



Transit Board Meeting  
**AGENDA**

**AMES TRANSIT AGENCY  
BOARD OF TRUSTEES**

**ELECTRONIC MEETING**

**PHONE: US: 1-312-626-6799**

**ZOOM MEETING ID: 845 3708 6062**

**VIDEO PARTICIPATION: <https://us02web.zoom.us/j/84537086062>**

**CYRIDE CONFERENCE ROOM – May 21, 2021**

1. CALL TO ORDER: 2:00 P.M.

*Electronic Meeting Declaration Reading*

This meeting is being held electronically because of the COVID-19 pandemic, and the Governor of Iowa's Public Health Disaster Emergency Declaration which included limits on public gatherings; therefore, it is impractical to hold an in-person meeting. (§21.8(1)(c) and §21.3)

2. Approval of April 16, 2021 Minutes

3. Public Comments

4. Recognition of New Board Member

5. Transit Board Election of Officers

6. Free Rides for Vaccination Events

7. FY 2022 Fuel Contract Award

8. FY 2022 Custodial Services Contract Award

9. Transit Director's Report

10. Summer Meeting Dates / Times

- June 17, 2021, 3:00pm

11. Adjourn



**April 16, 2021**

**AMES TRANSIT AGENCY BOARD OF TRUSTEES**

The Ames Transit Agency Board of Trustees met on April 16, 2021, at 2:00 p.m. via video conference. President Schrader called the meeting to order at 2:01p.m. with Trustees Beatty-Hansen, Cain, Jeffrey, Ludwig, and Schainker present via video conference.

**ELECTRONIC MEETING DECLARATION:** This meeting is being held electronically because of the COVID-19 pandemic, and the Governor of Iowa’s Public Health Disaster Emergency Declaration which included limits on public gatherings; therefore, it is impractical to hold an in-person meeting. (§21.8(1)(c) and §21.3)

**APPROVAL OF MARCH 19, 2021 MINUTES:** Trustee Jeffrey made a motion to adopt the March 19, 2021 transit board minutes as presented and Trustee Beatty-Hansen seconded the motion. (Ayes: 6 Nays: None) Motion carried.

**PUBLIC COMMENTS:** None.

**RECOGNITION OF OUTGOING BOARD MEMBERS:** Assistant Director of Operations, Chris Crippen, thanked President Schrader for his service on the Transit Board. President Schrader has served 3 terms, with the most recent term as the Board President. He has been an integral part of communicating student needs and has guided the Transit Board through multiple special projects, including the system redesign and investments in accessibility technology.

**STATE GRANT AND PUBLIC TRANSIT INFRASTRUCTURE GRANT (PTIG) APPLICATIONS:** Assistant Director Crippen requested board approval of the annual grant application to the Iowa Department of Transportation (Iowa DOT). She explained that the grant applications support operating and capital needs for the FY 2022 budget year and must be submitted by May 1, 2021.

Assistant Director Crippen reviewed how the operating budget would be impacted by the State Transit Assistance (STA) and the Elderly and Disabled Section 5310 funding. She explained that \$800,000 in STA funds was budgeted for FY 2022, but \$869,019 would be received through formula funding based on new vehicle registrations. She said that two years of Section 5310 funding would be requested in this grant, so that eighty percent federal funding can applied to the annual service fees for the automatic vehicle annunciators/locators. By utilizing the federal Section 5310 funding for this non-traditional project, a savings in local match of \$85,676 for FY 2022 and \$76,000 for FY 2023 would be created.

Assistant Director Crippen summarized how the capital budget would be impacted by the Section 5310, Section 5339, and Public Infrastructure Grants (PTIG) funding opportunities. She explained that Section 5310 funds could be used for interior digital displays in articulated buses to provide a visual display of approaching stops that would pair with the automatic voice annunciators. The interior digital displays or infotainment systems were programmed into the FY 2022 Capital Improvements Plan (CIP) at one hundred percent local match, creating a savings of \$8,927 in local match. Assistant Director Crippen stated that Section 5310 funds would be used to replace a low-floor minibus that is leased to Heart of Iowa Regional Transit Authority (HIRTA) in FY 2022 instead of FY 2023 as indicated in the CIP. She added that additional Section 5310 funds would replace a second vehicle currently being leased to HIRTA with a Ford Transit conversion van in FY 2022 instead of FY 2024 as indicated in the CIP. Federal funding would cover eighty-five percent of the costs for both purchases, increasing local match for FY 2022 by \$14,400. Assistant Director Crippen explained that federal funding could be maximized by using the Section 5310 funds and moving the savings from operations to capital to cover the local match commitment.

Assistant Director Crippen said that Section 5339 funding is a competitive grant, and if received the funds would be used for bus replacements. She said that replacement of eight of the oldest and most utilized buses will be requested because there is a possibility that more vehicles will be funded than in previous years. Assistant Director Crippen explained that if any buses are selected for replacement, CyRide would be notified later in FY 2022. The rate of funding for bus replacement is either eighty percent through Iowa Clean Air Attainment Program (ICAAP) or eighty-five percent through Section 5339.

Assistant Director Crippen reviewed the area of the grant application that addresses Public Transit Infrastructure Grants (PTIG) funding. She stated that PTIG funding is a competitive process and CyRide would be notified of awards later in FY 2021. If selected, construction projects could begin in the summer of 2022. Assistant Director Crippen explained that \$750,000 is currently in the CIP for FY 2023 and would fund the third phase of the heating, ventilation, and cooling (HVAC) project to improve air quality in three areas of the garage. She explained that the HVAC project would include three separate PTIG funding requests for the tire area, shop bus vehicle exhaust, and the paint booth/body shop.

Trustee Cain asked how much was already in the budget to cover the local match of \$797,000 needed to for the \$5.9 million requested in the grant applications. Shari Atwood, Transit Planner, stated that that the STA did not have any local requirement and that the \$95,000 annual service fee for the automatic vehicle locator/annunciators are typically within the operating budget using one hundred percent local dollars. She explained that the annual service fee could be funded by Section 5310 dollars at eighty percent, creating a savings to the operating budget.

Trustee Cain asked for clarification of the capital purchases and if the local match portions were already in the budget. Transit Planner, Shari Atwood, explained that the digital displays were already included in the budget and that the funds for the van and the bus for HIRTA were programmed in future years, but to fully utilize the Section 5310 Funds, the savings from using the operating budget could be shifted to the capital budget to complete the purchases now. Ms. Atwood further explained that the HVAC projects were already in the budget for the current year and that if more buses were awarded than what is in the CIP, the project would be brought back to the board.

Trustee Cain asked if local funds were in the CIP for the Section 5339 Funding that would be used to pay for the eight buses listed. Assistant Director Crippen added that if the buses were not identified for replacement, they would not have any chance of being funded, so more buses than what would be expected to be replaced are being requested. She said that two or three buses will likely be identified. Transit Planner, Shari Atwood, said that there will be additional opportunities to modify the budget and identify local match in January when more information is known.

The Assistant Transit Director recommended approval of Alternative #1, to submit operating and capital applications to the Iowa DOT. These applications support transit services in the Ames community and lowers the overall local commitment to projects identified in operating and capital budgets with minor revisions to the City of Ames Capital Improvement Plan.

Trustee Jeffrey made a motion to approve the FY 2022 State Grant and PTIG applications as presented. Trustee Ludwig seconded the motion. (Ayes: 6 Nays: None) Motion carried.

**BUS & BUS FACILITIES DISCRETIONARY GRANT APPLICATION:** Assistant Director Crippen requested board approval to submit a Bus & Bus Facilities Grant. She explained that the Federal Transit Administration will release a Notice of Funding Opportunity (NOFO) with submission deadlines shortly thereafter. She said that since this is a competitive process, information is being presented to the board now, so that the application can be prepared within the time constraints.

Assistant Director Crippen said that the request will be for \$3.7 million to purchase two articulated and three battery electric buses that would replace buses that are 20 years old and past their useful life. She reviewed a chart that detailed the estimated costs and funding sources. The Ames Area Metropolitan Planning Organization (AAMPO) Surface Transportation Block Grant identified two 40-foot buses for upgrade to articulated buses in FY 2022 and FY 2023 that have local match programmed into the CIP. Assistant Director Crippen explained that a Section 5339 Grant for discretionary federal funding would be submitted to fund approximately \$3.1 million of the five buses.

Assistant Director Crippen said that local match of \$562,125 could be transferred from the Transit Operations closing balance from FY 2020, leaving \$816,558 in the uncommitted closing balance. Trustee Schainker asked what the new percentage would be for the closing balance. Assistant Director Crippen explained that the \$816,558 is the dollar amount above the required 10%.

The Assistant Transit Director recommended the approval of Alternative #1. Applying for this grant would allow CyRide to potentially replace up to five obsolete buses, using funding that requires a lower local investment compared to the standard Iowa DOT process. If awarded, these new buses would offer a significant improvement in CyRide's fleet in both reduced operating costs and improved sustainability.

Trustee Schainker made a motion to approve a submission of a FY 2021 Bus & Bus Facilities discretionary grant application for the purchase of new buses, committing up to \$562,125 in local match for the grant. Trustee Ludwig seconded the motion. (Ayes: 6 Nays: None) Motion carried.

**TRANSIT ADVERTISING CONTRACT EXTENSION:** Assistant Director Crippen requested approval of a contract extension for advertising services with Houck Advertising. She reviewed the terms of the original contract that was signed in 2017 with options of extension for two additional years. FY 2022 would represent the fifth year of the contract and the final option for extension. Assistant Director Crippen stated that Houck Advertising has agreed to extend the contract under the current terms; an amendment drafted by the Legal Department was included in the board packet.

The Assistant Transit Director recommended approval of Alternative #1. Modifying and extending the existing contract preserves terms that are generally beneficial to CyRide and avoids the need to rebid the contract during a period of significant instability in the advertising market.

Trustee Schainker made a motion to approve a one-year contract extension with a contract amendment to Houck Transit Advertising of St. Paul, Minnesota, to expire June 30, 2022. Trustee Jeffrey seconded the motion. (Ayes: 6 Nays: None) Motion carried.

**AMES INTERMODAL FACILITY CONTRACT AMENDMENTS:** Assistant Director Crippen explained that the Ames Intermodal Facility has two private tenants, Executive Express and Jefferson Lines, who provide public transportation in Ames. She explained that the current leases state that base rent is adjusted annually according to the Producer Price Index (PPI). Director Neal sought informal board direction about waiving the increase for the 2021-2022 lease period at the March board meeting; contract amendments were drafted that reflected no increase by the Legal Department.

The Assistant Transit Director recommended approval of Alternative #1. The ongoing impact of COVID-19 has heavily disrupted public transportation. These contract amendments will provide time for the Ames Intermodal Facility tenants to adjust their services for the post-pandemic future and help preserve important transportation links in the Ames community.

Trustee Ludwig made a motion to approve the contract amendments for Jefferson Lines and Executive Express for the FY 2022 lease year. Trustee Jeffrey seconded the motion. (Ayes: 6 Nays: None) Motion carried.

**COMMUNITY PROJECT APPROPRIATION REQUEST:** Assistant Director Crippen requested formal approval of the Community Project Appropriation Request. She said this is a new process that the House Committee on Transportation and Infrastructure announced, permitting Members of Congress to submit projects for potential inclusion in the next surface transportation reauthorization bill. Assistant Director Crippen said that staff identified a facility expansion as the project with the best chance of being funded, with the possibility of 100% funding. CyRide's on-call architectural and engineering firm has estimated a facility expansion to cost approximately \$3.5 million. Assistant Director Crippen stated that the application requests an 80% federal share of \$2.8 million with \$700,000 in local match to reach the estimated amount of \$3.5 million; local match is already programmed in the CIP. She said that if approved, a formal application would be submitted to Representative Feenstra.

Trustee Ludwig asked if the project would be funded at 100% or 80%. Transit Planner, Shari Atwood, explained that the request would include 20% local funding to show that CyRide has the funds to support the project, but it is possible that the request could end up receiving 100% federal funding.

The Assistant Transit Director recommended approval of Alternative #1. CyRide has a strong need for a facility expansion to add additional coverage for the bus fleet and to support future expansion of sustainable vehicles. This process provides a step forward for potentially funding this important project.

Trustee Jeffrey made a motion to approve Alternative #1, moving forward with a \$3.5 million request for Community Project Funding for a facility expansion. Trustee Ludwig seconded the motion. (Ayes: 6 Nays: None) Motion carried.

## **MONTHLY REPORT:**

**Federal Triennial Review Results:** The Federal Transit Administration (FTA) conducts an oversight review every three years to ensure that FTA funds are administered in accordance with transit law provisions. The review was originally scheduled for May 2020 but was delayed due to the pandemic. On average 7-8 deficiencies are found, but CyRide had none. An official, final report will be provided by June 2, 2021 and shared with the board.

**American Rescue Plan Act of 2021 (ARP):** ARP was signed into law on March 11, 2021. CyRide was allocated \$6.1 million of the \$30.5 billion allocated to public transit. ARP funds will primarily be used for payroll and COVID-19 related costs. More information will be shared with the board as it is available.

**Federal COVID-19 Reporting Mandate Update:** FTA has requested approval from the Office of Management and Budget to require mandatory reporting about COVID-19 and our employees. Administrative Analyst/Transit Scheduler, Rob Jennings, is working with Human Resources and has submitted the initial report.

**ISU Vaccination Transportation:** Iowa State University reached out to CyRide to provide transportation to vaccine clinics. Since the Food and Drug Administration is suspending use of the Johnson & Johnson vaccine, CyRide is unsure if the clinics will still occur at this time.

**Custodial Services Contract:** CyRide currently contracts with a third-party, Nationwide Office Care, for our custodial services. Due to the pandemic, a rebid of this contract did not occur last year. A request for proposal (RFP) is being prepared; proposed contracts will be presented to the board for consideration when a vendor is identified.

**Fuel Contract:** Current fuel contract with Renewable Energy Group (REG) will be expiring on June 30, 2021. Contract proposals will be presented to the board following the completion of the RFP.

**Spring Meeting Dates/Times:**

- May 21, 2021 at 2:00pm

**Adjourn:** Trustee Ludwig made a motion to approve adjourning at 2:47pm. Trustee Jeffrey seconded the motion. (Ayes: 6 Nays: None) Motion carried.



**May 21, 2021**  
**Transit Board Election of Officers**  
**CyRide Resource: Barbara Neal**

**BACKGROUND:**

Annually, the Transit Board of Trustees elects new officers as required by the Ames Municipal Code, Chapter 26A, for the positions of President and Vice-President. These elections are typically held in either May or June of each year. Jacob Schrader, whose term has ended on the board, is the current President and Liz Jeffery is the current Vice President.

Nominations may be taken from the floor for the election of these officers for the 2021-2022 year.



**May 21, 2021**

**Free Rides for Vaccination Events**

**CyRide Resource: Christine Crippen, Barbara Neal**

**BACKGROUND:** Public transit agencies across the state and nation are being encouraged to provide free rides to COVID-19 vaccination sites. The free rides to vaccination sites support vaccine access for some of the most vulnerable communities. More than 500 transit agencies across 47 states are providing free rides using federal emergency funding provided to the transit industry in the form of CARES Act, CRRSA, and ARP Act supplemental funding enacted in response to COVID-19. For CyRide, these free rides may also encourage riders to return to public transportation with confidence.

The Ames Public Library is partnering with Mary Greeley Medical Center to host four Johnson and Johnson vaccination events at the Public Library on May 15, May 18, May 22, and June 3. CyRide is requesting Transit Board approval to allow free rides on the day of each event. CyRide has estimated that the cost of offering free rides on these four days for fixed routes and Dial-A-Ride services would be approximately \$600 in total, based on current ridership levels. CyRide had sought and received informal guidance from the Transit Board on this subject and began advertising fare-free rides on May 12. Since this policy will result in a revenue change, action is required to ratify the Transit Board's informal response.

**ALTERNATIVES:**

1. Approve allowing passengers to ride fare-free on both fixed routes and Dial-A-Ride services for the Ames Public Library's vaccination events on May 15, May 18, May 22, and June 3, 2021.
2. Maintain standard fare procedures on May 15, May 18, May 22, and June 3, 2021.

**RECOMMENDATION:**

The Transit Director recommends approval of Alternative #1. Allowing passengers to board for free these days supports the vaccination sites, encourages vaccinations, attracts non-traditional riders, and builds goodwill for the transit system at a minimal financial cost to the organization.

May 21, 2021  
 FY 2022 Fuel Contract Award  
 CyRide Resource: James Rendall

**BACKGROUND:**

Since 2014, CyRide has been buying fuel on a market rate plus markup or deduction basis using twelve-month contracts. Bidding fuel contracts for a twelve-month period reduces administrative costs while still allowing CyRide to take advantage of competitive bidding. On May 5, 2021, CyRide, with the assistance of the Purchasing Division, released Request for Proposals (RFP) number 2021-146 for the purchase of diesel fuel from July 1, 2021 through June 30, 2022. Bids were due May 12, 2021 and two suppliers submitted bids. The bids received are detailed in the below table and are attached to the board packet.

Bid No. 2021-146 (7/1/21 – 6/30/22)	#1 Dyed ULSD Diesel	#2 Dyed ULSD Diesel	Biodiesel	Magellan's Cold Flow Improver
Renewable Energy Group	-\$0.0375	\$0.0200	-\$1.5000	\$0.0100
Colonial Oil Industries, Inc.	\$0.0117	\$0.0357	\$0.0900	\$0.0200

CyRide has budgeted for 390,000 gallons of fuel at \$2.75 per gallon with a period for a total not-to-exceed contract amount of \$1,072,500. Reviewing actual fuel usage from July 1, 2019 to June 30, 2020, the following pro-forma fuel budget was constructed to review the received bids.

Pro-Forma Fuel Budget	#1 ULSD	#2 ULSD	Biodiesel	Magellan	Fuel Totals
Gallons	20,000	289,731	11,882	84,078	321,613
Costs	\$2.32	\$2.16	\$5.95	-	\$884,436

The estimated cost of the fuel contract based on the pro-forma fuel budget is shown below. Using this analysis, Renewable Energy Group of Ames, Iowa was the lowest overall bidder.

Estimated Contract Cost	#1 ULSD	#2 ULSD	Biodiesel	Magellan	Fuel Totals
Renewable Energy Group	\$45,714	\$620,024	\$52,875	\$841	\$719,454
Colonial Oil Industries	\$46,698	\$636,162	\$71,767	\$1,682	\$756,309

**ALTERNATIVES:**

1. Approve award of contract to Renewable Energy Group of Ames, Iowa, for fuel purchases from July 1, 2021 until June 30, 2022 at a not-to-exceed amount of \$1,072,500.
2. Reject all bids and direct staff to modify the fuel bid to reflect Transit Board priorities.

**RECOMMENDATION:**

The Transit Director recommends approval of Alternative #1, approving the contract award to Renewable Energy Group. This bid reflects the lowest price for CyRide to purchase fuel at a deduction from market rate for FY 2021.

<b>CITY OF AMES, IOWA</b>				
Mike.adair@cityofames.org				
<b>Bid No. 2021-146</b>				
Ames Transit Agency 2021/22 Fuel Purchases	Supply of #1 Dyed ULSD Diesel	Supply of #2 Dyed ULSD Diesel	Biodiesel Pricing	Magellan's Cold Flow Improver
7/1/21 through 6/30/22				
<b>BIDDERS</b>				
REG Marketing & Logistics LLC	-\$0.0375	\$0.0200	-\$1.5000	\$0.0100
Colonial Oil Industries, Inc.	\$0.0117	\$0.0357	\$0.0900	\$0.0200

**May 21, 2021**  
**FY 2022 Custodial Services Contract Award**  
**CyRide Resource: James Rendall**

**BACKGROUND:**

CyRide has contracted with a third party to provide custodial services for the CyRide administrative facility since its construction in 2008. The custodial services contract was last awarded in 2015 to Nationwide Office Care of Clive, Iowa. CyRide originally planned to rebid the custodial services contract before the five-year contract expired on June 30, 2020. To avoid rebidding the contract during the height of the pandemic, the contract was extended on a temporary basis until a more stable bidding environment was present.

On April 19, 2021, in cooperation with the Purchasing Division, CyRide issued a Request for Proposals (RFP) number 2021-128 soliciting bids for custodial services. Three organizations submitted responses to this RFP. The calculated scores for each bidder are shown in the following table.

<b>Criteria</b>	<b>Weight</b>	<b>Nationwide Office Care</b>	<b>Stratus Building Solutions</b>	<b>Reliable Maintenance Co.</b>
Management / Work Approach	25%	2.00	1.58	1.58
Past Performance / Service Quality	25%	1.83	1.67	0.67
References	20%	1.53	1.67	1.13
Cost	20%	1.80	1.22	2.00
Qualifications	10%	0.80	0.62	0.67
<b>Total Score</b>		<b>7.96</b>	<b>6.76</b>	<b>6.05</b>

Staff evaluated these proposals and determined that Nationwide Office Care of Clive, Iowa was the best value for CyRide.

If approved by the Transit Board, this contract would begin on July 1, 2021 and extend through June 30, 2022 at an initial cost of \$2,330.50 per month and have the potential of four (4) additional annual renewal options subject to successful performance.

**ALTERNATIVES:**

1. Approve award of contract to Nationwide Office Care of Clive, Iowa, for the initial contract period beginning July 1, 2021 through June 30, 2022 with the possibility of four (4) additional 12-month contract periods.
2. Direct staff to proceed according to Transit Board priorities.

**RECOMMENDATION:**

The Transit Director recommends approval of Alternative #1. Utilizing a third-party custodial contractor has proven to be a cost-effective way to keep CyRide’s administrative facility in good condition. Awarding the contract to Nationwide Office Care will provide a needed service with the best value to CyRide.



**May 21, 2021**  
**Monthly Report**  
**CyRide Resource: Barbara Neal**

### **1. Conflict of Interest**

The City of Ames is requesting members of City Boards, Commissions, Council Members, and the Mayor submit a conflict of interest disclosure form annually or any time changes occur. The paperwork may be completed either electronically or by completing the form attached to the board packet. The City is requesting forms be completed by May 31, 2021. Board members may give the forms to CyRide for processing, or you may complete the form online via a link that will be sent to you through email.

### **2. Emergency Preparedness**

With severe weather season here, CyRide has been reviewing and updating emergency plans. The maintenance department met in April to discuss flood equipment and supplies. Also, the operations department has been updating CyRide's Flood Emergency Response Plan to ensure continuity of operations in the event of a flood. Contingency plans for other emergencies will also be revisited as time allows.

### **3. Federal Mask Mandate**

On February 1, 2021, a federal mask mandate went into effect in line with executive orders and the Transportation Security Administration (TSA) issued Security Directive. The mandate states passengers must wear face coverings when using public transportation or entering a public transit building, to help mitigate the spread of COVID-19. Refusing to wear a mask is a violation of federal law and passengers may be subject to penalties. The initial face mask requirement had been set to expire on May 11, 2021.

The TSA recently extended the face mask requirement for all transportation networks, including public transportation, through September 13, 2021. CyRide will continue to monitor evolving guidance in this area and update our policies accordingly.

### **4. Management Class Project**

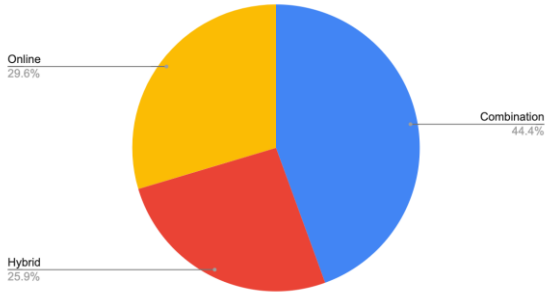
In April, a management class at Iowa State investigating the effects of COVID-19 on a business chose CyRide for a study. For the most part, the study found students were satisfied with our disinfection process and were not concerned about riding. There were two areas where they thought we could improve, which were messaging that was more directed at students and more service to the fraternity and sorority areas. It will be important to begin a marketing campaign for the fall so CyRide can encourage students to once again ride the bus. Graphs from the responses the class received in their survey are attached to the board packet.

## **5. Quarterly Report**

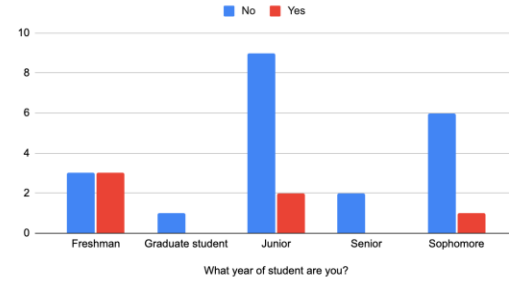
Each quarter, a detailed report regarding the overall performance of CyRide is generated. This includes fixed route, Dial-A-Ride, and Moonlight Express. This report is used to track performance over time and determine trends. Staff has taken some key performance measures and presented them graphically. The quarterly operations report and a summary of some key performance measures for the third quarter of the fiscal year, January 2021 – March 2021, are attached to the board packet.

# Management Class Project for CyRide

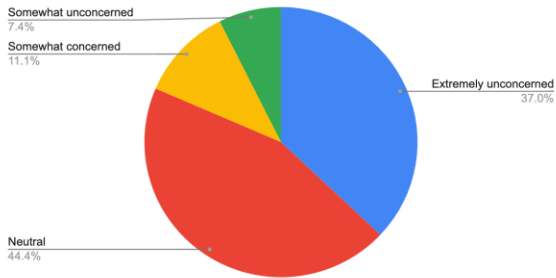
What type of classes are you taking?



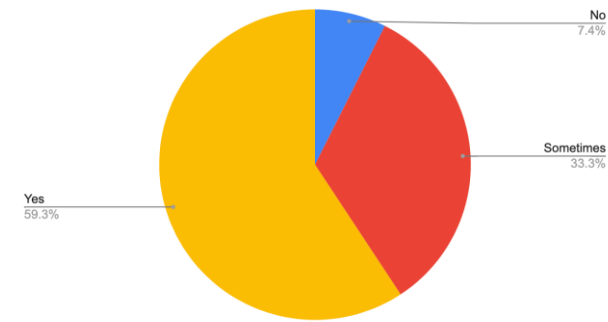
Do you take the CyRide to class?



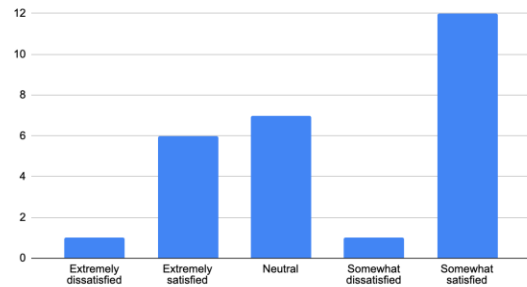
Are you concerned about Covid safety protocols while using the bus?



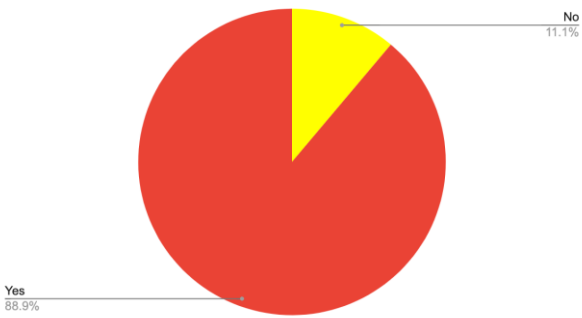
Do you feel the routes are convenient and worth your time?



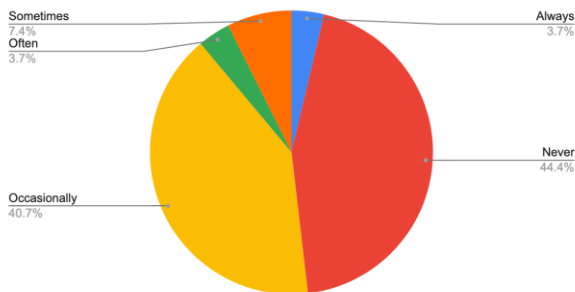
Are you currently satisfied with the CyRide bus system?



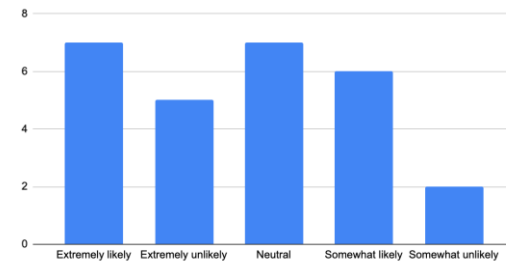
Do you feel the CyRide is sanitized well enough?



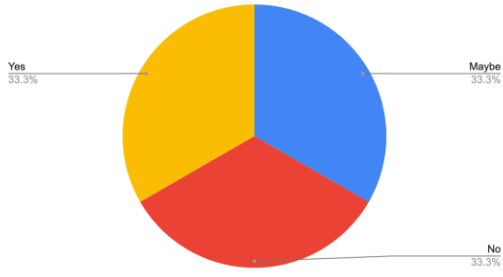
How often do you take the CyRide to get to other locations in Ames?



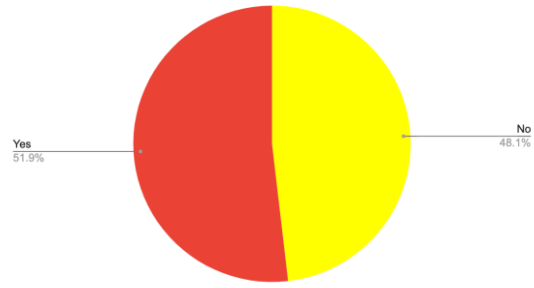
How likely are you to take the CyRide? vs. How likely are you to take the CyRide?



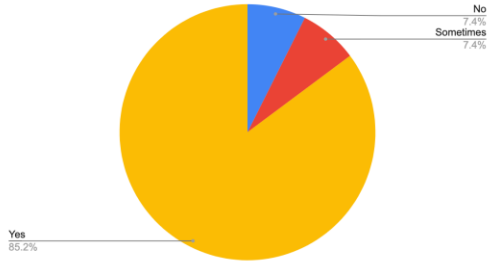
Do you plan on using the CyRide to get to class next year?



Do you live on campus?



Do you use the MyState app?





# CYRIDE QUARTERLY OPERATIONS REPORT

January 1st, 2021 to March 31st, 2021 (3rd Quarter)

	FY 2021 3rd Qtr	FY 2020 3rd Qtr	% CHANGE	FY 2021 YTD	FY 2020 YTD	% CHANGE
<b>MAINTENANCE</b>						
Interior Clean	112	185	-39.5%	311	391	-20.5%
Shop Road Calls	9	10	-10.0%	29	31	-6.5%
Miles per Shop Road Call	43,047	39,979	7.7%	37,863	37,973	-0.3%
NTD Minor Mech.	101	55	83.6%	250	185	35.1%
NTD Major Mech.	12	7	71.4%	32	25	28.0%
Total NTD Mechanical Prob.	113	62	82.3%	282	210	34.3%
Miles per Major Mech.	32,285	57,112	-43.5%	34,313	47,087	-27.1%
<b>Gasoline Vehicles</b>						
Gas Miles Driven	22,171	35,450	-37.5%	64,190	101,742	-36.9%
Total Gallons Gas	2,674	4,421	-39.5%	7,867	12,578	-37.5%
Total Gas Cost	5,443	8,800	-38.1%	\$14,490	\$25,412	-43.0%
Avg. Gas Cost/Gallon	\$2.04	\$1.99	2.3%	\$1.84	\$2.02	-8.8%
Gas Cost per Mile	\$0.25	\$0.25	-1.1%	\$0.23	\$0.25	-9.6%
Average Gas MPG	8.3	8.0	3.4%	8.2	8.1	0.9%
<b>Diesel Vehicles</b>						
Diesel Miles Driven	365,250	364,337	0.3%	1,033,838	1,075,432	-3.9%
Total Gallons Diesel	77,029	91,008	-15.4%	224,113	272,978	-17.9%
Total Diesel Cost	151,401	147,687	2.5%	\$353,691	\$509,282	-30.6%
Avg. Diesel Cost/Gallon	\$1.97	\$1.62	21.1%	\$1.58	\$1.87	-15.4%
Diesel Cost per Mile	\$0.41	\$0.41	2.3%	\$0.34	\$0.47	-27.8%
Average Diesel MPG	4.7	4.0	18.4%	4.6	3.9	17.1%
<b>All Vehicles</b>						
Total Miles Driven	387,421	399,787	-3.1%	1,098,028	1,177,174	-6.7%
Total Gallons Fuel	79,703	95,429	-16.5%	231,980	285,556	-18.8%
Total Fuel Cost	\$156,844	\$156,487	0.2%	\$368,180	\$534,694	-31.1%
Avg. Cost/Gallon	\$1.97	\$1.64	20.0%	\$1.59	\$1.87	-15.2%
Total Cost per Mile	\$0.40	\$0.39	3.4%	\$0.34	\$0.45	-26.2%
Avg. MPG all Vehicles	4.9	4.2	16.0%	4.7	4.1	14.8%
Small Bus/Sup. Mileage	16,660	28,930	-42.4%	46,244	79,820	-42.1%
Large Bus Mileage	370,761	370,857	0.0%	1,051,784	1,097,354	-4.2%
% Rev. Mi./Total Miles	88.6%	89.0%	-0.4%	89.3%	88.2%	1.2%
Percentage Small Bus	4.3%	7.2%	-40.6%	4.2%	6.8%	-37.9%
Maintenance Expense	\$531,588	\$558,556	-4.8%	\$1,514,775	\$1,663,206	-8.9%

# CYRIDE QUARTERLY OPERATIONS REPORT

January 1st, 2021 to March 31st, 2021 (3rd Quarter)

	FY 2021 3rd Qtr	FY 2020 3rd Qtr	% CHANGE	FY 2021 YTD	FY 2020 YTD	% CHANGE
<b>OPERATIONS</b>						
Total Passengers	638,805	1,593,288	-59.9%	1,512,356	4,503,852	-66.4%
Average Drivers per Month	122.6	125.3	-2.2%	123.1	124.1	-0.8%
Driving Hours	40,106	44,882	-10.6%	113,704	128,230	-11.3%
Drivers Late	13	16	-18.8%	32	44	-27.3%
Drivers No Show	0	2	-100.0%	9	7	28.6%
Late/No Show per Driver	0.11	0.14	-26.2%	0.33	0.41	-19.0%
Total Comments	21	36	-41.7%	69	138	-50.0%
Driver Fault	12	10	20.0%	29	39	-25.6%
Undetermined	0	0	#DIV/0!	0	6	-100.0%
No Fault	4	2	100.0%	11	19	-42.1%
System Complaints	2	16	-87.5%	22	46	-52.2%
Service Requests	1	1	0.0%	2	12	-83.3%
Compliments	2	7	-71.4%	5	16	-68.8%
Passengers/Comment	<u>30,419</u>	<u>44,258</u>	<u>-31.3%</u>	<u>21,918</u>	<u>32,637</u>	<u>-32.8%</u>
Pass./Complaint (D & U)	53,234	159,329	-66.6%	52,150	100,086	-47.9%
Driving Hours/Comment	1,910	1,247	53.2%	1,648	929	77.3%
Driving Hrs/Comment (D&U)	3,342	4,488	-25.5%	3,921	2,850	37.6%
Accident Reports	15	15	0.0%	36	46	-21.7%
Preventable Accidents	11	9	22.2%	29	28	3.6%
Percent Preventable	73.3%	60.0%	22.2%	80.6%	60.9%	32.3%
Miles/Prev. Accident	35,220	44,421	-20.7%	37,863	42,042	-9.9%
Hours/Prev. Accident	3,646	4,987	-26.9%	3,921	4,580	-14.4%
Unreported Accidents	0	0	#DIV/0!	0	2	-100.0%
Damage to Buses/Equip.						
Caused by CyRide	\$2,686	\$7,263	-63.0%	13,237.25	17,386.85	-23.9%
Caused by Others	\$833	\$7,248	-88.5%	3,753.28	13,114.99	-71.4%
Caused by Unreported	\$0	\$0	#DIV/0!	\$0	\$378	-100.0%
Claims by Others (#)	1	2	-50.0%	2	6	-66.7%
Claims by Others (\$)	\$0	\$10,800	-100.0%	\$0	\$19,800	-100.0%
Personal Injury Claims	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Operations Expense	\$1,726,369	\$1,887,293	-8.5%	\$4,669,537	\$4,928,438	-5.3%

<b>SYSTEM TOTAL</b>						
Passengers	638,805	1,593,288	-59.9%	1,512,356	4,503,852	-66.4%
Revenue Miles	343,433	355,980	-3.5%	980,595	1,038,456	-5.6%
Revenue Hours	33,664	34,544	-2.5%	95,452	100,533	-5.1%
Revenue Miles per Hour	10.2	10.3	-1.0%	10.3	10.3	-0.5%
Pass./Rev. Mile	1.9	4.5	-58.4%	1.5	4.3	-64.4%
Pass./Rev. Hour	19.0	46.1	-58.9%	15.8	44.8	-64.6%
Operations Expense	\$1,726,369	\$1,887,293	-8.5%	\$4,669,537	\$4,928,438	-5.3%
Maintenance Expense	<u>\$531,588</u>	<u>\$558,556</u>	<u>-4.8%</u>	<u>\$1,514,775</u>	<u>\$1,663,206</u>	<u>-8.9%</u>
Total Expenses	<u>\$2,257,957</u>	<u>\$2,445,849</u>	<u>-7.7%</u>	<u>\$6,184,312</u>	<u>\$6,591,644</u>	<u>-6.2%</u>
Farebox Revenue	\$27,768	\$54,932	-49.5%	\$73,991	\$182,756	-59.5%
Rev./Exp. Ratio	1.2%	2.2%	-45.2%	1.2%	2.8%	-56.8%
Oper. Exp./Passenger	\$3.53	\$1.54	130.3%	\$4.09	\$1.46	179.4%
Oper. Exp./Rev. Mile	\$6.57	\$6.87	-4.3%	\$6.31	\$6.35	-0.6%
Oper. Exp./Rev. Hour	\$67.07	\$70.80	-5.3%	\$64.79	\$65.57	-1.2%

# CYRIDE QUARTERLY OPERATIONS REPORT

January 1st, 2021 to March 31st, 2021 (3rd Quarter)

	FY 2021 3rd Qtr	FY 2020 3rd Qtr	% CHANGE	FY 2021 YTD	FY 2020 YTD	% CHANGE
<b>FIXED ROUTE</b>						
Fixed Route Passengers	634,577	1,578,582	-59.8%	1,501,792	4,462,278	-66.3%
Shuttle Passengers	0	1,433	-100.0%	0	4,749	-100.0%
Total Passengers	<u>634,577</u>	<u>1,580,015</u>	<u>-59.8%</u>	<u>1,501,792</u>	<u>4,467,027</u>	<u>-66.4%</u>
Transfers	4,760	6,857	-30.6%	12,517	24,158	-48.2%
Revenue Miles	331,347	340,675	-2.7%	945,274	993,093	-4.8%
Revenue Hours	32,617	33,283	-2.0%	92,356	96,732	-4.5%
Revenue Miles per Hour	10.2	10.2	-0.8%	10.2	10.3	-0.3%
Pass./Rev. Mile	1.9	4.6	-58.7%	1.6	4.5	-64.7%
Pass./Rev. Hour	19.5	47.5	-59.0%	16.3	46.2	-64.8%
Operations Expense	\$1,685,140	\$1,831,621	-8.0%	\$4,550,353	\$4,762,045	-4.4%
Maintenance Expense	<u>\$525,097</u>	<u>\$549,421</u>	<u>-4.4%</u>	<u>\$1,497,666</u>	<u>\$1,637,491</u>	<u>-8.5%</u>
Total Expenses	<u>\$2,210,237</u>	<u>\$2,381,042</u>	<u>-7.2%</u>	<u>\$6,048,019</u>	<u>\$6,399,536</u>	<u>-5.5%</u>
Farebox Revenue	\$26,557	\$50,958	-47.9%	\$70,639	\$170,966	-58.7%
Rev./Exp. Ratio	1.2%	2.1%	-43.9%	1.2%	2.7%	-56.3%
Exp./Passenger	\$3.48	\$1.51	131.1%	\$4.03	\$1.43	181.1%
Exp./Rev. Mile	\$6.67	\$6.99	-4.6%	\$6.40	\$6.44	-0.7%
Exp./Rev. Hour	\$67.76	\$71.54	-5.3%	\$65.49	\$66.16	-1.0%

<b>DIAL-A-RIDE</b>						
Passengers	1,454	2,201	-33.9%	4,244	6,689	-36.6%
Revenue Miles	8,216	9,677	-15.1%	25,119	29,519	-14.9%
Revenue Hours	763	865	-11.8%	2,301	2,675	-14.0%
Revenue Miles per Hour	10.8	11.2	-3.7%	10.9	11.0	-1.1%
Pass./Rev. Mile	0.18	0.23	-22.2%	0.17	0.23	-25.4%
Pass./Rev. Hour	1.9	2.5	-25.1%	1.8	2.5	-26.2%
Operations Expense	\$29,887	\$40,947	-27.0%	\$88,279	\$128,243	-31.2%
Maintenance Expense	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Total Expenses	<u>\$29,887</u>	<u>\$40,947</u>	<u>-27.0%</u>	<u>\$88,279</u>	<u>\$128,243</u>	<u>-31.2%</u>
Farebox Revenue	\$1,211	\$3,974	-69.5%	\$3,352	\$11,790	-71.6%
Rev./Exp. Ratio	4.1%	9.7%	-58.3%	3.8%	9.2%	-58.7%
Exp./Passenger	\$20.56	\$18.60	10.5%	\$20.80	\$19.17	8.5%
Exp./Rev. Mile	\$3.64	\$4.23	-14.0%	\$3.51	\$4.34	-19.1%
Exp./Rev. Hour	\$39.17	\$47.34	-17.3%	\$38.37	\$47.94	-20.0%

<b>MOONLIGHT EXPRESS</b>						
Passengers	2,774	11,072	-74.9%	6,320	30,136	-79.0%
Revenue Miles	3,870	5,628	-31.2%	10,202	15,844	-35.6%
Revenue Hours	284	396	-28.3%	795	1,126	-29.4%
Revenue Miles per Hour	13.6	14.2	-4.1%	12.8	14.1	-8.8%
Pass./Rev. Mile	0.7	2.0	-63.6%	0.6	1.9	-67.4%
Pass./Rev. Hour	9.8	28.0	-65.1%	8.0	26.8	-70.3%
Operations Expense	\$11,342	\$14,725	-23.0%	\$30,905	\$38,150	-19.0%
Maintenance Expense	<u>\$6,491</u>	<u>\$9,135</u>	<u>-28.9%</u>	<u>\$17,109</u>	<u>\$25,715</u>	<u>-33.5%</u>
Total Expenses	<u>\$17,833</u>	<u>\$23,860</u>	<u>-25.3%</u>	<u>\$48,014</u>	<u>\$63,865</u>	<u>-24.8%</u>
Exp./Passenger	\$6.43	\$2.15	198.3%	\$7.60	\$2.12	258.5%
Exp./Rev. Mile	\$4.61	\$4.24	8.7%	\$4.71	\$4.03	16.8%
Exp./Rev. Hour	\$62.79	\$60.24	4.2%	\$60.41	\$56.71	6.5%

# CYRIDE QUARTERLY OPERATIONS REPORT

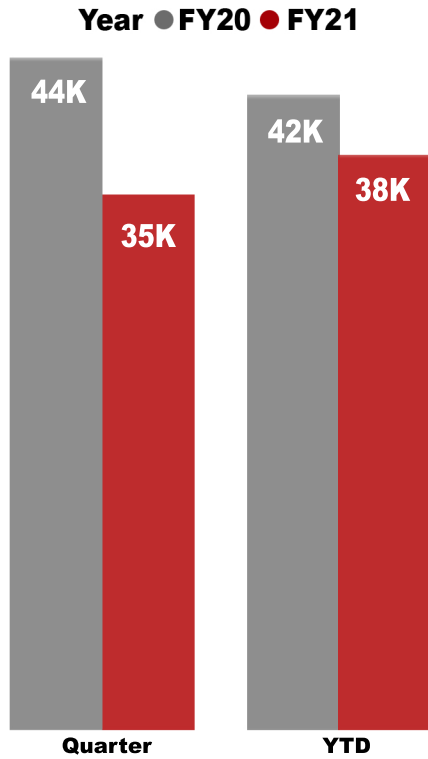
January 1st, 2021 to March 31st, 2021 (3rd Quarter)

	FY 2021 3rd Qtr	FY 2020 3rd Qtr	% CHANGE	FY 2021 YTD	FY 2020 YTD	% CHANGE
<b>OPERATIONS REVENUE</b>						
Farebox	\$27,768	\$54,932	-49.5%	\$73,991	\$182,756	-59.5%
Transit Contracts	\$261,023	\$263,355	-0.9%	\$261,023	\$263,355	-0.9%
I.S.U.	\$893,621	\$874,804	2.2%	\$893,621	\$874,804	2.2%
Student Body Government	\$2,253,641	\$2,641,761	-14.7%	\$4,670,643	\$2,641,761	76.8%
City of Ames	\$94,278	\$102,535	-8.1%	\$1,193,639	\$1,171,527	1.9%
IDOT - STA	\$219,250	\$213,294	2.8%	\$642,378	\$665,484	-3.5%
Section 5307	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Other Grants	\$1,589,969	\$66,305	2298.0%	\$2,826,117	\$106,040	2565.1%
Other	\$112,993	\$185,333	-39.0%	\$211,505	\$337,873	-37.4%
Total Operating Revenue	<u>\$5,452,543</u>	<u>\$4,402,319</u>	<u>23.9%</u>	<u>\$10,772,917</u>	<u>\$6,243,600</u>	<u>72.5%</u>
<b>TOTAL EXPENSES</b>						
Administration	\$364,052	\$426,899	-14.7%	\$740,050	\$876,391	-15.6%
Safety & Training	\$93,278	\$102,361	-8.9%	\$294,587	\$310,888	-5.2%
Promotion	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Bldg. & Grounds	\$172,045	\$166,260	3.5%	\$281,903	\$311,616	-9.5%
Fixed Route	\$2,210,237	\$2,381,042	-7.2%	\$6,048,019	\$6,399,536	-5.5%
Dial-A-Ride	\$29,887	\$40,947	-27.0%	\$88,279	\$128,243	-31.2%
Moonlight Express	\$17,833	\$23,860	-25.3%	\$48,014	\$63,865	-24.8%
Operating Total	<u>\$2,887,332</u>	<u>\$3,141,369</u>	<u>-8.1%</u>	<u>\$7,500,852</u>	<u>\$8,090,539</u>	<u>-7.3%</u>
Farebox Revenue	\$27,768	\$54,932	-49.5%	\$73,991	\$182,756	-59.5%
Farebox Rev./Exp. Ratio	1.0%	1.7%	-45.0%	1.0%	2.3%	-56.3%
Admin. Expense/Pass.	\$0.99	\$0.44	125.7%	\$0.87	\$0.33	161.6%
Admin. Exp./Rev. Mile	\$1.83	\$1.95	-6.2%	\$1.34	\$1.44	-7.0%
Admin. Exp./Rev. Hour	\$18.70	\$20.13	-7.1%	\$13.79	\$14.91	-7.5%
Total Expense/Passenger	\$4.52	\$1.97	129.2%	\$4.96	\$1.80	176.1%
Total Expense/Rev. Mile	\$8.41	\$8.82	-4.7%	\$7.65	\$7.79	-1.8%
Total Expense/Rev. Hour	\$85.77	\$90.94	-5.7%	\$78.58	\$80.48	-2.4%

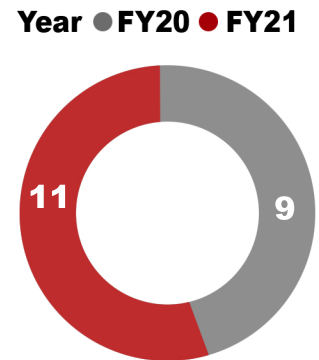
# CyRide Quarterly Operations Report

January 1, 2021 to March 31, 2021 (3rd Quarter)  
System Overview - Safety/Fleet

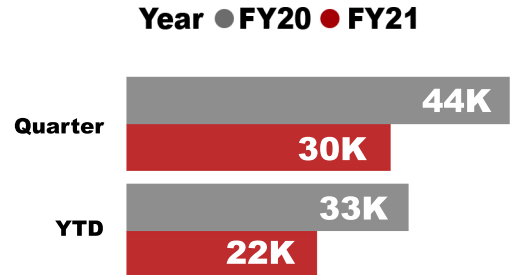
## Miles between Preventable Accidents



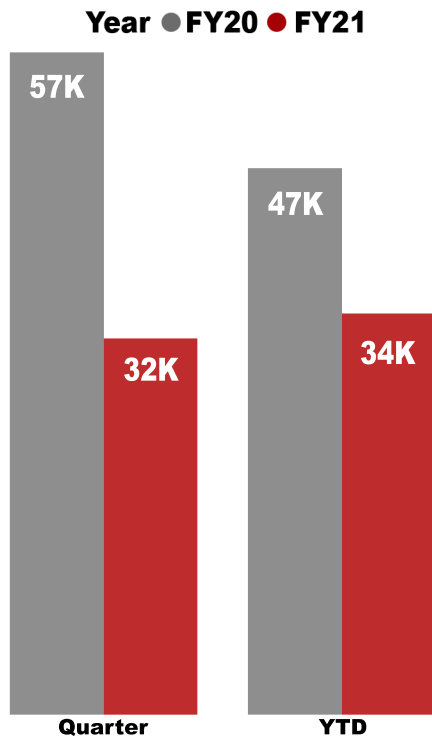
## Preventable Accidents per Quarter



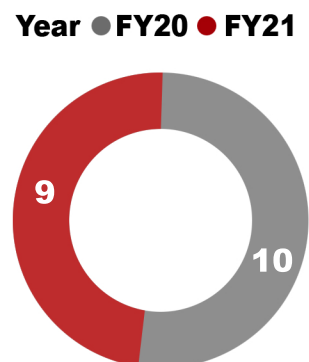
## Passengers per Comment



## Miles between Major Mechanical Issues



## Road Calls per Quarter



# CyRide Quarterly Operations Report

January 1, 2021 to March 31, 2021 (3rd Quarter)  
System Overview - Efficiency

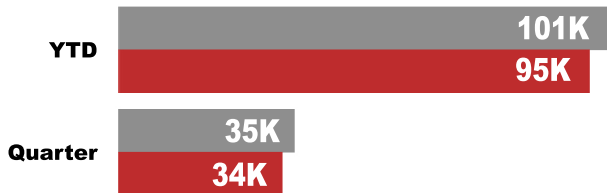
## Total Ridership

Year ● FY20 ● FY21



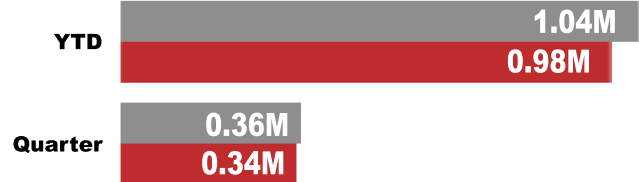
## Revenue Hours

Year ● FY20 ● FY21



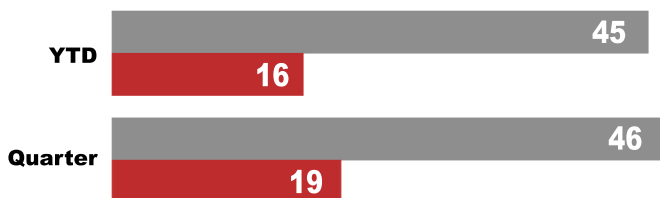
## Revenue Miles

Year ● FY20 ● FY21



## Passengers per Revenue Hour

Year ● FY20 ● FY21



## Passengers per Revenue Mile

Year ● FY20 ● FY21

