



November 2021

ADMINISTRATION

Ridership: For the first four months in the current fiscal year, FY 2021-22, ridership is up 81.0% over last year. Ridership for July through October 2021 totaled 1,227,640 rides which is 66% of the ridership for the entire FY 2020-21. As the year progresses, a slow and steady increase in ridership is expected as we return to a “new normal”. Iowa State University student population is a large part of CyRide’s ridership, so increases or declines in enrollment or online classes can make an impact in passenger loads and demands. Prior to the pandemic we had been monitoring a decrease in ridership, mainly due to lower enrollment levels. As we start to rebuild our ridership base, we will monitor passenger demand and passenger comfort expectations, so we can continue to provide quality service to the Ames community.

FY 23 CyRide Budget: The Transit Board will soon be reviewing and approving the FY 23 budget and capital plan, which runs July 1, 2022 – June 30, 2023. While we are still dealing with the pandemic, which will have some lasting effects for several years to come, we are fortunate to be adding more battery electric buses, the infrastructure to support BEB buses, articulated buses, and 40’ buses. We are continuing to improve the HVAC in the shop, tire and paint booth areas. All of these improvements to the fleet and facilities continue to support the state of good repair required for FTA and support federal and city initiatives of reducing our carbon footprint.

The automatic passenger counters (APC) project is moving along quickly and almost all buses are now equipped with the new technology. The only buses left to be installed are the articulated buses, which will receive replacement APCs soon. Passengers and dispatch can already see how full buses are via the MyState app. In the future, we hope to use the APCs to allow boarding passengers through all doors of buses on #23 Orange. There are still many steps to accomplish before that is possible, so look forward to more information about this subject as the APC project continues moving forward.

National Discretionary FTA Grant Submissions: On November 19th, CyRide officially submitted two grant requests for bus replacement to the Federal Transit Administration in Washington, DC.

The first application was submitted by the Iowa Department of Transportation on CyRide’s behalf for the replacement of eight Orion V buses (9070, 9071, 9072, 9073, 9074, 9075, 9076 and 9077) within CyRide’s fleet for \$4,101,680 total (\$3,486,424 federal; \$461,442 local). These high-floor buses are 19 years of age and well past their useful life of 12 years.

The second application directly submitted by CyRide will replace of four Orion V buses (949, 950, 951, 952) and one Orion VII bus (502), if approved. Funding requested in this application will replace these five Orion's with three battery electric buses and two articulated buses for \$4,310,000 total (\$3,185,374 federal; \$450,000 STBG; \$674,626 local).

This process is an extremely competitive grant process. Of the 282 proposals submitted in 2020, only 96 were awarded funding and of those, only 25 small urban transit systems were awarded. The average award in 2020 was \$4.8 million with only 79 of the 96 projects receiving the full federal amount requested in their application. CyRide has an 18% chance of being funded by one of these two submissions. Awards will be released by April 1, 2022.

SAFETY

CyRide's New Quarterly Safety Summary: There's a brand-new piece of information that will soon be published and posted to the safety board (in the hallway behind the mailboxes) called the Quarterly Safety Summary. This document is meant to give all employees an idea of how we're doing from a safety perspective. It is meant to be updated quarterly with new data to keep everyone informed on current safety trends in a quick, big-picture format that is easy for all employees to understand.

This format is brand-new and anything about it can be changed. If you see the new Quarterly Safety Summary and have any suggestions on how it can be improved, please don't hesitate to give me your feedback, I would love to hear how it could better serve all of you!

Fire Extinguisher Training: We had a total of 33 drivers and 1 dispatcher come in during the November break week to take part in one of four optional fire extinguisher training sessions. These brief training sessions consisted of an overview of fire extinguishers, fire safety, the P.A.S.S. technique (Pull the pin, Aim at the base of the fire, Squeeze the handle, Sweep from side to side), and individual sessions with a practice extinguisher. We also covered the variety of buses we have in our fleet and where the fire extinguisher is located on each type of bus. Off the top of your head, do you know where the fire extinguisher is located on Orion V buses? What about Orion VIIs? Gillig low floors? Gillig Phantoms? Old artics (660-661)? New artics (6101-6104)?



Whether or not you took part in one of these hands-on training sessions, you should all be making sure that you include the fire extinguisher on your bus as an item to check whenever you do a pre-trip inspection at the garage or at your first end point after a relief. It only takes a couple seconds to make sure you know where it is located and ensure it is properly secured, properly charged, and free of any visible defects.

OPERATIONS

Winter Driving Tips: We've all heard the saying "there are two seasons in Iowa – road construction and winter." Most years it seems that way. Iowa's snow season typically runs from November through early March.

The following tips will help in reducing the chances of becoming involved in a weather-related accident.

- * Report for work rested and alert.
- * Do a thorough pre-trip inspection. Make sure you have de-icing fluid, an ice scraper, and window cleaner.
- * Slow down. The posted speed limit may **not** be a safe speed to travel at during inclement weather. Remember safety before schedule.
- * Give yourself more stopping distance, about 15-20 feet before where you would usually stop. Bridges and shady spots can be icy when other areas are not. Avoid sudden stops and quick direction changes.
- * Turn off the transmission retarder if the bus is equipped with one.

Snow and ice create hazards for our passengers as well. The following tips can help reduce the chances of our passengers having an accident.

- * Turn your four ways on early so the passenger knows you see them at the stop.
- * Approach the stop cautiously and allow extra clearance on the right side, if necessary.
- * Choose the boarding and de-boarding area carefully. If there is snow at the bus stop, select another area such as a sidewalk or driveway. If the sidewalk is icy or snow covered, give the passengers warning of the condition before they exit. If there is not a clear location keep a clearance of three to five feet from the snowbank so that passengers can use the street for boarding and de-boarding. Do not move the bus until all people are safely away from the bus. Check your mirrors carefully to make sure the area is clear.
- * If your bus steps are snow and/or ice covered, scrape or brush off the steps.
- * Monitor the interior temperature of the bus for the comfort of the passengers.

Interior Temperature of Your Bus: As the weather continues to stay cold, we should talk a little about the interior bus temperatures. All buses heat differently providing more heat to some areas than others. Drivers should frequently walk through the bus to monitor the temperature of the passenger seating area as well as referring to the interior thermometer. During winter, drivers should maintain their passenger compartment temperatures between 65-68 degrees F. This ensures that passengers in winter clothing do not become uncomfortable. If the heater does not raise the temperature to this comfort range, the dispatcher should be notified.

Tough Snow Warning, if it Comes: When curbing your bus, be on the lookout for the piles of accumulated snow that will exist at the edges of the street. The freeze-thaw cycle and road chemicals will turn this once fluffy material into something akin to concrete. Adequately survey the situation when stopping and ensure there is enough room between your bus and any snow. Hitting a frozen snowbank is a preventable accident. Striking this glacier-like substance can damage the bus, especially minibus step wells.

Parking Buses Outside in Cold Weather: As a reminder, when the outside temperature is 20 degrees F or colder, please keep the diesel buses idling when parking on the curb or in the employee lot. You should shut off the 4-ways and auxiliary heater (webasto) but keep the heater and the front windshield defrosters on to prevent window fogging. This procedure will prevent diesel fuel from gelling and clogging fuel lines and fuel filters.

Cold Weather Idling Beacons: With the return of cold weather, drivers will need to be familiar with the red and green beacon lights located on the roof above lane 13 (fuel lane). When the green beacon is illuminated, it means the temperature is below 20 degrees F and you should leave your bus idling when parking it outside. If the red beacon is on, the temperature is above 20 degrees F, and it is okay to shut the bus engine off. In summary, when the green beacon is illuminated, keep your bus idling. Unless you are Disney's Elsa, nobody likes a "frozen" bus.

Holiday Time Off: With the approaching holidays we will be working with many requests for time off. Please be sure to check carefully if your requests have been covered **before you leave**. Talk to dispatch if you have any questions about a shift being covered. Simply submitting a request does not mean it is automatically covered.

Sign-up sheets will be posted for the holiday break schedule. If you are interested in working extra hours, you can sign up on those sheets and you will be assigned some extra hours according to your seniority.

Also, be sure that you know your schedule for the Holidays. A memo will be posted explaining the Holiday schedule. If you have any questions about when you work talk to any dispatcher.

HIRING AND TRAINING

Winter Safety Reminder: Drivers, if you should run over an object that could or has caused harm or damage to your bus, please stop your bus immediately and inspect it for damage. Stopping your bus immediately will prevent further damage from occurring. As always, keep the dispatcher informed of your condition and status.

The Art of Moving Back: As ridership increases with colder weather, it is imperative to ask our passengers to move back on the bus so more people can board. Making a request to your passenger is an “**ART**”.

Attention Getter

Request Politely

Thank your passengers for their cooperation

Here are some sample announcements:

- *"May I have your attention; I have just a few more people to board if you would please move back in the aisle a few steps. Thank you."*
- *"Good morning, we have a lot of passengers traveling with us this morning if everyone would move back a step or two, we will have room for everyone. Thank you."*

Morning Orange route drivers should make this announcement **after** they leave the parking lot, so there is room for passengers boarding at Maple Hall.

Spring 2022 Run Pick: We will hold Spring Run Pick the weekend of December 4 - 5 (after students have had a chance to pick their spring classes.) This is for drivers who will have conflicts with their current work schedule due to spring semester classes. Runs from drivers that have conflicts as well as all runs that are currently open will be made available in the run pick. You will be able to choose new runs from these available runs. You can only drop runs that conflict with new spring classes. Drivers will choose their new runs based on seniority as of October 31, 2021. Look for run pick times to be posted near the Training Office door.

FLEET AND FACILITIES

Fleet Update: CyRide has approximately 33 out of a total of 82 large buses, 40% of the large bus fleet, past its useful life benchmark of 15 years for CyRide. The tables below provide details of what buses will be replaced under current contracts and when they might be delivered to CyRide to help reduce this percentage in half by the end of 2023! Specifically, 16 of those buses have approved funding and are currently proceeding through procurement processes with delivery in the next year.

Quantity	Bus Type to Be Purchased	Buses Replaced	Estimated Delivery
2	NOVA Articulated Buses	7130, 1141	11/2021; 6/2022
12	Gillig Low Floors	7117, 7123, 7124, 7125, 7132, 7133, 1140, 955, 956, 957, 958, Lilac Expansion	Four delivered 1/2022; Eight delivered Fall 2022
2	NOVA Battery Electric Buses	778, 779	6/2022

Two buses, as shown below, have been approved for funding but are awaiting an official contract from the Iowa DOT.

Quantity	Bus Type to Be Purchased	Buses Replaced	Estimated Delivery
2	Either Gillig Low Floors or possible Artic upgrade	953, 954	FY2023?

Finally, 13 buses were submitted to FTA Washington DC under two separate national discretionary grants as explained earlier under the Administration section. If either of these two applications are funded, CyRide could proceed with procurement as early as summer 2022.

Quantity	Bus Type Requested	Buses Replaced	Estimated Delivery
8	Gillig Low Floors	9070, 9071, 9072, 9073, 9074, 9075, 9076, 9077	FY2024?
3	Battery Electric Buses	949, 950, 951	FY2024?
2	Articulated Buses	952, 502	FY2024?

BREAKROOM

The breakroom committee will be having a soup and dessert day in December before we start winter break schedule. More information will be posted soon. Until then, be thinking about what soup or dessert you would like to bring or just come and enjoy some delicious food!