
Add: Electric Bus (3) + Infrastructure & Project Mgmt.	FTA 5339(c) LoNo	\$ 3,810,348	
	PTMISEA	\$ 576,997	
	ALT FUEL TAX	\$ 549,167	
Reason: FTA 5339(c) LoNo grant awarded for the purchase of 3 Electric buses + infrastructure and project management			
<hr/>			
Add: Electric Bus (1) Watsonville ZEB Circulator	LCTOP	\$ 709,292	
	PTMISEA	\$ 357,216	
Reason: Add LCTOP project awarded 5/27/16			
<hr/>			
Add: Paracruz Van Replacements (12) @ \$68K	FTA 5339(a) FY15/16	\$ 816,000	
Reason: FTA 5339(a) FY15/16 project award (Local match for this project is provided by Toll Credits)			
<hr/>			

**FY17 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF APRIL 28, 2017-4TH REVISION**

Attachment C

CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
Increase: Mid-Life Bus Engine Overhauls (7)	FTA 5339(a) FY14	\$ 31,611	
	STA	\$ 7,903	
Reason: Funds reallocated between the FTA 5339(a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA			
Adjust: Bus Repaint Campaign (56)	FTA 5339(a) FY13/14	\$ 1,381	
	STA	\$ 345	
Reason: Funds reallocated between the FTA 5339(a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA			
Add: High Weight Capacity Low Profile Axle Jack	RESERVES	\$ 1,277	
Reason: This equipment is needed for changing tires out on the road, so the mechanics do not have to be under the bus.			
Adjust: Paracruz Van Replacements (11)	RESERVES	\$ 11,585	
Reason: Reduce # of vehicles from 12 to 11 and add funds to FTA 5339(a) FY15/16 Paracruz Van Replacement project; cost of vans selected came in higher than estimated			
Adjust: FTA Section 5310-(1 Paracruz Vehicle)	RESERVES	\$ 3,000	
Reason: Add funds to project; cost of vehicle selected came in higher than estimated			
Add: CNG Bus Replacement (1) (RTC-STBG)	STBG	\$ 500,000	
	PTMISEA	\$ 70,000	
Reason: (Federal) Surface Transportation Block Grant (STBG) awarded for the purchase of 1 replacement CNG bus			
Adjust: Replace 9 Non-Revenue Vehicles (FTA 5339(a) FY13) (no change to budget - reduce # of vehicles from 11 to 9)	FTA	\$ -	
Reason: Reduce # of vehicles from 11 to 9; this project was split out into 3 distinct projects with the remaining 2 vehicles listed separately (High Lift Bucket Truck and Propane Fueled Tow Motor) for a total of 11 vehicles			

**FY17 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF APRIL 28, 2017-4TH REVISION**

CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
	ALT FUEL TAX	\$ 549,167	
	Cal-OES	\$ -	
	FTA	\$ 4,710,128	
	LCTOP	\$ 709,292	
	PTMISEA	\$ 4,580,546	
	RESERVES	\$ 30,862	
	SAKATA	\$ -	
	STA	\$ 2,600	
	STBG	\$ 500,000	
	STIP	\$ -	
TOTAL CAPITAL BUDGET REVISIONS THROUGH 4/28/17:			\$ 11,082,595
FY17 REVISED CAPITAL BUDGET AS OF APRIL 28, 2017:			\$ 16,278,427

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DATE: April 28, 2017

TO: Board of Directors

FROM: Barrow Emerson, Planning and Development Manager

SUBJECT: CONSIDER ADOPTING A RESOLUTION AUTHORIZING THE CEO TO SUBMIT AN APPLICATION AND SIGN NECESSARY AGREEMENTS TO OBTAIN PROPOSITION 1B FUNDING FROM THE FY17 CALIFORNIA TRANSIT SECURITY GRANT PROGRAM

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution authorizing the CEO to submit an application and sign necessary agreements to obtain financial assistance from the FY17 California Transit Security Grant Program

II. SUMMARY

- Proposition 1B was approved on November 7, 2006 and authorized the issuance of \$19,925,000,000 in general obligation bonds for specified purposes, including the California Transit Security Grant Program (CTSGP), for a period of ten years. This is the final year of Prop 1B funding.
- For FY17, the State Controller's Office allocated a total of \$352,404 in CTSGP funds to Santa Cruz County; \$169,870 to the Santa Cruz Metropolitan Transit District (METRO) and \$182,534 to the Santa Cruz County Regional Transportation Commission (RTC).
- Historically, RTC delegates its share of CTSGP funds to METRO.
- METRO will submit an application by June 30, 2017 for transit security projects that will enhance safety and security at multiple facilities and on buses.
- Upon receiving its Notice of Project Eligibility, METRO must submit a Board of Directors (BOD) Resolution, Certifications and Assurances, and an Authorized Agent Signature Authority.
- Adopting the attached resolution designates the CEO as the Authorized Agent to execute agreements with the California Governor's Office of Emergency Services for FY17 CTSGP funds.

III. DISCUSSION/BACKGROUND

The Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006, approved by the voters as Proposition 1B at the November 7, 2006,

general election, authorizes the issuance of \$19,925,000,000 in general obligation bonds for specified purposes, including grants for transit system safety, security and disaster response projects, for a period of ten years. Approximately 60% of this funding was allocated to the California Transit Security Grants Program. This is the final year of Prop 1B funding.

For FY17, the State Controller's Office allocated \$169,870 to the RTC and \$182,534 to METRO. For the previous nine years, the RTC delegated its share of CTSGP funds to METRO's transit security projects and the RTC will adopt a resolution on May 4, 2017 to delegate its share of CTSGP funds to METRO for transit security projects in FY17, bringing the total amount available for METRO security projects to \$352,404. The FY17 grant funds will be used to complete all currently programmed projects under the Comprehensive Security and Surveillance System Project, as well as to install and upgrade camera surveillance systems at our Operations facility, fueling station, and on our transit vehicles.

Staff recommends that the Board adopt the attached resolution (Attachment A) designating the CEO as the Authorized Agent to execute necessary agreements with the Cal OES for the FY17 allocation of CTSGP funds. The Board Chair must also sign the Authorized Agent Form (Attachment B) for submission as part of the application.

IV. FINANCIAL CONSIDERATIONS/IMPACT

FY17 CTSGP grant funds will provide \$352,404 in capital funds to METRO for comprehensive security projects. No local funds are required.

V. ALTERNATIVES CONSIDERED

- Do not seek funding. This alternative is not recommended as METRO has incomplete security projects and security upgrades to equipment initially funded in prior years of the program.

VI. ATTACHMENTS

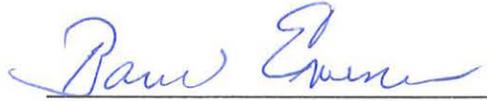
Attachment A: Resolution of the Board of Directors of the Santa Cruz Metropolitan Transit District Authorizing an Application to the California Emergency Management Agency's FY17 California Transit System Grant Program

Attachment B: Authorized Agent Signature Authority

Prepared By: Cayla Hill, Administrative Specialist

VII. APPROVALS:

Barrow Emerson, Planning and
Development Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager

d/c low for AA

Alex Clifford, CEO/General Manager



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Attachment A



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:

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING AN APPLICATION TO THE CALIFORNIA EMERGENCY MANAGEMENT AGENCY'S FY17 CALIFORNIA TRANSIT SYSTEM GRANT PROGRAM

WHEREAS, California voters approved Proposition 1B, the Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act in November 2006; and

WHEREAS, Proposition 1B and its implementing legislation in Senate Bill 88 created the California Transit Security Grant Program (CTSGP) within the Transit System Safety, Security & Disaster Response Account to be funded with \$600 million from the sale of bonds; and

WHEREAS, the State Controller's Office is authorized under Sections 8879.55 and 8879.56 of the Government Code to allocate CTSGP funds to eligible Regional Transportation Planning Agencies and Public Transit Operators; and

WHEREAS, in accordance with Sections 99313 and 99314 of the Public Utilities Code, the Santa Cruz County Regional Transportation Commission and the Santa Cruz Metropolitan Transit District are eligible recipients of CTSGP funds; and

WHEREAS, CTSGP funds are allocated to eligible agencies for projects to increase protection from security and safety threats against public transit stations, facilities and equipment; and

WHEREAS, the Santa Cruz Metropolitan Transit District requests that the Santa Cruz County Regional Transportation Commission designate its allocation of CTGSP funds for the Santa Cruz Metropolitan Transit District's transit security projects; and

WHEREAS, the Santa Cruz Metropolitan Transit District proposes to use CTSGP funds allocated in FY17 Proposition 1B Grant #6961-0002 for transit security projects in conformance with the CTSGP Guidelines.

NOW, THEREFORE, BE IT RESOLVED, that the CEO/General Manager of the Santa Cruz Metropolitan Transit District is designated as the Authorized Agent to submit applications, Certifications and Assurances and execute for and on behalf of the Santa Cruz Metropolitan Transit District any and all agreements necessary to obtain financial assistance provided to Santa Cruz County by the California Governor's Office of Emergency Services through the FY17 CTSGP Program.

9-07A.1

Attachment A

PASSED AND ADOPTED this 28th Day of April 2017 by the following vote:

AYES: Directors-

NOES: Directors-

ABSTAIN: Directors-

ABSENT: Directors-

Approved:

Jimmy Dutra, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie Sherman, General Counsel

Attachment B

Authorized Agent Signature Authority

AS THE Chair, Board of Directors
(Chief Executive Officer / Director / President / Secretary)

OF THE Santa Cruz Metropolitan Transit District
(Name of State Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named state organization, any actions necessary for the purpose of obtaining state financial assistance provided by the California Governor's Office of Emergency Services.

Alex Clifford, CEO/General Manager, OR
(Name or Title of Authorized Agent)

_____, OR
(Name or Title of Authorized Agent)

(Name or Title of Authorized Agent)

Signed and approved this 28th day of April, 20 17

(Signature)

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DATE: April 28, 2017
TO: Board of Directors
FROM: Al Pierce, Maintenance Manager
SUBJECT: CONSIDERATION OF AUTHORIZATION TO JOIN A PROCUREMENT WITH CLEMSON AREA TRANSIT FOR THE PURCHASE AND DELIVERY OF ELECTRIC BUSES

I. RECOMMENDED ACTION

Authorize the Purchasing Manager to participate in a joint procurement with Clemson Area Transit for the purchase of one (1) 40' electric bus, with options to purchase up to four (4) additional buses in the next five years.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) was awarded grant funds in the amount of \$709,292 to purchase an electric powered bus.
- The FTA encourages joint procurements among smaller transit agencies in order to combine their bus purchase needs and obtain better pricing.
- Staff recommends that the Board of Directors authorize joining Clemson Area Transit (CAT) for this procurement as a means of saving money and streamlining the procurement process.

III. DISCUSSION/BACKGROUND

METRO needs to purchase one (1) battery-powered electric bus to run as a new circulator in downtown Watsonville, as per the terms of the grant award from the State Cap and Trade Program / Low Carbon Transit Operations Program.

Utilizing cooperative purchasing agreements streamlines the procurement process and allows for better pricing than METRO would normally obtain due to the greater quantities requested in joint procurements. METRO anticipates receiving similar future grant awards; therefore, including future options will allow METRO to order and place into service buses awarded on such grants on an accelerated schedule and save METRO staff time performing multiple lengthy procurements.

Staff recommends that the Board of Directors authorize the Purchasing Manager to join CAT on electric bus procurement for the purchase of one (1) electric bus, with options to purchase up to four (4) additional buses in the next five years.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Funds in the amount of \$709,292 to support this procurement are available in the Low Carbon Transit Operations Program Grant. Option purchases would be funded by future grant awards and will be brought to the Board of Directors for approval before exercising.

V. ALTERNATIVES CONSIDERED

- The Board could direct the Purchasing Manager to conduct a stand alone procurement for this bus. This is not recommended as it would take approximately six months before a contract would be awarded, it would delay receipt of the bus by the same amount of time, and would likely result in a higher priced bus due to the small quantity.

VI. ATTACHMENTS

Attachment A: Interagency Joint Agreement Battery Electric Bus Procurement

Prepared By: Erron Alvey, Purchasing Manager

See Revised Page
Distributed at Board Meeting

VII. APPROVALS:

Al Pierce, Maintenance Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager

d/k/a low for AA

Alex Clifford, CEO/General Manager



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Attachment A

Clemson Area Transit

200 West Lane
Clemson, SC 29631

INTERAGENCY JOINT AGREEMENT BATTERY ELECTRIC BUS PROCUREMENT

The Santa Cruz Metropolitan Transit District (“PARTICIPANT”) and Clemson Area Transit (“AGENCY”) agree to enter into a joint procurement agreement to purchase 40’ Depot-Charged Battery Electric Buses.

The term of this agreement shall be five years. During this term, PARTICIPANT may purchase a minimum of one (1) and up to five (5) buses based on options, which PARTICIPANT may exercise during years one through five.

All bus purchases shall include the charging equipment necessary to operate them. All bus purchases shall be supported by fleet or procurement plans.

PARTICIPANT shall be severally liable and must adhere to all applicable federal requirements, including the prohibition against using federal money to procure unneeded rolling stock.

The Common Grant Rule requires that PARTICIPANT have procedures to provide for a review of proposed procurements to avoid purchase of unnecessary or excessive number of buses, including the acquisition of quantities or options it does not intend to use or whose use is unlikely. In monitoring whether PARTICIPANT has complied with its procedures to determine what property or services may be unnecessary, the Federal Transit Administration (“FTA”) bases its determinations on what would have been a recipient's reasonable expectations at the time the PARTICIPANT entered into the contract. This joint procurement may not be used as an opportunity to improperly expand the scope of a federally assisted contract. Requirements have been improperly expanded when excess capacity has been added primarily to permit assignment of those contract rights to another entity.

AGENCY shall be the lead agency for this joint procurement. PARTICIPANT’s participation shall be limited to the following tasks:

1. Request for Proposal (“RFP”) Development
 - a. Review general RFP and provide comments. However, AGENCY is under no obligation to include PARTICIPANT comments in the general or common sections of the RFP.
 - b. Provide list of variances or deviations to AGENCY terms, conditions, technical requirements and pricing sheet in the desired format to be included as an addendum to the RFP.

Attachment A

2. Pre-proposal Meeting
3. RFP Evaluation
 - a. Review Proposals that have met all qualification requirements
 - b. Participate in Technical Evaluation of AGENCY bus simulation and route modeling presentation by the Center for Transportation & the Environment (“CTE”)
 - c. Participate in AGENCY Life Cycle Costing Analysis presentation by CTE
 - d. Participate in vendor demonstrations, interviews, presentations, and Best and Final Officers (“BAFOs”)
 - e. Attend Public Workshops on bus procurement

AGENCY shall select the vendor that best meets AGENCY’s requirements without consideration for PARTICIPANT requirements. PARTICIPANT is under no obligation to procure buses based on AGENCY’s vendor selection. If PARTICIPANT does move forward procuring buses based on AGENCY’S vendor selection, it will recommend an award of contract to the selected vendor to its Board of Directors. Pursuant to such a contract, PARTICIPANT has the option to negotiate specific features, requirements and delivery with the selected vendor.

The AGENCY shall not be held responsible for PARTICIPANT’s bus configurations. PARTICIPANT is responsible for ensuring bus orders meet PARTICIPANT’S specific requirements.

PARTICIPANT must adhere to AGENCY schedule for development of the RFP and evaluation of proposals.

PARTICIPANT acknowledges that this procurement, as a result of various factors, including an emerging technology, the amount anticipated to be spent, a limited marketplace for vendors, media coverage, may have high visibility. Based on this, PARTICIPANT shall not communicate, directly or indirectly, with any media, vendors, lobbyists, any members of the public or private sectors concerning project status or progress. However, PARTICIPANT shall not be barred from holding any communications it would normally hold in its usual course of business as a public agency. PARTICIPANT’s failure to adhere to this provision shall constitute a material breach of this Agreement.

All requests for information and all communications regarding activities related to this agreement shall be forwarded or directed to the AGENCY’s Purchasing Department.

PARTICIPANT is responsible for determining if this agreement is permissible within PARTICIPANT’s state procurement policies.

Termination for Breach. If either party commits a material breach of its obligations under this agreement, the other party may terminate this agreement by giving the breaching party at least ten (10) days’ prior notice, except that any such notice will not result in termination if the breaching party cures that breach before the ten-day period elapses.

Attachment A

“Material Breach” for purposes of this Agreement means a reasonable person in the position of the non-breaching party would wish to terminate this Agreement because of that breach.

Time of Essence. Time is of the essence for each and every provision of this Agreement.

Successors and Assigns. This Agreement shall be binding on the successors and assigns of the Parties, and shall not be assigned by PARTICIPANT without the prior written consent of The AGENCY.

Conflict of Interest. PARTICIPANT shall disclose to the AGENCY any outside activities or interests that conflict or may conflict with the interests of the AGENCY. Prompt disclosure is required if the activity or interest is related, directly or indirectly, to (1) any activity that PARTICIPANT may be involved with on behalf of the AGENCY, or (2) any activity that PARTICIPANT may be involved with on behalf of any other firm or AGENCY. In addition, PARTICIPANT shall comply with all provisions of the Political Reform Act and implementing regulations, as applicable, and in accordance with the AGENCY’s Conflict of Interest Code. PARTICIPANT shall be subject to the broadest disclosure category in the AGENCY’s Conflict of Interest Code during the term of this Agreement, except to the extent specifically modified in writing by the President and CEO or designee. For the term of this Agreement, no member, officer or employee of the AGENCY, during the term of his or her service with the AGENCY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom. Agreed to by:

For PARTICIPANT:

For the AGENCY:

Alex Clifford, CEO/General Manager

Al Babincz, CEO and General Manager

Date

Date

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DATE: April 28, 2017
TO: Board of Directors
FROM: Al Pierce, Maintenance Manager
SUBJECT: CONSIDERATION OF AUTHORIZING THE PURCHASING MANAGER TO OBTAIN A PURCHASE OPTION FOR ONE (1) CNG BUS FROM SPORTRAN AND AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH NEW FLYER IN AN AMOUNT NOT TO EXCEED \$570,000

I. RECOMMENDED ACTION

That the Board of Directors authorize:

- 1) The Purchasing Manager to obtain and exercise a bus purchase option from Sportran to purchase one (1) CNG bus; and,**
- 2) The CEO to execute a contract with New Flyer in an amount not to exceed \$570,000**

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) received funds from the Surface Transportation Block Grant through the Regional Transportation Commission (RTC) in the amount of \$500,000 for one replacement CNG bus.
- The required local match is from PTMISEA in the amount of \$70,000.
- It is cost prohibitive to conduct a procurement for one bus; therefore METRO staff located purchase options that another agency, Sportran in Shreveport Louisiana, would be willing to assign to METRO, as Sportran had unintentionally acquired more options than needed.
- The Federal Transit Administration (FTA) has strict guidelines for this type of procurement, known as "piggybacking", that staff will adhere to.
- Staff is requesting authorization to proceed with the purchase of one (1) CNG bus from New Flyer using the Sportran option as the most cost effective method to make this purchase.

III. DISCUSSION/BACKGROUND

On September 1, 2016 the RTC issued a project start notice to METRO for the purchase of one (1) CNG replacement bus to be funded by a Surface Transportation Block Grant. Upon notification of the grant award, METRO staff contacted several other CNG fueled transit properties to initiate a joint procurement or locate any unneeded and available bus purchase options.

Finally in March of 2017, Sportran responded to METRO that they had an unneeded option on a contract with New Flyer that they would be willing to assign to METRO.

The FTA has strict guidelines on purchasing buses through this type of an agreement. METRO's purchasing staff will work with METRO's General Counsel to ensure this procurement complies with FTA requirements.

Staff is recommending the Board of Directors authorize the purchase of one (1) CNG bus through an option assignment from Sportran and entering into a contract with New Flyer to exercise the option.

IV. FINANCIAL CONSIDERATIONS/IMPACT

METRO was awarded \$500,000 in Surface Transportation Block Grant funds for this purchase and has allocated funds from PTMISEA in the amount of \$70,000 from the Bus and Facilities Improvements project.

The current PTMISEA FY15 funding allocation of \$5,989,824 is committed and approved by the Board on October 19, 2016 as follows:

\$5,989,824	Total amount of funding
\$1,411,247	Judy K. Souza Operations Facility
\$1,002,244	Bus and Facilities Improvements
\$3,576,333	Pacific Station Project

V. ALTERNATIVES CONSIDERED

- The Board could direct the Purchasing Manager to conduct a stand alone procurement for this bus. This is not recommended as it would take approximately six months before a contract would be awarded, it would delay receipt of the bus by the same amount of time, and would likely result in a higher priced bus due to the small quantity.

VI. ATTACHMENTS

Attachment A: Option Assignment Agreement

Attachment B: Authorizing Resolution

Prepared By: Erron Alvey, Purchasing Manager

VII. APPROVALS:

Al Pierce, Maintenance Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager

OK for AA

Alex Clifford, CEO/General Manager



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Attachment A

Assignment of an Option to Purchase Agreement

Sportran (“Assignor”), hereby assigns to the Santa Cruz Metropolitan Transit District (“Assignee”) its option to purchase from New Flyer, “Seller”, one (1) 40’ bus (“Option Vehicles”) at a price and under the terms and conditions contained in the Sellers written cost proposal dated May 23, 2014; Assignor’s IFB# 14-040 dated May 16, 2014; and Assignor’s Agreement dated 201400000328-01 (“Contract”).

Such option commenced on August 20, 2014, and may be exercised at any time on or before August 19, 2019.

With respect to the Option Vehicles assigned hereunder and this Assignment, Assignee agrees to perform all covenants, conditions and obligations required of Assignor under said Contract and agrees to defend, indemnify and hold Assignor harmless from any liability or obligation under said Contract. Assignee further agrees to hold Assignor harmless from any deficiency or Defect in the legality or enforcement of the terms of said Contract or option to purchase thereunder. Assignee agrees and understands that Assignor is not acting as a broker or agent in this transaction and is not representing Seller or Assignee, but rather is acting as a principle in assigning its interest in the above-referenced option to purchase the Option Vehicles under the Contract to Assignee.

Assignee hereby unconditionally releases and covenants not to sue Assignor upon any claims, liabilities, damages, obligations or judgments whatsoever, in law or in equity, whether known or unknown, or claimed, which they or either of them have or claim to have or which they or either of them may have or claim to have in the future against Assignor, with respect to the Option Vehicles or any rights whatsoever assigned hereunder.

Dated this _____ day of _____, 20____

Assignor
Sportran, Shreveport, LA

Assignee
Santa Cruz Metropolitan Transit District

I hereby accept and approve the terms of this agreement and agree to hold Assignor harmless from any further liability or obligation under our agreement.

Seller
(New Flyer)

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Attachment B



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:

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH NEW FLYER FOR ONE (1) CNG BUS VIA THE SPORTRAN CONTRACT OPTION

WHEREAS, the Santa Cruz Metropolitan Transit District has a need for a CNG bus; and

WHEREAS, Sportran, a transit agency located in Shreveport, Louisiana, has an unneeded CNG bus purchase option on an existing contract with New Flyer that they are willing to assign to the Santa Cruz Metropolitan Transit District.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AS FOLLOWS:

THAT, the CEO is authorized to execute a contract with New Flyer for one (1) CNG bus via the Sportran contract option.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District this 28th day of April 2017 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:
Jimmy Dutra, Board Chair

Attachment B

Resolution No. _____
Page 2

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie A. Sherman, General Counsel

EXPRESSION OF APPRECIATION TO AL PIERCE,
MAINTENANCE MANAGER, AND INTRODUCTION
OF NEW MAINTENANCE MANAGER,
EDDIE BENSON

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DATE: April 28, 2017
TO: Board of Directors
FROM: Al Pierce, Maintenance Manager
SUBJECT: **CONSIDERATION OF AUTHORIZATION TO USE THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF 9 SUPPORT VEHICLES IN AN AMOUNT NOT TO EXCEED \$213,779**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to use the State of California, Department of General Services Cooperative (DGS) Vehicle Contract for the purchase of nine (9) support vehicles for multiple Departments in an amount not to exceed \$213,779

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has budgeted for the purchase of nine (9) vehicles to replace aging vehicles in METRO's fleet.
- Staff requests the use of the State of California, Department of General Services (DGS) Cooperative Vehicle Contract for this procurement as a means of saving money and streamlining the procurement process.
- Staff recommends that the Board of Directors authorize the CEO to use the State of California, Department of General Services Cooperative Vehicle Contract for the purchase of nine (9) vehicles for an amount not to exceed \$213,779.

III. DISCUSSION/BACKGROUND

METRO needs to purchase nine (9) vehicles to replace aging vehicles in its aging fleet. The State of California, Department of General Services has issued a Cooperative Vehicle Contract for vehicle procurement that includes the following quantity, make and model of required vehicles:

- Quantity one (1) 2017 Ford Explorer Supervisor Vehicle
- Quantity six (6) 2017 Ford Focus S Sedans
- Quantity one (1) 2017 Ford F250 Regular Cab 4x2 Pick Up
- Quantity one (1) 2017 Ford Transit T-150 Low Roof Cargo Van

The exact price of the aforementioned vehicles totals \$206,984.29; however, the grant contains \$213,779 and Santa Cruz METRO is requesting the Board authorize Santa Cruz METRO to have access to the full grant amount of \$213,779. The remaining funds in this grant will be used for accessories, such as emergency lighting, decals and other safety items for the vehicles.

Utilizing cooperative purchasing agreements streamlines the procurement process and allows for better pricing than METRO would normally obtain due to the greater quantities requested in the bids.

Staff recommends that the Board of Directors authorize the CEO to use the State of California, Department of General Services Cooperative Vehicle Contract for the purchase of nine (9) vehicles for a total amount not to exceed \$213,779.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Funds in the amount of \$213,779 to support this procurement are available in the FY13 5339 Grant; the 20% local match is provided by unrestricted FY17 STA funds.

V. ALTERNATIVES CONSIDERED

- Perform individual procurements. The procurement lead times would be excessive if in-house staff was to be responsible for defining specifications on each of these vehicles.

VI. ATTACHMENTS

Attachment A: Cost summary for DGS State Contract for the purchase of 9 vehicles.

Prepared By: Alex Strudley, Purchasing Agent

VII. APPROVALS:

Al Pierce, Maintenance Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Cost summary for DGS State Contract for the purchase of 9 vehicles

DGS State Dealer	MAKE AND MODEL	Unit Price	Quantity	9% tax eff 4/1/2017 Tax and Fees	DMV Registration Fee	Totals
				Per Vehicle		
Folsom Lake Ford	2017 Ford Explorer Supervisor Vehicle	\$ 26,382.44	1	\$ 2,508.17	\$ -	\$ 28,890.61
Elk Grove Ford	2017 Ford Focus S Sedan	\$ 16,230.70	6	\$ 1,919.51	\$ 80.00	\$ 109,381.28
Downtown Ford Sales	2017 Ford F250 Regular Cab 4x2 Pick up	\$ 31,877.00	1	\$ 3,102.68	\$ -	\$ 34,979.68
Downtown Ford Sales	2017 Ford Transit T-150 Low Roof Cargo Van	\$ 30,733.00	1	\$ 2,999.72	\$ -	\$ 33,732.72
						\$ 206,984.29

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DATE: April 28, 2017
TO: Board of Directors
FROM: Al Pierce, Maintenance Manager
SUBJECT: CONSIDERATION OF AUTHORIZATION TO USE THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF ONE PARATRANSIT VEHICLE VIA CALTRANS IN AN AMOUNT NOT TO EXCEED \$66,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to use the State of California, Department of General Services Cooperative Vehicle Contract for the purchase of one (1) Paratransit vehicle via Caltrans in an amount not to exceed \$66,000

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has budgeted for the purchase of one (1) Paratransit vehicle for METRO's fleet.
- Staff requests the use of the State of California, Department of General Services Cooperative Vehicle Contract for this procurement as a means of saving money and streamlining the procurement process.
- Staff recommends that the Board of Directors authorize the CEO to use the State of California, Department of General Services Cooperative Vehicle Contract for the purchase of one (1) vehicle for an amount not to exceed \$66,000.

III. DISCUSSION/BACKGROUND

METRO needs to purchase one (1) vehicle to augment the ParaCruz fleet and meet the needs of ParaCruz operations. The State of California, Department of General Services has issued a Cooperative Vehicle Contract for vehicle procurement that includes the following quantity, make and model of required vehicles:

Quantity one (1) Starcraft Ford E-350 Paratransit Vehicle

Staff recommends that the Board of Directors authorize the CEO to use the State of California, Department of General Services Cooperative Vehicle Contract for the purchase of one (1) vehicle for a total amount not to exceed \$66,000.

Caltrans will be handling all the Buy America requirements in this procurement.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Funds in the amount of \$63,000 to support this procurement are available in the FTA 5310 Grant. The grant amount is \$50,400 and the local match of \$12,600 is supported by unrestricted FY17 STA funds, additional funds in the amount of \$3,000 will be paid by cash reserves. Staff is requesting the Board authorize the purchase of 1 Paratransit vehicle in the amount not to exceed \$66,000.

V. ALTERNATIVES CONSIDERED

- Perform an individual formal procurement. The procurement lead times would be excessive if in house staff was to be responsible for defining specifications on each of these vehicles.

VI. ATTACHMENTS

Attachment A: Quote State Purchase of Paratransit Vehicle

Prepared By: Alex Strudley, Purchasing Agent
Al Pierce, Maintenance Manager

VII. APPROVALS:

Al Pierce, Maintenance Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager

OK (aw) for AA

Alex Clifford, CEO/General Manager



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Creative Fleet Leasing

DGS Contract No. 1-15-23-19A

Vehicle Type:		Class A (Small Bus) - Starcraft Starlite		Line Item Number:	1-15-23-19A			
Contact:		Al Pierce		Ford GPC #:				
Agency:		Santa Cruz Metropolitan Transit District		Type of Lift:	<input checked="" type="checkbox"/> Braun <input type="checkbox"/> Ricon			
Address:		110 Vernon Street		Lift Location:	<input type="checkbox"/> Front <input checked="" type="checkbox"/> Rear			
City, State, Zip:		Santa Cruz, CA 95060		Seat Material D-90:	<input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Cloth			
Phone:		8310420-2520		Seat Color:	#114 Gray			
Alternate Phone:				Reflective Stripes:	<input type="checkbox"/> Yes (2) 5" <input checked="" type="checkbox"/> No			
Fax:				Stripe Color:	None			
E-Mail:		apierce@scmttd.com		Salesman:	Dan Williams			
Qty	CLIN	Part Number	Price Doc Page #	Description	Price	Extended Price	ADA	
1	CA100	2942	1	Class A - (Small Bus) Starcraft Starlite Narrow Body Cutaway Bus	\$54,443.00	\$54,443.00	\$9,200.00	
Core Items - Substitutions								
1	CA101	NCL-919-FIBHB-2	1	Lift - Braun Century	\$1.00	\$1.00	\$1.00	
1	CA104	2016 & 2027	1	Locking Rear Door w/Alarm and Window in Place of Rear Window	\$394.00	\$394.00		
Core Items - <Credit Items>								
4	CA105	2067	1	<Credit> - Standard Passenger Seat	-\$300.00	-\$300.00		
Core Items - (Add-On Options)								
1	CA113	Q-10007	1	Additional Mobility Aid Position - (Per Position)	\$752.00	\$752.00	\$752.00	
2	CA114	2336	1	Split Back - Double FWD Foldaway 34" - 36" (Freedman)	\$945.00	\$945.00	\$1,890.00	
Core Items - Non-Core Catalog Options								
Qty	CLIN	Part Number	Catalog Page #	Dealer's Catalog - Non Core Parts		Price	Extended Price	ADA

Attachment A

1	DCAT067	DCNCP-067	4	Fire Suppression - 3 Nozzle (2 Engine/1 Battery Box) (Amerex)	\$3,475.00																																																																																																																																													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Class A - Base Price</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%; text-align: right;">\$54,443.00</td> <td style="width: 10%;"></td> </tr> <tr> <td>Core Items - Substitution</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$395.00</td> <td></td> </tr> <tr> <td>Core Items - <Credits></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">-\$1,200.00</td> <td></td> </tr> <tr> <td>Core Items - (Add-On)</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$2,642.00</td> <td></td> </tr> <tr> <td>Non-Core - Catalog</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$0.00</td> <td></td> </tr> <tr> <td>Dealer Catalog</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$3,475.00</td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$59,755.00</td> <td style="text-align: right;">\$11,843.00</td> </tr> <tr> <td>Doc Prep Fee</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$80.00</td> <td></td> </tr> <tr> <td>Non-Taxable</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$11,843.00</td> <td></td> </tr> <tr> <td>Taxable Amount</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$48,992.00</td> <td></td> </tr> <tr> <td>Tax Total</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$4,409.28</td> <td style="text-align: right;">9.000%</td> </tr> <tr> <td>Sub-Total</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$64,244.28</td> <td></td> </tr> <tr> <td>DGS Fee</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$597.55</td> <td></td> </tr> <tr> <td>DMV E-File Fee:</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$29.00</td> <td></td> </tr> <tr> <td>DMV Fee</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$250.00</td> <td style="text-align: center;"><i>(Estimated)</i></td> </tr> <tr> <td>Tire Fee</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$12.25</td> <td></td> </tr> <tr> <td>Local Delivery</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$0.00</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$65,133.08</td> <td style="text-align: center;"><i>Insert Miles</i></td> </tr> <tr> <td>Number of Units</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">1</td> <td></td> </tr> <tr> <td>Final Total</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$65,133.08</td> <td></td> </tr> </table>							Class A - Base Price					\$54,443.00		Core Items - Substitution					\$395.00		Core Items - <Credits>					-\$1,200.00		Core Items - (Add-On)					\$2,642.00		Non-Core - Catalog					\$0.00		Dealer Catalog					\$3,475.00		Total					\$59,755.00	\$11,843.00	Doc Prep Fee					\$80.00		Non-Taxable					\$11,843.00		Taxable Amount					\$48,992.00		Tax Total					\$4,409.28	9.000%	Sub-Total					\$64,244.28		DGS Fee					\$597.55		DMV E-File Fee:					\$29.00		DMV Fee					\$250.00	<i>(Estimated)</i>	Tire Fee					\$12.25		Local Delivery					\$0.00	0	Total					\$65,133.08	<i>Insert Miles</i>	Number of Units					1		Final Total					\$65,133.08	
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<p>Approved By: _____</p> <p>Date: _____</p>																																																																																																																																																		
<p>Delivery Locations: Sacramento Metropolitan Area - San Francisco Bay Area - Los Angeles Metropolitan Area - Riverside County - San Bernardino County</p> <p>Delivery Fee of \$2.00 per mile (Taxable) if located outside of the locations above</p>																																																																																																																																																		



DATE: April 28, 2017
TO: Board of Directors
FROM: Al Pierce, Maintenance Manager
SUBJECT: CONSIDERATION OF AUTHORIZATION FOR THE PURCHASE OF 11 PARATRANSIT VEHICLES THROUGH THE CALACT CONTRACT IN AN AMOUNT NOT TO EXCEED \$824,958.42

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to use the CALACT Purchasing Cooperative Contract for the purchase of eleven (11) Paratransit vehicles in an amount not to exceed \$824,958.42

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has budgeted for the purchase of eleven (11) Paratransit vehicles to replace aging vehicles in METRO's fleet.
- Staff requests the use of the California Association for Coordinated Transportation (CALACT)/Morongo Basin Transit Authority (MBTA) Vehicle Contract for this procurement as a means of saving money and streamlining the procurement process.
- Staff recommends that the Board of Directors authorize the CEO to use the CALACT/MBTA cooperative for the purchase of eleven (11) vehicles for an amount not to exceed \$824,958.42.

III. DISCUSSION/BACKGROUND

METRO needs to purchase eleven (11) Paratransit vehicles to replace high mileage vehicles in its aging fleet.

As a member of CALACT, METRO has access to purchase a variety of transit vehicles from the CALACT/MBTA purchasing cooperative. The purchasing cooperative provides a federal and California State compliant purchasing solution that allows METRO to select the vehicle that best meets METRO's transit needs.

The following is the quantity, make and model of vehicles:

Eleven (11) Ford Transit T-350 Paratransit Vehicles

Staff recommends that the Board of Directors authorize the CEO to use the CALACT/MBTA purchasing cooperative for the purchase of eleven (11) vehicles for a total amount not to exceed \$824,958.42.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Funds in the amount of \$816,000.00 to support this procurement are available in the FY15 and FY16 FTA 5339 (a) Grant. Capital Reserve Funds in the amount of \$8,958.42 are available to fully fund this project. Staff is requesting the board authorize the purchase of 11 Paratransit Vehicles in the amount of \$824,958.42

V. ALTERNATIVES CONSIDERED

- Perform an individual formal procurement. The procurement lead times would be excessive if METRO staff developed specifications and provided a formal bid for these vehicles.

VI. ATTACHMENTS

Attachment A: Quote Purchase of 11 Paratransit Vehicles

Prepared By: Alex Strudley, Purchasing Agent

VI. APPROVALS:

Al Pierce, Maintenance Manager



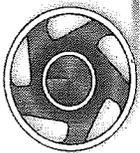
Approved as to fiscal impact:
Angela Aitken, Finance Manager

allow for AA

Alex Clifford, CEO/General Manager



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Creative Fleet Leasing

CalACT RFP #15-03 - Class B Ford Transit (T350) - Quote Sheet (Rev.6-22-16)

Vehicle Type:	Class B - Ford Transit (T350)		Ford GPC #:	
Contact:	Al Pierce		Type of Lift:	<input checked="" type="checkbox"/> Braun <input type="checkbox"/> Ricon
Agency:	Santa Cruz Metropolitan Transit District		Lift Location:	<input type="checkbox"/> Front <input checked="" type="checkbox"/> Rear
Address:	110 Vernon Street		Seat Material D-90:	<input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Cloth
City, State, Zip:	Santa Cruz, CA 95060		Seat Color:	BLUE
Phone:	831-420-2520		Reflective Stripes:	<input type="checkbox"/> Yes (2) 5" <input type="checkbox"/> No
Fax:			Stripe Color:	NONE
E-Mail:			Salesperson:	Dan Williams
Quantity:	Description	Price	Ext. Price	ADA
1	Starcraft Bus - Class B - (Ford Transit T350)	\$57,018.00	\$57,018.00	\$9,200.00
Published Options				
2	Spare Tire - (Loose, Full Size, To Match OEM Chassis)	\$311.00	\$622.00	
3	Freedman Foldaway Seat - (Double)	\$1,100.00	\$3,300.00	\$3,300.00
1	Drivers Seat - OEM Ford	\$0.00	\$0.00	
6	<Credit> - Seat Delete (Passenger Each)	-\$100.00	-\$600.00	
1	Freedman - "Priority Vinyl" Per Seat	\$183.00	\$183.00	
1	Q'Straint QRT 360 - (WC 18) (Additional Position)	\$905.00	\$905.00	\$905.00
1	Braun - Century Lift - (Standard)	\$0.00	\$0.00	\$0.00
1	Thermo King SA 400	\$1,579.00	\$1,579.00	
1	Locking Rear Door w/Alarm	\$673.00	\$673.00	
1	Dialight Exterior LED	\$675.00	\$675.00	
1	Dialight Interior LED	\$419.00	\$419.00	
1	2-Way Radio Prep	\$150.00	\$150.00	
1	Fogmaker Fire Suppression	\$3,500.00	\$3,500.00	
Non-Published Options				

Attachment A

2	7" LED Brake Light - (Each)	\$170.00	\$340.00																																																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Class A - Base Price</td> <td style="width: 20%; text-align: right;">\$57,018.00</td> <td style="width: 20%;"></td> </tr> <tr> <td>Published Options</td> <td style="text-align: right;">\$11,406.00</td> <td></td> </tr> <tr> <td>Non-Published Options</td> <td style="text-align: right;">\$340.00</td> <td></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$68,764.00</td> <td style="text-align: right;">\$13,405.00</td> </tr> <tr> <td>Doc Prep Fee</td> <td style="text-align: right;">\$80.00</td> <td></td> </tr> <tr> <td>Non-Taxable</td> <td style="text-align: right;">\$13,405.00</td> <td></td> </tr> <tr> <td>Taxable Amount</td> <td style="text-align: right;">\$56,439.00</td> <td></td> </tr> <tr> <td>Tax Total</td> <td style="text-align: right;">\$4,797.32</td> <td style="text-align: right;">8.500%</td> </tr> <tr> <td>Sub-Total</td> <td style="text-align: right;">\$73,641.32</td> <td></td> </tr> <tr> <td>CalACT Fee</td> <td style="text-align: right;">\$1,031.46</td> <td></td> </tr> <tr> <td>DMV E-File Fee:</td> <td style="text-align: right;">\$29.00</td> <td></td> </tr> <tr> <td>DMV Fee</td> <td style="text-align: right;">\$0.00</td> <td style="text-align: center;"><i>(Estimated)</i></td> </tr> <tr> <td>Tire Fee</td> <td style="text-align: right;">\$12.25</td> <td></td> </tr> <tr> <td>Local Delivery</td> <td style="text-align: right;">\$0.00</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$74,714.03</td> <td style="text-align: center;"><i>Insert Miles</i></td> </tr> <tr> <td>Number of Units</td> <td style="text-align: center;">11</td> <td></td> </tr> <tr> <td>Final Total</td> <td style="text-align: right;">\$821,854.28</td> <td></td> </tr> </table>				Class A - Base Price	\$57,018.00		Published Options	\$11,406.00		Non-Published Options	\$340.00		Total	\$68,764.00	\$13,405.00	Doc Prep Fee	\$80.00		Non-Taxable	\$13,405.00		Taxable Amount	\$56,439.00		Tax Total	\$4,797.32	8.500%	Sub-Total	\$73,641.32		CalACT Fee	\$1,031.46		DMV E-File Fee:	\$29.00		DMV Fee	\$0.00	<i>(Estimated)</i>	Tire Fee	\$12.25		Local Delivery	\$0.00	0	Total	\$74,714.03	<i>Insert Miles</i>	Number of Units	11		Final Total	\$821,854.28	
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DATE: April 28, 2017

TO: Board of Directors

FROM: Jimmy Dutra, Board Chair

SUBJECT: CONSIDERATION OF A NEW MONTHLY BOARD MEETING START TIME

I. RECOMMENDED ACTION

That the Board of Directors discuss and consider the Board Chair's request to change the monthly Board meeting start time from 8:30am to 9:00am

II. SUMMARY

- The Board Chair is interested in having the Board consider changing the monthly Santa Cruz Metropolitan Transit District (METRO) Board meeting start time from 8:30am to 9:00am.

III. DISCUSSION/BACKGROUND

The Board Chair is concerned about the current monthly Board meeting start time. The Chair wishes to adjust the Board meeting start times in order to push it a little further towards the end of the peak commute. The current start time of 8:30am can create some challenges for Board members in the south parts of the county to get to meetings in the north county due to extreme congestion on Highway 1 during the peak commute times. The Chair also believes that a later start time will be more respectful of the public's desire to attend Board meetings.

IV. FINANCIAL CONSIDERATIONS/IMPACT

There are no readily identifiable fiscal impacts that would result from this decision.

V. ALTERNATIVES CONSIDERED

- The Board could choose to continue with 8:30am start times

VI. ATTACHMENTS

Attachment A: Published Annual Board Meeting Schedule

Prepared By: Alex Clifford, CEO

VII. APPROVALS:

Alex Clifford, CEO/General Manager





Attachment A

BOARD OF DIRECTORS MEETING SCHEDULE

2017

Meetings are scheduled for the 4th Friday of the month unless otherwise indicated.

	January 27, 2017	8:30am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	February 24, 2017	8:30am	Watsonville City Council Chambers, 275 Main St., Watsonville
	March 24, 2017	8:30am	Santa Cruz City Council Chambers, 809 Center St., Santa Cruz
	April 28, 2017	8:30am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	May 19, 2017	8:30am	Watsonville City Council Chambers, 275 Main St., Watsonville
	June 23, 2017	8:30am	Santa Cruz City Council Chambers, 809 Center St., Santa Cruz
			<i>THERE ARE NO MEETINGS IN JULY</i>
	August 25, 2017	8:30am	Scotts Valley City Council Chambers, 1 Civic Center Drive, Scotts Valley
	September 22, 2017	8:30am	Santa Cruz City Council Chambers, 809 Center St., Santa Cruz
	October 27, 2017	8:30am	Capitola City Council Chambers, 420 Capitola Ave., Capitola
	November 17, 2017	8:30am	Watsonville City Council Chambers, 275 Main St., Watsonville
	December 8, 2017	8:30am	METRO Admin Offices, 110 Vernon Street, Santa Cruz

Approved under Resolution 16-10-02 at the October 28, 2016 METRO Board Meeting

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DATE: April 28, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: FINANCE, BUDGET AND AUDIT STANDING COMMITTEE MEETING
MARCH 3, 2017 REPORT OUT**

I. RECOMMENDED ACTION

That the Board of Directors accept and file this update on the March 3, 2017 Finance, Budget and Audit Standing Committee Meeting

II. SUMMARY OF ISSUES

- An update on the Finance, Budget and Audit Standing Committee Meeting from March 3rd, 2017 – budget assumptions and recommendations made by the Committee to the full Board.
- Staff recommends that the Board of Directors accept and file the attached report.

III. DISCUSSION/BACKGROUND

Santa Cruz Metropolitan Transit District (METRO) Staff have created a 5-Year Budget Plan, and are in the process of creating the FY18 & FY19 Operating Budget and the FY18 Capital Budget for Board approval in June 2017.

At the Board's February 24, 2017 Board meeting, the Board asked the Finance, Budget, and Audit Standing Committee to review the 5-Year Budget Plan, FY18 and FY19 Budget process and assumptions, and to make its recommendations to the full Board in April 2017.

The Finance, Budget, and Audit Standing Committee met on March 3, 2017 at the METRO's Administrative Office at 110 Vernon Street, Santa Cruz, California and reviewed the following documents:

- **5-Year Budget Plan #1 (Attachment A)** – The documents depict the preliminary FY18 and FY19 Operating Budgets presented to the Board on March 24, 2017, as well as the Forecasted FY20, FY21, and FY22 Operating Budgets. The Committee conducted a deeper dive into the details and underlying assumptions of the 5-Year Budget Plan and was alerted to prepare for a structural deficit beginning in FY19. The preliminary FY19 Operating Budget will be balanced with the use of funds from the Operations Sustainability Reserve Funds. The latter, however, will be depleted in FY20. In the case of a surplus in FY18, the excess revenues will be used as a local match for capital and operating grant opportunities. In addition, following direction from the Board, STA and STIC funds will be gradually transferred

back to the Capital Budget (by FY21 all STA and STIC funds will be allocated to the Capital Budget). They will provide funding for a number of Capital Projects, currently unfunded, but essential for achieving and maintaining a State of Good Repair (SOGR). The top Capital funding priority will be replacing the 61 obsolete buses. The transfer of STA and STIC back to the Capital Budget is also facilitated by the availability of the 2016 Sales Tax (Measure D) funds that, left in the Operating Budget, would provide budget and service stability and partially offset the budget deficits in FY19 - FY22. The Committee was in concurrence with the 5-Year Budget Plan and suggested laying the groundwork for a future transit funding measure, given the success of Measure D.

- **FY17 PRELIMINARY Schedule of Reserve Account Balances – Unaudited as of 03/03/2017 #1A (Attachment A)**. The Committee discussed the various reserve funds and the state of each and was reminded that the Operations Sustainability, Workers' Compensation, and Liability Insurance Reserve Funds are still below their respective Board adopted minimum target levels.
- **FY18 & FY19 Operating Budget – Revenue Sources #2A (Attachment A)**. The documents depict the preliminary FY18 and FY19 Operating Budgets – Revenue Sources, presented to the Board on March 24, 2017. The Committee understood the rationale for the preliminary revenue estimates.
- **Budget Assumptions – Revenue Sources #2B (Attachment A)**. The document highlights key budget assumptions behind the FY18 and FY19 Preliminary Operating Revenue Sources. The Committee was in concurrence with those assumptions and agreed to provide additional information regarding sales tax growth projections from the Committee members' respective agencies. Year-over-year sales tax growth is slowing.
- **FY18 & FY19 Operating Budget – Consolidated Expenses #3A (Attachment A)**. The documents depict the preliminary FY18 and FY19 Operating Budgets – Consolidated Expenses, presented to the Board on March 24, 2017. The Committee understood the rationale for the preliminary expense estimates.
- **Budget Assumptions – Operating Expenses #3B (Attachment A)**. The document highlights key budget assumptions behind the FY18 and FY19 Preliminary Operating Consolidated Expenses. The Committee was in concurrence with those assumptions
 - **Unfunded Capital Projects #4 (Attachment A)**. The document is the summary of unfunded capital projects during the period FY18 – FY27. The Committee discussed the importance of maintaining a SOGR,

defined as replacing and maintaining vehicles on schedule, and was alerted that METRO will need more than \$200M to achieve a SOGR over the next 10 years.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The preliminary FY18 Operating Budget is a balanced budget and \$164K will be transferred to the Operations Sustainability Reserve Fund. While not an acceptable solution at this time, the preliminary FY19 Operating Budget will be balanced with the use of funds from the Operations Sustainability Reserve Fund, in the amount of \$923K. The forecasted FY20, FY21, and FY22 Operating Budgets are not balanced at this time. While we still need to study the fiscal impacts of SB1, new funding that will be provided by SB1 may help resolve the shortness in FY19-FY22.

The Operations Sustainability Reserve Fund is funded at 75% of the Board Adopted Minimum Target Level and has a deficit of \$1,760K. The Workers' Compensation Reserve Fund is funded at 63% of the Board Adopted Minimum Target Level and has a deficit of \$1,205K. The Liability Insurance Reserve Fund is funded at 93% of the Board Adopted Minimum Target Level and has a deficit of \$50K. The Cash Flow Reserve Fund is 100% funded. The Operations Sustainability Reserve Fund was established by Board action to provide two months of Operating resources in the event of a fiscal crisis or revenue disruption.

The Unfunded Capital Projects List totals \$219M (through 2027).

V. ALTERNATIVES CONSIDERED

- Provide the Finance, Budget, and Audit Standing Committee with alternate direction to consider.

VI. ATTACHMENTS

Attachment A: 5-Year Budget Plan #1
FY17 PRELIMINARY Schedule of Reserve Account Balances – Unaudited as of 03/03/2017 #1A
FY18 & FY19 Operating Budget – Revenue Sources #2A
Budget Assumptions – Revenue Sources #2B
FY18 & FY19 Operating Budget – Consolidated Expenses #3A
Budget Assumptions – Operating Expenses #3B
Unfunded Capital Projects #4

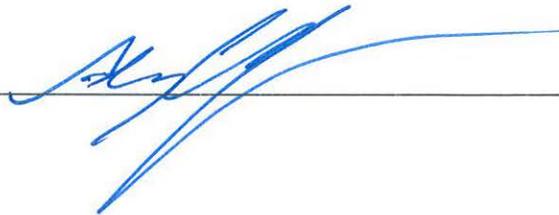
Prepared by: Kristina Mihaylova, Sr. Financial Analyst

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager

allow for AA

Alex Clifford, CEO/General Manager



#1

DRAFT 03-03-2017

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

REVENUE:	Mar-17 BUDGET FY18	Mar-17 BUDGET FY19	FORECASTED BUDGET FY20	PCT	FORECASTED BUDGET FY21	PCT	FORECASTED BUDGET FY22	PCT
Passenger Fares	10,459,429	10,459,429	10,459,429	0.0%	10,459,429	0.0%	10,459,429	0.0%
Passenger Fares	2,791,893	2,791,893	2,791,893	0.0%	2,791,893	0.0%	2,791,893	0.0%
Special Transit Fares	5,044,644	5,044,644	5,044,644	0.0%	5,044,644	0.0%	5,044,644	0.0%
Paratransit Fares	339,141	339,141	339,141	0.0%	339,141	0.0%	339,141	0.0%
Highway 17 Fares	1,758,751	1,758,751	1,758,751	0.0%	1,758,751	0.0%	1,758,751	0.0%
Highway 17 Payments	525,000	525,000	525,000	0.0%	525,000	0.0%	525,000	0.0%
Other Revenue	501,393	505,736	510,029	0.9%	514,789	0.9%	519,048	0.8%
1979 Gross Sales Tax (1/2 cent)	20,081,806	20,563,351	21,077,435	2.5%	21,604,371	2.5%	22,144,480	2.5%
2016 Net Sales Tax (Measure D)	2,978,897	3,053,369	3,129,704	2.5%	3,207,946	2.5%	3,288,145	2.5%
Transp Dev Act (TDA) - Op Asst	6,974,959	7,149,333	7,328,066	2.5%	7,511,268	2.5%	7,699,050	2.5%
*Federal Op Assistance	4,304,179	4,398,286	4,490,755	2.1%	4,715,293	5.0%	4,818,207	2.2%
STA - Operating (Current Year)	1,973,568	1,973,568	1,973,568	0.0%	1,973,568	0.0%	1,973,568	0.0%
STA - Operating (Current Year) (1/5 Transfer to Capital Re	(789,427)	(1,184,141)	(1,578,854)	50.0%	(1,973,568)	33.3%	(1,973,568)	0.0%
STIC - Op Assistance	2,210,167	2,220,000	2,520,687	0.4%	2,646,721	13.5%	2,704,684	2.2%
STIC (Transfer to Capital Reserves)	(884,067)	(1,332,000)	(2,016,550)	50.7%	(2,646,721)	31.2%	(2,704,684)	2.2%
Fuel Tax Credit	657,354	677,075	687,387	3.0%	718,309	3.0%	739,858	3.0%
Fuel Tax Credit (Transfer to Reserves)	(657,354)	(677,075)	(687,387)	3.0%	(718,309)	3.0%	(739,858)	3.0%
Transfers (to)/ from Operating Reserves	(164,346)	922,627	2,874,215	-661.4%	3,835,770	211.5%	3,928,378	2.4%
TOTAL REVENUE	47,626,559	48,729,559	50,768,484	2.3%	51,848,866	4.2%	52,856,737	1.9%

OPERATING EXPENSES:

Labor and Fringe Benefits: Bus Operators	16,818,857	17,396,424	18,169,287	3.4%	18,541,999	4.4%	18,980,271	2.4%
Labor and Fringe Benefits: Paratransit	4,061,934	4,202,881	4,404,193	3.5%	4,510,748	4.8%	4,616,199	2.3%
Labor and Fringe Benefits: Other	18,179,334	18,803,421	19,420,172	3.4%	19,895,287	3.3%	20,359,435	2.3%
Services	3,375,479	3,087,840	3,535,840	-8.5%	3,661,840	14.5%	3,661,840	0.0%
Mobile and Other Materials and Supplies	3,287,570	3,287,470	3,287,470	0.0%	3,287,470	0.0%	3,287,470	0.0%
Utilities	609,000	609,000	609,000	0.0%	609,000	0.0%	609,000	0.0%
Casualty & Liability and Taxes	729,133	772,370	772,370	5.9%	772,370	0.0%	772,370	0.0%
Purchased Transportation	75,000	75,000	75,000	0.0%	75,000	0.0%	75,000	0.0%
Misc. Expense and Leases & Rentals	490,252	495,152	495,152	1.0%	495,152	0.0%	495,152	0.0%
TOTAL OPERATING EXPENSES	47,626,559	48,729,559	50,768,484	2.3%	51,848,866	4.2%	52,856,737	1.9%

(DEFICIT)/SURPLUS

	164,346	(922,627)	(2,874,215)		(3,835,770)		(3,928,378)	
Operations Sustainability Reserve Fund:	5,449,418	4,526,790	1,652,575					
\$5,285,072 (Balance as of 03/03/17)								

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY17 PRELIMINARY SCHEDULE OF RESERVE ACCOUNT BALANCES-UNAUDITED
AS OF 3/03/17**

#1A

Attachment A

Fund Title	Balance at 6/30/16	ESTIMATED Additions/ (Withdrawals) in FY17	ESTIMATED Balance at 6/30/17	Board Adopted Minimum or Target Level	% Funded	Surplus / (Deficient)	Suggested Guidelines:	Board Adopted Recommendation:
Operating and Capital Reserve Fund (formerly - Operating / Capital Reserves)	\$ 972,922	\$ (264,748)	\$ 708,174	N/A	N/A	N/A	Any use of Operating and Capital Reserves above CEO executive authority will be brought to the BOD for consideration. To be used as the local match for capital grants.	There is no Board Adopted Minimum Balance established, this fund shall not be used to support recurring operating expenditures.
Operations Sustainability Reserve Fund (formerly - Operating Reserves)	\$ 5,659,556	\$ (374,484)	\$ 5,285,072	\$ 7,045,000	75%	\$ (1,759,928)	GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.	Fund Operations Sustainability Reserve Fund to target level that equals two (2) months of the average operating expenses for the most current fiscal year's budget, to be adjusted annually through the budget process.
Cash Flow Reserve Fund (formerly - Cash Flow Reserves)	\$ 3,000,000	\$ -	\$ 3,000,000	\$ 3,000,000	100%	\$ -	Staff will manage flexibility of Cash Flow Reserve Fund, according to project levels and capital needs as they fluctuate from year to year.	Fund Cash Flow Reserve Fund to minimum or target levels; set annually through the budget process.
Carryover	\$ -	\$ -	\$ -	\$ -	N/A	N/A	1.) Move to (replenish) other Reserve accounts 2.) Move to Unfunded Projects / Mandates 3) Use as revenue in next fiscal year	If carryover exists - distribution options will be reviewed on an annual basis to determine the best use of funds.
Workers Compensation Reserve Fund (formerly - Workers Compensation Reserves)	\$ 2,131,419	\$ -	\$ 2,131,419	\$ 3,372,272	63%	\$ (1,240,853)	GASB #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 unreported workers' compensation claims.	Fund Workers' Comp Reserves to minimum or target levels; a bi-annual study of potential liability areas and risk shall be the basis for determining minimum reserves.
Liability Insurance Reserve Fund (formerly - Liability Insurance Reserves)	\$ 660,919	\$ -	\$ 660,919	\$ 710,919	93%	\$ (50,000)	GASB #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 unreported liability and physical damage claims.	Fund Liability Insurance Reserves to minimum or target levels; calculated annually based on the 5-year rolling average of outstanding claims at fiscal year end.
	\$ 12,424,815	\$ (639,232)	\$ 11,785,583			\$ (3,050,782)		

15A.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY17 PRELIMINARY SCHEDULE OF RESERVE ACCOUNT BALANCES-UNAUDITED
 AS OF 3/03/17

NOTES:								
Op & Cap Reserve	\$	972,922	Balance @ 6/30/16 of \$972,922 is Alternative Fuel Tax receipts in FY16					
Additions	\$	284,419	FY17 Q3 & Q4 receipts - ended in December 2016					
(Withdrawals)	\$	(549,167)	Committed as local match to FTA 5339c					
Balance	\$	<u>708,174</u>	Ending Balance					
Ops Sustainability Reserve	\$	5,659,556	~ Balance @ 6/30/16					
Additions	\$					Oper	Capital	
(Withdrawals)	\$	(374,484)				358,207	\$ 16,277	
Balance	\$	<u>5,285,072</u>	FY17 budgeted reserves usage in operating and capital budg.					
Ending Balance			Ending Balance					
Liability Ins	\$	660,919	Board Adopted Minimum or Target Level					
Additions	\$	50,000	Add proposed SIR for new EPL policy					
(Withdrawals)	\$							
Balance	\$	<u>710,919</u>	Ending Balance					

DRAFT 03-03-2017

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 OPERATING BUDGET
REVENUE SOURCES**

Attachment A

REVENUE SOURCE	Jun-16	Mar-17	% CHANGE	\$ CHANGE	Mar-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
1 Passenger Fares	3,681,471	2,791,893	-24.2%	(889,578)	2,791,893	0.0%	-
2 Special Transit Fares	5,418,017	5,044,644	-6.9%	(373,373)	5,044,644	0.0%	-
3 Paratransit Fares	339,141	339,141	0.0%	-	339,141	0.0%	-
4 Highway 17 Fares	1,826,000	1,758,751	-3.7%	(67,249)	1,758,751	0.0%	-
5 Highway 17 Payments	525,000	525,000	0.0%	-	525,000	0.0%	-
6 <i>Estimated Reduction in Fares due to Service Cuts</i>	(500,000)	-	-100.0%	500,000	-	0.0%	-
7 Commissions	2,000	1,500	-25.0%	(500)	1,500	0.0%	-
8 Advertising Income	275,000	225,000	-18.2%	(50,000)	225,000	0.0%	-
9 Rent Income	150,000	154,301	2.9%	4,301	158,644	2.8%	4,343
10 Interest Income	80,000	90,000	12.5%	10,000	90,000	0.0%	-
11 Other Non-Transp Revenue	13,000	20,592	58.4%	7,592	20,592	0.0%	-
12 1979 Gross Sales Tax (1/2 cent)	19,572,494	20,061,806	2.5%	489,312	20,563,351	2.5%	501,545
13 2016 Net Sales Tax (Measure D)	-	2,978,897	100.0%	2,978,897	3,053,369	2.5%	74,472
14** Transp Dev Act (TDA - LTF) Funds	6,701,163	6,974,959	4.1%	273,796	7,149,333	2.5%	174,374
15 FTA Sec 5307 - Op Assistance	4,246,793	4,131,857	-2.7%	(114,936)	4,222,345	2.2%	90,488
16 FTA Sec 5311 - Rural Op Asst	166,738	172,322	3.3%	5,584	175,941	2.1%	3,619
17 AMBAG/Misc. Grant Funding	73,000	10,000	-86.3%	(63,000)	10,000	0.0%	-
18 STIC	2,125,425	2,210,167	4.0%	84,742	2,220,000	0.4%	9,833
19 STIC (Transfer to Capital Budget)	-	(884,067)	100.0%	(884,067)	(1,332,000)	50.7%	(447,933)
20 STA - SLPP Backfill for Metro Base	1,995,540	1,973,568	-1.1%	(21,972)	1,973,568	0.0%	-
21 TDA - STA - Operating (Current Year)	(370,000)	(789,427)	113.4%	(419,427)	(1,184,141)	50.0%	(394,714)
22 Capital Budget	-	-	0.0%	-	-	-	-
23 Low Carbon Transit Operations Program (LCTOP)	638,208	657,354	3.0%	19,146	677,075	3.0%	19,721
24 Fuel Tax Credit	(638,208)	(657,354)	3.0%	(19,146)	(677,075)	3.0%	(19,721)
25 Fuel Tax Credit (Transfer to Reserves)	-	-	0.0%	-	-	0.0%	-
26 Medicare Subsidy	-	-	-	-	-	-	-
27 Transfer (to)/from Operations Sustainability Reserve	358,207	(164,346)	-145.9%	(522,553)	922,627	-661.4%	1,086,973
TOTAL REVENUE	46,678,989	47,626,559	2.0%	947,570	48,729,559	2.3%	1,103,000

** FTA funding is used solely to fund labor expense

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DRAFT 03-03-2017**Budget Assumptions**

Revenue Sources:

Passenger Fares: \$2,791,893 budgeted in FY18, with no increase in FY19 – FY22. The number was based on the most recent actual passenger fares revenue collected in October, November, and December 2016. This revenue line item will be revised as the actual passenger fares data in 2017 becomes available.

Special Transit Fares: \$5,044,644 budgeted in FY18, with no increase in FY19 – FY22. The number is based on the contract with UCSC (12 months x \$338,167=\$4,058,004); the contract with Cabrillo (12 months x \$79,070 = \$948,840), and 9 months of Supplemental # 16: \$37,800.

Highway 17 Fares: \$1,758,751 budgeted in FY18, with no increase in FY19 – FY22. The number was based on the most recent actual Highway 17 fares revenue collected in October, November, and December 2016. This revenue line item will be revised as the actual Highway 17 fares data in 2017 becomes available.

Highway 17 Payments: \$525,000 budgeted in FY18, with no increase in FY19 – FY22. The number is based on the contracts with VTA (\$350K/year); San Jose State (\$30K – estimate based on historical information), and AMTRAK Billing (\$145K/year).

Paratransit Fares: \$339,141 budgeted in FY18, with no increase in FY19 – FY22. The number is based on the FY17 Budget.

1979 Gross Sales Tax (1/2 cent): \$20,061,806 budgeted in FY18. The number is based on the FY17 Budget, adopted in June 2016, and an anticipated 2.5% increase in FY18. The anticipated increase in Sales Tax in FY19 – FY22 remains the same: 2.5% each year.

2016 Net Sales Tax (Measure D): \$2,978,897 budgeted in FY18 (as per latest information from RTC). The anticipated increase in 2016 Sales Tax (Measure D) in FY19 – FY22 is 2.5% each year.

Transp Dev Act (TDA - LTF) Funds: \$6,974,959 budgeted in FY18. The number is based on the estimated actual TDA – LTF Funds for FY17 (RTC – meeting 10/06/2016) and the anticipated 2.5% increase in Sales Tax in FY18. The anticipated increase in FY19 – FY22 is 2.5% each year.

FTA Sec 5307 - Op Assistance: \$4,131,857 budgeted in FY18; 2.19% increase in FY19 and FY20; 5% increase in FY21 (2020 New act : 5% Bump First Year); 2.19% increase in FY22

FTA Sec 5311 - Op Assistance: \$172,322 budgeted in FY18; 2.10% increase in FY19; 0% in FY20; 5% increase in FY21 (2020 New act : 5% Bump First Year); 2.00% increase in FY22

STIC: \$2,210,167 budgeted in FY18, a 6.07% from prior year allocation due to additional factors for Watsonville; 0.44% increase in FY19; 13.54% increase in FY20 (33% "bump" + loss of 2 factors); 5% increase in FY21; 2.19% increase in FY22.

STIC (Transfers from Capital Budget): 2/5 transferred in FY18; 3/5 in FY19; 4/5 in FY20; 5/5 in FY21 and FY22

TDA - STA - Operating (Current Year): \$1,973,568 budgeted each year FY18 – FY22

TDA - STA - Operating (Current Year) (Transfer to Capital Budget): 2/5 transferred in FY18; 3/5 in FY19; 4/5 in FY20; 5/5 in FY21 and FY22

Fuel Tax Credit: transferred to Reserves each year FY18 – FY22

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY18 & FY19 OPERATING BUDGET

Consolidated Expenses

ACCOUNT	Jun-16	Mar-17	% CHANGE	\$ CHANGE	Mar-17	% CHANGE	\$ CHANGE
	BUDGET FY17	BUDGET FY18	BUDG FY17 BUDG FY18	BUDG FY17 BUDG FY18	BUDGET FY19	BUDG FY18 BUDG FY19	BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	8,501,290	8,535,556	0.4%	34,266	8,764,248	2.7%	228,692
501013 Bus Operator OT	1,187,022	1,225,000	3.2%	37,978	1,257,806	2.7%	32,806
501021 Other Salaries	7,716,615	7,694,455	-0.3%	(22,160)	7,825,592	1.7%	131,137
501023 Other OT	443,279	425,010	-4.1%	(18,269)	433,294	1.9%	8,284
Totals	17,848,206	17,880,021	0.2%	31,815	18,280,940	2.2%	400,919
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	309,888	313,521	1.2%	3,633	319,991	2.1%	6,470
502021 Retirement	4,461,531	4,737,369	6.2%	275,838	5,095,212	7.6%	357,843
502031 Medical Ins	10,165,186	10,445,543	2.8%	280,357	10,910,517	4.5%	464,975
502041 Dental Ins	491,596	501,057	1.9%	9,461	516,089	3.0%	15,032
502045 Vision Ins	120,401	129,454	7.5%	9,053	133,338	3.0%	3,884
502051 Life Ins/AD&D	49,374	44,808	-9.2%	(4,566)	46,082	2.8%	1,274
502060 State Disability Ins (SDI)	200,439	191,122	-4.6%	(9,317)	201,207	5.3%	10,085
502061 Long Term Disability Ins	142,485	148,953	4.5%	6,469	155,659	4.5%	6,706
502071 State Unemployment Ins (SUI)	73,786	55,125	-25.3%	(18,661)	58,389	5.9%	3,264
502081 Worker's Comp Ins	850,000	875,500	3.0%	25,500	901,766	3.0%	26,266
502101 Holiday Pay	602,251	610,721	1.4%	8,470	623,187	2.0%	12,466
502103 Floating Holiday	93,689	93,442	-0.3%	(247)	94,707	1.4%	1,265
502109 Sick Leave	924,456	936,909	1.3%	12,453	956,062	2.0%	19,153
502111 Annual Leave	1,934,900	1,840,795	-4.9%	(94,104)	1,886,394	2.5%	45,598
502121 Other Paid Absence	177,085	179,233	1.2%	2,148	146,059	-18.5%	(33,174)
502251 Phys. Exams	14,110	14,280	1.2%	170	14,280	0.0%	-
502253 Driver Lic Renewal	4,656	4,956	6.4%	300	4,956	0.0%	-
502999 Other Fringe Benefits	58,542	57,315	-2.1%	(1,227)	57,890	1.0%	576
Totals	20,674,374	21,180,103	2.4%	505,729	22,121,787	4.4%	941,683

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY18 & FY19 OPERATING BUDGET
 Consolidated Expenses

ACCOUNT	Jun-16	Mar-17	% CHANGE		\$ CHANGE		Mar-17	% CHANGE		\$ CHANGE		
	BUDGET FY17	BUDGET FY18	BUDG FY17	BUDG FY18	BUDG FY17	BUDG FY18	BUDGET FY19	BUDG FY18	BUDG FY19	BUDG FY18	BUDG FY19	
OTHER MATERIALS & SUPPLIES												
504205 Freight Out	136	2,500	1738.2%		2,364		2,500			0.0%	-	
504211 Postage & Mailing	13,550	12,300	-9.2%		(1,250)		12,300			0.0%	-	
504214 Promotional Items	1,400	7,200	414.3%		5,800		7,200			0.0%	-	
504215 Printing	50,805	48,850	-3.8%		(1,955)		50,750			3.9%	1,900	
504217 Photo Supp/Process	2,500	1,500	-40.0%		(1,000)		1,500			0.0%	-	
504311 Office Supplies	71,062	71,800	1.0%		738		69,800			-2.8%	(2,000)	
504315 Safety Supplies	16,860	11,320	-32.9%		(5,540)		11,320			0.0%	-	
504317 Cleaning Supplies	53,830	48,600	-9.7%		(5,230)		48,600			0.0%	-	
504409 Repair/Maint Supplies	114,983	110,500	-3.9%		(4,483)		110,500			0.0%	-	
504417 Tenant Repairs	9,000	9,000	0.0%		-		9,000			0.0%	-	
504421 Non-Inventory Parts	39,730	58,000	46.0%		18,270		58,000			0.0%	-	
504511 Small Tools	7,736	9,500	22.8%		1,764		9,500			0.0%	-	
504515 Employee Tool Replacement	2,180	3,000	37.6%		820		3,000			0.0%	-	
Totals	383,772	394,070	2.7%		10,298		393,970			0.0%	(100)	
UTILITIES												
505011 Gas & Electric	297,000	304,000	2.4%		7,000		304,000			0.0%	-	
505021 Water & Garbage	147,240	147,400	0.1%		160		147,400			0.0%	-	
505031 Telecommunications	160,434	157,600	-1.8%		(2,834)		157,600			0.0%	-	
Totals	604,674	609,000	0.7%		4,326		609,000			0.0%	-	
CASUALTY & LIABILITY												
506011 Insurance - Property	61,904	61,737	-0.3%		(167)		62,971			2.0%	1,234	
506015 Insurance - PL/PD	314,929	417,144	32.5%		102,215		458,859			10.0%	41,715	
506021 Insurance - Other	-	50,000	100.0%		50,000		50,000			0.0%	-	
506123 Settlement Costs	150,000	150,000	0.0%		-		150,000			0.0%	-	
506127 Repairs - District Prop	-	-	0.0%		-		-			0.0%	-	
Totals	526,833	678,881	28.9%		152,048		721,830			6.3%	42,949	

3/2/2017

Consolidated

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Budget Assumptions

Operating Expenses:**Personnel Expenses:****COLA:****5 – Year Forecast**

	FY18	FY19	FY20	FY21	FY22
MGMT	2%	0%	0%	0%	0%
SEIU (contract will expire on June 30, 2018)	2%	0%	0%	0%	0%
UTU FR (contract will expire on June 30, 2019)	0%	0%	2%	0%	0%
UTU PC (contract will expire on June 30, 2019)	0%	0%	2%	0%	0%

Fringe Benefits: Employer Contribution %

	FY18	FY19	FY20	FY21	FY22
PERS: Retirement	23.80%	25.10%	26.30%	26.40%	27.19%
Medical Insurance (increase in premiums, effective January of each year)	5%	5%	5%	5%	5%
Other (Dental, Vision, EAP...)	3%	3%	3%	3%	3%

Number of FTEs in the Budget: 315 (FY18 – FY22), budgeted for 2080 hours + OT hours

Non-Personnel Expenses:

	FY18	FY19	FY20	FY21	FY22
% VAR Year over Year	5.0%	-2.8%	5.4%	1.4%	0%
Due to:	Services: Prof/Tech + Legal Services	Services: Prof/Tech	Services: Repair-Equipment (Aging Fleet)	Services: Repair-Equipment (Aging Fleet)	

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#4

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	Unfunded Capital Costs thru 2027	Rolling Stock Replacements	UNFUNDED CAPITAL PROJECTS (000s)										TOTAL			
			78	79	80	81	82	83	84	85	86	87				
Construction	\$ 140,984	\$ -	\$ 850	\$ 39,226	\$ 176	\$ 19,276	\$ 30,576	\$ 176	\$ 176	\$ 176	\$ 50,176	\$ 176	\$ 176	\$ 176	\$ 176	\$ 176
Vehicle SGR	\$ 67,018	\$ 62,768	\$ 13,575	\$ 9,434	\$ 20,044	\$ 8,980	\$ 9,480	\$ 3,750	\$ 250	\$ 715	\$ 245	\$ 565	\$ 565	\$ 565	\$ 565	\$ 565
Facilities Maintenance	\$ 3,365	\$ -	\$ 800	\$ 1,310	\$ 275	\$ 290	\$ 90	\$ 50	\$ 50	\$ 50	\$ 400	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
IT	\$ 7,053	\$ -	\$ 5,508	\$ 315	\$ 1,210	\$ 20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Communications	\$ 500	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 218,920	\$ 62,768	\$ 20,733	\$ 50,285	\$ 22,205	\$ 28,566	\$ 40,126	\$ 3,976	\$ 476	\$ 941	\$ 50,821	\$ 791	\$ 218,920			

Attachment A

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Pacific Station Update

Pacific Station Future Planning - April 26, 2017

1. METRO Proposal
 - A. Feasibility Study
 - i. Assumptions
 1. Building over the bus station is too costly to pursue
 2. Planning to assume combined footprint or reconfigured footprint of the current METRO properties (Greyhound lot, bus station tarmac, 920 Pacific buildings along with the City parking lot and any other City controlled property to meet both METRO and City needs
 - a. Could include on street and/or separate downtown parcels
 3. Currently 75 River St. proposal does not meet all METRO program needs
 - ii. Technical Analysis
 1. METRO engage consultant team for 3-6 months (\$50,000 METRO) to:
 - a. Develop concepts with open air bus station adjacent to City mixed-use housing project facing Pacific Ave.
 - b. Re-confirm METRO program of needs (facilities)
 - iii. Consultant Team - economic advisor, bus facility designer, RFP development
 - iv. Product:
 1. Proof of layout concept – alternative concepts
 2. Analysis of business model alternatives and their economic viability
 - a. Includes consideration of potential environmental requirements
 3. RFP development (subject to Go/No Go decision)
2. If METRO/City agree to move forward with concept, next steps:
 - A. Develop principles of MOU to be agreed to between METRO/City before interagency negotiations and RFP development
 - B. Once MOU Principles set, get sign off from METRO Board, City departments and Council
 - C. City role(s)
 - i. Financial Investment
 - ii. Entitlement process
 - D. RFQ/RFP components
3. Alternative strategy for METRO
 - A. Building renovation with PTMISEA funds as solution for foreseeable future
4. METRO Funding Status
 - A. FTA 5309 funds available - \$200,000
 - B. PTMISEA funds - \$3.25 million (must be spent by 2022). Could contribute to development project and/or other METRO state-of-good-repair projects
5. Environmental Issues
 - A. METRO - Remedial Characterization Work Plan proposal due to County 6/30/17
 - B. Assumes follow-up investigation/identification of mitigation responsibilities
 - C. City – other property assessment(s)
6. Next Steps
 - A. METRO - procure consultant planning services
 - B. METRO/City - report back to Committee within 6 months with Go/No Go recommendation

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DATE: April 28, 2017

TO: Board of Directors

FROM: Alex Clifford, CEO/General Manager

SUBJECT: AUTHORIZATION TO PROCURE AND INSTALL ONBOARD BUS AND PARATRANSIT SECURITY SURVEILLANCE EQUIPMENT AND THE ADOPTION OF A USE OF ELECTRONIC MEDIA POLICY AND A REVISED USE OF VIDEO SURVEILLANCE POLICY

I. RECOMMENDED ACTION

That the Board of Directors:

- 1. Authorize the Purchasing Manager to issue a Request for Proposals (RFP) to procure and install onboard bus and paratransit vehicle security surveillance equipment and for all future bus and paratransit vehicle procurements to include security equipment; and**
- 2. Adopt the new Use of Electronic Media Policy; and**
- 3. Adopt the revised Use of Video Surveillance Policy**
- 4. Authorize the CEO to make future non-substantive changes to these policies from time-to-time.**

II. SUMMARY

- The action will result in the initiation of a procurement to purchase and install security surveillance equipment on Santa Cruz Metropolitan Transit District (METRO) buses and paratransit vehicles.
- The security surveillance equipment will be paid for using METRO's CalOES security funding.
- CalOES funds cannot be used to procure buses or for any non-security use.
- The procurement will result in the purchase of on-board security cameras; video and audio recording equipment; associated support equipment; and monitors.
- Security surveillance equipment will be installed on as many bus and paratransit vehicles as possible, limited only by the pricing achieved through the procurement and by the CalOES funding available.
- Going forward, all new bus and paratransit vehicle procurements will include the purchase and installation of security surveillance equipment.

III. DISCUSSION/BACKGROUND

METRO may be one of the last, if not the last, public transit property in the nation operating without an onboard security surveillance system. Most transit properties recognized the need and value of such systems and started installing them on their buses more than two decades ago.

Also, METRO underwent a California Transportation Development Act (TDA) triennial audit, which was completed in October 2016. One of the audit's recommendations was that METRO prioritize the addition of on-board cameras. In November 2016, the Board of Directors authorized the Board Chair to transmit a letter to the Santa Cruz County Regional Transportation Commission responding to the audit recommendations. The response agreed with the recommendation to prioritize the addition of on-board cameras.

Security surveillance equipment on public transit vehicles is important to the safety and security of METRO's customers and employees and can reduce risk to the agency and exposure to costs. Security surveillance equipment can also be a deterrent to crime; can help mitigate frivolous lawsuits such as fake injuries; and can assist in mitigating driver/passenger disputes. In some instances, the video may prove that METRO was wrong. Such instances may result in reduced defense costs as a result of a more expedient resolution. If a bus operator or paratransit driver is assaulted, the video can be quickly downloaded and useful pictures provided to law enforcement.

A Transportation Cooperative Research Program report (TCRP), Synthesis 38, stated:

"Surveillance systems have been installed in the transit environment for a number of reasons: to improve passenger and employee safety, reduce fraudulent injury claims, mitigate accident and liability claims, and enhance overall security. Specifically, the following applications were cited...

- Crime prevention and response
- Risk management
- Legal evidence
- Response to events in progress
- Customer service
- Employee security and other employee-related issues"

The CEO surveyed twenty public transit properties across the nation and learned that all properties had onboard video surveillance systems; some have had such systems going back as far as 1988. Attachment A reflects authorized quotes in support of on-board security systems from CEOs and key security personnel at various public transit properties across the nation.

Attachment B to this report reflects forty-two incidents that occurred on or near METRO buses in which surveillance video would have assisted. These forty-two incidents occurred between June 28, 2014 and December 6, 2016.

Return on Investment (ROI) or payback: It may be difficult initially to calculate an ROI relative to surveillance technology, the most difficult part being the crime deterrent aspects of the technology. If the technology deterred crime, then the crime did not happen, and therefore the savings to the organization cannot be readily quantified. However, over time the agency may be able to show a decrease in overall crime by comparing the post- versus pre-surveillance equipment environment. Additionally, more readily quantifiable ROI will develop over time as the agency uses video to manage risk and reduce cost exposure, and by more quickly dispensing with frivolous lawsuits.

Finally, as the Board is aware, METRO has an immediate need to replace 61 buses and 8 paratransit vehicles. There may be a question as to why we would place security surveillance equipment on buses that we want to retire. The reality is that there is no short-term expectation that these buses will be replaced. Instead, METRO will gradually replace these vehicles as resources are identified to do so. In the mean time, as noted in this report, METRO will benefit by having the positive aspects of the security surveillance equipment on as many buses and paratransit vehicles as possible. An additional reality is that the current CalOES resources available are not sufficient to equip the entire fleet with security surveillance equipment. Therefore, the oldest bus and paratransit vehicles in METRO's fleet will not receive security equipment until those vehicles are replaced. Further down the road, as METRO replaces the remaining aged vehicles, subject to improvements in technology, METRO will make the best efforts to coordinate moving the security equipment off the retiring vehicle and installing it on a new vehicle, which will have been procured to include pre-wiring for security equipment at a minimum.

Development of Policies

Staff and General Counsel developed the attached Electronic Media Policy, which sets forth the rules and procedures applicable to video/audio surveillance on METRO transit vehicles, and the revisions to the existing Surveillance Policy, which applies to METRO surveillance of non-transit vehicle facilities. The revisions to the existing Surveillance Policy consisted of updates to job position titles and video retention requirements under the law.

Union Communications

1/31/17 – UTU/SMART: Meeting to provide information about the cameras on buses procurement proposal and to answer questions and receive feedback.
3/15/17 – UTU/SMART: Meet and Confer about the draft Electronic Media Policy
4/19/17 – SEIU: Meet and Confer about the draft Electronic Media Policy

The CEO and management will meet with the SEIU one year after camera installation to review the impact of the new surveillance equipment on the workload of the Transit Supervisors, Electronic Technician and the Mechanics.

IV. FINANCIAL CONSIDERATIONS/IMPACT

METRO has and will receive an estimated \$750,000 in Cal OES revenues which, if approved by the Board, will be programmed to this project.

V. ALTERNATIVES CONSIDERED

- The Board could decline to install security surveillance equipment on METRO's bus and paratransit fleet and direct staff to identify other Cal OES qualified security related projects. The CEO does not recommend this alternative. Attachment B reflects numerous incidents that have occurred on or near METRO buses and in which security equipment might have either been a deterrent or could have provided useful information. Additionally, adding on-board cameras is consistent with METRO's response to its TDA triennial audit recommendation.

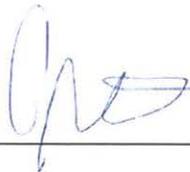
VI. ATTACHMENTS

- Attachment A:** Quotes from Various Public Transit Properties
- Attachment B:** Incidents On or Near METRO Vehicles
- Attachment C:** Use of Electronic Media Policy
- Attachment D:** Use of Video Surveillance Policy
- Attachment E:** Resolution Authorizing Procurement of On-Board Security Surveillance System and Inclusion in All Future Bus and Paratransit Vehicle Purchases and Adopting a Use of Electronic Media Policy and Revised Use of Video Surveillance Policy

Prepared By: Alex Clifford, CEO/General Manager
Julie Sherman, General Counsel

VII. APPROVALS:

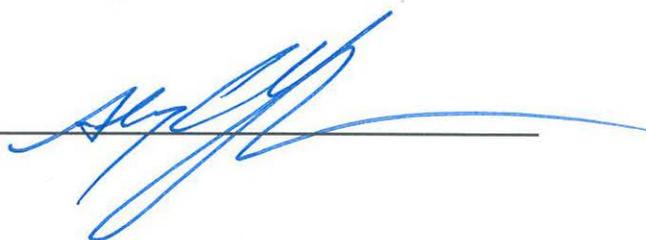
Reviewed as to form:
Julie Sherman, General Counsel



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A

Quotes from CEOs/GMs and Security Personnel

<p>AC Transit (Alameda-Contra Costa Transit District, Oakland)</p>	<p>The idea of operating a public transit system without onboard CCTV is unfathomable to me. CCTV systems provide a level of security for the customers and protect the district from false and frivolous claims.</p> <p>CCTV camera systems have proven over and over to save millions of dollars in potential claims, aid immeasurably in determining root-cause when investigating accidents and allow us to review any customer service concerns.</p>
<p>AVTA (Antelope Valley Transit Authority) Serving Palmdale, Lancaster & Northern Los Angeles County</p>	<p>Our on-board video system has been valuable in a number of situations including:</p> <ul style="list-style-type: none"> • being able to keep our operators safe – we were able to prosecute a passenger that attacked an operator; • prove that our operators were not “at fault” in accidents; • enforcing fare evasion; • developing safer on street operations by using video to analyze operations through particularly busy traffic areas (geofencing); and, <ul style="list-style-type: none"> • Provide video to law enforcement for accidents not involving our vehicles, apprehension of suspects, among others.
<p>Cherriots (Salem Area Mass Transit District AKA Salem-Keizer Area Public Transit)</p>	<p>The utilization of video systems on-board our fleet is invaluable to our loss control efforts. Countless times the video footage attained has prevented liability for costly claims saving our agency thousands of dollars a year. The video system also provides a considerable level of deterrence, decreasing the occurrence of security events and fraudulent claims.</p>
<p>Community Transit (Snohomish County, WA) Serving Seattle metropolitan area, excluding Everett City</p>	<p>The primary use of this system is for the safety and security of our employees and our customers. The video system has proven to be critical in investigating accidents, claims, and security events.</p>
<p>DART (Des Moines Area Regional Transit)</p>	<p>I cannot fathom doing my job without them. Video is an invaluable tool for so many reasons: as a training tool for showing operators what to do and what not to do from “real world” situations in their buses and city. We had a rash of passenger falls on buses and once I should video</p>

Attachment A

<p>Authority)</p>	<p>of those falls at a couple of safety meetings and showed the operators what happens to passengers during a fall, the number of operator induced passenger falls has dropped dramatically. We share our video with law enforcement, the schools we provide service to, our attorneys, and insurance company and it goes with saying how much the video helps in determining accident liability, operator driving and customer skills issues, and passenger criminal conduct.</p>
<p>ECCTA (Eastern Contra Costa Transit Authority)</p>	<p>Our camera systems have been GREAT. At first the operators were slightly uncomfortable but they quickly realized that the cameras become their witness when a passenger makes unwarranted complaints. It has also been effective when claims are made – my favorite is a bicyclist that claimed we hit him. The camera clearly shows we did not – he fell into a hole. Another time a woman hit our stationary bus with her mirror (one of those expensive kinds with a camera) and claimed WE hit her – the video proved otherwise.</p>
<p>Fresno (Fresno County Rural Transit Agency)</p>	<p>Litigation and allegations are almost 100 % eliminated by the use of the camera system. One lawsuit will pay for the system. We also have live feed (real time) capability which is great to see what is going on in the buses.</p>
<p>GCRTA (Greater Cleveland Regional Transit Authority)</p>	<p>“The cameras have controlled our expenses from a liability standpoint, because when there is an incident, chances are that the video shows that our operators acted appropriately. The cameras have also helped to hold our employees accountable when we are wrong. In our newest buses, we added an interior monitor that rotates through the view from the interior cameras to visually show our customers that their actions are, in fact, being recorded. The hope is to encourage better customer behavior while on the buses.”</p>
<p>Hampton Roads (HRT) (Hampton Roads Transit) Serving Southeastern</p>	<p>HRT’s mission is to serve the community through high quality, safe, efficient and sustainable regional transportation services. Onboard video surveillance cameras give our Operators and patrons the assurances that HRT is doing everything in our power to provide a high level of safety and security. These cameras have also given HRT a powerful tool to utilize in the event of</p>

Attachment A

Virginia	litigation.
Riverside (Riverside, CA)	<p>The original intent of these cameras was to assist with customer complaint investigations and to provide video evidence for accident and injury investigations.</p> <p>We learned quickly that the cameras went beyond their intended purpose. They did provide impartial evidence for investigating customers' complaints, accidents, vandalism, and injury investigations. In the many cases the cameras exonerated the operators and defended the Agency against false claims. The cameras also provided evidence that showed when a customer suffered an injury onboard a bus, then helped us prevent similar injuries after we reviewed the unsafe condition.</p> <p>However, the cameras went beyond helping RTA. It wasn't long before local law enforcement began asking for video clips from the cameras to assist with their efforts. Law enforcement agencies used our video clips to assist with their investigations of hit and run accidents, shootings, and road rage crimes that occurred near our buses. Several years ago in San Jacinto the outward facing video on our bus was used in a criminal trial to convict a woman of manslaughter in a road rage crime, our bus happened to be nearby and recorded the incident. Last week a fatality hit and run accident in the City of Riverside was captured by traffic cameras and also by RTA's bus cameras. Although not cited in this article, the Riverside Police Department obtained a copy of our bus video of this accident to help determine fault: http://www.pe.com/articles/crash-820502-killed-dec.html.</p> <p>Last month, the cameras helped find a runaway youth in the City of Wildomar. The young teen was supposed to travel from school to home via an RTA bus.</p> <p>We were able to track her travel as she rode our buses through Southwest County. This video breadcrumb trail helped reunite her and her parents.</p> <p>The cameras assist RTA's administration by providing video of onboard activities and just as important they help the communities we serve in more ways than we expected</p>

Attachment A

<p>SM Transit (Sierra Management Transportation) Porterville, CA</p>	<p>“To ensure a safe environment, reduce liability, and combat fraudulent claims, Porterville Transit has security cameras throughout our system. Every fixed route bus and paratransit vehicles are equipped with cameras, audio recorders, and automatic vehicle locating systems. In addition, our downtown Transit Center is equipped with 20+ cameras, both on the inside and outside. The safety and security of our customers and employees is important to us and will continue to invest in this equipment.”</p>
<p>Sunline (Sunline Transit Agency) Serving Coachella Valley, Riverside County, CA</p>	<p>The use of on-board video surveillance is critical in providing rider and employee safety. It also has been instrumental in assisting SunLine in determining liability and protecting the Agency from false claims. We have used the footage to help local law enforcement for both incidents on our buses and those that our cameras capture while in service. Our passengers expect that we procure and institute the latest technology, especially those that enhance safety and security.</p>
<p>VTA (Valley Transit Authority)</p>	<p>“The security camera systems on VTA buses have been a great tool as a deterrent to vandalism as well as for incident and accident investigation.”</p>
<p>VVTA (Victor Valley Transit Authority) Serving Victorville, Apple Valley and surrounding communities</p>	<p>“VVTA has been a strong supporter of using security cameras on our coaches since 2007. They are most helpful in monitoring passenger behavior and investigations of accidents. The local sheriff's department has come to count on them for investigations that go beyond what happens just on our buses. For instance, there was a situation where a woman was attacked in a field near 1 of our bus stops / routes. The sheriff department used our video to try to identify the assailant. We often use the videos to corroborate passenger complaints about drivers. However in many instances the video has proved that the writer's complaint was invalid or misdirected. One thing we have initiated is a camera focused on writers boarding the buses with the video monitor just above the driver's area with a sign that states something to the effect that for your safety you are being video recorded while on this bus. We have found this to be an excellent deterrent to unwanted passenger behavior.”</p>

Attachment B

Incidents on or near METRO vehicles

Occurrence Report	Date of Incident	Type of Incident
SC 06-14-20	6/28/2014	Other: assault on bus operator
SC 06-14-21	6/29/2014	Other: passenger verbally abusive with other passengers
SC 08-14-02	8/6/2014	Other: Passenger attempted to assault other passenger
SC 08-14-15	8/23/2014	Other: assault on bus operator
SC 09-14-03	9/4/2014	Other: passenger assaulted operator
SC 09-14-09	9/13/2014	Other: verbal assault on employee
SC 09-14-17	9/23/2014	Other: passenger verbally abusive with operator
SC 11-14-10	11/6/2014	Other: intoxicated passenger became aggressive with operator
SC 02-15-14	2/22/2015	Other: Passenger was yelling at Operator. Operator went to call into dispatch when Passenger hit operator in head with bag.
SC 03-15-12	3/15/2015	Other: Adult male behaving aggressively and pushed Operator. No Injuries
SC 04-15-11	4/12/2015	Other: Passenger had complaints of a younger male touching her leg on the bus. Fultz was informed to call the police on the incident. No injuries.
SC 04-15-27	4/27/2015	Other: Man who refused service kicked and broke paneling on door. Was apprehended in the by the police.
SC 07-15-04	7/6/2015	Other: While in Transit two unidentified WAF punched Ms. [REDACTED] and fled the scene.
SC 07-15-08	7/9/2015	Other: Passenger pushed other Passenger. Erratic Passenger asked to leave and acted violently after exiting coach.
SC 07-15-18	7/20/2015	Other: Bus Operator was Assaulted by Passenger after asked to leave the bus. While escorting the Passenger to get off the bus after creating a disturbance with other Passengers multiple times the Operator got sucker punched in the face. Man exited the bus after assaulting the Operator.
SC 10-15-30	10/20/2015	Other: Passenger harassed coach operator
SC 01-16-02	1/2/2016	Other: Passenger altercation, women pours drink on man, passengers not identified
SC 01-16-05	1/6/2016	Other: Passenger threatened driver and left the scene
SC 01-16-09	1/17/2016	Other: Passenger struck another passenger with cane

Attachment B

Occurrence Report	Date of Incident	Type of Incident
SC 01-16-16	1/26/2016	Other: Passenger attacked after deboarding the bus. Operator observed and reported.
SC 01-16-17	1/26/2016	Other: Operator assaulted at METRO Center
SC 02-16-05	2/6/2016	Other: Unidentified person threw object at bus door breaking glass
SC 02-16-15	2/26/2016	Other: Passenger verbally aggressive to another passenger
SC 03-16-01	3/4/2016	Other: road rage driver boards bus and breaks glass
SC 03-16-14	3/16/2016	Other: Passenger fight, brandished knife
SC 09-16-12	3/21/2016	Other: Female runs onto parked Bus to escape attacker who then followed her onto the bus and pushed her to the floor.
SC 04-16-04	4/8/2016	Other: Man kicks bus door breaks glass
SC 04-16-20	4/28/2016	Other: Passenger verbally assaults bus driver
SC 05-16-02	5/2/2016	Other: Disruptive passenger throws rock and breaks glass in bus door
SC 05-16-10	5/14/2016	Other: Deaf man harassing female - another man trys to stop him. Fight ensues
SC 06-16-10	6/23/2016	Other: Security removes uncooperative women. Security is bitten and is sent home via hospital visit to ensure/ok. SCPD arrest women. NOTE: a person seeking medical attention under his or her own power is not captured in NTD reporting as an injury
SC 08-16-05	8/16/2016	Other: Man acted hostile and yelled at elderly woman, sheriff removed passenger
SC 08-16-09	8/22/2016	Other: Hostile passenger, arrested by SCPD - no injuries
SC 08-16-13	8/25/2016	Other: hostile passenger punches glass, back door then runs - police apprehend person -Capitola PD #16C-1805
SC 08-16-15	8/29/2016	Other: Unidentified male punched bus door breaking its glass and fled area
SC 08-16-17	8/31/2016	Other: female passenger and others harassed by male passenger, Diontae Riles Strong who's been known to do the same in the past - restraining/no trespassing order may have been issued but expired
SC 09-16-23	9/28/2016	Other: Driver assaulted with tuna sandwich
SC 10-16-15	10/9/2016	Other: Female on the bus was threatened by male passenger, he exits the bus but she requested police response. Female leaves before police arrive-non injury
SC 10-16-14	10/10/2016	Other: Passenger brandishes a weapon, threatens wife and scares other passengers
SC 12-16-01	12/1/2016	Other: intoxicated passenger assaults Bus Operator

Attachment B

Board of Directors
April 28, 2017
Page 3 of 3

Occurrence Report	Date of Incident	Type of Incident
SC 12-16-02	12/1/2016	Other: two passengers argue and one calls 911, no-injury
SC 12-16-08	12/6/2016	Other: Bus operator assaulted by passenger

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Attachment C



Risk Department

Department Manager/Title

CEO

USE OF ELECTRONIC MEDIA POLICY

Policy #: AP-8009 **Origination Date:** Apr 28, 2017 **Revised Date:**

I. PURPOSE

- 1.01 Santa Cruz Metropolitan Transit District (METRO) may employ electronic media including audio, video, GPS, AVL, two-way radio recording and other electronic technologies on METRO vehicles for the purpose of promoting safety, efficiency, customer service and for the purpose of ensuring compliance with federal, state and local laws and regulations.

II. APPLICABILITY

- 2.01 This policy applies to all Santa Cruz METRO employees and all Santa Cruz METRO facilities.

III. GUIDELINES FOR USE OF ELECTRONIC MEDIA ON METRO VEHICLES

- 3.01 METRO recognizes that video recordings are a matter of sensitivity and the use of onboard cameras should be governed by policy guidelines. This policy covers any video and/or audio recording systems that may be installed on any METRO owned or operated vehicles, including but not limited to buses and Paratransit vehicles.
- 3.02 Onboard video and/or audio recordings are to be used for the following purposes: promoting vehicle safety, providing for the security of Metro employees and customers, resolution of incidents/accidents involving METRO vehicles, resolution of vehicle operator incidents, and as privileged information provided to authorized legal counsel/risk management/claims administrators and law enforcement agents, at the discretion of METRO.
- 3.03 METRO reserves the right to use electronic recording equipment such as video cameras, audio devices and telephone systems for the purpose of investigation and the safety of employees.



-
- a. Vehicles shall be equipped with electronic recording equipment and therefore employees may be subject to electronic surveillance in the course of their duties. Each vehicle shall include a posted notice indicating the vehicle may be monitored by video/audio equipment.
 - b. The purpose as noted above is to ensure the safety and security of METRO employees and customers in the operation of a vehicle and therefore METRO will not take action against any employee unless he or she has violated a policy, rule or regulation pursuant to the terms and conditions of a Memorandum of Understanding, Personnel Rules and Regulations or Operator Handbook.
 - c. Interfering with the normal operation or tampering with any on board camera/audio system in an effort to disable it, keep it from recording or destroying a recording will be considered a serious infraction and may result in disciplinary action up to and including dismissal

IV. INCIDENT REVIEW FOR CONTINUOUSLY RECORDING SYSTEMS

- 4.01 METRO will save and review the images from continuously recording onboard camera systems for the following reasons: to investigate reported or observed incidents, accidents, customer complaints and property damage; to confirm activities or violations reported by supervisory personnel; to respond to a law enforcement request; and for other documented causes as necessary.
- 4.02 METRO may use video and/or audio evidence as support for employee disciplinary action. METRO will not initiate the review of onboard video and/or audio recordings solely for the purpose of looking for employee misconduct. METRO may use images from onboard camera systems as evidence in disciplinary proceedings when such images were first viewed during a video review made for the purpose of investigating incidents, accidents, customer complaints and property damage, confirming activities or violations reported by supervisory personnel, or for other documented causes as necessary. If violations of work policies or procedures are discovered during or incidental to review of video images



being conducted in accordance with this policy, then such video may be used in or to support disciplinary proceedings.

V. VIDEO/AUDIO RETRIEVAL AND REVIEW —AUTHORIZED STAFF

- 5.01 Only authorized staff will retrieve, review and retain electronic media recordings. The Chief Operations Officer, a Superintendent, the CEO/General Manager, Safety, Security & Risk Manager, or other person as designated by the CEO/General Manager may authorize retrieval and review of video or other electronic media recordings. All retrievals of electronic media will be documented in a log maintained by the Operations Department.
- 5.02 In order to maintain a proper chain of custody, METRO has designated the following people as the custodians of record for original video recordings:
- Safety, Security & Risk Manager
 - Chief Operations Officer (COO)
 - Human Resources Manager
 - Safety Specialist
 - Information Technology Manager
- 5.03 The METRO CEO/General Manager may authorize additional positions as custodians of record. Other METRO personnel may be allowed to view video, as authorized by the CEO/General Manager's designee or other Custodians of Record. If further opinions are needed, the video may be shared with appropriate staff or District General Counsel for determination or evaluation of the incident.
- 5.04 Video retrieval and review of minor incidents that could result in minor discipline shall be limited to 25 minutes on either side of the alleged incident. Additional time can be added with the concurrence of the UTU/SMART and SEIU leadership. An example of minor discipline is a letter of reprimand. An example of a minor incident is an operator not reporting a non-injury incident where someone fell on a bus. Another example is an operator that pulls into a stop with a full bus, and is unable



to board a passenger with a mobility device, and the operator does not call the pass-up into dispatch.

- 5.05 As technology evolves, other types of recording systems/technology may be introduced. METRO reserves the right to fully implement and use any on-board recording system. METRO owns the recording system(s) and all video produced by such system(s).

VI. ADDITIONAL INFORMATION

6.01 LEGAL ACCESS TO METRO VIDEO/AUDIO

METRO will cooperate with law enforcement or other duly authorized governmental agencies by providing the opportunity to view images from onboard camera systems as requested. Additionally, duly authorized subpoenas for the release of images from on-board camera systems will be reviewed with District General Counsel.

6.02 USE OF VIDEO/AUDIO IMAGES AS EVIDENCE

Video and/or audio evidence will stand on its own merit. The issue of whether a particular video and/or audio image does or does not prove an allegation is not an issue of policy, but rather an issue to be decided by the courts for legal cases, and by the reviewers and/or arbiters, on a case-by-case basis, in disciplinary proceedings. If METRO is using video and/or audio as evidence in a disciplinary proceeding, the affected employee and a union representative will be provided with a copy of the video at the time it notifies the union of its intention to take proposed disciplinary action.

6.03 NO EXPECTATION OF PRIVACY

There should be no expectation of privacy aboard a public bus or other transit vehicle by any person, including but not limited to METRO employees, the general public, or customers.

VII. VIDEO REQUESTS

- 7.01 External agencies or internal departments on occasion may request to review incidents. The agency designee responsible for maintaining video



records must follow the procedures on distribution of video recordings, per **Attachment A**. Law enforcement agencies will not be required to follow the procedures on distribution of video recordings.

VIII. VIDEO RECORD RETENTION

8.01 Routine audio/video shall be retained in accordance with the technological capability of the electronic recording system installed on transit vehicles. Each validated incident should be saved and labeled to indicate the date, the vehicle number, the name of the operator(s) responsible for the coach (if possible). These files are saved for a minimum one-year period or until the incident is resolved, whichever is later. After one year or until the incident is resolved, such recordings may be destroyed, provided the destruction is approved by the CEO/General Manager or designee consents in writing or the recordings are not evidence in any claim filed or any pending litigation. In the event the recordings are evidence in any claim filed or any pending litigation, METRO must preserve the recordings for one year or until the claim or the pending litigation is resolved, whichever is later.

IX. DISTRIBUTION OF VIDEO RECORDINGS

9.01 Only authorized METRO employees and designated representatives of external agencies may request copies of video records. Notwithstanding the foregoing, provisions of this section must be implemented in a manner that is in conformance with the Public Records Act (refer to Article X).

9.02 REQUESTS FOR COPY OF VIDEO - All requests for a copy of a video download must be made to the METRO designee responsible for safeguarding the video recordings. The requestor must provide the following information listed in **Attachment A** for the request to be processed.

X. COPIES OF INCIDENTS

10.01 Unofficial copies of video download may be made for administrative purposes or to be given to an authorized agency or union representative. It is the responsibility of the METRO designee to copy the incident and distribute to the requestor. The copy of the video download should be



labeled with the incident information (bus number, date and time), METRO agency logo, a nondisclosure statement, and a serialized tracking or identification number (See **Attachment B**). The CEO/General Manager or Designee must authorize in advance the distribution of any copies of video recording to external agencies.

10.02 Upon distribution of the copy, the requestor must sign for the copy, acknowledging the sensitivity and limited use of the data. The agency designee will retain records pertaining to dates of request, and receipt for the copy.

XI. PUBLIC VIEWING

11.01 Pursuant to the California Public Records Act (*California Government Code Sections 6250, et seq.*) video surveillance recordings are public records. Therefore, a member of the public may request to view recorded footage.

11.02 This request will follow the above requirements and the member of the public will be allowed to view the incident in the presence of an agency designee. METRO is required to provide copies of recordings to any member of the public that requests a copy, unless one or more of a limited number of exceptions apply. All public requests must be coordinated with District General Counsel.

XII. CHAIN OF CUSTODY

12.01 METRO will work with District General Counsel to ensure the chain of custody will meet the current case law and statutory requirements.

XIII. ADMINISTRATION OF POLICY

13.01 Santa Cruz METRO will integrate this policy and procedures into the agency's policies and procedures.

13.02 The Human Resources Manager or designee shall provide a copy of this policy to all new employees and to any other employee upon request.



XIV. REVISION HISTORY

Date	Action	Approved By
April 28, 2017	New Policy	

END OF POLICY

Attachment C ATTACHMENT A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT



TRANSIT VEHICLE VIDEO IMAGING REQUEST FORM

DIRECTIONS FOR USE:

Members of the public and other external entities requesting to view a copy of bus video images must complete and submit this form. The completed form, with the proper signature, must be presented to _____ or designee. All requests are subject to the California Public Records Act (*California Government Code Sections 6250, et seq.*).

REQUESTOR'S INFORMATION:

Date/Time of Request: _____

Name: _____

Title: _____

Agency: _____

Phone No. _____

INCIDENT INFORMATION:

Route No.: _____

Bus No.: _____

Incident Date/Time: _____

Accident/Customer Comment No.: _____

Reason for Request: _____

By signing this request form you are acknowledging that the DVD/CD-ROM contains privileged and confidential information for the viewing of the authorized recipient only, and is not to be released to another party without express written consent by the METRO CEO or designee.

Signature of Requestor

Date Signed

FOR DEPARTMENT USE ONLY:

Authorization for Copy of DVD

Authorization to Review Bus Video Image

Completion Date / Time: _____

Completed by: _____

Signature: _____

Title: _____

DVD/CD-ROM RELEASED:

To: _____

Date: _____

Attachment C ATTACHMENT B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT



Video Download Copy Label with Non-Disclosure Statement

The label will contain the following information:

Santa Cruz Metropolitan Transit District

Date:

Time:

Video Number:

Vehicle Number:

Time:

Type of Incident:

This video download copy contains privileged and confidential information for the viewing of the authorized recipient only and is not to be released to another party without prior written permission from METRO.

DO NOT DUPLICATE
FOR AUTHORIZED METRO USE ONLY

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Attachment D



Risk Department

Department Manager/Title

CEO

USE OF VIDEO SURVEILLANCE POLICY

Policy #: AP-8003 **Origination Date:** Aug 22, 2014 **Revised Date:** Apr 28, 2017

I. PURPOSE

- 1.01 The purpose of this policy is to outline the responsibility, decision-making process and regulations regarding the use of surveillance cameras to monitor and record activity in public areas to improve the safety and security of Santa Cruz METRO's employees and customers at Santa Cruz METRO's offices and transit centers.
- 1.02 The installation of video surveillance systems by Santa Cruz METRO is meant to assist in the collection of information related to the safety and security of employees, customers and property, and to assist with the investigation of unlawful activities, incidents, claims or potential claims involving Santa Cruz METRO.
- 1.03 To ensure the protection of the individual privacy rights in accordance with the law, this policy on the use of video surveillance has been written to standardize procedures for the installation, confidential handling, reviewing, retention and destruction of all recorded media.
- 1.04 **DISCLOSURE:** Notices of visual surveillance shall be posted both inside and outside Santa Cruz METRO offices and transit centers where video surveillance systems have been installed. These notices will be posted in a conspicuous place for optimal viewing by all Santa Cruz METRO employees and the public.

II. APPLICABILITY

- 2.01 This policy applies to all Santa Cruz METRO employees and all Santa Cruz METRO facilities, with the exception of METRO vehicles. The METRO "Use of Electronic Media Policy" is applicable to video and/or audio recording systems that are installed on any METRO owned or

Attachment D

operated vehicles, including but not limited to buses and paratransit vehicles.

III. DEFINITIONS:

- 3.01 **“Public areas”** refers to any and all areas where there is no expectation of privacy.
- 3.02 **“Request from Union for Release of Recorded Video Surveillance Data”** the form to be completed by a Union Officer for the release of video surveillance recordings (*See Attachment C*).
- 3.03 **“Routine video monitoring”** means video recording by a video surveillance system designed to record the regular and ongoing operations of Santa Cruz METRO on a daily basis.
- 3.04 **“Security and Risk Administrator”** the Santa Cruz METRO Manager responsible for ensuring compliance with the standards outlined in this policy.
- 3.05 **“Surveillance Monitoring Team”** refers to the management staff responsible for maintaining and viewing all surveillance video. This team consists of the Safety, Security & Risk Manager, I.T. Manager and Assistant I.T. Manager.
- 3.06 **“Inter-Agency Request for Recorded Video Data Form”** the form to be completed for the release of video surveillance recordings (*See Attachment A*).
- 3.07 **“Vandalism”** the act of deliberately damaging or destroying public and/or private property.
- 3.08 **“Video Evidence Record”** the form to be completed each time a video surveillance recording is digitally saved to a disk and/or drive (*See Attachment B*).
- 3.09 **“Video Surveillance”** means any video camera, closed circuit television camera, still frame camera, digital camera, and time-lapse, that enables continuous or periodic viewing (video tapes, photographs or digital images), or monitoring of public areas.

IV. PROCEDURES

- 4.01 N/A.



V. USE OF VIDEO SURVEILLANCE EQUIPMENT

- 5.01 Santa Cruz METRO will use the video surveillance system to protect both Santa Cruz METRO customers and employees when/if any of the following events are reported, if the incident was captured on the video surveillance:
1. An incident involving a Santa Cruz METRO bus, Paratransit vehicle, or staff car;
 2. An incident involving vandalism or theft of a Santa Cruz METRO building, facility, vehicle, or other agency property;
 3. A passenger/pedestrian injury claim or potential claim (if applicable);
 4. An incident on a Santa Cruz METRO bus or facility which may result in a restraining order or stay away order;
 5. A passenger complaint against a Santa Cruz METRO employee, manager, or contractor; and
 6. A valid request made by law enforcement officials in the investigation of a crime.
- 5.02 Routine video monitoring of public areas will be conducted in a manner consistent with all existing Santa Cruz METRO policies, including the Unlawful Discrimination, Harassment and Retaliation Policy and the Title VI Policy. This policy prohibits monitoring based on legally protected bases outlined in the Unlawful Discrimination Policy (e.g., race, gender, sexual orientation, national origin, disability, etc.)
- 5.03 The video surveillance equipment and video recordings generated by this equipment are the property of Santa Cruz METRO. Santa Cruz METRO retains custody and control of all digital recordings not provided to law enforcement.

VI. VIEWING OF SURVEILLANCE CAMERAS & RECORDED FOOTAGE

- 6.01 Access to the surveillance cameras and recordings will be limited to the surveillance monitoring team:



- Safety, Security & Risk Manager (or designate);
 - Information Technology Manager (or designate);
 - Assistant Information Technology Manager (or designate); and
 - Santa Cruz METRO Security's Site Supervisor (or designate).
- 6.02 Surveillance video will be stored on computer servers and access will be limited to those on the surveillance monitoring team.
- 6.03 The surveillance monitoring team shall view recordings on a periodic basis to monitor functioning, and when warranted by an incident and/or injury, customer complaint, vandalism or theft. A Video Evidence Record (**Attachment B**) shall be completed when warranted by any such incident.
- 6.04 In addition to the surveillance monitoring team, Santa Cruz METRO's contracted security staff shall have access to the live recordings displayed on the monitors in the designated security rooms for security monitoring purposes only. Contracted security, other than the Site Supervisor (or designate), will not be granted access to download footage.
- 6.05 The viewing of surveillance video shall take place behind closed doors.
- 6.06 In the event that a Santa Cruz METRO manager or employee is the subject of video surveillance which captured a crime, theft, and/or misuse of Santa Cruz METRO property, the General Manager/CEO, District General Counsel, and Human Resources Manager may ask to view the surveillance video.
- 6.07 Access to view surveillance camera recordings in the security rooms as part of an official investigation shall be granted to law enforcement officers with approval from the Safety, Security & Risk Manager (or designate).

VII. PUBLIC RECORDS REQUESTS

- 7.01 The Safety, Security & Risk Manager Administrator will review all requests received to release recordings obtained through the video surveillance system. No release of recordings will occur without authorization by the Safety, Security & Risk Manager and District General Counsel except in accordance with official requests for surveillance video directly related to a criminal investigation, arrest or subpoena. The Safety, Security & Risk



Manager and District General Counsel may also approve release of recordings only for legitimate purposes, such as to protect Santa Cruz METRO employees from lawsuits or harm. The Safety, Security & Risk Manager will consult with the District General Counsel on these matters, prior to the release of video recordings.

- 7.02 Certain information held by Santa Cruz METRO may be subject to disclosure under the California Public Records Act (*Government Code* §§6250 – 6276.48).7.03 If the Safety, Security & Risk Manager , or designee, is not available, the Chief Operations Officer is the authorized proxy to administer this Policy and view and release video surveillance recordings.

VIII. MAINTENANCE OF SURVEILLANCE EQUIPMENT

- 8.01 In the event that a surveillance camera is not functioning correctly, the surveillance monitoring team should be notified within 24 hours of when the malfunction was first discovered.
- 8.02 The Safety, Security & Risk Manager will contact the Contractor or IT Department directly for any maintenance required on the surveillance cameras and related equipment.

IX. RETENTION OF SURVEILLANCE VIDEO

- 9.01 Routine video shall be retained in accordance with the technological capability of the applicable electronic recording system.
- 9.02 Surveillance video or other recordings which are evidence in any claim filed, or any pending litigation shall be preserved until the claim or pending litigation is resolved.
- 9.03 Surveillance video or other recording which captured an event that was/is the subject of an incident report shall be preserved until the incident is resolved.
- 9.04 Surveillance video or other recordings which are evidence in a criminal investigation shall be preserved until the requesting law enforcement agency confirms that the criminal investigation has been concluded.



- 9.05 Video surveillance recordings will be stored in an encrypted format on systems which have access limited to those on the surveillance monitoring team. Unauthorized personnel will not be able to access these files.
- 9.06 After the retention period has expired or the incident has been satisfactorily resolved, images and video recordings will be permanently deleted, provided the destruction is approved by the CEO/General Manager or designee in writing.

X. ADMINISTRATION OF POLICY

- 10.01 Each Department Manager is responsible for administering this policy and procedures within their department in accordance with this policy.
- 10.02 The Safety, Security & Risk Manager will be responsible for ensuring compliance with new developments in relevant law and in security industry practices to ensure that Santa Cruz METRO's video surveillance policies are consistent with these laws. The Safety, Security & Risk Manager is also responsible for ensuring that all Santa Cruz METRO managers and employees comply with the standards of this policy.
- 10.03 Santa Cruz METRO will integrate this policy and procedures into the agency's policies and procedures.
- 10.04 The Human Resources Manager or designee shall provide a copy of this policy to all new employees and to any other employee upon request.

XI. REVISION HISTORY

Date	Action	Approved By
August 22, 2014	New policy	Les White
April 28, 2017	Revise format, update policy	Alex Clifford

END OF POLICY

Attachment D
ATTACHMENT A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT



INTER-AGENCY REQUEST FOR RECORDED VIDEO DATA

Date of Request: _____ Requesting Agency: _____

Brief Description of Incident: _____

Date of Incident: _____ Time Frame Requested: _____ To: _____

Location (Lane #, Lobby, etc): _____

Case No.: _____ Type of Request: View Footage Copy of Footage

CERTIFICATION OF OFFICER:

On behalf of the above-named law enforcement agency, the undersigned officer has requested from Santa Cruz METRO a copy or copies of available video data related to the incident described above. I certify that this incident is subject to an official investigation by my law enforcement agency and that the copied video and any reproductions of any kind made from the video will be used for no other purpose other than to assist in that investigation. It is understood and agreed that the recorded video data and all reproductions made from the video will remain the property of Santa Cruz METRO and shall not be copied or released to anyone outside of Law Enforcement without Santa Cruz METRO's District General Counsel's prior written approval. Please contact (831) 426-6080.

Officer Name and Badge No. (PRINT) (_____) _____
Contact Phone Number Email Address

Officer Signature Date

FOR METRO SECURITY USE ONLY:

Date Video Downloaded: _____ Date Video Released: _____

Method of Delivery: In-person Mail (Address if by mail: _____)

Media Type: Disc USB Other _____

Approved By: _____ Released By: _____

Downloaded By: _____ / _____
Print Name / Signature

Attachment D
ATTACHMENT B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT



VIDEO EVIDENCE RECORD

**For Internal Use ONLY*

1. Incident No.: _____ 2. Event Location: _____

3. Event Date: _____ 4. Event Time: _____ am/pm

6. Event Classification (select one): Incident Customer Complaint Police Request
 Investigations of misconduct Other: _____

	Print Name	Date	Signature
File downloaded by: Media Used: Disk/Drive (circle one)			
File reviewed by:			
Additional copies created by: Media Used: Disk/Drive (circle one)			

7. Additional copies were distributed to:

_____	_____	_____
Name	Agency/Department	Date
_____	_____	_____
Name	Agency/Department	Date
_____	_____	_____
Name	Agency/Department	Date

DESTRUCTION OF VIDEO DATA

Prior to destroying video data, obtain approval from either: 1) the Legal Department to confirm that any claim or pending litigation related to this video is resolved; or 2) the original requesting law enforcement agency to confirm that any criminal investigation related to this video has been concluded.

On _____, I, _____
(Date confirmed) (Name, Title)

Confirmed with _____ / _____ from _____
(Name /position of Officer or Manager) (Original requesting agency/department)

that any claim and/or pending litigation related to this video is resolved, or that any criminal investigation related to this video has been concluded.

Signature Date Video Destroyed

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT



REQUEST FROM UNION FOR
RELEASE OF RECORDED VIDEO SURVEILLANCE DATA

Requestor's Name: _____

Telephone No.: _____

Employee's Name: _____

Employee ID No.: _____

Date of Incident: _____

Coach #/Vehicle No.: _____ (if applicable)

Location (Lane #, Lobby, etc): _____

Time Frame Requested: _____ to: _____

Request is related to: Disciplinary Issue Incident Other: _____

Please provide Justification for your Request Below:

On behalf of: (Circle one) **United Transportation Union, Local 23 (UTU)** / **Service Employees International Union, Local 521 (SEIU)**, the undersigned officer has requested from the Santa Cruz Metropolitan Transit District (Santa Cruz METRO), a copy of available Video Surveillance recordings related to the incident described above. I certify that the copied Video Surveillance data will be used for official Union business only. It is understood and agreed that the recorded video data will remain the property of Santa Cruz METRO and shall not be copied or released to anyone without Santa Cruz METRO's prior written permission. The Union agrees to indemnify Santa Cruz METRO for any damage or injury that may arise from the unauthorized use or release of the recorded Video Surveillance data.

Union Officer (Print): _____

Title: _____

Signature: _____

Date: _____

This portion for SCMTD Management Use ONLY.

This Request for the Release of Video Surveillance Data is:

Approved

Denied

Manager's Signature: _____

Date: _____

Manager's Name (Print): _____

Reason for Denial: _____

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Attachment E



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:

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING THE SOLICITATION OF PROPOSALS FOR ON-BOARD SECURITY SURVEILLANCE EQUIPMENT AND INCLUSION OF SUCH IN ALL FUTURE BUS AND PARATRANSIT VEHICLE PURCHASES AND ADOPTING A USE OF ELECTRONIC MEDIA POLICY AND A REVISED USE OF VIDEO SURVEILLANCE POLICY

WHEREAS, the Santa Cruz Metropolitan Transit District has a need for On-Board Security Surveillance Equipment in order to improve passenger and employee safety, reduce fraudulent injury claims, mitigate accident and liability claims, and enhance overall security;

WHEREAS, the CEO recommends that that Board authorize the Purchasing Manager to solicit proposals for on-board security surveillance equipment and to include such equipment in all future bus and paratransit vehicles purchases;

WHEREAS, Staff and General Counsel developed a Use of Electronic Media Policy, which sets forth the rules and procedures applicable to video/audio surveillance on METRO transit vehicles, and updated the existing Use of Video Surveillance Policy, which applies to METRO surveillance of non-transit vehicle facilities (collectively, the "Policies"); and

WHEREAS, the CEO recommends that that Board adopt the Policies.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AS FOLLOWS:

THAT, the Purchasing Manager is authorized to issue an a Request for Proposals (RFP) for the services and/or supplies described above; and

THAT, the RFP is approved for release pursuant to the provisions of the Santa Cruz Metropolitan Transit District's Procurement Policy; and

Attachment E

Resolution No. _____
Page 2

THAT, all future bus and paratransit vehicle purchases include security surveillance equipment; and

THAT, the Policies are adopted by the Board, with the understanding that the CEO is authorized to make future non-substantive amendments to said Policies.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District this 28th day of April, 2017 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Jimmy Dutra, Board Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie A. Sherman, General Counsel

VERBAL PRESENTATION ONLY

REPORT FROM BOARD CHAIR AND OTHER
BOARD MEMBERS REGARDING
MARCH 29-31, 2017 WASHINGTON, DC
LEGISLATIVE VISITS

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Bruce McPherson, Mike Rotkin, Congresswoman Anna Eshoo, John Leopold, Jimmy Dutra and Alex Clifford (Left to Right)
March 2017



Mike Rotkin, John Leopold and Bruce McPherson (Left to Right)
March 2017

VERBAL PRESENTATION ONLY

CEO REPORT

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- ADDITIONAL MATERIALS DISTRIBUTED
AT BOARD MEETING -

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REVISED - Distributed at Board Meeting

*Santa Cruz Metropolitan
Transit District*



DATE: April 28, 2017

TO: Board of Directors

FROM: Barrow Emerson, Planning and Development Manager

SUBJECT: CONSIDER ADOPTING A RESOLUTION AUTHORIZING THE CEO TO SUBMIT AN APPLICATION AND SIGN NECESSARY AGREEMENTS TO OBTAIN PROPOSITION 1B FUNDING FROM THE FY17 CALIFORNIA TRANSIT SECURITY GRANT PROGRAM

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution authorizing the CEO to submit an application and sign necessary agreements to obtain financial assistance from the FY17 California Transit Security Grant Program

II. SUMMARY

- Proposition 1B was approved on November 7, 2006 and authorized the issuance of \$19,925,000,000 in general obligation bonds for specified purposes, including the California Transit Security Grant Program (CTSGP), for a period of ten years. This is the final year of Prop 1B funding.
- For FY17, the State Controller's Office allocated a total of \$352,404 in CTSGP funds to Santa Cruz County; \$169,870 to the Santa Cruz County Regional Transportation Commission (RTC) to the Santa Cruz Metropolitan Transit District (METRO) and \$182,534 to the Santa Cruz Metropolitan Transit District (METRO) to the Santa Cruz County Regional Transportation Commission (RTC).
- Historically, RTC delegates its share of CTSGP funds to METRO
- METRO will submit an application by June 30, 2017 for transit security projects that will enhance safety and security at multiple facilities and on buses.
- Upon receiving its Notice of Project Eligibility, METRO must submit a Board of Directors (BOD) Resolution, Certifications and Assurances, and an Authorized Agent Signature Authority.
- Adopting the attached resolution designates the CEO as the Authorized Agent to execute agreements with the California Governor's Office of Emergency Services for FY17 CTSGP funds.

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*Santa Cruz Metropolitan
Transit District*



DATE: April 28, 2017
TO: Board of Directors
FROM: Al Pierce, Maintenance Manager
SUBJECT: CONSIDERATION OF AUTHORIZATION TO JOIN A PROCUREMENT WITH CLEMSON AREA TRANSIT FOR THE PURCHASE AND DELIVERY OF ELECTRIC BUSES

I. RECOMMENDED ACTION

Authorize the Purchasing Manager to participate in a joint procurement with Clemson Area Transit for the purchase of one (1) 40' electric bus, with options to purchase up to ~~four~~ nine (9) additional buses in the next five years.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) was awarded grant funds in the amount of \$709,292 to purchase an electric powered bus.
- The FTA encourages joint procurements among smaller transit agencies in order to combine their bus purchase needs and obtain better pricing.
- Staff recommends that the Board of Directors authorize joining Clemson Area Transit (CAT) for this procurement as a means of saving money and streamlining the procurement process.

III. DISCUSSION/BACKGROUND

METRO needs to purchase one (1) battery-powered electric bus to run as a new circulator in downtown Watsonville, as per the terms of the grant award from the State Cap and Trade Program / Low Carbon Transit Operations Program. Staff has been searching for unneeded purchase options from other transit agencies to piggyback on their order. The FTA has restricted the use of this purchase method and therefore such options are difficult to find. Instead, staff located an agency willing to conduct a joint procurement with METRO. The positive side of this is that we will be able to have our own future options to exercise up to an additional nine (9) buses after the first order. The negative side is that due to starting a brand new procurement and not a contract in place, the delivery time will be extended much further than METRO would like. Procurement lead time is approximately six months, contract award another two to three months, then once the order is placed the build could take up to a year. Based on this schedule, METRO would not receive the bus until approximately January of 2019.

Utilizing cooperative purchasing agreements streamlines the procurement process and allows for better pricing than METRO would normally obtain due to the greater quantities requested in joint procurements. METRO anticipates receiving similar future grant awards; therefore, including future options will allow METRO to order and place into service buses awarded on such grants on an accelerated schedule and save METRO staff time performing multiple lengthy procurements.

Staff recommends that the Board of Directors authorize the Purchasing Manager to join CAT on an electric bus procurement for the purchase of one (1) electric bus, with options to purchase up to ~~four-nine (49)~~ additional buses in the next five years. METRO has a need to replace sixty one (61) buses and has identified upcoming grant opportunities for purchasing up to ten electric buses in the near future that these options would be useful for.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Funds in the amount of \$709,292 to support this procurement are available in the Low Carbon Transit Operations Program Grant. Option purchases would be funded by future grant awards and will be brought to the Board of Directors for approval before exercising.

V. ALTERNATIVES CONSIDERED

- The Board could direct the Purchasing Manager to conduct a stand alone procurement for this bus. This is not recommended as METRO has never issued a procurement for buses and therefore does not have a ready specification, and it would take approximately six months before a contract would be awarded after the procurement is issued. ~~This~~ would delay receipt of the bus by the same amount of time, and would likely result in a higher priced bus due to the small quantity.

VI. ATTACHMENTS

Attachment A: Interagency Joint Agreement Battery Electric Bus Procurement

Prepared By: Erron Alvey, Purchasing Manager

Insert the Short Title of Staff Report Joint Procurement for Electric Buses

Attachment A
Clemson Area Transit

200 West Lane
Clemson, SC 29631

**INTERAGENCY JOINT AGREEMENT
BATTERY ELECTRIC BUS PROCUREMENT**

The Santa Cruz Metropolitan Transit District (“PARTICIPANT”) and Clemson Area Transit (“AGENCY”) agree to enter into a joint procurement agreement to purchase 40’ Depot-Charged Battery Electric Buses.

The term of this agreement shall be five years. During this term, PARTICIPANT may purchase a minimum of one (1) and up to **five-ten (\$10)** buses based on options, which PARTICIPANT may exercise during years one through five.

All bus purchases shall include the charging equipment necessary to operate them. All bus purchases shall be supported by fleet or procurement plans.

PARTICIPANT shall be severally liable and must adhere to all applicable federal requirements, including the prohibition against using federal money to procure unneeded rolling stock.

The Common Grant Rule requires that PARTICIPANT have procedures to provide for a review of proposed procurements to avoid purchase of unnecessary or excessive number of buses, including the acquisition of quantities or options it does not intend to use or whose use is unlikely. In monitoring whether PARTICIPANT has complied with its procedures to determine what property or services may be unnecessary, the Federal Transit Administration (“FTA”) bases its determinations on what would have been a recipient's reasonable expectations at the time the PARTICIPANT entered into the contract. This joint procurement may not be used as an opportunity to improperly expand the scope of a federally assisted contract. Requirements have been improperly expanded when excess capacity has been added primarily to permit assignment of those contract rights to another entity.

AGENCY shall be the lead agency for this joint procurement. PARTICIPANT’s participation shall be limited to the following tasks:

1. Request for Proposal (“RFP”) Development
 - a. Review general RFP and provide comments. However, AGENCY is under no obligation to include PARTICIPANT comments in the general or common sections of the RFP.
 - b. Provide list of variances or deviations to AGENCY terms, conditions, technical requirements and pricing sheet in the desired format to be included as an addendum to the RFP.

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NEWS CLIPS

March 24, 2017 – April 28, 2017

**SANTA CRUZ
COUNTY
ARTICLES**

From: Santa Cruz METRO [<mailto:noreply@scmtd.com>]
Sent: Wednesday, April 12, 2017 4:13 PM
To: Alex Clifford
Subject: [CSV-0000000886] thank you

Hello,

A new ticket has been added:

[REDACTED]

[REDACTED] wrote:

Hello,

I am the executive director at Brookdale Senior Living in Scotts Valley.

I wanted to pay a compliment to all of your drivers who pick up and drop off our residents. My office is right at the front of the community and I witness drivers incredible kind treatment of our residents.

They are always so helpful and go above and beyond to see that our residents are safe and well cared for.

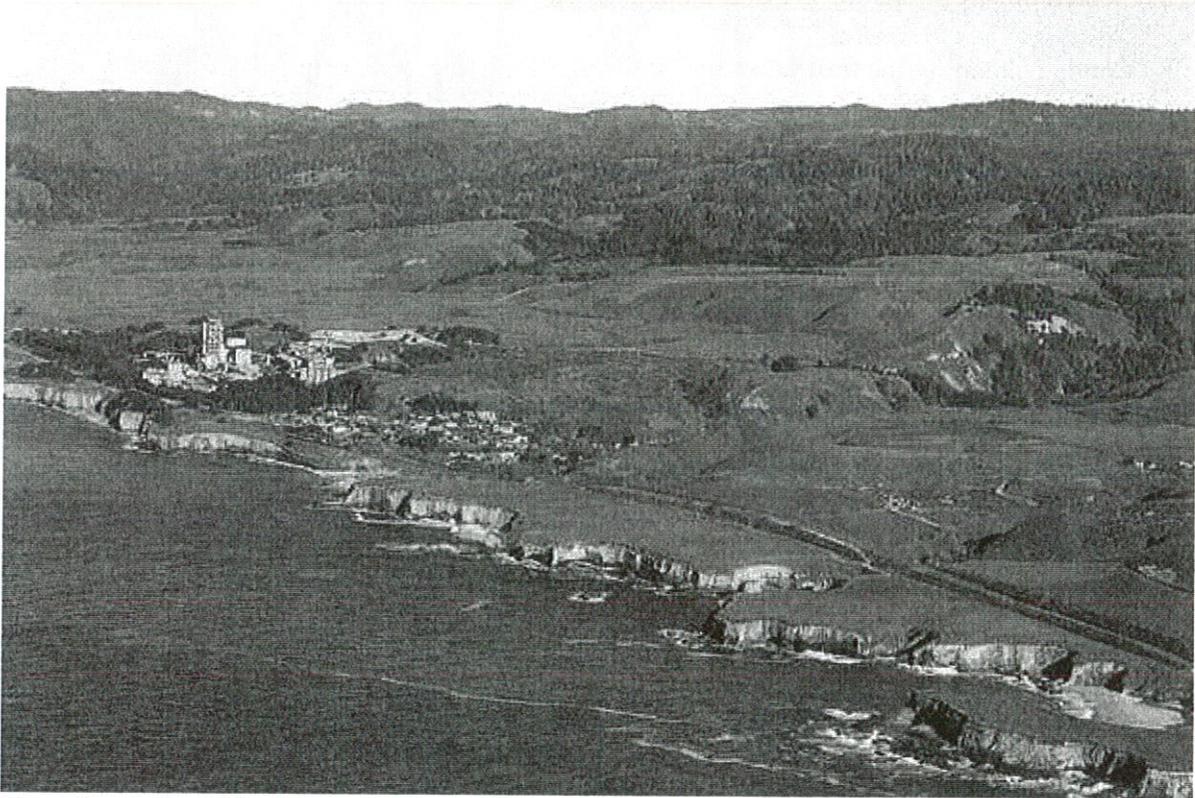
Thank you all so much for your great customer service and positive attitude!

Sincerely,

[REDACTED]

Santa Cruz Sentinel

North Coast Rail Trail plans hit a hurdle: the property line



Plans for the Rail Trail between Santa Cruz and Davenport may have to be redesigned, after planners recently discovered that the property line was not where they thought. This segment of the Rail Trail would pass Cotoni-Coast Dairies National Monument, pictured here. (Dan Coyro - Santa Cruz Sentinel/LightHawk)

By [Kara Guzman](#), Santa Cruz Sentinel

Posted: 04/06/17, 5:31 PM PDT | Updated: 6 days ago

SANTA CRUZ >> Rail Trail plans between Santa Cruz and Davenport have hit a hurdle: the property line isn't where the Santa Cruz County Regional Transportation Commission thought it would be.

The Rail Trail's master plan calls for a 12-foot paved trail and 6-foot wide gravel path along the coastal side of the train tracks, based on the belief that the publicly-owned strip of land along the railroad right-of-way is centered on the tracks. But as the commission recently learned, on Santa Cruz County's North Coast, the bulk of publicly-owned land is on the inland side of the tracks.

The commission was presented with its options Thursday at its regular meeting at the county board of supervisors' chambers, ultimately unanimously approving an economic and environmental analysis of the North Coast rail corridor.

Those analyses would inform the commission's decision on where to align the trail.

Vince Auriemma, Office of Federal Lands Highway project manager heading the trail's design work, presented three options for the trail's position on the North Coast.

The first option is keeping the trail on the coastal side of the tracks, as originally designed.

The second is removing the railroad and replacing it with a 10-foot wide paved path and a 4-foot shoulder on the coastal side.

The third is moving the path to the inland side of the tracks, which would require significant "earthwork," environmental impact and retaining walls between Davenport and Scaroni Road.

Cory Caletti, senior transportation planner and Rail Trail project manager for the commission, said the first option is preferred. Although it would require securing property rights from California State Parks through an easement or land swap, she said she's confident it would be the fastest option.

It could be done by 2020, since some of the design and technical work is already done.

That 2020 deadline is important for funding, she said. For example, a \$6.3 million Federal Lands Access Program grant and a \$3.3 million matching grant from the Land Trust of Santa Cruz County, both allocated for the North Coast Rail Trail, have a 2020 deadline for the project to be underway, otherwise the funds are lost.

Already, commission staff has had to redistribute parts of a \$1 million grant from the Coastal Conservancy for the North Coast Rail Trail, to meet that grant's deadlines.

Advertisement

Supervisor Ryan Coonerty, a commissioner, said it makes sense to move forward with the state- and federally-required environmental analyses, so the commission can best choose between its three options.

"I feel like that gives us the best fighting shot at meeting this deadline," Coonerty said.

Santa Cruz resident Mark Mesiti-Miller, member of Friends of the Rail & Trail, was one of a handful of residents who spoke in favor of the first option, keeping the original plan.

"There's about \$10 million at risk. Option No. 1 is the best because it gives us the best chance at preserving that funding," Mesiti-Miller said.

Miles Reiter, former CEO of Driscoll's, Inc., urged the commissioners to consider option No. 2, removing the rail.

"You'd have large scale earth-moving with option No. 1 or 3, and extensive intrusion upon and damage to the farms and other properties that have been operating in that area next to an existing rail corridor for well over 100 years," Reiter said.

Paul Schoellhamer, a South County resident, co-produced a [video on the Rail Trail](#) for one of the commission's grant applications. He spoke in favor of keeping the design as is.

"The North Coast is an extraordinarily beautiful place, with dramatic vistas everywhere, one of the most beautiful places on Earth," said Schoellhamer. "For much of the rail line (along the North Coast), you can't see much of that beauty because for much of the time that rail line is in a deep ditch, and all you can see is the earthen embankments on each side and a strip of sky overhead."

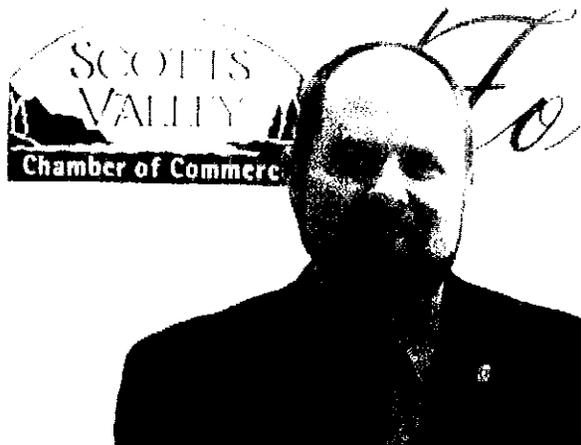
Schoellhamer added, "Putting the trail down where the tracks are would just create the world's most expensive recreational ditch."

PRESS BANNER

Half-Cents Sales Tax Hike On April 1

By David Leland

Posted: Friday, March 31, 2017



Danny Reber

Scotts Valley Chamber of Commerce Executive Director Danny Reber says city sales tax increase is temporary.

The sales tax added to purchases throughout Santa Cruz County rises one half-cent on Saturday, April 1.

In Scotts Valley and nearby Santa Cruz the new combined sales tax rate will be 9 percent, 9 cents on every dollar purchased.

In unincorporated areas of the county, which include the communities of the San Lorenzo Valley, the new combined sales tax rate will be 8.5 percent.

The half-cent/ half of one percent increase was the result of voter approval of Measure D, the transportation bond measure, last November.

The cities' tax sales tax rates had dropped from 8.75 to 8.5 on Jan. 1, 2017, because a three-year temporary 0.25 percent statewide sales and use tax was no longer in effect.

California has the highest state-level sales tax rate in the country.

Scotts Valley's sales taxes are higher because city voters approved an eight-year temporary half-cent tax nearly three and a half years ago – Measure U in November 2013.

Measure D was approved by voters last Nov. 8 to fund countywide transportation projects. The Measure D sales tax increase is expected to raise \$17 million a year for the next 30 years. The Regional Transportation Commission, which will channel money from the tax increase to cities and county, is asking for project plans. The deadline for work plans is June 30.

The transportation commission will later create work plans for large-scale regional projects, such as the widening of Highway 1 and Highway 9 improvements.

Each agency receiving Transportation Improvement Measure D funds is required to annually adopt, after holding a public meeting, a five-year list of projects, providing details on how the funds will be used.

Most cities, the County of Santa Cruz, and Santa Cruz Metropolitan Transit District (METRO) are developing their project lists as part of their annual budget and Capital Improvements.

The Scotts Valley Chamber of Commerce had endorsed Measure U, which was approved by voters by a three-to-one margin. Measure U authorized in the city to levy a temporary, eight-year half-cent sales tax

in 2014 to bail out post-Recession city finances.

It is expected that the local tax will generate \$1.2 million this year.

“The City of Scotts Valley has traditionally been a low tax city. When compared to the rest of the county this unique,” said chamber executive director Danny Reber. “Cities such as Santa Cruz, Capitola, and Watsonville all have a permanent additional sales tax.”

Times Publishing Group

Community Brief - 3/28/17

Cruz Public Works Department and Roaring Camp Railroads has contracted with H&H Engineering Construction Inc. to upgrade the railroad crossing on Fern Street in Santa Cruz. Construction is planned to begin on Monday, March 27, and continue through Friday, March 31.

Fern Street will be closed to through traffic for the duration of the project from River Street/Highway 9 to Limekiln Street. Encinal and Coral streets are available alternate routes to access the Harvey West area and Highway 9.

Project work includes removing the track, ballast and ties, and installation of concrete crossing panels and new asphalt.

Construction may be completed earlier than March 31 or postponed pending weather conditions. H&H Engineering Construction has a strong track record regarding railroad projects and will be taking great care to create a safer and smoother Fern Street crossing.

•••

Health & Wellness Day April 8

Health & Wellness Day coming up at the Homeless Services Center on Saturday, April 8 where Cabrillo Lions will be conducting free vision screenings, hearing screenings, blood pressure, stroke screenings and more! At 115 Coral Street, Santa Cruz on the way to Costco, off of River Street. Please disseminate to friends and family or anyone in need of these valuable health screenings.

We still have a few spaces open for volunteers to get involved. Please contact 831-331-0432 (no texts at this number) to learn more or to sign up.

Krista Brassfield, President Cabrillo Host Lions Club Aptos Village Park 100 Aptos Creek Road P.O. Box 94 Aptos, CA 95001

•••

Santa Cruz METRO Transit Driver Appreciation Day!

If you happened to be passing by the Santa Cruz Metropolitan Transit District (METRO) Judy K. Souza Operations facility Friday morning (Mar 17) between 5

and 11 a.m., you may have been wondering why you smelled pancakes. METRO's management team was busily preparing and serving a pancake breakfast to their Operators and other employees in honor of Transit Driver Appreciation Day. Everyone enjoyed a hearty breakfast before hitting the road!

CEO Alex Clifford said, "METRO is proud of our employees and their contribution to the community! Our Operators work hard to keep a schedule, check fares, give directions, and remember requests and more. They do all this while safely maneuvering an extra-large vehicle through unpredictable traffic, tough weather conditions and some really tight spaces. Needless to say, they deserve our thanks!"

METRO provides fixed-route and Highway 17 commuter service to Santa Cruz County, transporting about 5.5 million passenger trips a year. METRO also provides Paratransit service to Santa Cruz County with its ParaCruz service, providing about 98,000 trips per year. METRO's operating budget in FY17 is \$47 million.

•••

AARP Smart Driver Classes Now Offered In Capitola And Soquel

Smart Driver classes are designed to help maturing drivers maintain safe driving skills and keep their licenses longer.



California insurance companies are required by law to give a discount for

three years to seniors who complete this class.

The regular 8-hour class is being offered in two 4-hour sessions:

Rio Del Mar Me

CHERVOCOLD

Fine Mexic

Santa Cruz Sentinel

Pancakes With Purpose

By: Justine DaCosta

3/25/17

Did you happen to notice the smell of pancakes wafting from the Santa Cruz Metropolitan Transit District earlier this month?

On March 17, Metro's management team whipped up a pancake breakfast for their drivers and other employees in honor of Transit Driver Appreciation Day.

"Our operators work hard to keep a schedule, check fares, give directions, and remember requests and more," said Metro CEO Alex Clifford. "They do all this while safely maneuvering an extra-large vehicle through unpredictable traffic, tough weather conditions and some really tight spaces. Needless to say, they deserve our thanks."

With an operating budget of \$47 million, Metro provides service in Santa Cruz County and over Highway 17 for commuters, tallying 5.5 million passenger trips a year, and 98,000 trips via ParaCruz per year.

Santa Cruz Man Stabbed, Tried To Escape On Metro Bus

3/22/2017 11:50 AM

Updated: 4:50 PM PDT Mar 22, 2017



SANTA CRUZ, Calif. — A 25-year-old Santa Cruz man was stabbed while exiting a metro bus Wednesday, police said.

The victim was stabbed at 11:44 a.m. while the bus was stopped on the 1200 block of Soquel Avenue, near Darwin Street.

The victim waved down a good Samaritan who drove him to the hospital. He was listed in stable condition.

"Preliminary investigation indicates that the incident is gang related. The victim has been uncooperative," police said.

Witnesses reported seeing the victim being chased on foot before he jumped onto the metro bus on the 1000 block of Soquel Avenue.

The attackers followed behind the bus in a car until the victim tried to get off the bus. They attacked him in the bus' doorway.

No arrests have been made.

Santa Cruz Sentinel

Cops And Courts March 23, 2017: Santa Cruz Man Stabbed After Trying To Flee On Bus

By Sentinel staff reports

Posted: 03/22/17, 7:09 PM PDT



A 25-year-old Santa Cruz man was stabbed Wednesday in the area of Soquel Avenue and Darwin Street after fleeing aboard a Metro bus in an attempt to escape his two assailants. (Contributed -- Santa Cruz Police Department)

A 25-year-old Santa Cruz man was stabbed Wednesday in the area of Soquel Avenue and Darwin Street after boarding a Metro bus in an attempt to escape his two assailants.

Based on witness statements, the man was already being chased when he boarded the eastbound Metro bus in the 1000 block of Soquel Avenue at roughly 11:30 a.m. As the bus traveled on Soquel Avenue, the suspects followed in a car.

When the victim exited the bus two blocks later, near Darwin Street, the two suspects leaped from the car and attacked him, stabbing the man in the side of his torso, according to Santa Cruz police spokeswoman Joyce Blaschke.

“The victim waved down a Good Samaritan who drove him to the hospital. He is in stable condition with non-life-threatening injuries,” Blaschke said.

Preliminary investigation indicates the incident is gang related. The victim has been uncooperative with the investigation, Blaschke said.

Santa Cruz police canvassed the businesses and neighborhoods contacting potential witnesses. Detectives are continuing to examine evidence, interview witnesses and collect video surveillance, according to Blaschke.

No suspect or vehicle descriptions were available.

Santa Cruz police ask anyone with information to call investigations at 831-420-5820, the anonymous tip line at 831-420-5995 or leave a tip at santacruzpolice.com or by the mobile application at m.santacruzpolice.com.

Other Transit Related Articles

Santa Cruz Sentinel

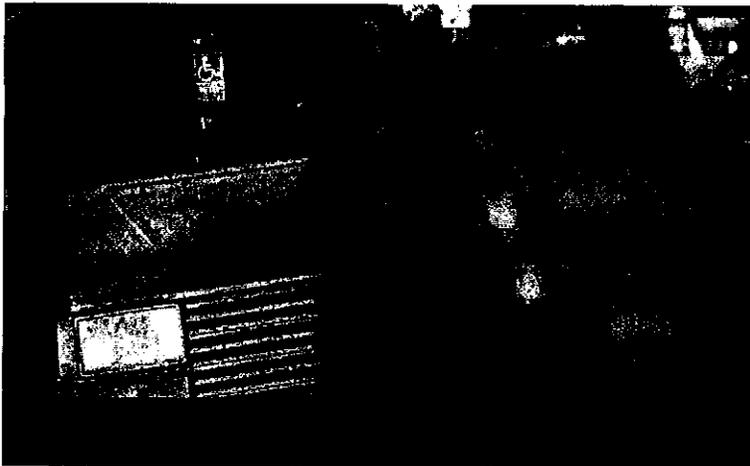
By Mark Gomez, Bay Area News Group

Posted: 04/19/17, 5:56 PM PDT | Updated: 8 hrs ago

DMV Cracks Down On Handicap Placard Scofflaws In Downtown San Jose



Wendy Espinoza, supervising investigator, talks with a motorist who said he was using his mother's handicap placard to pick her up during a California Department of Motor Vehicles disabled person parking placard (DPPP) enforcement operation in downtown San Jose, Calif., on Wednesday, April 19, 2017. Investigators were out to make sure drivers using the placards were the entitled to do so. Those using them illegally were cited and the placards were confiscated. While this motorist was cited, his story proved to be true and the citation was rescinded. (Dan Honda/Bay Area News Group)



A car displaying a handicap placard is legally parked during a California Department of Motor Vehicles disabled person parking placard (DPPP) enforcement operation in downtown San Jose, Calif., on Wednesday, April 19, 2017. Investigators were out to make sure drivers using the placards were the entitled to do so. Those using them illegally were cited and the placards were confiscated. (Dan Honda/Bay Area News Group)

SAN JOSE >> The man driving a VTA paratransit Prius parked in a blue disabled spot on San Fernando Street late Wednesday morning and then went inside a downtown restaurant to pick up lunch.

But there were no passengers inside the vehicle, which is used to transport people with disabilities, putting him in violation of state law.

Undercover DMV investigators approached the driver as he walked out of Peanuts Deluxe Cafe carrying a couple of to-go lunchboxes and pointed out he was breaking the law. He was apologetic for parking in the disabled-only spot but was issued a citation.

He was one of eight people found violating the laws regarding disabled parking placards and blue-colored parking spaces for the disabled during a six-hour operation by the DMV. During that span, they approached every vehicle parked in an area of downtown San Jose with a placard in a metered zone or in a blue spot.

Several of the drivers who were approached by investigators were in compliance, including Sakie Scott, a San Jose State employee who had a disabled person parking placard and parked in a metered space along San Fernando Street. State law allows those with a handicapped placard to park in a blue spot without paying.

Scott applauded the DMV's enforcement effort.

"I know people abuse the system," Scott said. "I'm glad they're doing it. People that really need to use that privilege and they go to park, and other people are taking advantage of it."

The enforcement operation, focused around a four-block radius near San Jose City Hall and San Jose State, was part of a larger, statewide effort to crack down on people who use handicap placards to avoid paying parking meters or obtain more convenient parking. Between fiscal 2013 and 2016, the DMV has conducted 270 enforcement operations and handed out 2,019 citations.

Violators can be cited with an infraction or misdemeanor, which carry fines ranging from \$250 to \$1,000.

One of the first drivers to receive a citation was a 20-something San Jose State student who told investigators he parked in a disabled-only space using his dad's placard. The student, who identified himself to the media as Mike, said he did not know he was not allowed to use the placard on his own. He expressed remorse for parking in the handicapped zone, which was located right in front of a university entrance.

"I didn't know," said Mike, who added that his dad has cancer. "They didn't tell me at DMV when they give me the placard. I didn't know he had to be present."

"We do hear that quite frequently, 'I didn't know,'" said Wendy Espinoza, a DMV supervising investigator. "Ignorance of a law is not an excuse."

Espinoza added that rules surrounding the placards are on the application.

A person who is handicapped must be at the wheel or a passenger when a disabled placard is used to park in a blue spot. The disabled person may be dropped off before the car is parked.

When DMV investigators issue a citation, they also confiscate the placard, and the registered owner must reapply. A violation is a misdemeanor and goes on a person's driving record.

There are about 2.4 million placards issued statewide, and DMV investigators say they have seen some placards for sale on eBay.

"We want to make sure people with mobility issues do have spaces when they need them," Espinoza said.

The man driving the Valley Transportation Authority paratransit vehicle, which is used to transport people with disabilities who are unable to independently use bus and light rail, parked in a blue parking spot on San Fernando Street.

Stacey Hendler Ross, a spokeswoman for VTA, said the transit agency contracts its paratransit drivers with MV Transportation. Hendler Ross said the driver "was completely in the wrong" for parking in a disabled-only spot.

"VTA will be putting out a strong notice to MV Transportation to make sure this doesn't happen again," Hendler Ross said.

The citation — an infraction in cases such as his — was given to the driver, not MV Transportation or the VTA, according to Jaime Garza, a DMV spokesman.

The driver got into the car without speaking to reporters.

"He was positive," Garza said of the VTA driver's interaction with DMV investigators. "He was very cooperative. He admitted that he made a mistake. He did work really well with our investigators."

One of the most common violations is a person using a family member's placard for preferential parking without the disabled person being inside the vehicle, Espinoza said.

"We issue these placards," Espinoza said, "so it's our responsibility to ensure the spaces are open for people who need them."

The Hill

By Melanie Zanona 04/24/17 08:15 PM EDT 32.00

Dem Labels Infrastructure ‘Top Thing’ Trump Can Accomplish



Sen. Amy Klobuchar (D-Minn.) believes President Trump could score a major legislative victory if he negotiates with Democrats on a \$1 trillion infrastructure package. Klobuchar said Monday evening that Democrats have repeatedly shown openness to working with Trump on a rebuilding proposal and dismissed concerns that her party would be reluctant to hand the GOP a win before the 2018 midterm elections.

“I was surprised the White House didn’t lead with it,” Klobuchar said at an infrastructure event sponsored by Politico. “There’s a lot of momentum for infrastructure funding right now, and the president is going to have to decide. I would list this as the top thing he could get done if he wants to go for it.”

Infrastructure spending was long championed by Democrats and former President Obama, but the idea often ran into a buzzsaw of opposition from Republicans and fiscal conservatives reluctant to back massive federal spending on transportation.

Sen. Deb Fischer (R – Neb.), chairwoman of the Senate Commerce, Science and Transportation subcommittee on surface transportation, seemed to acknowledge the GOP pushback on infrastructure during Monday’s event.

“I really didn’t expect infrastructure to come up this year, to be truthful with you,” Fischer said. “But in the last six weeks, the last month, it’s nice to hear the discussion now taking place and people are really looking ahead. And it’s going to happen.”

The White House has ramped up its focus on infrastructure in recent weeks as the administration scrambles to put points on the board following the stalled effort to repeal and replace ObamaCare.

Trump said last week his infrastructure proposal is “coming fast,” while Transportation Secretary Elaine Chao signaled that the plan would likely be debuted this summer.

But infrastructure will face its own set of challenges, with the biggest hurdle likely to be coming up with a palatable offset to help pay for the bill.

“I still think there’s a very good chance,” Klobuchar said. “The debate is going to be about funding, and the different funding proposals, but hopefully there’s a way to come together.”

White House Tamps Down Expectations About Timing Of \$1T Infrastructure Plan



The White House is tamping down expectations that the details of President Trump's \$1 trillion infrastructure plan will soon be released.

While President Trump said last week that his proposal is "coming fast", White House press secretary Sean Spicer said Monday that the administration wants to first tackle other legislative priorities before focusing on a national rebuilding program.

"That's on the list, but I think we seem to have our hands full right now with tax reform and healthcare," Spicer said at his daily briefing. "He's obviously still committed to seeing infrastructure ... but let's get these first two things moving."

Still, officials appear to be speeding up the timeline for the proposal, which was initially slated for the fall, as the administration looks for legislative victory. Transportation Secretary Elaine Chao told *The Boston Globe* that the plan will likely debut this summer.

The timing also hinges on whether the administration attaches it to tax or healthcare reform legislation, which Trump said he is considering because the effort to rebuild U.S. roads, bridges and airports is "so popular" among lawmakers.

"It's something that both sides of the aisle and both chambers probably agree on," Spicer said. "We'll have further details on that moving forward."

While Democrats are unlikely to support ObamaCare repeal in exchange for infrastructure investment, a number of Democratic lawmakers broadly support the idea of coupling a rebuilding program with a tax code overhaul.

Trump told *The Associated Press* that he would be releasing a tax plan as soon as Wednesday that will include a "massive tax cut" for businesses and individuals.

The Hill

By Melanie Zanona

04/24/17 12:59 PM EDT 37.00

Trump Eyes Summer Deadline For \$1 Trillion Infrastructure Plan



The Trump administration is eyeing a summer deadline to unveil the president's \$1 trillion infrastructure package.

Transportation Secretary Elaine Chao told the Boston Globe that the proposal will likely debut this summer, after the administration tackles tax reform. Chao has previously said the plan could land on Capitol Hill as soon as next month.

"We're on track," Chao said while touring the John A. Volpe National Transportation Systems Center in Cambridge, Mass. "There's a great deal of discussion over the most difficult part of the initiative, which is funding it."

Congressional leaders initially said the legislation would take shape in the fall, but the timeline has been sped up as the administration looks to score a legislative victory.

President Trump said he is considering attaching his infrastructure proposal to tax reform or healthcare in order to attract more support for the latter of his legislative priorities.

While Democrats are unlikely to support ObamaCare repeal in exchange for infrastructure investment, a number of Democratic lawmakers support the idea of tying a rebuilding program to a tax overhaul.

Trump told The Associated Press that he would be releasing a tax plan as soon as Wednesday that will include a "massive tax cut" for businesses and individuals.

Progressive Railroading

Rail News: Federal Legislation & Regulation
4/17/17

Industry Groups Call On Congress To Protect Transit, Highway Funding

A coalition of transportation, business and labor organizations — including the American Public Transportation Association and Association of State Highway and Transportation Officials (AASHTO) — are urging congressional budget committee leaders to ensure the federal Highway Trust Fund (HTF) is adequately funded after the Fixing America's Surface Transportation (FAST) Act expires in 2020.

In an April 7 letter to budget leaders, the industry groups asked that they protect the HTF, which includes the Mass Transit Account, as they craft a fiscal-year 2018 budget that will take effect Oct. 1, according to the *AASHTO Journal*.

The FAST Act includes annual "modest" increases in the trust fund's highway and transit programs, the letter notes. However, "there will be a nearly \$20 billion average annual shortfall between existing revenue and the amount needed to prevent cuts in highway and public transportation investment once the FAST Act expires," the letter states.

"The HTF's revenue challenges and the resulting consequences on other parts of the federal budget and U.S. economy warrant a long-term solution to stabilize and grow federal surface transportation investment as part of any tax reform initiative," it says. "To facilitate achievement of that goal, we urge you to include instructions in the FY 2018 budget resolution calling on the relevant tax and authorizing committees to

develop legislation to permanently address the trust fund's structural revenue deficit."

Additionally, the FY2018 budget should at least assume full funding of the FAST Act's authorizations, as well as include a reserve fund to allow investment levels to increase if trust fund resources are generated by tax reform or other legislation, the letter adds.

The industry groups also noted that a long-term funding solution to the HTF would achieve many economic objectives of both political parties.

East Bay Times

By Laura Casey, Correspondent | Bay Area News Group, East Bay Times
PUBLISHED: April 13, 2017 at 9:30 am | UPDATED: April 13, 2017 at 9:32 am

Oakland: AC Transit Decides To Hold Community Meeting After Crowd Pleads To Save School Bus Routes



An AC Transit bus pulls up to the stop on 20th Street in Oakland on Dec. 4, 2015. The AC Transit Board of Directors decided Wednesday night to hold a community meeting on proposed school bus cuts. (Laura A. Oda/Staff archives)

OAKLAND — The AC Transit Board of Directors voted Wednesday night to hold a community meeting about proposed elimination of service to Skyline High School, Montera Middle School and Community Day School, paid for by the Oakland Unified School District since 1997.

The decision came after more than 40 parents, students and neighbors surrounding the schools complained that the cuts would adversely affect lower-income students, create hassles for parents and jam up traffic around the schools. Each speaker was met with applause and some cried while explaining why the routes were so important.

“There would be no way for me or my friends to get to school,” seventh-grader Montera Middle School student Siena Killpatrick said to the board during the public comments.

Killpatrick is like many students who go to Montera and Skyline. She commutes to the schools and her parents are not available to give her rides every day. She could get rides from friends' parents, but that would require constant juggling.

"It's just really, really hard for anyone to give anyone else rides," she said. "And with so many cars going to the school, it would be practically impossible to get there."

Speakers packed the meeting room. A petition objecting to the route cuts received more than 1,200 signatures.

One by one, parents like Sharon Weinberg told the board that the bus was the only option for their families. Weinberg and her former husband both work and they rely on the bus to take their child to school.

"It's critical to get him to school in a timely manner and to get him home safely," Weinberg said. One of the parents would have to drive the child if there was no bus, and Weinberg said she'd have to adjust her entire work schedule to accommodate the change.

The meeting was not a decision-making one that would determine continuing or halting service. It was intended to ask the board if they want to hold further meetings about the issue, which they voted to do. AC Transit Board President Eliza Ortiz said the community meeting will be held as soon as the end of April.

In January, AC Transit received notice from the Oakland Unified School District that it will no longer pay about \$2.5 million for bus service agreed upon by the two agencies in a 20-year-old memo of understanding. A spokesman with Oakland Unified School District said it is the only school district within the AC Transit system that pays for the service and the routes predated any arrangement with the school district.

The proposed cuts will eliminate 17 bus routes and affect a ridership of more than 1,600 daily passengers.

The buses take some students from the lower-income flatlands to the Oakland hills schools. AC Transit said the cuts will save \$2.72 million.

Parents and others argue that AC Transit provides bus service to private schools, like Head-Royce Schools and others, that do not pay extra for service.

While one speaker for the bus drivers' union urged parents to not blame bus drivers, another speaker also said that Oakland Unified School District is also to blame for the problem and that the service isn't entirely AC Transit's responsibility. That speaker received the only applause from the board of directors, a seemingly official sentiment that was booed by the public.

Melissa Brewster, a mother living at 83rd Street and MacArthur Boulevard, said her children go to Skyline High and may be forced out of that school if bus service is cut.

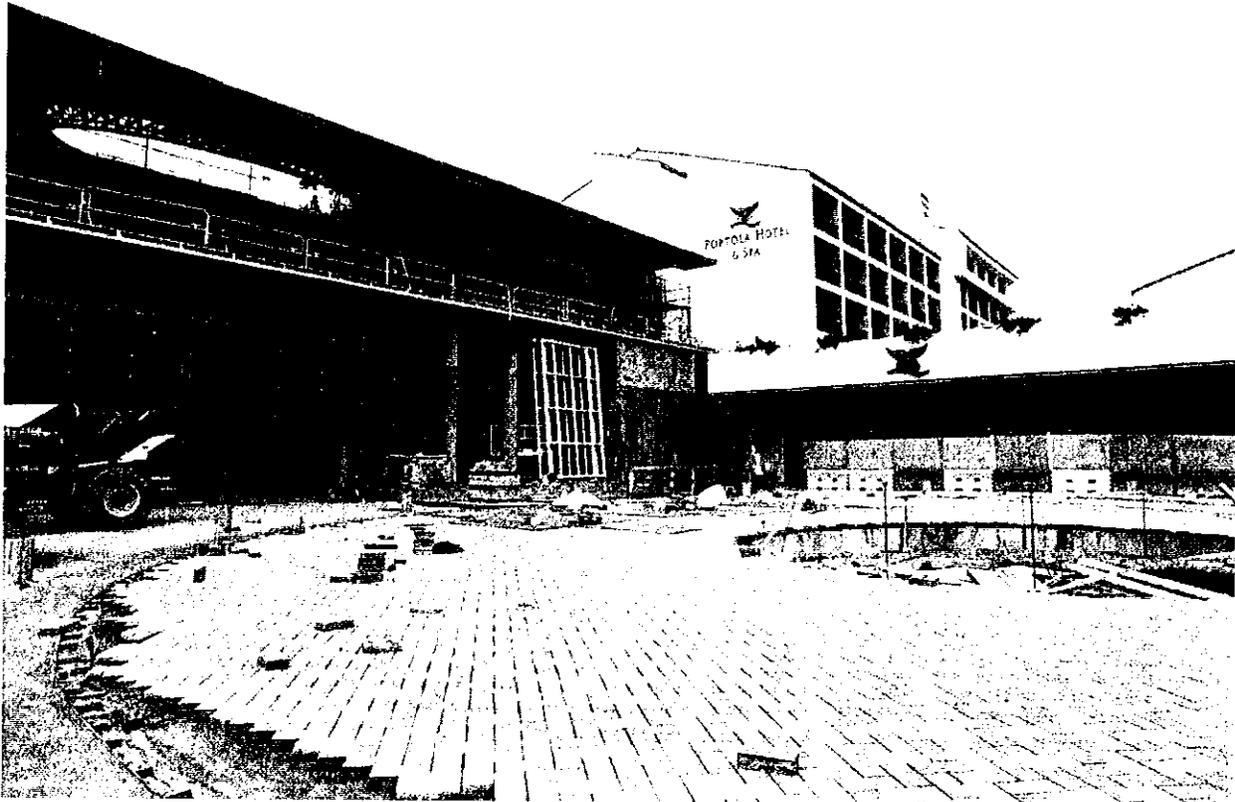
“If I were in your position, I wouldn’t want to make a decision that would cause so much inequity in the community,” she said.

As the board agreed to the community meetings — board president Eliza Ortiz backed away from public hearings because they require so much public notice — board member Christian Peoples said he took the bus to and from school when he was growing up in San Francisco and public transportation was an integral part of his life.

“Everybody agrees that K through 12th-grade education and public transit are woefully underfunded in California,” he said. “This pits them against one another.”

Pam Marino Apr 13, 2017

After Delays, Monterey Conference Center Remodel Heads To Court



Nic Coury - The budget estimate for Monterey Conference Center renovations went from \$33 million in 2015 to \$60 million now. Construction on Portola Plaza, pictured, is expected to be done in mid-May - two months behind schedule.

Like the side mirror message on a car – “Objects in mirror are closer than they appear” – Car Week is already looming for the past-due Monterey Conference Center renovation.

The latest estimate for when the \$60 million, 40,000-square-foot center opens for business is now mid-August. Car Week takes place Aug. 14-20. One of the biggest auctions of the week, RM Sotheby’s, is slated for Aug. 18-19. It’s been held at the conference center in the past. Last year, due to construction, it was held in a temporary tent on the Custom House Plaza.

Worst case, the tent will go up again, but the specter of an incomplete center in time for well-heeled visitors representing possible future conference center sales is making some nervous.

“We’re sweating everything,” not just Car Week, says Monterey Center Conference General Manager Doug Phillips. The center was supposed to be completed by March 24. Phillips says 14 groups scheduled spring through July have been displaced as a result of delays.

The “good news,” Phillips says, is that most were successfully relocated within the city. Some were moved to the Hyatt Regency or divided between the Portola Hotel and the Monterey Marriott. In some cases large gatherings were moved to the Golden State Theatre or the Del Monte Aviation Center.

It’s not been such good news for the Portola Hotel, says General Manager Janine Chicourrat. The construction and delays add up to a substantial loss for the hotel, “well into the millions,” she says.

Chicourrat also worries that some conferences that found what were meant to be temporary venues outside of the city will never return. The EG Conference, happening this weekend in Carmel, started at the Monterey Conference Center in 2006, but moved last year to the Sunset Center because of the renovations. Organizers say they are looking to return to Sunset Center in 2018.

The renovation project – funded by a tax Monterey hotel property owners voted on – broke ground in December 2015, with a target of the end of summer 2016 to open the first floor, and early 2017 for the second. But delays caused by changed plans, asbestos removal and weather pushed the date back to March.

The delay is now the subject of a lawsuit between contractor Stronghold Engineering Inc., and the city of Monterey. Stronghold sued the city on Dec. 13, 2016, alleging that the site conditions were different than information provided during the bidding process, and that the two sides were at odds over a change order early on in construction.

The company filed an updated complaint on Feb. 24, asking for a judge to find the city is responsible for all delays – a key point since Stronghold’s contract with the city includes a \$10,000-a-day penalty for missing the deadline.

In court papers, the city claims Stronghold has no basis for its complaint, in part because it did not file a complaint under the Government Claims Act first.

A hearing in Monterey County Superior Court was set for April 28, but Stronghold recently brought on a new lawyer, which pushed the hearing to June 16, says Monterey City Attorney Christine Davi.

Despite the delays and loss of business for Portola, Chicourrat says she believes the final project will be beautiful: “People are going to be proud at the end of the day.”

METRO For Transit & Motorcoach Business

BRT Focus: Orange County Transportation Authority - Orange, Calif.

- Posted on April 13, 2017 by Janna Starcic
-



OCTA launched its first BRT line, Bravo! Route 543, in June 2013. Photo: OCTA

The Orange County Transportation Authority (OCTA) has spent more than two years focusing on an effort to reinvent the transit system in Orange County, Calif. The reinvention, called OC Bus 360°, led to reducing or eliminating service in areas with unproductive routes, as well as introducing new services.

For some of these new options, this meant introducing community shuttles that circulate to key employment, shopping, and civic centers. Also, last year, OCTA worked with the beach city of San Clemente on an innovative partnership with the on-demand service Lyft to provide an alternate to unproductive fixed-route bus service.

Bravo! Route 543

Length: 12.8 miles

Vehicles: 12

Frequency: 12 minutes

Stops: 15

Operational cost: \$5.5 million

Service begins: 2013

The agency also added two limited-stop corridors, which “mirror the best parts of bus rapid transit” (BRT), to its new spectrum of services. Bravo!, as the lines are branded, offer more frequent bus service, and faster commute times along two of Orange County’s busiest transit corridors.

“As we looked to improve service for existing riders and attract new ones, one consistent message we heard was that people wanted improved travel times and more frequency of service, especially in our most-heavily traveled, core areas of ridership,” says OCTA CEO Darrell Johnson.

Fast fact: In 2016, Bravo! Route 543 carried 1.2 million passengers. In the first six months of Bravo! Route 560, approximately 428,000 passengers hopped on board.

Service features

Bravo!’s Route 543, which launched in June 2013, runs 12.8 miles and traverses four cities from Fullerton to Santa Ana seven days a week. Because it originates at the Fullerton Transportation Center, it serves business professionals and service-industry workers who use Orange County’s Metrolink commuter rail station and connects from other bus routes, Johnson explains.

“This route stops near the front entrance of Disneyland along Harbor Boulevard, so on any given day, it carries both people headed with their families for a day at the theme park and employees dressed in costumes on their way to work,” Johnson says. “Alongside them, are employees with computers and briefcases headed to jobs further south.”



Bravo! Route 560, which runs along an 18-mile corridor, features five newly purchased CNG buses manufactured by New Flyer Industries. Photo: OCTA

In June 2016, OCTA launched its second BRT corridor, Route 560, which runs 18 miles from Long Beach to Santa Ana on weekdays. This Bravo! Route, which also serves Metrolink commuters, links students to Santa Ana College and California State University, Long Beach, and connects military veterans to the VA hospital in Long Beach.

These two corridors, along with one other, which runs through the county seat of Santa Ana, account for approximately 25% of all of OCTA's ridership. "So, efficient service has always been a high priority," Johnson says.

OCTA considered implementing BRT service on these major corridors much earlier, but the sharp economic decline from the "Great Recession" made it challenging. Once the economy recovered, the agency's board determined that starting the Bravo! service would be the quickest, most cost-effective way to enhance service, Johnson explains.

Federal CMAQ funds were used to cover the cost of operating each of the new routes (Route 543: \$5.5 million; Route 560: \$5.9 million) for the first three years of service. "After that, local funds will be used, and OCTA will continue to explore all grant funding options," he says. Route 543 operates 12 buses along the route during peak hours. Existing buses in OCTA's fleet were rebranded to use for this service.

The newer line, Bravo! 560, operates 14 buses during peak hours and features five newly purchased buses manufactured by New Flyer. “California State cap-and-trade funding was used to buy four of the [buses], and OCTA bought one as a match,” Johnson says of the newest fleet additions to Route 560.

Real-time arrival information for the buses, which are tracked through a central dispatch system, is available to riders via the agency’s website or mobile app. Another added amenity was the introduction of mobile ticketing last year, which enables passengers to purchase fares through the OC Bus mobile app and show the bus operator their mobile “ticket.”

“This year, mobile ticketing readers are being installed on the buses to make the process more efficient, and ultimately, save riders even more travel time,” Johnson says.

BRT Service Takeaways

With the launch of the Bravo! lines, OCTA saw the importance of informing the public and promoting the new service well in advance of the launch.

- Transit ambassadors from OCTA’s administrative offices went to bus stops and rode the buses along the route prior to the launch and during the first week of service to explain to customers what was being offered and to answer questions.
- Giving the buses a unique Bravo! brand helped riders understand that it was something remarkably different than other services OCTA offered throughout Orange County.
- Clearly marking the bus stops with the brand and simplifying route maps allows riders to quickly and easily identify where the Bravo! buses run and where to get on board.
- Collecting customer feedback early on helped OCTA staff make minor revisions in frequency of service and helped the agency understand that on Bravo! Route 543 there was a large demand for weekend service, which was later added.
- Customers appreciated having transit ambassadors at the stops and aboard the buses, so they could ask questions and get personal attention rather than just reading brochures.

- Understanding the diversity of its ridership along these corridors, OCTA made information available in multiple languages, including Spanish and Vietnamese.

Challenges faced

One of the primary challenges faced by OCTA initially was getting bus riders to recognize what the Bravo! service was and how it worked. This led to the unique branding of the service, repainting of buses, and marking the route stops with easy-to-spot signage. To that end, OCTA launched a multi-pronged marketing campaign to educate riders, which included placing informational cards on existing buses and reaching riders through social media, newspapers, and other traditional media, Johnson explains.

“We also sent out more than 100 administrative employees as ‘transit ambassadors’ for the first week of service to talk to riders, answer questions, and collect feedback,” he says. “We surveyed customers on board the buses as well to get their feedback.”

Over time, OCTA made minor adjustments to the routes to ensure they were providing the best level of service. This resulted in adding weekend service to the first Bravo! line, and adjusting its operation from 10-minute intervals to a more optimal 12-minute interval during peak hours.

When asked about the impact the BRT service has had, Johnson says, “Orange County, like bus systems across the U.S., is facing the challenge of declining ridership overall, but customer feedback has been overwhelmingly positive about the Bravo! service based upon onboard surveys.”

Ridership on Route 543 draws 3,900 riders daily, while Route 560 attracts 3,000 riders daily.

OCTA is currently working on planning studies with the aim of better serving riders through these corridors and throughout the county for the long-term, Johnson says. “The agency is also working on a Transit

Master Plan, which will be an integrated vision of the future in Orange County, including bus, rail, and paratransit,” he says. “These plans will help determine if more Bravo! service is needed or what else will best improve mobility throughout the region.”

According to the BRT Centre of Excellence, BRT is a major source of transportation for millions every day. There are 69 cities across Latin America that have a BRT system, transporting nearly 21 million people on a daily basis. Asia has 9.2 million daily BRT users in 42 cities, while Europe has two million passengers in 59 cities. By comparison, the U.S. has only 471,000 passengers using BRT systems in 21 cities across the country.

That said, more cities are considering BRT as a cost-effective mode of transportation. In February, a Minnesota County’s Board of Commissioners approved a funding commitment to complete planning for the Gateway Gold Line BRT corridor in downtown St. Paul, while in March, the San Francisco Municipal Transportation Agency broke ground on their Van Ness Bus Rapid Transit and Corridor Improvement Project.

But, what about the public — will they ride BRT? The mode fits into the 80/20 Rule. This means BRT can often cost 20% of a light rail system but typically captures 80% to 85% of light rail riders, if LRT is not available.

The Rules of BRT

A great Class A BRT system can be built in an area that comprises 27 feet in width without a station and another 13 feet with a station. Larger buses in dedicated lanes move faster along the route due to traffic signal priority systems, allowing for more people moving quicker from origin to destination. These dedicated lanes are considered critical to make a BRT system successful.

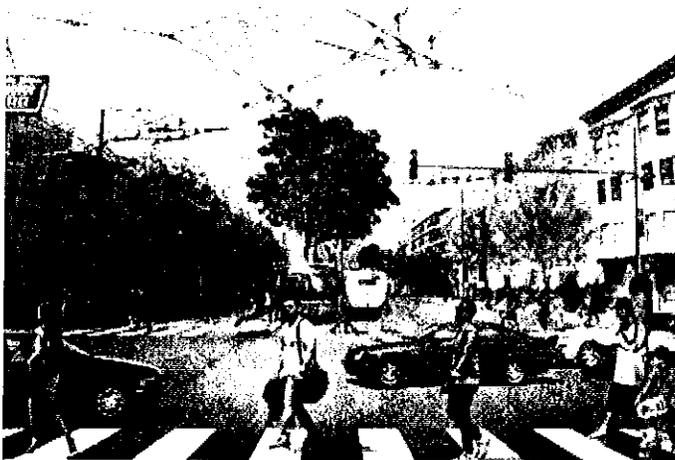
The most important lesson learned is that the “R,” or rapid, in BRT is critical — keep it rapid. Key rules to follow:

1. Transit stops in one- to two-mile intervals.
 2. High density (20-50 DU's acre minimum) at transit stops.
 3. Do your best to have the dedicated lanes in the median area of a road.
 4. Traffic signal priority (TSP).
 5. Level boarding, with at least two entry doors/vehicle.
 6. Off-vehicle payment systems.
-

The ROI of BRT

By Wes Guckert

Nationally, BRT has resulted in upwards of 400% of return on investment along transit corridors. Some of the most noteworthy systems can be found in Las Vegas and Eugene, Ore., to name a couple.



In March, the SFMTA broke ground on their Van Ness Bus Rapid Transit and Corridor Improvement Project (rendering). Photo: SFMTA

A 2016 study by Arthur C. Nelson of the University of Arizona and released by Transportation for America found that BRT lines can actually shape real estate and attract jobs. A surprising finding to come out of a portion of the study — lead by University of Utah's Joanna Ganning — was that the manufacturing industry seems to be drawn to BRT corridors.

The Cleveland system's transit stops are iconic along its route — named the HealthLine — with paid naming rights by the Cleveland Clinic. The stations could be mistaken for metro or light rail stops with all the amenities. To top it off, economic growth and density along the HealthLine Corridor has generated billions in development, jobs, and taxes. Specifically, Cleveland's BRT delivered more than \$4.8 billion in economic development in and around the route: a staggering \$114.54 gained for every dollar spent on creating and launching the HealthLine. Even more surprising is that the original investment in the BRT program was a modest \$50 million. Given these numbers, it should come as no surprise that offices within a quarter-mile of BRT costs 18% higher than office space outside walking distance of the line and microbreweries have begun setting up shop along the route. Annual ridership has increased about 60% over the previous bus line.

One of the best BRT systems in North America can be found in the York region of Toronto. In all of their materials describing and marketing their BRT system, they focus on the lifestyle the service provides, not on the BRT itself. By doing so, the city is offsetting the "bus stigma" associated with BRT systems. Offering amenities typically found with new, state-of-the-art systems and offering convenience for riders, the rapid transit vehicles arrive every five minutes during peak times.

From a global perspective, perhaps the most famous BRT system worldwide is located in Bogota, Colombia, which carries 30,000 to 42,000 passengers per hour — not daily, not weekly, but per hour.

CBS SF Bay Area

April 12, 2017 12:52 PM By Jackie Ward

Oakland Students Voice Concerns Over AC Transit Service Cuts

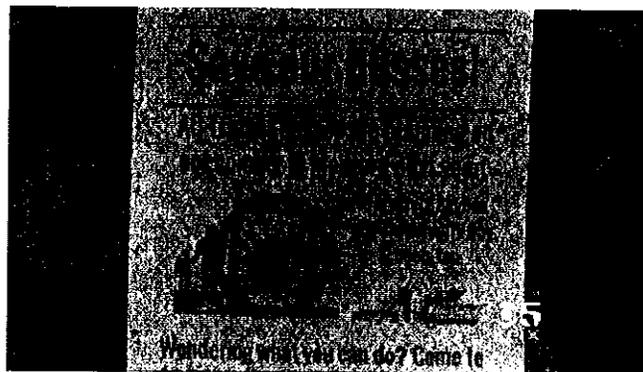
OAKLAND (KPIX 5) — Students in Oakland on Wednesday were speaking out about an AC Transit plan that could cut bus routes they use to get to their schools in the Oakland hills.

The transit agency is saying the reduction in service isn't their fault, while the Oakland Unified School District claims they simply don't have the money to cover the buses.

“For my family, we have three kids at three different schools. It's going to be insane, said Maxwell Stern an 8th grader at Montera Middle School. “And for most families, they don't even live close enough so a lot of kids aren't going to be able to attend the schools they want to and essentially be forced to the neighborhood schools that don't offer the academic rigor that they need.”

“I hope that I can be a good spokesperson for all those people that live in the flatter areas of Oakland who really rely on the bus,” said Montera 7th grader Grace Gulli.

Wednesday night, AC Transit is having a board meeting to discuss whether they'll keep providing services to kids who attend Montera Middle School, Skyline High School and Community Day School. The bus line serves about 1,600 out of 2,500 students each day.



Flyer addressing AC Transit service to schools (CBS)

In the lobby of the Montera Middle School, some parents have put out a letter to AC Transit and they're encouraging other people to sign it, explaining that their students already pay to use the bus.

If this specific route goes away, there are other buses that stop near the schools, but not right in front of them.

"We're in the business of education; AC Transit is in the business of transportation," said OUSD spokesperson John Sasaki.

Sasaki explained that a few years ago, the state changed how the district was funded. He said the bus problem is a result of dollars being redistributed.

"So there really is no money now for this process to cover AC Transit's help with our students," SAID Sasaki.

AC Transit argues that this is an issue of financial mismanagement within the school district.

The agency issued a statement, saying in part, "It [the OUSD] sees AC Transit as low-hanging fruit. They're trying to balance their books at our expense."

The statement went on to say, "AC Transit has been more committed to getting kids to school than the school district that is paid to ensure kids get to school. Despite weeks of negotiation sessions, OUSD has offered no solutions that benefit their kids. "

AC Transit is encouraging parents to call the school district to help come up with a solution.

The debate is expected to continue Wednesday night when students and representatives from the OUSD attend the AC Transit board's regularly scheduled meeting.

METRO For Transit & Motorcoach Business

By 2030, 25% Of Miles Driven In U.S. Could Be In Shared Self-Driving E-Cars

Posted on April 11, 2017



Navya electric shuttle. Courtesy Navya

By 2030, around a quarter of all miles driven in the U.S. could be in shared autonomous electric vehicles, which will offer consumers in large cities the lowest-cost, most convenient form of transportation, according to new research.

The convergence of three trends — **ride sharing** (services such as Uber and Lyft), **autonomous driving**, and **vehicle electrification** — create a far more compelling economic case than any of these forces alone, according to the study by The Boston Consulting Group (BCG). Due to their ability to cut travel costs by 60%, **shared autonomous electric vehicles** (SAEVs) could shift about 25% of miles traveled from private automobiles — creating enormous benefits for consumers as well as causing major disruption to the automotive industry.

Cities will benefit from less congestion and cleaner air, but could be disadvantaged by falling ridership on public transit, fear of which could result in some cities proactively trying to regulate the number of SAEVs on the road.

While total vehicle demand will only be affected slightly, by 2030 more than 5 million conventional cars per year could be replaced by a combination of fully autonomous electric vehicles for urban fleets and partially autonomous cars for personal use. Cities will benefit from less congestion and cleaner air, but could be disadvantaged by falling ridership on public transit, fear of which could result in some cities proactively trying to regulate the number of SAEVs on the road.

SAEV is an apt acronym for these vehicles, as fleets would save time, money, and lives. By using SAEVs, a typical Chicagoan who owns a car and drives 10,000 miles a year could **cut the cost of travel from around \$1.20 per mile to around 50 cents per mile**. Over the course of a year, that could put more than \$7,000 in that driver's pocket — effectively doubling consumer discretionary income.

Unlike most industry studies which look at trends such as autonomous driving and powertrain electrification in isolation, BCG's research aims to provide an integrated view of the future of mobility in the U.S. The consultants combine insights from a variety of sources — including a proprietary survey of more than 6,000 US consumers; detailed modeling and analysis of traffic patterns and population density in over 100 cities of varying sizes; economic forecasting; past BCG studies; and interviews with a wide range of industry experts. The results focus on implications for automobile and parts manufacturers, car dealers, service providers, and city governments, as well as other key stakeholders, such as energy and insurance companies.

Radical Shift Will Be Concentrated in Large Cities

BCG's conservative estimate is that 23% to 26% of miles driven in the U.S., or about 800 billion to 925 billion miles, could be traveled in SAEVs by 2030. The shift to SAEVs, which would be gradual and would begin by the early 2020s, would likely occur in cities with more than 1 million people, where there is sufficient demand to keep fleet utilization high and there are significant pain points associated with private vehicle ownership (expensive insurance, difficulty finding parking, and congestion).

Adoption could be even faster and more widespread if innovations in technology and pricing models reduce costs further for consumers.

Innovations could include radically different vehicle designs (such as **driverless pods**), new tailored services (such as **pooled ride sharing**), and new revenue streams (such as **in-vehicle advertising**). At a lower price point, SAEV service might be attractive in more mid-size cities (with populations of 500,000 to 1 million).

Nonetheless, significant hurdles remain. Major technical and infrastructure challenges must be solved. For example, BCG concludes that **SAEVs are unlikely to be economically viable in small cities and rural areas**. And even in larger cities, their survey findings suggest that many consumers remain skeptical of the technology or are unwilling to give up the many conveniences and benefits of private vehicle ownership.

Shift Will Have Massive Impact

Moving up to a quarter of all miles driven would have massive impact, not only on household economics and lifestyles, but also on society as a whole, urban planning, the automotive industry, and key supporting industries such as energy, finance, and insurance.

- Automakers and parts suppliers would face the most profound challenge to their business models in a century. While total vehicle demand isn't likely to change materially, the types of cars required will be vastly different. BCG estimates that in 2030, a total of **4.7 million autonomous electric vehicles will replace 5.1 million conventional autos sold in the U.S.** This shift undermines the current industry business model, with its focus on engine technology and its long product cycles, and opens the market to a range of new competitors. Hundreds of billions of dollars worth of industry assets could turn into liabilities. Dealers will be less relevant as fleets make up a much bigger portion of sales. Current aftermarket businesses will take a hit because SAEVs will require less maintenance and have fewer accidents. But at the same time, whole new businesses will develop to manage large urban fleets and service them daily.
- The new model would also have important implications for cities. In addition to benefits such as less congestion, fewer traffic deaths, cleaner air, and reduced need for parking space, cities may also face financial hardship because of the impact on public transit. The **economics of shared autonomous electric vehicles makes them**

competitive with public transportation for short trips — and more convenient (no schedules, door-to-door service). According to BCG analysis of traffic patterns and “pain points” of mass transit riders in Chicago, as many as 20% of public transit miles could shift to the new transportation mode. This could leave cities in the position of maintaining aging transit infrastructure with reduced ridership and fare income. However, cities can plan for the loss of transit income by finding other sources of tax revenue, such as fees on SAEV fleets and trips. They could even consider investing in publicly owned fleets.

- Additional effects would include a **sharp drop in fuel demand**. And the sharp reduction of traffic accidents and related injuries from autonomous and semi-autonomous vehicles could reshape the auto insurance business. Tech companies, data providers, and electric utilities would benefit.

*“The automotive industry is on the brink of a major transformation, and it’ll be here faster than people realize,” said BCG’s Justin Rose. “For millions of Americans living in large cities, **the next vehicle they purchase may be the last car they ever own.**”*

Costs Mount For Disability Transit Service Metro Mobility - Mounting Costs Could Affect All Transit Services

By Eric Roper and Janet Moore Star Tribune staff writers

April 9, 2017 — 8:45am



Leila Navidi, Star Tribune Lolly Lijewski, who uses a seeing eye dog named Jiffy for vision impairment, is helped off the Metro Mobility bus by driver Rigoberto Zuniga outside her work in St. Paul.

Ridership is surging on the Twin Cities transit service for people with disabilities, and the cost of those Metro Mobility trips is consuming an ever-bigger share of state funding for metro-area transit.

The Metropolitan Council expects the number of rides on the federally mandated service will climb to 2.9 million by 2020, about double what it was in 2010. Absent a fix, the projected cost of those trips — \$89 million — could force the agency to reduce regular bus service.

Metro Mobility ridership growth outpacing traditional transit

Showing change in ridership since 2007.



Metro Mobility offers customized, shared-ride transit service to 40,000 people certified as unable to use traditional buses and light rail. A graying and growing population is likely fueling demand, and the Met Council, which oversees Metro Mobility, is one of many transit agencies across the country grappling with rising costs for highly subsidized “paratransit” services.

“They talk about the ‘silver tsunami’ as what’s coming, and I think we’re definitely on the front edge of it,” said Michael Richter, owner of Transit Team, one of Metro Mobility’s contracted providers. “And I think it’s going to continue to grow.”

Some transit agencies nationwide are eyeing ways to offset the impending demographic shift and rising costs.

Boston recently began subsidizing ride-sharing services Lyft and Uber to provide some of the paratransit service.

That has attracted the interest of the Minnesota Senate, which included the creation of a Metro Mobility task force in its budget bill to examine partnerships with smartphone-based or taxi transportation services.

“At minimum, it pushes the Met Council and Metro Mobility to think outside the box,” said Rep. Jon Koznick, R-Lakeville, who introduced a companion bill in the House.

The rising demand for Metro Mobility comes at a time of sharp budget pressures for the Met Council. It already entered this year with a \$74 million deficit — due in part to a decline in projected revenue from the motor vehicle sales tax levied on new vehicle sales. That translates into a \$24 million deficit for Metro Mobility over the next two years.

Meanwhile, Republicans at the Legislature are pushing to nearly eliminate the council’s general fund appropriation — now at \$90 million — by 2021.

The Met Council cried foul when the proposals were announced earlier this month, saying local bus and light rail service would be cut by 40 percent.

Metro Mobility is a particularly rigid part of the council’s overall budget, as rides can’t be denied within the federally mandated service area, but Met Council Chair Adam Duininck said it wouldn’t be spared from the cuts.

“We would have to look at reducing our service as much as we are legally able to do, I believe,” Duininck said, adding that it could also mean raising Metro Mobility fares higher than anticipated.

But Rep. Paul Torkelson, R-Hanska, chairman of the House Transportation Finance Committee, said the Met Council’s claim about transit service cuts are “exaggerated a bit,” noting that the transportation budget is still a work in progress.

Eyeing fixes

Metro Mobility costs have risen about 65 percent in the past decade, mirroring an equal rise in ridership.

The Met Council hired a consultant to study what’s driving that rise in ridership and forecast how it might shift in the future.

Last year was the first in a decade when expenses remained flat, however, after the Met Council rebid its contracts and changed its service model.

But ridership is expected to continue to climb with the aging population.

“People want to remain in their communities, but in some communities they can’t easily walk to the grocery store or to a health care provider or to connect with other people,” said Will Phillips, director for AARP Minnesota. “Transportation is oftentimes a link to their ability to remain healthy and not be isolated and stranded in their own homes.”

To raise revenue, the Met Council might increase fares for all modes of transit, including Metro Mobility — a move also expected to dampen demand.

Metro Mobility passengers pay \$3 or \$4 for each ride, depending on the time of day. A fare hike of 50 cents or 75 cents could generate \$11.6 million to \$12.8 million over the next two years.

But council members are quick to point out that a fare increase by itself won’t be enough.

The council supports Gov. Mark Dayton’s proposal for a half-cent sales tax in the metro area for transit, but that idea seems unlikely, given the tenor at the Capitol.

Fares cover little of Metro Mobility’s total expense; its subsidies exceed any other type of transit at more than \$20 a ride.

Some agencies elsewhere in the country have reduced paratransit service areas to cut costs.

The federal Americans with Disabilities Act requires transit agencies to provide a paratransit option like Metro Mobility within three-quarters of a mile of all-day local transit. That spans about 500 square miles in the Twin Cities, from Anoka to Shakopee and from Mound to Oakdale.

But in Minnesota, the Legislature in 2006 mandated service to an additional 600 square miles, an area that accounts for about 30 percent of the rides. A consultant examining Metro Mobility for the Met Council has found that among 11 peer cities, six provide service only to the minimum area required under federal law.

“I think that’s a terrible idea,” said Nicole Villavicencio, a disability rights advocate. “You can’t offer services to someone and then take it back, after it’s already been established.”

Demand for service

Despite its budget woes, Metro Mobility remains an invaluable resource for many people who need to get around the Twin Cities.

“I am able to get out in the community and volunteer, and I wouldn’t otherwise have been able to,” said Patty Thorsen, a Metro Mobility rider who has cerebral palsy, epilepsy and several other medical conditions.

The bulk of the registered riders are over 60, but the largest share of the rides are taken by people aged 45 to 74.

It is a door-through-door service, meaning drivers leave the vehicle to help people onto the van. About 25 to 30 percent of rides require use of the wheelchair lift.

Drivers are paid a starting wage of \$14 an hour, and turnover is between 40 percent and 50 percent a year.

“The drivers are superbusy,” said Paul Slattery, a spokesman for Teamsters Local 120, which represents about 450 Metro Mobility drivers who work for First Transit. “We’re pushing our times all the time.”

But some users are still less than satisfied with the service.

Mark Hughes, a Metro Mobility rider who hosts a cable access show called Disability Viewpoints, said the vehicles are frequently late and some rides take much longer than they should.

“As a citizen I’m concerned about what we’re getting,” Hughes said. “I’m not asking for a limousine, but it’s less than the best.”

OBSERVER

The Economic Justice Fight Inside Silicon Valley's Commuter Buses

By [Brady Dale](#) • 04/06/17 6:17am



San Francisco's Connected Bus came with advanced connectivity, provided by Cisco. The company itself contracts for private bus service from San Francisco to its corporate campus. Justin Sullivan/Getty Images

Everyone has heard about the [protests around the Google shuttles](#) that carry workers at the tech giant from homes in San Francisco to offices in the Silicon Valley suburbs, but there's more to the story. A lot of tech giants besides Mountain View's pay for buses that ferry their workers around the region, and some local activists believe that giving highly paid tech workers easy access to the city makes the already over-priced real estate market even more expensive. The protests haven't stopped, either. As recently as two months ago, [a blockade](#) prevented commuters on the buses from getting to work.

Meanwhile, another fight for economic justice has been taking place on the buses themselves. Hourly workers who drive the vehicles have to attain special commercial driver certifications to do so, but still many have struggled to make ends meet with the money they earn at the wheel. The Teamsters Union, one of the nation's largest labor organizations, has been working to bring those drivers into the union so they can collectively bargain for a better deal. Most recently, drivers at WeDriveU, an operator that service companies like LinkedIn and Twitter, voted to join Teamsters Local 853, according to a press release from the Teamsters last week.

“At the end of the day, what’s important is that the wages and the benefits are all equal between contractors,” Rome Aloise, a vice president in the union told the Observer in a phone call. If workers get paid the same across contractors, it forces operators to compete on operations and management rather than finding their profit margin in workers’ paychecks. Continue Reading this Article

Aloise estimated that Teamsters locals now represent approximately 800 drivers across four different companies. Drivers represented by the union now serve companies like Yahoo, Salesforce, Apple, Amtrak, Netflix, Zynga and PayPal. Aloise cited three bus operators that remain without union representation, but even those companies have had to offer better pay and working conditions as the prevailing wages have risen across their competitors.

“We represent a number of people in transit agencies and school bus drivers, and a lot of these have graduated over to driving these shuttle buses,” Aloise explained. As the sector started to take off, workers began calling the union.

The drumbeat of unionization

Organizing drivers began in earnest after drivers at Loop transportation voted to join the Teamsters in November 2014, as the *San Francisco Chronicle* reported.

“The contractor campaigned heavily against us, we thought at the time because Facebook was telling them to,” Aloise said, but it turned out that the social media giant came over to the workers’ side. “Facebook continues to be the best of these companies,” he told us.

In February 2015, Compass Transportation drivers joined the union, reaching workers serving the campuses of Apple and eBay, among others.

Then in March, drivers serving Google got a raise, but not not all had a union. In May, Facebook decided to set a floor for all workers it contracts, of \$15 per hour (\$6 above minimum wage in California at the time), whether it's a shuttle driver, security officer or custodian. Plus, it required paid time off, sick leave and other benefits enjoyed by white collar and unionized workers.

Lastly, in August of last year Apple also moved to up the pay for all its drivers, some of which have collective bargaining and some don't.

The strategy that worked

Driving in Silicon Valley isn't like driving elsewhere, Aloise explained. Most people who drive buses end up working split shifts, with a morning run and an early evening run, but they also usually tend to work fairly close to home. They can spend the intervening time doing what they want, in their own space.

Not so in Silicon Valley. No driver can afford to live close to the corporate campuses they serve, but they still end up working split shifts. "They'd be resigned to sitting in their cars or going to sit somewhere else," Aloise said. "That give us an ability to talk to them on their splits."

'What's important is that the wages and the benefits are all equal between contractors'

The campaign to organize these workers looked a lot like other union organizing campaigns. The goal is to get a National Labor Relations Board sanctioned vote, and workers get that by having meetings, organizing workers and filing a petition with the regional office for a union vote. The Teamsters added an extra wrinkle to their organizing effort, though, by making all their organizing meetings open to reporters.

"They grew an understanding for what we were doing," Aloise said, and that led to sympathetic depictions of workers in which reporters detailed how many drivers end up spending 16 hours a day away from home, between commuting and waiting between shifts.

Each tech giant generally contracts with more than one operator, and an operator hasn't been dropped yet after workers have voted to unionize, but "that's a threat that some of these contractors are telling their drivers," Aloise said, though he doubts that's the sort of publicity any of the tech titans would want to invite.

Neither Facebook, Google nor LinkedIn replied to a request for comment from the Observer.

The next campaign

Prior to WeDriveU, the Teamsters were able to pressure Bauer's Intelligent Transportation to hold a union election by using a labor harmony provision it won from the San Francisco Metropolitan Transit Authority. As commuter shuttles became more of a fixture in the city, the unions supported tech companies' efforts to win the right to use bus stops to pick up workers. In doing so, the workers won a provision that could deny a permit to companies whose pay fell to out of step from prevailing wages of similar workers.

Bauer's served companies like Cisco and Intuit. Union members started showing up at bus stops and protesting the shuttles, Aloise explained. In September, Bauer's workers voted to join Teamsters Local 665, according to the Teamsters.

Next year, "most of the contracts expire within a month of each other," Aloise said. By then, the union hopes to have increased the density of represented workers enough that each contract negotiation will complement all the others.

METRO For Transit & Motorcoach Business

Long Beach Transit Debuts Battery-Electric Bus Fleet

Posted on April 4, 2017



Long Beach Transit

Calif.-based Long Beach Transit (LBT) released three battery-electric buses into regular service on its complimentary, downtown shuttle route, Passport at the end of March 2017. The zero-emission buses are a first for Long Beach and a milestone for the transit agency.

LBT's new battery-electric buses, manufactured by BYD, are designed to travel approximately 150 miles on a full charge. The buses will be charged overnight at LBT headquarters much like compressed natural gas (CNG) buses are fueled when they return to the headquarters after their service day.

"When more of the buses are released into service, the Passport

[service] will become 100 percent battery-electric and LBT will deploy some of the buses on other routes throughout our service area,” said Kenneth McDonald, LBT CEO.

LBT will be releasing the next seven battery-electric buses as each becomes cleared for service and as the charging infrastructure to support them is complete.

Long Beach Transit has a long history of using innovative technologies to promote clean air in its service area, according to the agency. When diesel buses were standard throughout the industry, LBT was an early adopter of particulate traps to prevent harmful matter from escaping from the exhaust. In the mid-2000s, the agency began to step away from diesel, and purchased gasoline-hybrid buses. In 2012, LBT purchased its first CNG buses.

Currently, the transit system has 10 battery-electric buses and intends to expand that fleet in the coming years. Also, LBT's next purchases of CNG buses will boast a near-zero emission engine. By 2020, LBT will be 100 percent alternatively-fueled.

SF GATE

Crews Work To Shore Up Hillsides As SMART Rail Opening Nears

By Michael Cabanatuan

Updated 3:39 pm, Tuesday, April 4, 2017



Photo: Gabrielle Lurie, Special To The Chronicle

A Sonoma-Marín Smart train goes for a test ride in Novato, California, on Wednesday, July 27, 2016.

SMART, the North Bay's startup commuter railroad, has run into another problem — potential landslides above the line that need to be stabilized before the railroad's opening in late spring.

But that shouldn't slow things down, officials said.

For the past three weeks, crews have been removing soil and shoring up hillsides above the north portal to the Puerto Suello Hill Tunnel between Marin's Civic Center and downtown San Rafael. The work, which began after a January slide

sent a cascade of rocks and dirt toward the tracks, is expected to be completed by next week.

SMART — Sonoma-Marin Area Rail Transit — has been beset with delays in the latter stages of construction.

They included the discovery in the fall that the diesel engines in the line's railcars would need to be replaced. That — in addition to a staffing shortage, several unexpected issues with grade crossings and electrical circuits, and continued testing — pushed the opening from late 2016 to this spring.

This time, the troubles haven't caused delays. While the slide repair work prevented testing of trains in the San Rafael area, engineers were able to move to the northern section of the route, avoiding delays, said Bill Gamlen, SMART's chief engineer. He said the wet winter gave SMART a chance to identify trouble spots and fix them before the start of service.

SMART will carry commuters in green-and-gray trains along 43 miles of track between a station near the Sonoma County Airport and the downtown San Rafael transit center.

An extension to Larkspur, near the Golden Gate Ferry terminal, will follow soon after service starts.

The January slide demolished a railroad communications box, Gamlen said, but it also captured the attention of engineers, who spotted saturated and slumping areas of the hillsides that they believed posed a risk in future storms. Train testing in the area was halted.

“When you see unstable soil above you, you stop testing,” said Farhad Mansourian, SMART's general manager.

Crews have removed 1,500 cubic yards of earth — about 150 large dump-truck loads — at a cost of about \$500,000, he said. “It was great to get a real wet winter and flush this stuff out now,” Mansourian said, “rather than when we're running trains.”



Clipper Expands to Union City Transit

Source: *Metropolitan Transportation Commission (MTC) - Apr 4, 2017*

Clipper, the all-in-one transit fare payment card already accepted on 20 Bay Area transit systems, has officially expanded to Union City Transit.

Union City Transit will accept Clipper cards loaded with cash value or a 31-day pass good for unlimited travel. Riders can get a card and add value online at clippercard.com, at City Hall in Union City, at Penny Wireless and Lucky Check Cashing in Union City, or at nearby Walgreens and Whole Foods stores. Clipper customers also can add cash value to their cards at any BART station ticket machine.

Once they have a card with value, riders simply tag their cards to a card reader at the front of the bus, and Clipper automatically charges the correct fare, applying any appropriate transfers and discounts. Youth, seniors and passengers with disabilities can apply for discount Clipper cards to receive automatic discounts based on eligibility.

“We are so happy to welcome Union City Transit to the family of agencies accepting Clipper,” said Carol Kuester, director of Electronic Payments for MTC. “It will be especially convenient for people who ride Union City Transit and AC Transit or BART since Clipper automatically keeps track of your transfers. You can set up your Clipper card to automatically reload, and you can use your transit benefits with Clipper. These features make the card a much more attractive alternative to cash.”

Clipper is a service provided by Bay Area transit operators and the Metropolitan Transportation Commission (MTC), the transportation planning, financing and coordinating agency for the nine-county San Francisco Bay Area.

Clipper already is accepted on AC Transit, BART, Caltrain, City Coach, County Connection, Fairfield and Suisun Transit (FAST), Golden Gate Transit and Ferry, Marin Transit, Muni, Petaluma Transit, SamTrans, San Francisco Bay Ferry, Santa Rosa CityBus, SolTrans, Sonoma County Transit, Tri Delta Transit, VINE, VTA, WestCAT and Wheels. The Clipper network will expand again later this year to include Sonoma-Marín Area Rail Transit (SMART), which will accept Clipper when it starts operation.

Transit riders use Clipper for fare payment on half of all transit trips in the Bay Area, and the card was used for an average of more than 790,000 trips each weekday in February. Nearly one-third of all registered Clipper cards are signed up for Autoload, which automatically reloads value on the card when it runs low.

METRO For Transit & Motorcoach Business

U. Of Kentucky Program Encourages Employees To Try Alternative Transportation

By Chrissie Balding Tune - University of Kentucky

Posted on April 3, 2017



University of Kentucky

As part of its ongoing commitment to offering a variety of mobility options for the campus community, University of Kentucky (UK) Transportation Services is launching a pilot “cash out” incentive program for employees who choose to forgo bringing a motor vehicle to campus for one year. The program will give up to 200 qualified employees each \$200 over a one-year period, which will be divided evenly on each paycheck during that time period. Participants will have the opportunity to renew for the following year if they would like to continue their participation in the program.

Specifically, the financial rewards of the cash out program extend well beyond \$200. Over the enrollment period, participants would also benefit from substantial cost savings associated with not purchasing a parking permit, as well as reduced fuel and maintenance expenditures.

For example, at current E permit rates, an employee would save \$444 per year by not buying a permit and \$250 or more in fuel and maintenance

costs. Including the cash out incentive, an employee could see a total impact of nearly \$900 per year that they are enrolled in the program. Participants who choose walking or bicycling as their primary mode of transportation may also realize reduced health-related costs.

“The 'cash out' incentive is primarily targeted at employees who have convenient access to commuting alternatives, such as BluPass, bicycling, or carpooling, or who live within a walkable distance of campus,” said Lance Broeking, director of Transportation Services. “However, it also offers a reward for those who may have been considering shifting to an alternative mode of transportation.”

The cash out program is designed with the goal of reducing the number of motor vehicles on campus as well as creating a more pedestrian friendly community. To that end, priority will be given to employees who have had a vehicle parking permit for the past fiscal year (July 1-June 30), but those new to the university will also be given consideration. For the purposes of the "cash out" program, graduate students with assistantships are considered employees. However, their graduation date must be at least two years away to be eligible.

CBS SF Bay Area

Pedestrian Killed By VTA Light Rail Train In Campbell

March 30, 2017 4:15 PM



Site near intersection of Civic Center Dr. and Campbell Ave. in Campbell where a pedestrian was killed by a Santa Clara VTA light rail train, March 30, 2017. (CBS)

CAMPBELL (CBS SF) — Transit officials said a man was killed when a light rail train hit him Thursday afternoon in downtown Campbell.

Firefighters and paramedics were dispatched at 2:43 p.m. to a report of the collision near East Campbell Avenue and Civic Center Drive, Capt. Bill Murphy said.



One person was killed in a collision with a light rail train in Campbell on Thursday (CBS)

The man was walking east on East Campbell Avenue and was hit by a Santa Clara Valley Transportation Authority light rail vehicle as he was walking across the tracks toward South Bascom Avenue, VTA spokeswoman Linh Hoang said.

The death could be a suicide, Hoang said, because the crossing gates were down, warning lights were flashing and warning bells were ringing.

The light rail train was traveling at about 50 mph in a 55 mph zone. Hoang said the train operator and witnesses reported seeing the man walk onto the tracks in front of the train.

VTA officials are asking people to avoid the area. East Campbell Avenue near Civic Center Drive is currently closed.

Transit officials have set up a bus bridge around the affected area until an investigation is complete. The 30 to 35 people on board the train were deboarded and buses are taking passengers from the Winchester station to the Bascom station, Hoang said.

Santa Clara County sheriff's deputies will be investigating the collision.

REGISTER-PAJARONIAN

City Plans Measure D Projects

Posted: Wednesday, Mar 29th, 2017
BY: ERIK CHALHOUB

WATSONVILLE — The Watsonville City Council approved a five-year plan Tuesday that outlines what transportation projects the city can complete once it receives Measure D funds.

Measure D, the half-cent sales tax that was passed by voters in November, funds transportation projects across Santa Cruz County for 30 years. Watsonville will receive about \$750,000 per year, according to Principal Engineer Murray Fontes, and the funds will be disbursed quarterly starting in July.

Among the projects listed in the plan are street improvements on Main Street from West Beach Street to Freedom Boulevard, bicycle signage and markings along various locations, and repairing Freedom Boulevard from Green Valley Road to Airport Boulevard.

Fontes said a survey conducted during the past two months helped determine which projects should be added to the plan. A total of 237 surveys were received, which were available online and at various city facilities, and nearly half of those cited downtown revitalization as the top project, according to Fontes.

But a few councilmembers were concerned about the length of time it would take to begin repairing Freedom Boulevard, as the estimated construction date for the section between Green Valley Road and Airport Boulevard is spring 2022.

Crews are currently wrapping up a reconstruction project of Freedom Boulevard from Broadis Street to Alta Vista Avenue. The plan approved Tuesday would skip over the section from Alta Vista Avenue to Green Valley Road, which Councilman Jimmy Dutra expressed concern about, saying he would prefer a “uniform” Freedom Boulevard, and Councilwoman Nancy Bilicich agreed.

Public Works Director Steve Palmisano said the section from Green Valley Road to Airport Boulevard is being focused on first due to the response from the community, which, among other things, wants sidewalks in that area.

However, he added that the city is waiting to hear if Senate Bill 1 will pass on the state level, which would give the city additional transportation funding that could be used to complete Freedom Boulevard repairs.

Councilman Lowell Hurst said the city is faced with more road work than it currently has the funds to complete.

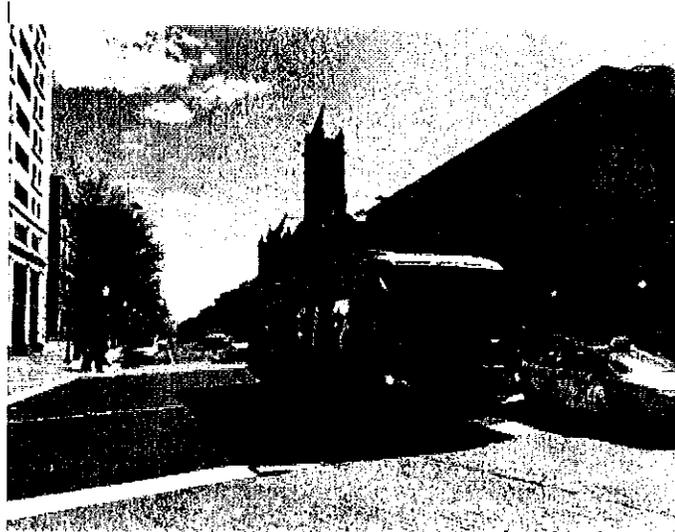
“How do we prioritize what gets done and what doesn’t get done, because there’s going to be a lot of stuff that doesn’t get done, unfortunately,” he said.

Watsonville is the first in the county to approve a five-year list of projects, according to the Santa Cruz County Regional Transportation Commission. Among other jurisdictions, the City of Capitola is expected to approve its plan in May, while the County of Santa Cruz is scheduled to complete it in June.

METRO For Transit & Motorcoach Business

Strong Local Leadership Key To Successful Transportation Systems

Posted on March 28, 2017



WMATA bus Photo JS/METRO Magazine

Despite an onslaught of stories about pending technological revolution and trillion-dollar infrastructure policies, **American cities whose transportation systems are performing well are doing so thanks to strong local leadership.** On the other hand, a leadership vacuum or institutional disarray frequently mark transportation systems that struggle.

"Mayors whose cities are meeting transportation challenges are putting themselves in the driver's seat, whether or not they control every facet of transportation" said Steven Higashide, senior program analyst for TransitCenter. "Cities already have a huge array of unheralded tools to shape transportation choices: more and more cities are allocating road space for buses and plazas, rethinking development standards to create more walkable places, and slicing red tape to get projects done fast."

TransitCenter's new handbook, "All Transportation is Local" draws on examples from over thirty cities and outlines nearly two dozen policies and strategies that mayors and transportation agency leaders can use to improve urban transportation.

Mayors should:

- **Rewrite regulations that force buildings to overcater to the automobile.** Many cities have kept obsolete requirements on the books that require that developers overbuild parking and attempt to maintain free-flowing traffic. Dozens of places are doing away with such requirements, making it easier to build walkable, attractive neighborhoods. For example, in 2010 Nashville eliminated rigid standards forcing developers to build parking in downtown, allowing for more pedestrian-friendly construction.
- **Get more out of their street infrastructure.** As cities grow, they can move many more people by redesigning streets to prioritize transit, walking, and cycling; incentivizing transportation options, and managing curb space to make loading and parking easier. The City

of Everett, Mass. recently made national news with a pilot project that transformed underutilized parking into a bus-only lane, using nothing more than traffic cones and signage. The project was such a hit with both drivers and bus riders that it has been made permanent.

- **Hire transportation leaders who are action-oriented and strategic communicators.** The most effective city transportation leaders win support for change by connecting transportation to critical city goals like safety, access to opportunity, and economic productivity. They move quickly by embracing new project delivery methods, adopting an experimental mindset, and holding their department accountable to one-year and two-year benchmarks. Seattle has set a goal of having over 70% of city residents within walking distance of frequent transit — and is making it happen by adding signal priority, bus lanes, and other improvements on key routes.

- **Form alliances with civic leaders, transit agencies, and employers** so that transit improvements happen in tandem with street improvements and that policy changes happen with community backing. Business groups and transportation advocates in Denver were instrumental in supporting a regional transit vision in the early 2000s, and remain highly engaged as the city writes its own transit plan.

"I worked for two strong mayors that wanted innovation at almost all cost. The most important thing they did was to have my back," said Gabe Klein, the former transportation commissioner of Chicago and Washington, D.C. "That enabled lots of controlled experimentation, where we set the expectation with the public that we were going to try new things and move quickly."

"Cities like Memphis and Boston are currently using quick-build techniques to reconfigure dangerous intersections. Richmond, Seattle and Everett, Mass. are successfully working to get more out of their bus system. These sorts of quick wins establish public confidence and encourage constituents to see urban space as something subject to change."

MASS TRANSIT

CA: What Does California Need To Meet Its Climate-Change Goals? Denser Housing And Less Driving, Report Says

Liam Dillon On Mar 28, 2017

Source: McClatchy

California will need billions of dollars in new funding for housing and transportation improvements, and to make extraordinary changes to state and local government policies, in order to meet its new 2030 climate change goals, according to new reports from state and regional government officials and UC Berkeley researchers.

Californians will need to cut their driving by 1.6 miles per day, which they could accomplish through telecommuting, carpooling, biking or taking transit to work once a month as well as replacing short car trips with walking and combining multiple errands into one trip, state climate regulators said.

Car and truck pollution makes up the largest portion of California's carbon emissions, and residents will need to drive less to reach the state's goal of reducing greenhouse gas emissions by 40% below 1990 levels by 2030. These driving reduction numbers also assume that the state will substantially boost the number of electric cars on the road and cut carbon from fuel.

To get there, representatives from the Southern California Assn. of Governments and other regional agencies told climate regulators at a meeting last week that they needed a lot of new money for transportation and housing -- as much as \$5 billion in the Sacramento region alone -- as well as policy changes that could include tolls and other charges for people to drive in congested areas.

Since 2008, regional governments have been responsible for developing plans to reduce greenhouse gas emissions by aiming to redirect development from sprawling outward to denser development into cities, adjacent suburbs and neighborhoods near mass transit lines. But regional governments have to revise their plans to meet the new targets now that the 2030 climate change goals passed the Legislature last year.

Beyond funding, state officials need to be sensitive to how Californians are used to getting around every day, said Hasan Ikhata, the executive director of the Southern California Assn. of Governments, which is responsible for implementing a climate change blueprint in Los Angeles, Imperial, Orange, Riverside, San Bernardino and Ventura counties.

"We have changed the discussion in the state of California in a good way about how to sustain the future," Ikhata said at the meeting. "But at the same time we still have 40 million Californians that need to get from A to B. And we can't overnight think they're all going to bike or use transit. Some of them will drive."

Rather than expecting all Californians to drive less, the state could see substantial driving reductions if it changed policies to funnel new housing into cities, according to a study released Monday by public policy think tank Next 10.

The study, written by UC Berkeley environmental and housing researchers Ethan Elkind, Carol Galante and Nathaniel Decker, compared the effects of concentrating all future housing growth into areas that have already been developed with a scenario where only 60% of new homes were built in those locations, which is what happened from 2000 to 2015.

The study found that residents living in already developed neighborhoods would drive about 18 fewer miles every weekday than those living outside those communities.

California also would see higher annual economic growth, greater tax revenue and lower home construction costs from a more dense development strategy, and households would have lower monthly costs through reduced transportation and utility bills, the study said.

"We can make a significant contribution to climate-change goals and the economy," Galante said.

Under the scenario envisioned by the study, substantial development would occur in urban cores -- housing density in San Francisco would increase by 30%, for example -- but smaller existing cities would need to grow as well.

More communities would have to look like Pasadena or Oakland's Rockridge neighborhood, Elkind said.

"We're not talking about skyscrapers towering over people's homes," he said.

State and local policies that restrict housing growth in areas that have already been developed, especially along the coast, will need major changes, the report said. Among other policies, the report recommended local and state governments consider:

- * Reducing parking requirements and permitting times for housing, especially in existing high-density neighborhoods
- * Giving cities that meet high-density housing goals more tax dollars
- * Creating urban growth boundaries to limit sprawl

"Land use is probably the most over-regulated sector of our economy," Elkind said. "There's no question we need to do some relaxing of our restrictions in our coastal communities."

The Mercury News

San Jose: Newly Retired VTA Employee Likely Killed By VTA Bus

By Mark Gomez | mgomez@bayareanewsgroup.com and Robert Salonga | rsalonga@bayareanewsgroup.com |

PUBLISHED: March 28, 2017 at 10:44 am | UPDATED: March 29, 2017 at 5:34 am

SAN JOSE — A man found gravely injured Thursday along light-rail tracks on North First Street was a freshly retired dispatcher for that very same transit system, and evidence is mounting that he was hit and killed by a bus, also run by that system.

Milpitas resident Benny Cheung, 60, worked for the Santa Clara Valley Transportation Authority for 37 years, most recently as a light-rail dispatcher, VTA spokeswoman Stacey Hendler Ross said. Cheung was honored in February by the VTA board for his decades of service.

“It’s so horrible to think about,” Hendler Ross said. “He just left our agency after 37 years, and this happens. The irony is tragic. The whole situation is tragic. It’s cut deep with a lot of employees here.”



San Jose Police Department officers investigate the scene where a man’s body was found near First Street and Hawthorne Way on March 23, 2017. (Jason Green/Bay Area News Group)

But prior to this newspaper obtaining an internal memo Tuesday, neither VTA nor San Jose police acknowledged that Cheung’s death likely involved a transit authority bus. When VTA sent

the memo Monday to inform employees, San Jose police indicated there was nothing new to report to the public.

In fact, word of Cheung's death and the "ironic" circumstances was already circulating hours after the Thursday evening incident, according to a VTA employee who spoke on condition of anonymity for fear of reprisal.

Hendler Ross corroborated Tuesday that the memo was sent to employees the previous day, but referred all further questions to San Jose police, who are investigating the case. Police acknowledged the account that implicates a VTA bus, but said detectives are waiting to confirm several elements of that narrative, including waiting for tests on physical evidence from the scene.

The VTA memo, written by Rufus Frances, director of system safety and security for VTA, stated that "preliminary evidence in the ongoing investigation indicates Mr. Cheung had just de-boarded the VTA bus involved in this tragic accident."

"Our hearts go out to Mr. Cheung's family, friends and former co-workers," Frances wrote, adding that grief counselors are available for staff in mourning.

What confused many of Cheung's family and colleagues was a dearth of official information for several days at the same time they were hearing about the bus accident. VTA spokeswoman Linh Hoang confirmed that transit managers learned Friday that Cheung was a passenger on the bus that they suspect hit him.

Hoang also said "the driver of the bus involved in the accident was taken off duty" afterward, and has since been put on paid administrative leave pending the outcome of compulsory drug screening tests that comply with the Federal Transit Administration's "post incident protocol." San Jose police stood by its initial contention that they were dealing with a potential hit-and-run, given that no bus was present and no witnesses were around when officers discovered the fallen Cheung. That status is expected to change as the investigation progresses, police said. "I'm sure a lot of family, friends and co-workers have a lot of questions about the circumstances," Sgt. Enrique Garcia said, "but the SJPD has an obligation to do a comprehensive investigation and process all the evidence and examine all the facts before reaching a conclusion."

Garcia added: "There were no witnesses to this incident and we are relying on physical evidence to make a determination. There's a strong possibility that a VTA bus was involved. However, we can't say definitively until we finish examining the evidence."

Cheung was found about 7:50 p.m. on March 23 after police received a 911 call about a body in the road. He was pronounced dead at the scene. As of Tuesday, the Santa Clara County coroner's office had not determined an official cause of death.

Anyone with information about the case can contact the San Jose police Traffic Investigation Unit at 408-277-4654.

OC Bus Ridership Numbers to Stay Down



Photo by Thy Vo

By Thy Vo | March 28, 2017

Orange County bus ridership has fallen 37 percent since the 2008 Great Recession and never again will reach pre-recession peaks, according to the CEO of the county Transportation Authority.

“We’re not going to have ridership in excess of 60 million,” CEO Darrell Johnson told the Orange County Transportation Authority (OCTA) board Monday. “There are too many things that have changed.”

As the agency prepares two major, long-term documents envisioning the future of public transportation in Orange County, the question of what to do with the \$300 million bus system looms large.

During the meeting the board discussed the findings of a new “State of Transit” report, which identified a number of major issues facing the transportation agency.

OCTA officials say changes in the market – competition from Uber, Lyft and other ridesharing services; a growing number of car registrations and a state law that allowed undocumented immigrants to get driver’s licenses – are working against them.

And although Orange County was once an outlier in its plummeting ridership, now cities nationwide are seeing persistent declines in the number of people riding buses.

“We led the ridership decline and others are following,” Johnson said.

OCTA’s bus system is doing worse than most of its peers in urban cities, according to the State of Transit report, although it generally does better than other suburban cities.

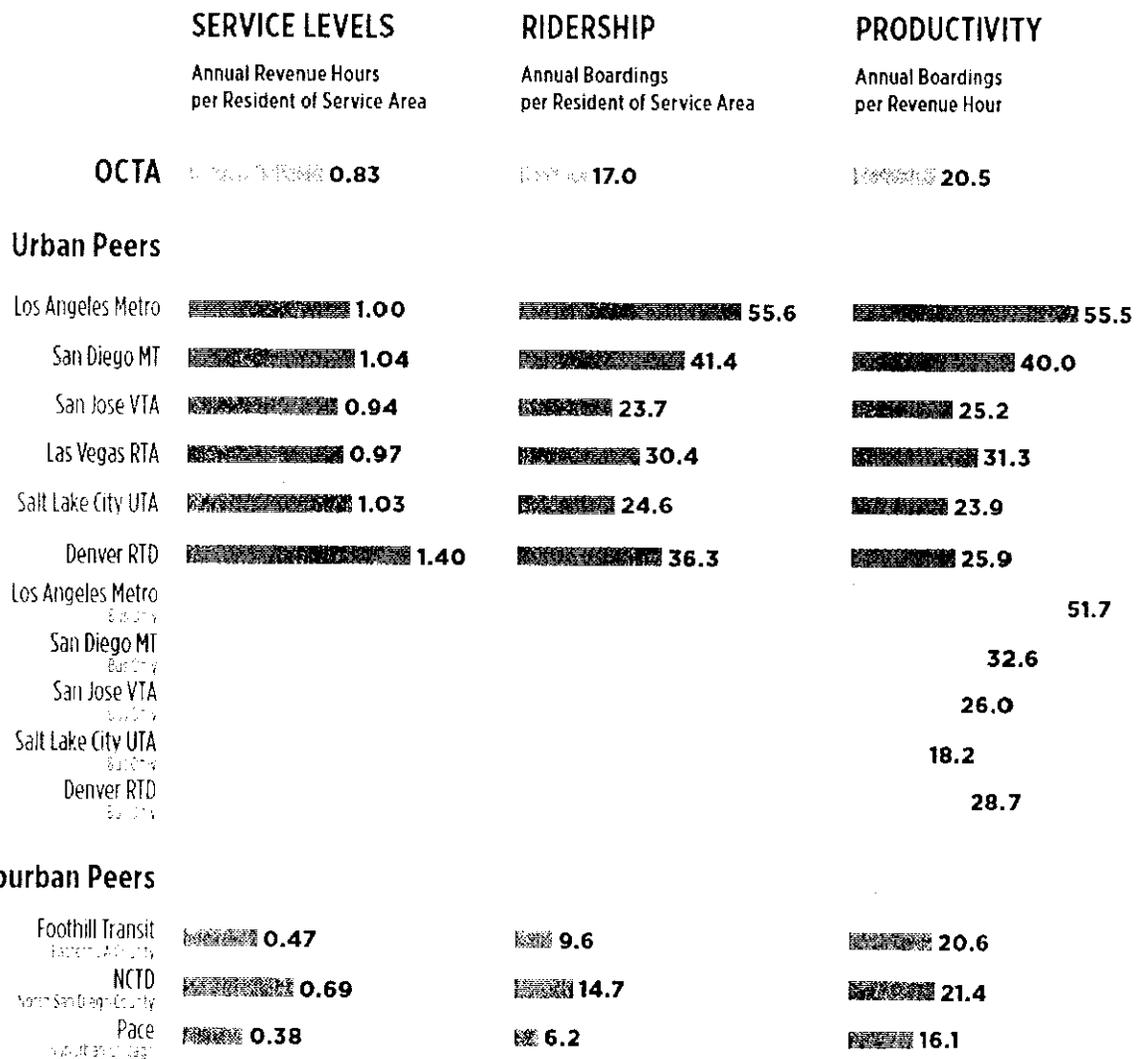
On three different measures – service levels, ridership and productivity – OCTA scored below urban transit systems in cities like Los Angeles, San Diego, San Jose, Las Vegas and Salt Lake City.

For example, Orange County scored 17 in ridership — or annual boardings per resident in service areas — while Los Angeles Metro scored 55.6, San Diego Metropolitan Transit System, 41.4; and Santa Clara Valley Transportation Authority, 23.7.

Meanwhile, OCTA received 20.5 in productivity (boardings per hours of service) compared to 55.5 for LA Metro, 40 for San Diego MTS and 25.2 for Santa Clara VTA.

By comparison, Orange County does better than transportation systems that serve smaller suburban regions, like Foothill Transit, North San Diego County Transit District and Pace Suburban Bus Service in Chicago, as seen in the graphic below.

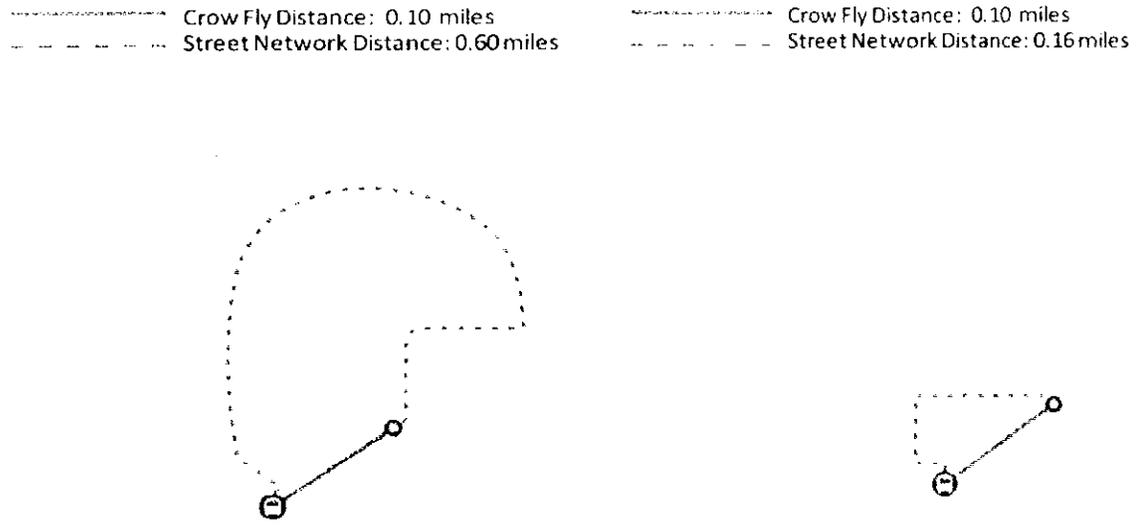
“Our boardings are closer to a suburban system, and we’re running and paying for an urban system throughout the county,” Johnson said.



The report also notes the importance of how area streets and neighborhoods affect who rides the bus and the quality of their experience.

Streets built for cars, especially in south OC, are windy and designed to deliver cars to the freeway and have fewer direct paths for buses to take between neighborhoods. Major streets where pedestrians have to walk long distances to crosswalk are also deterrents, according to the report.

Figure 3-2 Street Network Design with Distance to Transit



A disconnected street network (shown at left) with long blocks and indirect streets results in long walking distances and less efficient transit operations. A well-connected street network (shown at right) enables shorter, more direct walking commutes and is easier to serve cost effectively with transit.

Source: TransitLink.org and Connected Communities (2011)

“...Walking to a bus stop in Orange County can be slow, indirect and unpleasant,” states the report. “Uncomfortably close high-speed traffic, poorly designed intersections, and missing sidewalks can make walking disagreeable at best and unsafe at worst.”

Housing affordability can also affect public transportation.

Transportation appears to thrive in north and central Orange County in cities like Santa Ana and Anaheim, where the population is denser and the landscape more urban, where more low-income people reside.

Although single-family homes are the largest land use in Orange County – covering 22 percent of the land – a growing number of multifamily and mixed-use properties could generate more transit riders.

But the cost of housing has made it increasingly difficult for low-income people who typically depend on public transportation to live in Orange County.

One would need to make \$25.50 an hour to afford a one-bedroom apartment in Orange County, according to a staff presentation, or make \$87,000 a year to qualify for a median-priced home.

The board was divided over how to interpret the report's findings.

County Supervisor Todd Spitzer, objected to "social engineering" people toward public transportation.

"I'm not about to socially engineer what happens in this county," Spitzer said. "The data should drive the demand ... [we have to] create a system where people need it, not create a system where we are telling people they have to use it."

OCTA has followed demand by pivoting away from its bus program to serves like van pools for those wooed by ride share services like Uber and Lyft.

Recently, the agency implemented its OC Bus 360 plan, the largest overhaul in bus routes in its history, shifting service away from low-performing bus routes largely in south Orange County toward improving service along heavily frequented corridors in the north and central county.

In San Clemente, a south county city with winding, hilly roads not conducive to bus transportation, the agency is piloting a rideshare program with Lyft.

San Clemente Councilwoman Lori Donchak said the agency's vision should be "equitable" for all users, including people in south county where bus services have been cut.

"When you look at the maps, it's hard to see how south county fits into the picture," said Donchak.

Meanwhile, at least one of the board's directors has called on OCTA staff to do something "bold."

"If we want to increase our ridership, we should drop our fares – a buck, a buck, a buck," said Anaheim Mayor Tom Tait, saying the agency should drop all its fares to one dollar.

Tait has long argued that if OCTA wants to increase bus ridership, the agency should do the opposite of what it has done over the past decade, which is cutting service and raising fares.

The number of buses operating at peak hours went from 541 in 2008 to 428 in 2013, a 21 percent decrease, according to data from the National Transit Database. Over that same period, hours of service were cut by 21 percent.

The Transportation Authority also increased fares by 50 cents, from \$1.50 to \$2.00 a ride, in 2013.

But staff say since 2013, despite service hours and fares remaining constant, ridership has continued to decline.

Recently the agency piloted a six-month promotion to drop the price of a day pass from \$5 to \$4, which won't continue at the end of the six month period in April because overall bus ridership was not increasing.

Staff said rather than attracting new bus riders, the program just was an incentive for customers who were paying another type of fare to switch to a day pass. They also were concerned about the overall loss of revenue, \$1.1 million over six months, from decreasing the price of the day pass.

Tait, who favors continuing the promotion, said \$1.1 million is a drop in the bucket for the \$300 million bus program and that cash-strapped bus riders "did what any of us would do at that level" and moved over to the day pass to save an extra dollar, a sign that the agency should keep the promotion.

"We're losing revenue off people making less than \$20,000 a year," said Tait. "I don't think we expected to get new riders, I think we expected to get more ridership from existing transit dependent people."

METRO For Transit & Motorcoach Business

Strong local leadership key to successful transportation systems

Posted on March 28, 2017



WMATA bus. Photo: JS/METRO Magazine

Despite an onslaught of stories about pending technological revolution and trillion-dollar infrastructure policies, **American cities whose transportation systems are performing well are doing so thanks to strong local leadership.** On the other hand, a leadership vacuum or institutional disarray frequently mark transportation systems that struggle.

“Mayors whose cities are meeting transportation challenges are putting themselves in the driver’s seat, whether or not they control every facet of transportation” said Steven Higashide, senior program analyst for TransitCenter. “Cities already have a huge array of unheralded tools to shape transportation choices: more and more cities are allocating road space for buses and plazas, rethinking development standards to create more walkable places, and slicing red tape to get projects done fast.”

TransitCenter’s new handbook, “All Transportation is Local” draws on examples from over thirty cities and outlines nearly two dozen policies and

strategies that mayors and transportation agency leaders can use to improve urban transportation.

Mayors should:

- **Rewrite regulations that force buildings to overcater to the automobile.** Many cities have kept obsolete requirements on the books that require that developers overbuild parking and attempt to maintain free-flowing traffic. Dozens of places are doing away with such requirements, making it easier to build walkable, attractive neighborhoods. For example, in 2010 Nashville eliminated rigid standards forcing developers to build parking in downtown, allowing for more pedestrian-friendly construction.
- **Get more out of their street infrastructure.** As cities grow, they can move many more people by redesigning streets to prioritize transit, walking, and cycling; incentivizing transportation options, and managing curb space to make loading and parking easier. The City of Everett, Mass. recently made national news with a pilot project that transformed underutilized parking into a bus-only lane, using nothing more than traffic cones and signage. The project was such a hit with both drivers and bus riders that it has been made permanent.
- **Hire transportation leaders who are action-oriented and strategic communicators.** The most effective city transportation leaders win support for change by connecting transportation to critical city goals like safety, access to opportunity, and economic productivity. They move quickly by embracing new project delivery methods, adopting an experimental mindset, and holding their department accountable to one-year and two-year benchmarks. Seattle has set a goal of having over 70% of city residents within walking distance of frequent transit — and is making it happen by adding signal priority, bus lanes, and other improvements on key routes.
- **Form alliances with civic leaders, transit agencies, and employers** so that transit improvements happen in tandem with street improvements and that policy changes happen with community backing. Business groups and transportation advocates in Denver were instrumental in supporting a regional transit vision in the early 2000s, and remain highly engaged as the city writes its own transit plan.

"I worked for two strong mayors that wanted innovation at almost all cost. The most important thing they did was to have my back," said Gabe Klein, the former transportation commissioner of Chicago and Washington, D.C. "That enabled lots of controlled experimentation, where we set the expectation with the public that we were going to try new things and move quickly."

"Cities like Memphis and Boston are currently using quick-build techniques to reconfigure dangerous intersections. Richmond, Seattle and Everett, Mass. are successfully working to get more out of their bus system. These sorts of quick wins establish public confidence and encourage constituents to see urban space as something subject to change."

Impact Of Bus Fare Increase Seen At R.I.'S Soup Kitchens

By Jacqueline Tempera
Journal Staff Writer

Posted Mar 26, 2017 at 6:35 PM Updated Mar 26, 2017 at 6:35 PM

In February the Rhode Island Transportation Authority ended a program that provided free bus passes for seniors and riders with disabilities. Passengers who have enjoyed free bus rides for at least 20 years, now pay 50 cents per ride. But the change is forcing many to “make choices about very basic needs,” said Mary Moore, an administrator at the McAuley House in Providence.

PAWTUCKET, R.I. — Living with little, or no money requires strategy.

The fewer quarters in his pocket, the more tradeoffs required, said Patrick, a Chicago Cubs fan in his 60s, who eats breakfast and lunch at the Pawtucket Soup Kitchen on weekdays.

“I have no income,” Patrick, who wouldn’t provide his last name, said bluntly during dinner on March 15. “I gotta be creative, use my head more.” He dumped all of his change onto the table — counting out \$3 in coins.

This is enough to attend just three of the dozens of appointments — with doctors, social workers, counselors, recovery groups and others — that Patrick has scheduled for the next 16 days, he said. He’ll pick “the most important ones” and hope he can survive without the rest.

In February the Rhode Island Transportation Authority ended a program that provided free bus passes for seniors and riders with disabilities. Passengers who have enjoyed free bus rides for at least 20 years, now pay 50 cents per ride. (Regular bus fare is \$2).

RIPTA expects the change will capture an additional \$3.3 million in fares each year, said Barbara Polichetti, a spokeswoman for the agency. The additional money will assuage RIPTA’s budget crisis, board members said. In fiscal 2016,

about 31 percent of the 18.2 million trips RIPTA provided were taken by passengers who paid no fare, Polichetti said.

But the change is forcing many to “make choices about very basic needs,” said Mary Moore, an administrator at the McAuley House in Providence.

Sonia Cortes, 54, mulled one such decision over a tray of roasted chicken and potatoes at Amos House Tuesday afternoon. Should she pay 50 cents and take a RIPTA bus to her psychiatrist’s office, she wondered aloud, or save her quarters and walk two miles home to Silver Lake so she can afford a hot meal later?

She picked the dinner, she said, because gnawing hunger often overpowers her psychological pain. Cortes said she’s supposed to take the bus downtown three times a week to meet her doctor, but hasn’t been able to maintain the schedule.

“Sometimes I just stay home ... I don’t want to see nobody,” she said, looking down at her cooling tray.

Many people like Moore, who work in soup kitchens, food pantries, and recovery programs across the state said they’re worried about a “significant drop in attendance” during the month of February — when the new bus fares went into effect.

Moore said 200 fewer people attended afternoon programs — such as tutoring, financial counseling, recovery counselor and social gathering — in February compared with January. Ann Wiard, the director of Good Neighbors in East Providence, said her meal count fell by more than 1,000 during the same period. And, Adrienne Marchetti, who runs the Pawtucket Soup Kitchen, said she served 527 less meals in February than she did in January.

“We know it was not RIPTA’s intent to starve people,” she said, “but that is what is happening.”

While many people interviewed for this story shrugged off the change as “another setback,” Joe Dziobek, the executive director of Welcome House in Wakefield, said it’s like “adding more feet on the already high mountain,” the homeless and impoverished must climb to get back on their feet.

“Incrementally, things add up,” Dziobek added. “At some point — a person just says ‘I give up. I’ll never get ahead.’”

Cristino Espada, a 65-year-old man living in Providence's Olneyville neighborhood — said he has to budget at least \$40 a month for bus fare now. He attends daily sessions at The Journey — a program for people recovering from heroin and opioid addiction.

Taking the ride from his treatment to the Amos House for lunch, is a luxury he can no longer afford, he said. He walks, with a limp, three miles to eat, and then another two miles home. He's missed several appointments with his psychiatrist whom he sees to help his depression.

“This ain't making it any better,” he said — letting out a scratchy laugh.

Polichetti said RIPTA is “sensitive to the needs of the financially vulnerable population,” and hopes the portion of this group on Medicaid — about 87 percent by her estimates — will take advantage of the vouchers for approved non-emergency medical visits. Available for many more than 70 different types of doctor visits — including psychological treatment and substance abuse programs — people with Medicaid can contact LogistiCare, which will help coordinate travel.

Gov. Gina Raimondo said she is “committed to continuing to work with state agencies to balance RIPTA's fiscal constraints with riders' needs.”

But these sentiments offer little hope to people counting quarters, struggling to make it from Point A to Point B, said Mary Beth Blaetz, a 52-year-old woman who used to be homeless but now lives in Pawtucket.

“These people may as well be legislating for people in Zimbabwe,” she said. “They have no comprehension of the community that they are allegedly serving. Our lifestyle is so different from the mainstream. They have no idea the impact and agony they're inflicting.”

Her point came into focus outside Amos House Wednesday afternoon.

A young man, wearing layers of sweatshirts, approached everyone heading toward the meal line with a question: “Do you have 50 cents? How about a quarter?”

No one did.

SFGATE

Founder of Hayward transport for disabled embezzled \$4.6 million

By Michael Bodley, San Francisco Chronicle

Updated 12:47 pm, Saturday, March 25, 2017



Photo: James Steidl / James Steidl

Dublin resident Shiv Kumar, 60, pleaded guilty in an Oakland courtroom Friday to embezzling millions of dollars from his Hayward business that provides transportation to disabled people.

The president of an East Bay transportation company that provides rides for disabled people pleaded guilty Friday in an Oakland courtroom to filing fraudulent business tax returns to conceal more than \$4.6 million that he used as spending money, federal prosecutors said.

Dublin resident Shiv Kumar, 60, who founded A-Paratransit Inc. in 1996, according to the company's website, filed the fraudulent returns with the IRS for tax years 2009 and 2010, according to the U.S. District Attorney's Office for the Northern District of California.

The \$4.6 million in embezzled money caused a tax loss of more than \$1.5 million to the IRS.

Under the terms of his plea agreement, Kumar admitted to one count of making and subscribing a false income tax return.

His attorney declined to comment, and the company did not return a request for comment. Kumar was still listed as the company's president on its website Friday afternoon.

From its founding by Kumar more than two decades ago, A-Paratransit has grown to operate more than 200 vehicles and employ more than 250 workers, according to the company's website.

Its fleet of large, white vans and buses have features to accommodate riders in wheelchairs and those with other disabilities.

Kumar admitted to creating three bank accounts — at Bank of America, Bank of the West and U.S. Bank — that he did not disclose to his accountant, where he funneled millions in gross receipts from the business without reporting it.

Gross receipts for a business are total revenue without subtracting certain tax-deductible costs or expenses.

Each account was held in the name of the business, but Kumar exercised sole control of the accounts, he said in his plea agreement. He was also the sole shareholder of the company.

Kumar used the accounts to funnel the money into two investment accounts and spent it on his family, including purchasing real estate in Vallejo.

Under the terms of the plea agreement, Kumar received credit for previous back payments to the IRS, meaning he will have to pay about \$260,000 in back taxes.

He is scheduled to be sentenced on July 7 and faces up to three years in prison and a fine of \$250,000.

The Mercury News

The Newest Battleground Between Public Transit And Uber, Lyft Is An Unlikely One

By: Erin Baldassari

March 24, 2017



AC Transit FLEX driver Stephen Babaouye, right, waits for passengers at the Castro Valley BART station on Thursday, March 23, 2017, in Castro Valley, Calif. The FLEX program lets customers book rides on demand, schedule them in advance, or hop on board without a reservation at a BART station. (Aric Crabb/Bay Area News Group)

UNION CITY — The sleepy East Bay suburbs of Newark, Union City, Castro Valley and Fremont may seem like an unlikely locale for the latest battleground between public transit operators and ride-booking services, such as Uber and Lyft.

But it's here that AC Transit, which operates buses in Alameda and Contra Costa counties, is going bumper-to-bumper with the tech darlings, offering a competing service that blends on-demand rides with traditional bus routes. And, the agency says, it may just be working.

Ridership on AC Transit's FLEX service, a pilot program the agency launched in July, has grown steadily since its inception and increased 33 percent since the start of the year, when AC Transit launched a more robust marketing campaign. The service allows passengers to book rides in advance to catch at the nearest bus stop, but won't stop for riders waiting curbside. Instead, the FLEX buses, which are smaller than the traditional 40-footers and seat 12 passengers, take a more direct route based on who is on board. Riders can hop on the buses at BART stations without a reservation.

That speeds up travel times and allows the agency to run the shuttle-like buses every 30 minutes, rather than every 45 minutes or every hour, as the case had been prior to the launch of the pilot program.

"We're providing a hybrid," said John Urgo, a transportation planner for AC Transit. "It's not Uber or Lyft ... but it allows us to provide a more productive service."

Beginning Monday, AC Transit will temporarily replace its Line 275 in Newark and Union City with the FLEX service, suspending the traditional fixed route for an entire year while it evaluates the program. In Castro Valley and Fremont, AC Transit will continue to operate its regular routes in addition to the FLEX service.

FLEX passengers in Castro Valley welcomed the change. Several said they liked the predictability of the service, and the ability to schedule a bus for the time that works for their schedule, rather than have to rely on a fixed route, which may not get them to work on time. Fremont resident Greg Shilling used to walk roughly a mile from the Castro Valley BART station to his work each day. There is a bus that goes past his office, he said, but it only comes once every hour.

"So, it's hard to catch," he said. "This is a lot faster."

The sprawling nature of suburbs has long been the ire of bus operators, where cars tend to reign supreme and where buses have fewer passengers and run less often. AC Transit was looking for ways to improve service and attract riders in the more sparsely-populated southern Alameda County, while also recognizing that Uber and Lyft have changed what people have come to expect from the companies that drive them around.

And, they're not the only ones looking for ways to compete with the ride-booking behemoths. The Santa Clara Valley Transportation Authority (VTA) piloted a similar app-based pilot program, also called FLEX, in a 6-square-mile region in

north San Jose near its Tasman light-rail station, but low ridership ultimately prompted the agency to scrap the service. Unlike AC Transit's program, VTA's defunct FLEX service allowed riders to schedule pickup or drop-off locations anywhere in the service area.

In San Mateo County, SamTrans launched a flexible-route service roughly two-and-a-half years ago in Pacifica and San Carlos. It eventually ended the San Carlos service, which operated on a fixed route during peak commute times but allowed bus operators to deviate from the route during the day for pre-booked rides. The Pacifica service, the more popular of the two and one the agency kept, operates on a fixed route but can take half-mile detours.

In the Tri-Valley area, however, the Livermore Amador Valley Transit Authority (Wheels) has taken a different tack. Rather than compete with Uber and Lyft, it's partnering with them to offer riders discounts to the nearest bus stop. The pilot program, called Go Dublin, offers 50 percent discounts on shared rides through Uber Pool and Lyft Line for trips within Dublin city limits.

It's been up and running for only two months, said Wheels Executive Director Michael Tree. And while the official numbers haven't come in yet, Tree said demand appears to be exceeding expectations so far.

"Generally speaking, we are receiving lots of positive comments on the discount," he said, adding the agency expects 500 to 750 people each month to take advantage of the deal.

While it may seem counter-intuitive for a public agency to subsidize a private company, Tree said the dollars make sense. It costs Wheels \$100 per hour to operate a traditional bus service, but the agency only averages five passengers per hour in Dublin. That costs the transit agency \$15 to \$20 per ride. But with Go Dublin, the maximum any rider can receive is \$5.

"In the end, I think the Go Dublin demonstration project will see twice as many trips ... at one-third the cost," Tree said. "It's likely that many of those rides are to and from quality public transportation, such as (Wheels') rapid bus route and BART."

AC Transit doesn't think it will save too much money on its FLEX service, but Urgo said it hopes to offer better service and attract new riders in what is traditionally a very tough market. Tree said his agency would also be following

AC Transit's program closely, as it monitors its own customers' responses to its subsidized ride-booking program.

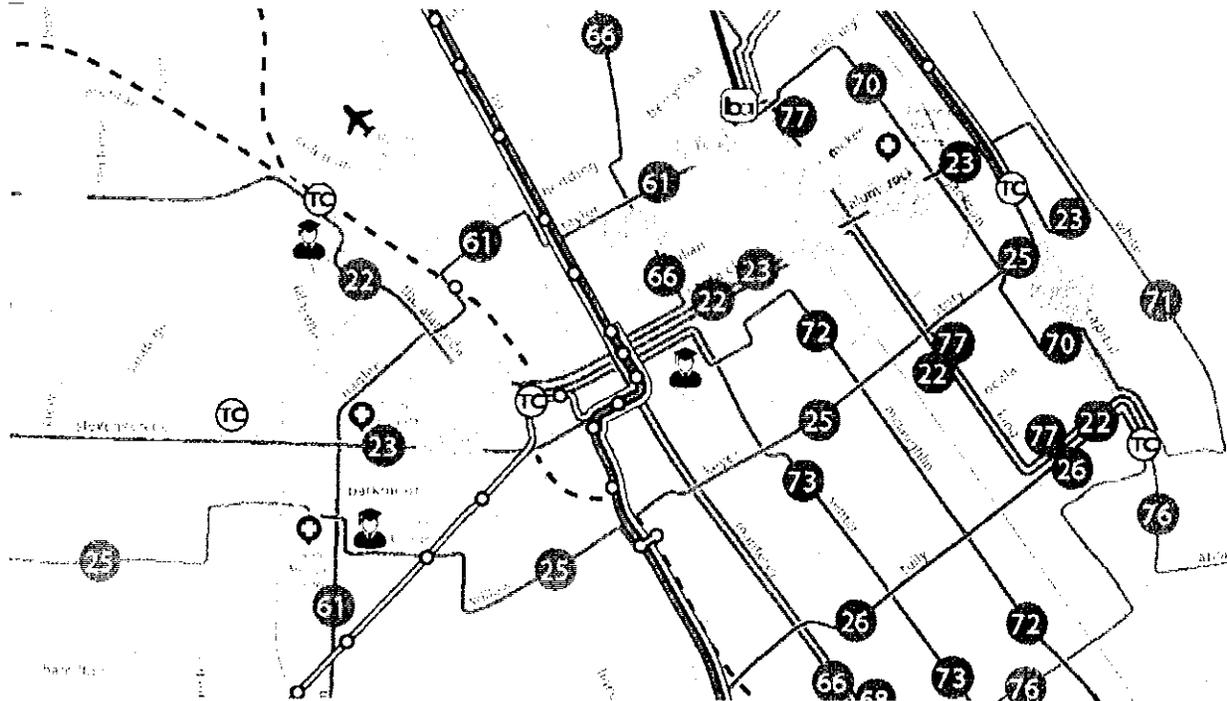
Either way, it's clear that these new programs are harbingers for the future, said Susan Shaheen, the co-director of Transportation Sustainability Research Center at UC Berkeley. The increasing availability, affordability and reliance on technology is changing the ways both public agencies deliver transportation services and the way consumers use these these services, she said. That's going to continue to pressure public transit agencies to change the way they do business.

"Technology is changing fast, and service options and consumer behavior are still quickly adapting," Shaheen said. "The future of public transit will likely include more flexible routing and more on-demand options as these technologies become more prevalent, widely deployed and lower cost."

VTA's Final Transit Service Plan to be Released in Early April

3/23/2017 12:31 PM | Linh Hoang

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After weeks of reviewing the thousands of public comments submitted in January and February in response to its draft service redesign plan, VTA is slated to release its Final Transit Service Plan in early April.

“The volume of comments exceeded our expectations and the level of detail provided valuable insight into individual travel patterns and needs,” says Senior Transportation Planner Adam Burger. “Based on that input, we’ve identified 34 changes that we’d like to make.”

The resulting plan will be reviewed by members of VTA’s advisory and standing committees in mid-April and VTA’s Board of Directors will make a decision on the Final Transit Service Plan at the May Board meeting.

VTA officially released its Draft Transit Service Plan in early January, which focused on increasing the allocation of services to ridership-purposed routes and decreasing services to

coverage-purposed routes. Implementation of the new plan will be coordinated when local BART service begins.

The Draft Transit Service Plan had proposed allocating 85 percent of VTA's service to areas that have high-ridership potential and 15 percent to areas with low-ridership potential—a change from VTA's current 70 percent to 30 percent balance.

While this shift would make transit service more useful and more viable for many travelers, it would mean decreases in transit access for some—particularly those who travel around the periphery of the county, where densities are lower and communities are more automobile-oriented.

Transit Service Development Supervisor, Kermit Cuff, cited Almaden Valley as an example where community input proved invaluable. “Current transit service in Almaden Valley has resulted in low ridership, but by talking with residents we were able to understand what they valued most between school service, access to shopping and community centers, and connections to other transit routes. That helped us redesign our proposal for Almaden Valley.”

By retaining some coverage-purposed services that were proposed for discontinuance in the Draft Plan, the ridership to coverage balance will shift a little. “I think we have landed in a place that balances community and Board direction to focus more on ridership while minimizing the loss of access. We will end up around an 83 percent ridership to 17 percent coverage balance,” says Burger.

“In the end, we were able to design a network that fits the needs of Santa Clara County travelers better than current service, says Transit Planning Manager Jim Unites. “We were able to expand access to frequent all-day transit service for 150,000 residents and 160,000 jobs, better integrate our network with regional services like Caltrain, BART and the Mineta San Jose Airport, while minimizing loss of access.”

Minimizing loss of access is key, according to Senior Project Planner Jay Tyree. “By retaining service in almost all corridors in the Final Plan, we've minimized the impact to paratransit riders, some of which would fall outside the paratransit service area based on the Draft Plan. In fact, the longer hours of service on many routes and more weekend service will expand the hours and days in which paratransit service operates. We're projecting over 20,000 additional annual paratransit trips as a result.”

VTA's Final Transit Service Plan will be available online at nextnetwork.vta.org, by early April.