



Transit Board Meeting
AGENDA

**AMES TRANSIT AGENCY
BOARD OF TRUSTEES**

CYRIDE CONFERENCE ROOM – November 10, 2021

1. CALL TO ORDER: 4:30 p.m.
2. Approval of October 13, 2021, Minutes
3. Public Comments
4. Drug & Alcohol Policy Update and Adoption
5. 2022/23 Rate Setting Resolutions
6. Articulated Bus Purchase
7. Battery Electric Bus Charger Award of Contract
8. Monthly Report
9. Fall Meeting Dates / Times
 - December 8, 2021, 4:30 p.m.
10. Adjourn

October 13, 2021

AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on Oct. 13, 2021, at 4:30 p.m. in the CyRide Conference room. Vice President Ludwig called the meeting to order at 4:34 p.m. with Trustees Beatty-Hansen, Cain, Ríos Martínez and Schainker present.

APPROVAL OF SEPTEMBER 15, 2021 MINUTES: Trustee Beatty-Hansen made a motion to adopt the September 15, 2021 Transit Board minutes as presented, and Trustee Cain seconded the motion. (Ayes: 5 Nays: None) Motion carried.

PUBLIC COMMENTS: None.

LANE WORKER HIRING WAGE INCENTIVE: Director Neal requested approval of a part-time lane worker hiring incentive for FY 2022. She explained the position has been difficult to fill due to the very late or very early hours that are required. Currently, lane workers are paid the same hourly wage as part-time drivers but do not receive benefits. Director Neal said there has been increased applicant flow for the part-time driver position since the implementation of the hiring incentive, and similar results are expected if a hiring wage incentive is approved for the lane worker position. The total cost for the lane worker hiring wage incentive is not expected to be greater than \$3,000 and would be in effect temporarily through the end of the current union contract, which ends in June 2022.

The Transit Director recommended approval of Alternative #1. Offering a temporary lane worker hiring incentive would help improve CyRide's ability to attract new applicants for these difficult-to-hire positions at a low cost to the organization.

Trustee Beatty-Hansen made a motion to approve Alternative #1, to offer a temporary part-time lane worker hiring wage incentive of \$750 for FY 2022 and direct staff to work with the Human Resources Director to implement the incentive. Trustee Ríos Martínez seconded the motion. (Ayes: 5 Nays: None) Motion carried.

FY 2023 SERVICE PLANNING – DISCUSSION: Director Neal reviewed informal service requests made by customers to gauge the board's interest in staff preparing formal options for consideration for upcoming budget discussions. She confirmed that no major service changes were being recommended by staff.

The board briefly discussed the #6 Brown and #11 Cherry route customer suggestions, as well as service during Iowa State University (ISU) breaks for the #7 Purple, #9 Plum, and #11 Cherry routes. Director Neal explained how these routes operate during ISU breaks, and how the #11 Cherry route could be less costly by transitioning the #7 Purple route to the #11 Cherry route instead. This service modification would have a net cost between \$4,800 and \$13,700, depending on the hours of service desired on the #11 Cherry route.

Director Neal reviewed the current budget assumptions for FY 2023. Current proposals include a 2% baseline increase for Iowa State University Administration and for the City of Ames and a 0% increase for the Iowa State Student Government. She explained that this would be an increase of approximately \$40,754 for the City of Ames and \$17,872 for Iowa State University Administration. Trustee Schainker said that a 0% increase for the Student Government would help replenish the funds in the Student Trust Fund, as well as the budget amendment to not request approximately \$611,000 from the Student Government for FY 2021.

Director Neal confirmed that no formal proposals were requested by the board, and staff would move forward preparing the budget without any additions or modifications to current service.

ANNUAL TRANSIT ASSET MANAGEMENT (TAM) PLAN – PERFORMANCE MEASURES AND TARGETS UPDATE: Director Neal requested approval of the Transit Asset Management (TAM) Plan performance targets for FY 2022. She explained there is an annual requirement to submit performance measures that show how transit assets will be operated, maintained, and improved. Director Neal added that beyond fulfilling the requirements, a fleet in a State of Good Repair (SGR) promotes safe, efficient, and dependable transportation for the community.

Director Neal discussed the Federal Transit Administration's (FTA) classifications of revenue and non-revenue vehicles using a useful life benchmark (ULB). She said that the ULB provides an estimate of how many years a vehicle can be in service and still maintain an SGR. Transit agencies are allowed to set their own ULB's but must justify large differences in reports to the National Transit Database. CyRide uses a ULB of 15 years, one year more than the FTA uses for large buses due to difficulty funding large bus purchases. She explained that minibuses (cutaways) have a lower agency ULB to match the Iowa Department of Transportation's ULB, so we can remain competitive with other agencies for replacement schedules.

Director Neal listed the three performance measure categories that CyRide uses to determine the SGR, including rolling stock, equipment, and facilities. She explained that rolling stock includes all revenue vehicles, such as minibuses/cutaways, 40-foot and 60-foot buses and minivans, equipment includes non-revenue support services and maintenance vehicles, and facilities include the CyRide facility and the Intermodal Facility, which have conditions calculated every four years. A chart was utilized, which showed the results for the CyRide performance measures for 2020 and 2021. She said that the fleet exceeding the ULB for large 40-foot and 60-foot buses, shop truck and minivan categories were met in 2021, but the ULB for minibuses (cutaways) was not met due to significant delays in the delivery of the six new minibuses caused by the pandemic and supply chain disruptions.

Director Neal requested board approval of FY 2022 performance targets, which changes the fleet exceeding the ULB from 40% to 30% for large buses and from 89% to 22% for minibuses (cutaways); all other categories would remain the same at 0%. Director Neal pointed out that eight 40-foot buses are expected to be received in FY 2022. Vice President Ludwig asked if all bus purchases mentioned were already approved by the board. Director Neal confirmed that they were, and that an additional two minibuses were programmed in FY 2023.

The Transit Director recommended approval of Alternative #1, to approve FY 2022 TAM plan performance targets for each FTA required asset class/category. Approval of this alternative will allow CyRide to meet its federal obligations and help guide future capital need assessments.

Trustee Cain made a motion to approve Alternative #1, to approve CyRide's recommendation to establish the FY 2022 Transit Asset Management (TAM) plan performance targets to submit to the Federal Transit Administration (FTA). Trustee Ríos Martínez seconded the motion. (Ayes: 5 Nays: None) Motion carried.

STATEWIDE BUS & BUS FACILITIES GRANT APPLICATION: Director Neal requested approval to include CyRide buses in the consolidated statewide grant application for bus replacement. She explained that this funding opportunity through the Iowa Department of Transportation (IDOT) is in addition to the notice of funding by the FTA. To be included in the grant application, the IDOT will need to be notified of the number of buses CyRide is requesting for replacement. Currently, CyRide has eight 40-foot buses eligible for funding.

Director Neal reviewed the funding available through the federal program, which funds at 85% of the cost, versus 80% that is available through the traditional Public Transit Management System (PTMS) program for bus replacement. She said that the difference in funding levels would equate to approximately \$25,000 for each bus, for a total of \$205,208 in savings for eight 40-foot buses, which are 19 years old and beyond their useful life. Director Neal confirmed that if the grant was approved, the \$615,640 for local match would use the capital bus replacement fund that currently contains \$2.5 million.

The Transit Director recommended approval of Alternative #1, to approve the inclusion of eight 40-foot heavy-duty buses and submit a Letter of Support and Commitment in the state's grant application. This funding leverages federal dollars to replace buses that are 19 years old and assists in managing CyRide's fleet age.

Trustee Beatty Hansen made a motion to approve Alternative #1, to include eight 40-foot heavy-duty large buses in the State of Iowa's Statewide Bus & Bus Facilities Grant Application, with a local match of \$615,640, and submission of a Letter of Support and Commitment to the Iowa DOT for these vehicles. Trustee Ríos Martínez seconded the motion. (Ayes:5 Nays: None) Motion carried.

MONTHLY REPORT:

FY 2021 Bus and Bus Facilities Notice of Funding Opportunity: At the April board meeting, the Transit Board approved submission of a grant application through the bus and bus facilities grant program to purchase two articulated and three battery-electric buses. Applications for this grant are due November 19, 2021. If awarded, 85% of the cost of the buses would be funded by federal funds. Trustee Schainker inquired how the local match requirement would be funded. Director Neal said that the local match would be funded with a portion of the operations fund closing balance above the 10% requirement that the board allocated when the grant submission was approved.

Public Transit Infrastructure Grants (PTIG) Funding: CyRide was recently notified that the PTIG Grant request for Phase 3 Heating, Cooling, and Ventilation (HVAC) project was approved. The project will improve air quality in the maintenance area tire shop, paint booth, and body shop. The project total will be \$414,435 with 80% or \$331,548 in federal funding.

Automatic Passenger Counter / LED Sign Project Status: In 2019, CyRide began installing intelligent transportation systems to enable usage of the automatic vehicle location (AVL) systems through the MyState app and our website to provide automatic voice announcements (AVA). This was done to comply with the Americans with Disabilities Act. In June, the board approved a plan to have 78 buses equipped with automated passenger counters (APCs). So far 64 units have been installed, with the remainder being installed in November over ISU's break. Additionally, 68 LED Signs have been installed to complement the AVA systems and help orient passengers on the bus.

EASE Outreach: East Ames Service Extension (EASE) provides on-demand, weekday service between Duff Avenue and Interstate 35 from 7:00 a.m. to 6:00 p.m. Ridership has dramatically declined since the pandemic started. Staff is contacting businesses in this service area to educate them about the service to increase ridership. Trustee Schainker mentioned that the City of Ames City Council just approved industrial annexation to 580th Avenue; plans for the route may want to consider this information.

Demand-Response Software: CyRide has two services, EASE and Moonlight Express, that require passengers to call to schedule a ride. Staff is exploring demand-response software like Lyft or Uber that could allow passengers to schedule service via an app on their phone. Costs from a project of this nature could fit into the FY 2023 capital budget.

Adjourn: Trustee Cain made a motion to approve adjourning at 5:11 p.m. Trustee Beatty-Hansen seconded the motion. (Ayes: 5 Nays: None) Motion carried.

Liz Jeffrey, President

Julie Brousard, Secretary

November 10, 2021
Drug & Alcohol Policy Update and Adoption
CyRide Resource: Christine Crippen

BACKGROUND:

The Transit Board of Trustees last approved revisions to the Federal Transit Administration (FTA) required Drug and Alcohol Policy on March 4, 2020. At the time the policy was modified to reflect that the Assistant Transit Director - Operations position had been filled. The policy was also updated to include gender neutral terminology per a request from the City Manager's office.

Since the last update, CyRide filled the position of Transit Chief Safety Officer. This staff member performs safety sensitive functions as listed in the Drug and Alcohol Policy and should be included in Attachment A: Covered Positions, which is reflected in the updated policy attached to the Transit Board packet. The current Transit Chief Safety Officer transitioned into the new role from a covered position, so this policy change will not functionally change CyRide's testing procedures. However, the policy needs to be modified to reflect position responsibilities to be in compliance with FTA regulations (49 CFR Part 655, as amended and 49 CFR Part 40, as amended, see attached policy section 8).

ALTERNATIVES:

1. Approve the revisions to CyRide's Drug and Alcohol Testing Policy to reflect the addition of Transit Chief Safety Officer under covered positions.
2. Do not approve the revisions to CyRide's Drug and Alcohol Testing Policy.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1 to adopt the Drug and Alcohol Testing Policy changes as presented. This will help keep CyRide in compliance with federal regulations and maintain the organization's eligibility to receive federal funding.

City of Ames, D/B/A, Ames Transit Agency (CyRide)

Drug and Alcohol Policy

Effective as of November 10, 2021

Adopted by: Ames Transit Agency (CyRide) Board of Trustees

Date Adopted: 11/10/2021

Last Revised: 11/10/2021

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I. Purpose of Policy

This policy complies with 49 CFR Part 655, as amended and 49 CFR Part 40, as amended. Copies of Parts 655 and 40 are available in the drug and alcohol program manager’s office and can be found on the internet at the Federal Transit Administration (FTA) Drug and Alcohol Program website <http://transit-safety.fta.dot.gov/DrugAndAlcohol/>.

All covered employees are required to submit to drug and alcohol tests as a condition of employment in accordance with 49 CFR Part 655.

Portions of this policy are not FTA-mandated, but reflect City of Ames, D/B/A, Ames Transit Agency (CyRide)’s policy. These additional provisions are identified by **bold text**.

In addition, DOT has published 49 CFR Part 32, implementing the Drug-Free Workplace Act of 1988, which requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA.

All City of Ames, D/B/A, Ames Transit Agency (CyRide) employees are subject to the provisions of the Drug-Free Workplace Act of 1988.

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the covered workplace. An employee who is convicted of any criminal drug statute for a violation occurring in the workplace shall notify (CyRide) Designated Employee Representative (DER) no later than five days after such conviction.

2. Covered Employees

This policy applies to every person, including an applicant or transferee, who performs or will perform a “safety-sensitive function” as defined in Part 655, section 655.4.

You are a covered employee if you perform any of the following:

- Operating a revenue service vehicle, in or out of revenue service
- Operating a non-revenue vehicle requiring a commercial driver’s license
- Controlling movement or dispatch of a revenue service vehicle
- Maintaining (including repairs, overhaul and rebuilding) of a revenue service vehicle or equipment used in revenue service
- Carrying a firearm for security purposes

See Attachment A for a list of covered positions by job title.

3. Prohibited Behavior

Use of illegal drugs is prohibited at all times. All covered employees are prohibited from reporting for duty or remaining on duty any time there is a quantifiable presence of a prohibited drug in the body at or above the minimum thresholds defined in Part 40. Prohibited drugs include:

- marijuana
- cocaine
- phencyclidine (PCP)
- opioids
- amphetamines

All covered employees are prohibited from performing or continuing to perform safety-sensitive functions while having an alcohol concentration of 0.04 or greater.

All covered employees are prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. If the on-call employee claims the ability to perform their safety-sensitive function, they must take an alcohol test with a result of less than 0.02 prior to performance.

All covered employees are prohibited from consuming alcohol within four (4) hours prior to the performance of safety-sensitive job functions.

All covered employees are prohibited from consuming alcohol for eight (8) hours following involvement in an accident or until they submit to the post-accident drug and alcohol test, whichever occurs first.

4. Consequences for Violations

Following a positive drug or alcohol (BAC at or above 0.04) test result or test refusal, the employee will be immediately removed from safety-sensitive duty and referred to a Substance Abuse Professional.

Following a BAC of 0.02 or greater, but less than 0.04, the employee will be immediately removed from safety-sensitive duties for at least eight hours unless a retest results in the employee's alcohol concentration being less than 0.02.

Zero Tolerance

Per City of Ames, D/B/A, Ames Transit Agency (CyRide) policy, any employee who tests positive for drugs or alcohol (BAC above 0.00) or refuses to test **will be removed from duty and terminated from employment.** Any employee who tests positive for drugs or alcohol (BAC at or above 0.04) will be referred to a Substance Abuse Professional (SAP).

5. Circumstances for Testing

Pre-Employment Testing

A negative pre-employment drug test result is required before an employee can first perform safety-sensitive functions. If a pre-employment test is cancelled, the individual will be required to undergo another test and successfully pass with a verified negative result before performing safety-sensitive functions.

If a covered employee has not performed a safety-sensitive function for 90 or more consecutive calendar days, and has not been in the random testing pool during that time, the employee must take and pass a pre-employment test before they can return to a safety-sensitive function.

A covered employee or applicant who has previously failed or refused a DOT pre-employment drug and/or alcohol test must provide proof of having successfully completed a referral, evaluation, and treatment plan meeting DOT requirements.

Reasonable Suspicion Testing

All covered employees shall be subject to a drug and/or alcohol test when City of Ames, D/B/A, Ames Transit Agency (CyRide) has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. A reasonable suspicion referral for testing will be made by a trained supervisor or other trained company official on the basis of specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the covered employee.

Covered employees may be subject to reasonable suspicion drug testing any time while on duty. Covered employees may be subject to reasonable suspicion alcohol testing while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions.

Post-Accident Testing

Covered employees shall be subject to post-accident drug and alcohol testing under the following circumstances:

Fatal Accidents

As soon as practicable following an accident involving the loss of a human life, drug and alcohol tests will be conducted on each surviving covered employee operating the public transportation vehicle at the time of the accident. In addition, any other covered employee whose performance could have contributed to the accident, as determined by City of Ames, D/B/A, Ames Transit Agency (CyRide) using the best information available at the time of the decision, will be tested.

Non-fatal Accidents

As soon as practicable following an accident not involving the loss of a human life, drug and alcohol tests will be conducted on each covered employee operating the public transportation vehicle at the time of the accident if at least one of the following conditions is met:

- (1) The accident results in injuries requiring immediate medical treatment away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident
- (2) One or more vehicles incurs disabling damage and must be towed away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident
- (3) The vehicle is a rail car, trolley car or bus, or vessel, and is removed from operation, unless the covered employee can be completely discounted as a contributing factor to the accident

In addition, any other covered employee whose performance could have contributed to the accident, as determined by City of Ames, D/B/A, Ames Transit Agency (CyRide) using the best information available at the time of the decision, will be tested.

A covered employee subject to post-accident testing must remain readily available, or it is considered a refusal to test. Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident or to prohibit a covered employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

Random Testing

Random drug and alcohol tests are unannounced and unpredictable, and the dates for administering random tests are spread reasonably throughout the calendar year. Random testing will be conducted at all times of the day when safety-sensitive functions are performed.

Testing rates will meet or exceed the minimum annual percentage rate set each year by the FTA administrator. The current year testing rates can be viewed online at www.transportation.gov/odapc/random-testing-rates.

The selection of employees for random drug and alcohol testing will be made by a scientifically valid method, such as a random number table or a computer-based random number generator. Under the selection process used, each covered employee will have an equal chance of being tested each time selections are made.

A covered employee may only be randomly tested for alcohol misuse while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions. A covered employee may be randomly tested for prohibited drug use anytime while on duty.

Each covered employee who is notified of selection for random drug or random alcohol testing must immediately proceed to the designated testing site.

Random Testing – End of Shift

Random testing may occur anytime an employee is on duty so long as the employee is notified prior to the end of the shift. Employees who provide advance, verifiable notice of scheduled medical or child care commitments will be random drug tested no later than three hours before the end of their shift and random alcohol tested no later than 30 minutes before the end of their shift. Verifiable documentation of a previously scheduled medical or child care commitment, for the period immediately following an employee's shift, must be provided before the shift begins.

6. Testing Procedures

All FTA drug and alcohol testing will be conducted in accordance with 49 CFR Part 40, as amended.

Dilute Urine Specimen

If there is a negative dilute test result, City of Ames, D/B/A, Ames Transit Agency (CyRide) will accept the test result and there will be no retest, unless the creatinine concentration of a negative dilute specimen was greater than or equal to 2 mg/dL, but less than or equal to 5 mg/dL.

Dilute negative results with a creatinine level greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL require an immediate recollection under direct observation (see 49 CFR Part 40, section 40.67).

Split Specimen Test

In the event of a verified positive test result, or a verified adulterated or substituted result, the employee can request that the split specimen be tested at a second laboratory. City of Ames, D/B/A, Ames Transit Agency (CyRide) guarantees that the split specimen test will be conducted in a timely fashion. The employee will be required to pay for the test. City of Ames, D/B/A, Ames Transit Agency (CyRide) will ensure the cost for the split specimen is covered in order for a timely analysis of the sample; however, the cost of any split sample test that reconfirms the original test, will be reimbursed by the employee.

7. Test Refusals

As a covered employee, you have refused to test if you:

- (1) Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by City of Ames, D/B/A, Ames Transit Agency (CyRide).

- (2) Fail to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
- (3) Fail to attempt to provide a breath or urine specimen. An employee who does not provide a urine or breath specimen because they have left the testing site before the testing process commenced for a pre-employment test has not refused to test.
- (4) In the case of a directly-observed or monitored urine drug collection, fail to permit monitoring or observation of your provision of a specimen.
- (5) Fail to provide a sufficient quantity of urine or breath without a valid medical explanation.
- (6) Fail or decline to take a second test as directed by the collector or City of Ames, D/B/A, Ames Transit Agency (CyRide) for drug testing.
- (7) Fail to undergo a medical evaluation as required by the MRO or City of Ames, D/B/A, Ames Transit Agency (CyRide)'s Designated Employer Representative (DER).
- (8) Fail to cooperate with any part of the testing process.
- (9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed test.
- (10) Possess or wear a prosthetic or other device used to tamper with the collection process.
- (11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
- (12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
- (13) Fail to remain readily available following an accident.

As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

As a covered employee, if you refuse to take a drug and/or alcohol test, you incur the same consequences as testing positive and will be immediately removed from performing safety-sensitive functions, and referred to a SAP.

8. Contact Person

For questions about City of Ames, D/B/A, Ames Transit Agency (CyRide)'s anti-drug and alcohol misuse program, contact Christine Crippen, Assistant Transit Director of Operations, 601 N. University Blvd., Ames, IA 50010.

Attachment A: Covered Positions

City of Ames, D/B/A, Ames Transit Agency (CyRide) positions covered by the above include: Transit Driver, Assistant Director/Fleet & Facilities, Assistant Director/Operations, Transit Chief Safety Officer, Maintenance Coordinator, Operations Manager, Transit Trainer, Transit Dispatcher, Lead Mechanic, Mechanic, Mechanic Assistant, Lead Lane worker, Lane worker.

Definitions:

Alcohol - the intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols, including methyl or isopropyl alcohol, contained in any beverage, liquid mixture or preparation, mouthwash, candy, food, or medication.

Breath Alcohol Technician (BAT) – a person who instructs and assists employees in the alcohol testing process and operates an evidential breath-testing (EBT) device.

Canceled Test - a drug or alcohol test that has a problem identified that cannot be or has not been corrected or been declared invalid by a Medical Review Officer. A canceled test is neither a positive nor a negative test.

Covered Employee - an employee who performs a safety-sensitive function (see definition under Safety Sensitive Function) including an applicant or transferee whom will be hired to perform a safety-sensitive function (See Attachment A for a list of covered employees).

Designated Employer Representative (DER) - an employee authorized by the employer to receive information about certain kinds and tests results and take required actions, such as causing an employee to be removed from the performance of safety- sensitive functions.

Evidential Breath Testing Device (EBT) - a device approved by the National Highway Traffic Safety Administration (NHTSA) for the evidential testing of breath. Approved devices are listed on the ODAPC website. Conforming products list (CPL) for “Evidential Breath Measurement Devices”.

Medical Review Officer (MRO) - a licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by the drug testing program who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result, together with his/her medical history, and any other relevant bio-medical information.

Revenue Service Vehicles - includes all transit vehicles that are used for passenger transportation service.

Substance Abuse Professional (SAP) - a licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission or by the International Certification Reciprocity Consortium/Alcohol and other Drug Abuse) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders. A SAP evaluates employees who have violated a DOT drug and/or alcohol regulation and makes recommendations concerning education, treatment, follow-up testing, and aftercare. A list of qualified agencies for drug and alcohol abuse counselor’s certifications/licenses, are listed on the ODAPC website.



November 10, 2021
2022/23 Rate Setting Resolutions
CyRide Resource: Rob Jennings, Barbara Neal

BACKGROUND:

City Ordinances require the Transit Board to annually establish the fare structure for the next budget year. Anticipated farebox revenues for the FY 2023 budget reflect no change to the fare structure.

In a format change from prior years, both fares and passes are included in this agenda item. The attached Rate Setting Resolution 2022-1 and Rate Setting Resolution 2022-2 detail the proposed 2022/23 rate structure with no changes from 2021/22 apart from modifications to the dates that passes are sold.

ALTERNATIVES:

1. Approve the Rate Setting Resolution 2022-1 and Rate Setting Resolution 2022-2 for 2022/23.
2. Direct staff to proceed according to Transit Board priorities.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1, adopting the proposed 2022/23 rates. This will fulfill Ordinance requirements and maintain last year's fare structures for the upcoming budget year.

AMES TRANSIT AGENCY BOARD OF TRUSTEES

RATE SETTING RESOLUTION 2022-1

BE IT RESOLVED by the Ames Transit Agency Board of Trustees, pursuant to rate setting authority granted by Section 26A.8, Ames Municipal Code, that:

SECTION ONE – CyRide Rates Effective May 7, 2022

Fixed Route Fares

\$1.00	Regular cash fare
\$0.50	Reduced cash fare (K-12, Medicare, Medicaid, persons over 65, persons with a disability)
\$5.00	10-ride reduced fare ticket book (\$.50 per ride)
\$10.00	10-ride regular fare ticket book, (\$1.00 per ride)
\$35.00	Regular fare monthly pass.
\$17.00	Reduced fare monthly pass (K-12, Medicare, Medicaid, persons over 65, persons with a disability)
\$130.00	Regular Fare Semester Pass (fall and spring). Price varies depending on date purchased.
\$65.00	Reduced Fare Semester Pass (fall and spring). Price varies depending on date purchased.
\$120.00	Regular Fare Winter Pass. November to spring break. Price varies depending on date purchased.
\$60.00	Reduced Fare Winter Pass. November to spring break. Price varies depending on date purchased.
\$80.00	Regular Fare Summer Pass
\$40.00	Reduced Fare Summer Pass
\$260.00	Regular Fare School Year Pass. Price varies depending on date purchased. (May also be used in conjunction with tickets or cash on Dial-A-Ride.)
\$130.00	Reduced Fare School Year Pass. Price varies depending on date purchased.
Free	Children under six years of age accompanied by a person age 13 or older (maximum of three children per rider).
Free	Attendant accompanying and assisting ADA-eligible person
\$10.00	Replacement fee for lost or stolen passes
\$1.00	Fare for person not assisting passenger riding with ADA-eligible passenger is same fare as an ADA-eligible passenger

RATE SETTING RESOLUTION 2022-1

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Dial-A-Ride Fares

\$2.00	Dial-A-Ride cash fare for passengers eligible under the ADA.
\$18.00	Dial-A-Ride cash fare for general public (not ADA eligible).
Free	Attendant accompanying and assisting ADA-eligible person on Dial-A-Ride
\$2.00	Fare for person not assisting Dial-A-Ride passenger riding with DAR eligible passenger is same fare as Dial-A-Ride eligible passenger's fare
Free	ISU students who are ADA eligible traveling within ¾ mile of a fixed route operating at the time of the ride.

Miscellaneous Revenues

\$105.00	Shop rate per hour
\$105.00	Shuttle rate, as subcontractor, to other bus operators, one-hour minimum
\$105.00	Shuttle rate for every hour after the minimum
Variable	Fuel surcharge for shuttle service

Enacted this 10th day of November 2021.

AMES TRANSIT AGENCY BOARD OF TRUSTEES:

BY: _____

Liz Jeffrey, President

AMES TRANSIT AGENCY BOARD OF TRUSTEES

RATE SETTING RESOLUTION 2022-2

BE IT RESOLVED by the Ames Transit Agency Board of Trustees, pursuant to rate setting authority granted by Section 26A.8, Ames Municipal Code, that:

SECTION ONE – CyRide Rates Effective May 7, 2022

REDUCED FARE PASSES

2022 SUMMER REDUCED FARE PASS

PURCHASE DATE	Expiration Date	Price
Saturday, April 30, 2022 – Tuesday, August 31, 2022	August 31, 2022	\$40.00

2022 FALL REDUCED FARE PASS

PURCHASE DATE	Expiration Date	Price
Monday, August 15, 2022 – Friday, September 9, 2022	December 31, 2022	\$65.00
Saturday, September 10, 2022 – Saturday, December 31, 2022	December 31, 2022	\$50.00

2022/23 SCHOOL YEAR REDUCED FARE PASS

PURCHASE DATE	Expiration Date	Price
Monday, August 15, 2022 – Friday, September 9, 2022	June 1, 2023	\$130.00
Saturday, September 10, 2022 – Friday, December 2, 2022	June 1, 2023	\$115.00
Saturday, December 3, 2022 – Friday, February 10, 2023	June 1, 2023	\$65.00
Saturday, February 11, 2023 – Thursday, June 1, 2023	June 1, 2023	\$50.00

2022/23 WINTER REDUCED FARE PASS

PURCHASE DATE	Expiration Date	Price
Monday, October 31, 2022 – Friday, December 2, 2022	March 17, 2023	\$60.00
Saturday, December 3, 2022 – Friday, March 17, 2023	March 17, 2023	\$40.00

RATE SETTING RESOLUTION 2022-2

Page 2

REGULAR FARE PASSES

2022 SUMMER REGULAR FARE PASS

PURCHASE DATE	Expiration Date	Price
Saturday, April 30, 2022 – Tuesday, August 31, 2022	August 31, 2022	\$80.00

2022 FALL REGULAR FARE PASS

PURCHASE DATE	Expiration Date	Price
Monday, August 15, 2022 – Friday, September 9, 2022	December 31, 2022	\$130.00
Saturday, September 10, 2022 – Saturday, December 31, 2022	December 31, 2022	\$100.00

2022/23 SCHOOL YEAR REGULAR FARE PASS

PURCHASE DATE	Expiration Date	Price
Monday, August 15, 2022 – Friday, September 9, 2022	June 1, 2023	\$260.00
Saturday, September 10, 2022 – Friday, December 2, 2022	June 1, 2023	\$230.00
Saturday, December 3, 2022 – Friday, February 10, 2023	June 1, 2023	\$130.00
Saturday, February 11, 2022 – Thursday, June 1, 2023	June 1, 2023	\$100.00

2022/23 WINTER REGULAR FARE PASS

PURCHASE DATE	Expiration Date	Price
Monday, October 31, 2022 – Friday, December 2, 2022	March 18, 2022	\$120.00
Saturday, December 3, 2022 – Friday, March 17, 2023	March 18, 2022	\$80.00

SECTION TWO -- \$10.00 Replacement fee for lost or stolen passes

SECTION THREE – Other Conditions

Other conditions pertaining to any Semester Pass are:

1. One person may not use the pass of another, unless the original issue has sold it to the new user, the sale registered in the Ames Transit Agency Office, and the pass replaced by the Ames Transit Agency Office. The person to whom it has been sold may then use the pass.
2. Misuse of the pass may result in confiscation and cancellation of the pass without a refund.

Enacted this 10th day of November 2021.

AMES TRANSIT AGENCY BOARD OF TRUSTEES

By: _____

Liz Jeffrey, President

November 10, 2021
Articulated Bus Purchase
CyRide Resource: James Rendall

BACKGROUND:

Over the past several years CyRide has been working to increase the number of 60-foot articulated buses in the fleet so the #23 Orange route can be operated exclusively with articulated buses. These larger vehicles allow for a higher capacity of passengers during peak periods, reducing the need to operate extra buses.

CyRide currently owns six 60-foot articulated buses, all manufactured by NOVA Bus of Plattsburg, New York. The purchase of the seventh 60-foot articulated bus was approved and awarded to NOVA Bus at the March 2021 Transit Board meeting. The Capital Improvement Plan (CIP) has one articulated bus programmed each year through FY 2024 to bring the total articulated bus fleet to ten vehicles.

The following sources are available to fund the FY 2022 articulated bus project and are programmed in the CIP.

Item	Federal Share (80%)	Local Share (20%)	Total Cost
Section 5307	\$410,426	\$102,606	\$513,032
Section 5307 – Surface Transportation Block Grant	\$225,000	\$56,250	\$281,250
Local Funding	-	\$55,718	\$55,718
Funding Summary	\$635,426	\$214,574	\$850,000

This new bus would replace an existing 40-foot bus that is past its useful life, moving CyRide closer to meeting its federal Transit Asset Management (TAM) plan goals. Newer buses provide significantly cleaner emissions and a lower operational cost per mile.

As with the articulated bus approved for purchase in March 2021, CyRide has determined the most cost-effective method for purchasing this new bus is utilizing a state cooperative procurement schedule. Statewide purchasing schedules allow CyRide to reduce administrative time and leverage the buying power of many agencies, which would not otherwise be available if CyRide were to pursue an independent procurement process. The use of another state’s procurement schedule is authorized under the FAST Act¹ for grantees acquiring rolling stock and related equipment. The State of Washington contract has been identified as offering the best value for CyRide.

¹ <https://www.congress.gov/114/bills/hr22/BILLS-114hr22enr.pdf> - see “Sec. 3019 Innovative Procurement” (b)(B)(i) language on digital page 177 which states: “a grantee may participate in a cooperative procurement contract without regard to whether the grantee is located in the same State as the parties to the contract.”

CyRide's current fleet of NOVA articulated buses have proven to be cost effective and reliable. There are significant savings realized by keeping the articulated bus fleet standardized to one manufacturer, including a reduction in spare parts inventory, lower costs for additional training, and quicker repair times. As a result, CyRide has selected NOVA Bus to be the original equipment manufacturer for this purchase.

The estimated price from NOVA Bus has been quoted at \$796,333. The purchase of additional technologies like automatic vehicle location hardware, automatic vehicle annunciators, and automatic passenger counters are still being considered for these buses and will be maintained within the overall project budget. CyRide will continue to refine bus specifications until approximately six months before the vehicles are built, at which point the manufacturer will provide updated pricing. Since vehicle pricing is not finalized until late in the process, CyRide is requesting approval of award to NOVA Bus of Plattsburg, New York, at the not-to-exceed amount of \$850,000. The delivery date of the bus will be approximately 6 to 8 months after a purchase order is issued.

ALTERNATIVES:

1. Approve the award of contract for one 60-foot articulated bus to NOVA Bus of Plattsburg, New York, for a total not-to-exceed amount of \$850,000.
2. Direct staff to proceed according to Transit Board priorities.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1. The purchase of this new articulated bus will move CyRide closer to the goal of operating the #23 Orange route exclusively with articulated buses. This new bus will also help CyRide achieve its TAM plan goals and increase the overall sustainability of the fleet.

November 10, 2021
Battery Electric Bus Charger Award
CyRide Resource: James Rendall

BACKGROUND:

To operate the new battery electric buses planned to arrive in the summer of 2022, CyRide needs to equip the building with specialized bus charging equipment. These systems include both a power station for converting line voltages to the working power used for vehicle charging, as well as dispensers for attaching to the bus plug-in connector. Depot charging equipment was included in the original battery electric bus project budget, which is detailed below, and is included in the Capital Improvements Plan.

Item	Low/No Grant	VW Grant	Local	Total
Depot Charging Station and Dispensers	\$85,000	\$20,000	\$35,000	\$140,000

On September 27, 2021, CyRide staff, in coordination with the Purchasing Department, issued request for proposals (RFP) No 2022-035 asking vendors to submit information on battery electric bus chargers and associated equipment for installation at the CyRide facility. RFP responses were due October 19, 2021. CyRide received responses from three firms, which were subsequently scored by CyRide staff. The results of the scoring process are summarized below.

Criteria	Weight	Siemens	ChargePoint	WESTCO (ABB)
Base Proposal Price		\$96,000.00	\$139,250.00	\$160,193.19
Bid Responsiveness	5%	0.45	0.50	0.50
Price	40%	4.00	2.74	2.38
Experience Connecting to Heavy-Duty Buses	10%	0.77	0.73	0.77
Lead Time	15%	1.50	1.00	1.15
Charging Control Abilities	10%	0.77	0.97	0.93
Serviceability, Maintenance, and Maintainability	20%	1.33	1.93	1.87
Total	100%	8.82	7.87	7.60

Following this evaluation, CyRide staff have determined the proposal from Siemens Industry Inc. of Buffalo Grove, IL, offers the best overall value for CyRide. Siemens has the lowest cost and the shortest delivery lead time while still meeting the system requirements for charging the new battery electric buses.

If approved by the Transit Board, CyRide staff will coordinate with both Siemens and the A&E firm on the facility construction work required for charger installation. The current project timeline has this construction work being completed prior to the arrival of the battery electric buses.

ALTERNATIVES:

1. Approve award of contract to Siemens Industry Inc. of Buffalo Grove, IL, at a total not-to-exceed amount of \$140,000.
2. Direct staff to proceed according to Transit Board priorities.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1. Approving award of charging equipment to Siemens will enable CyRide to proceed with the battery electric bus project's facility construction and equipment phases, at the best value for the organization and its funding partners.



November 10, 2021

Monthly Report

CyRide Resource: Barbara Neal

1. Ames Resident Satisfaction Survey

The results of the 39th annual Resident Satisfaction Survey have been released, which collected information from city residents about a variety of City of Ames services, including CyRide. Overall, reported satisfaction with CyRide increased from last year. In this year's survey, 94.4% of respondents indicated they were either very or somewhat satisfied with CyRide, with 5.6% being very or somewhat dissatisfied. Compared to 93.9% of respondents were very or somewhat satisfied, and 6.1% were very or somewhat dissatisfied last year.

There were approximately 166 comments received in the survey that were specific to CyRide, an increase from the 134 comments received last year. The general category for each response was as follows:

- Schedule / Routes (16)
- COVID-19 (21)
- Bus Stops (12)
- Other Transportation /No Need (40)
- Other Comments (51)
- Positive Comments (26)

The quantity and quality of the feedback in the survey was excellent. Respondents highlighted several areas where CyRide could be improved, including modifications to services. Many respondents noted they started working from home during the pandemic and quit riding the bus. CyRide will review these suggestions and incorporate them into future planning where appropriate.

The full Resident Satisfaction Survey is available on the City of Ames website, at <https://www.cityofames.org/home/showpublisheddocument/63643/637697122215370000>

2. Winter Season Preparation

With colder weather approaching maintenance staff has begun preparations for the winter operational season. CyRide purchases salt and sand each year for use at the facility, route endpoints, bus cutouts, and locations where slippery conditions are often experienced. Snowplows are being checked and the process for winterizing buses has been started. The winter season also presents operational challenges, and training staff have been reviewing materials to help educate drivers on techniques for navigating the Iowa winter.

Traditionally, CyRide ridership increases during colder months as more residents choose to ride the bus instead of walking or driving. Administrative staff will be monitoring system usage and plan to adjust resources as needed to accommodate capacity needs.

3. Quarterly Report

Each quarter, a detailed report regarding CyRide's overall performance is generated for fixed route, Dial-A-Ride, and Moonlight Express services. This report is used to track performance over time and determine trends. A detailed system quarterly operations report and a graphic summary of the key performance measures for the first quarter of the fiscal year, July 2021 – September 2021, are attached.

4. Spring Meeting Times and Dates

The Transit Board will need to discuss whether a different standard day and time of the month for future board meetings is warranted. CyRide has reviewed Trustee calendars and determined the 4th Wednesday of the month at 4:00 p.m. would likely be available. Listed below, for your convenience, are the dates if the board wants to change the meeting day and time for the Spring semester.

- January 26, 2022
- February 23, 2022
- March 23, 2022
- April 27, 2022
- May 25, 2022

CYRIDE QUARTERLY OPERATIONS REPORT

July 1st, 2021 to September 30st, 2021 (1st Quarter)

	FY 2022 1st Qtr	FY 2021 1st Qtr	% CHANGE	FY 2022 YTD	FY 2021 YTD	% CHANGE
MAINTENANCE						
Interior Clean	90	118	-23.7%	90	118	-23.7%
Shop Road Calls	12	13	-7.7%	12	13	-7.7%
Miles per Shop Road Call	28,454	26,788	6.2%	28,454	26,788	6.2%
NTD Minor Mech.	70	67	4.5%	70	67	4.5%
NTD Major Mech.	8	12	-33.3%	8	12	-33.3%
Total NTD Mechanical Prob.	78	79	-1.3%	78	79	-1.3%
Miles per Major Mech.	42,680	29,020	47.1%	42,680	29,020	47.1%
Gasoline Vehicles						
Gas Miles Driven	21,240	21,057	0.9%	21,240	21,057	0.9%
Total Gallons Gas	2,772	2,867	-3.3%	2,772	2,867	-3.3%
Total Gas Cost	7,140	4,985	43.2%	\$7,140	\$4,985	43.2%
Avg. Gas Cost/Gallon	\$2.58	\$1.74	48.1%	\$2.58	\$1.74	48.1%
Gas Cost per Mile	\$0.34	\$0.24	42.0%	\$0.34	\$0.24	42.0%
Average Gas MPG	7.7	7.3	4.3%	7.7	7.3	4.3%
Diesel Vehicles						
Diesel Miles Driven	320,202	327,188	-2.1%	320,202	327,188	-2.1%
Total Gallons Diesel	76,254	70,018	8.9%	76,254	70,018	8.9%
Total Diesel Cost	180,899	93,384	93.7%	\$180,899	\$93,384	93.7%
Avg. Diesel Cost/Gallon	\$2.37	\$1.33	77.9%	\$2.37	\$1.33	77.9%
Diesel Cost per Mile	\$0.56	\$0.29	97.9%	\$0.56	\$0.29	97.9%
Average Diesel MPG	4.2	4.7	-10.1%	4.2	4.7	-10.1%
All Vehicles						
Total Miles Driven	341,442	348,245	-2.0%	341,442	348,245	-2.0%
Total Gallons Fuel	79,026	72,885	8.4%	79,026	72,885	8.4%
Total Fuel Cost	\$188,039	\$98,369	91.2%	\$188,039	\$98,369	91.2%
Avg. Cost/Gallon	\$2.38	\$1.35	76.3%	\$2.38	\$1.35	76.3%
Total Cost per Mile	\$0.55	\$0.28	95.0%	\$0.55	\$0.28	95.0%
Avg. MPG all Vehicles	4.3	4.8	-9.6%	4.3	4.8	-9.6%
Small Bus/Sup. Mileage	15,607	14,814	5.4%	15,607	14,814	5.4%
Large Bus Mileage	325,835	333,431	-2.3%	325,835	333,431	-2.3%
% Rev. Mi./Total Miles	92.0%	89.2%	3.1%	92.0%	89.2%	3.1%
Percentage Small Bus	4.6%	4.3%	7.5%	4.6%	4.3%	7.5%
Maintenance Expense	\$453,482	\$447,388	1.4%	\$453,482	\$447,388	1.4%

CYRIDE QUARTERLY OPERATIONS REPORT

July 1st, 2021 to September 30st, 2021 (1st Quarter)

	FY 2022 1st Qtr	FY 2021 1st Qtr	% CHANGE	FY 2022 YTD	FY 2021 YTD	% CHANGE
OPERATIONS						
Total Passengers	782,937	446,405	75.4%	782,937	446,405	75.4%
Average Drivers per Month	111.0	121.3	-8.5%	111.0	121.3	-8.5%
Driving Hours	34,695	36,339	-4.5%	34,695	36,339	-4.5%
Drivers Late	7	7	0.0%	7	7	0.0%
Drivers No Show	0	8	-100.0%	0	8	-100.0%
Late/No Show per Driver	0.06	0.12	-49.0%	0.06	0.12	-49.0%
Total Comments	40	34	17.6%	40	34	17.6%
Driver Fault	7	10	-30.0%	7	10	-30.0%
Undetermined	1	0	#DIV/0!	1	0	#DIV/0!
No Fault	4	6	-33.3%	4	6	-33.3%
System Complaints	24	15	60.0%	24	15	60.0%
Service Requests	3	1	200.0%	3	1	200.0%
Compliments	1	2	-50.0%	1	2	-50.0%
Passengers/Comment	<u>19,573</u>	<u>13,130</u>	<u>49.1%</u>	<u>19,573</u>	<u>13,130</u>	<u>49.1%</u>
Pass./Complaint (D & U)	97,867	44,641	119.2%	97,867	44,641	119.2%
Driving Hours/Comment	867	1,069	-18.8%	867	1,069	-18.8%
Driving Hrs/Comment (D&U)	4,337	3,634	19.3%	4,337	3,634	19.3%
Accident Reports	10	12	-16.7%	10	12	-16.7%
Preventable Accidents	5	11	-54.5%	5	11	-54.5%
Percent Preventable	50.0%	91.7%	-45.5%	50.0%	91.7%	-45.5%
Miles/Prev. Accident	68,288	31,659	115.7%	68,288	31,659	115.7%
Hours/Prev. Accident	6,939	3,304	110.0%	6,939	3,304	110.0%
Unreported Accidents	2	0	#DIV/0!	2	0	#DIV/0!
Damage to Buses/Equip.						
Caused by CyRide	1,539.17	4,499.32	-65.8%	\$1,539	\$4,499	-65.8%
Caused by Others	448.86	2,364.53	-81.0%	\$449	\$2,365	-81.0%
Caused by Unreported	\$37	\$0	#DIV/0!	\$37	\$0	#DIV/0!
Claims by Others (#)	1	1	0.0%	0	0	#DIV/0!
Claims by Others (\$)	\$35	\$2,365	-98.5%	\$0	\$0	#DIV/0!
Personal Injury Claims	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Operations Expense	\$1,411,174	\$1,233,314	14.4%	\$1,411,174	\$1,233,314	14.4%

SYSTEM TOTAL						
Passengers	782,937	446,405	75.4%	782,937	446,405	75.4%
Revenue Miles	314,106	310,788	1.1%	314,106	310,788	1.1%
Revenue Hours	30,378	29,962	1.4%	30,378	29,962	1.4%
Revenue Miles per Hour	10.3	10.4	-0.3%	10.3	10.4	-0.3%
Pass./Rev. Mile	2.5	1.4	73.5%	2.5	1.4	73.5%
Pass./Rev. Hour	25.8	14.9	73.0%	25.8	14.9	73.0%
Operations Expense	\$1,411,174	\$1,233,314	14.4%	\$1,411,174	\$1,233,314	14.4%
Maintenance Expense	<u>\$453,482</u>	<u>\$447,388</u>	<u>1.4%</u>	<u>\$453,482</u>	<u>\$447,388</u>	<u>1.4%</u>
Total Expenses	<u>\$1,864,656</u>	<u>\$1,680,702</u>	<u>10.9%</u>	<u>\$1,864,656</u>	<u>\$1,680,702</u>	<u>10.9%</u>
Farebox Revenue	\$43,366	\$21,122	105.3%	\$43,366	\$21,122	105.3%
Rev./Exp. Ratio	2.3%	1.3%	85.1%	2.3%	1.3%	85.1%
Oper. Exp./Passenger	\$2.38	\$3.76	-36.7%	\$2.38	\$3.76	-36.7%
Oper. Exp./Rev. Mile	\$5.94	\$5.41	9.8%	\$5.94	\$5.41	9.8%
Oper. Exp./Rev. Hour	\$61.38	\$56.09	9.4%	\$61.38	\$56.09	9.4%

CYRIDE QUARTERLY OPERATIONS REPORT

July 1st, 2021 to September 30st, 2021 (1st Quarter)

	FY 2022 1st Qtr	FY 2021 1st Qtr	% CHANGE	FY 2022 YTD	FY 2021 YTD	% CHANGE
FIXED ROUTE						
Fixed Route Passengers	777,402	443,645	75.2%	777,402	443,645	75.2%
Shuttle Passengers	0	0	#DIV/0!	0	0	#DIV/0!
Total Passengers	<u>777,402</u>	<u>443,645</u>	<u>75.2%</u>	<u>777,402</u>	<u>443,645</u>	<u>75.2%</u>
Transfers	7,663	3,439	122.8%	7,663	3,439	122.8%
Revenue Miles	295,051	300,107	-1.7%	295,051	300,107	-1.7%
Revenue Hours	28,636	29,018	-1.3%	28,636	29,018	-1.3%
Revenue Miles per Hour	10.3	10.3	-0.4%	10.3	10.3	-0.4%
Pass./Rev. Mile	2.6	1.5	78.2%	2.6	1.5	78.2%
Pass./Rev. Hour	27.1	15.3	77.6%	27.1	15.3	77.6%
Operations Expense	\$1,347,069	\$1,197,070	12.5%	\$1,347,069	\$1,197,070	12.5%
Maintenance Expense	<u>\$448,850</u>	<u>\$443,008</u>	<u>1.3%</u>	<u>\$448,850</u>	<u>\$443,008</u>	<u>1.3%</u>
Total Expenses	<u>\$1,795,919</u>	<u>\$1,640,078</u>	<u>9.5%</u>	<u>\$1,795,919</u>	<u>\$1,640,078</u>	<u>9.5%</u>
Farebox Revenue	\$40,774	\$20,128	102.6%	\$40,774	\$20,128	102.6%
Rev./Exp. Ratio	2.3%	1.2%	85.0%	2.3%	1.2%	85.0%
Exp./Passenger	\$2.31	\$3.70	-37.5%	\$2.31	\$3.70	-37.5%
Exp./Rev. Mile	\$6.09	\$5.46	11.4%	\$6.09	\$5.46	11.4%
Exp./Rev. Hour	\$62.72	\$56.52	11.0%	\$62.72	\$56.52	11.0%

DIAL-A-RIDE						
Passengers	3,043	1,308	132.6%	3,043	1,308	132.6%
Revenue Miles	16,293	8,069	101.9%	16,293	8,069	101.9%
Revenue Hours	1,542	727	112.1%	1,542	727	112.1%
Revenue Miles per Hour	10.6	11.1	-4.8%	10.6	11.1	-4.8%
Pass./Rev. Mile	0.19	0.16	15.2%	0.19	0.16	15.2%
Pass./Rev. Hour	2.0	1.8	9.7%	2.0	1.8	9.7%
Operations Expense	\$56,343	\$28,192	99.9%	\$56,343	\$28,192	99.9%
Maintenance Expense	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Total Expenses	<u>\$56,343</u>	<u>\$28,192</u>	<u>99.9%</u>	<u>\$56,343</u>	<u>\$28,192</u>	<u>99.9%</u>
Farebox Revenue	\$2,592	\$994	160.8%	\$2,592	\$994	160.8%
Rev./Exp. Ratio	4.6%	3.5%	30.5%	4.6%	3.5%	30.5%
Exp./Passenger	\$18.52	\$21.55	-14.1%	\$18.52	\$21.55	-14.1%
Exp./Rev. Mile	\$3.46	\$3.49	-1.0%	\$3.46	\$3.49	-1.0%
Exp./Rev. Hour	\$36.55	\$38.78	-5.8%	\$36.55	\$38.78	-5.8%

CYRIDE QUARTERLY OPERATIONS REPORT

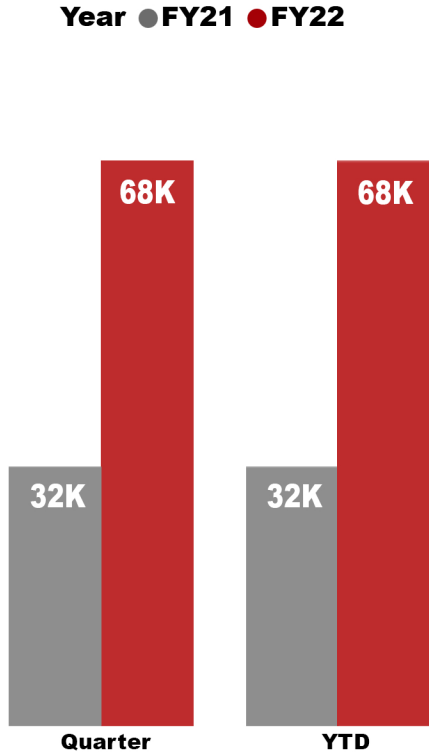
July 1st, 2021 to September 30st, 2021 (1st Quarter)

	FY 2022 1st Qtr	FY 2021 1st Qtr	% CHANGE	FY 2022 YTD	FY 2021 YTD	% CHANGE
MOONLIGHT EXPRESS						
Passengers	2,492	1,452	71.6%	2,492	1,452	71.6%
Revenue Miles	2,762	2,612	5.8%	2,762	2,612	5.8%
Revenue Hours	201	217	-7.6%	201	217	-7.6%
Revenue Miles per Hour	13.8	12.0	14.4%	13.8	12.0	14.4%
Pass./Rev. Mile	0.9	0.6	62.3%	0.9	0.6	62.3%
Pass./Rev. Hour	12.4	6.7	85.7%	12.4	6.7	85.7%
Operations Expense	\$7,762	\$8,052	-3.6%	\$7,762	\$8,052	-3.6%
Maintenance Expense	<u>\$4,632</u>	<u>\$4,380</u>	<u>5.8%</u>	<u>\$4,632</u>	<u>\$4,380</u>	<u>5.8%</u>
Total Expenses	<u>\$12,394</u>	<u>\$12,432</u>	<u>-0.3%</u>	<u>\$12,394</u>	<u>\$12,432</u>	<u>-0.3%</u>
Exp./Passenger	\$4.97	\$8.56	-41.9%	\$4.97	\$8.56	-41.9%
Exp./Rev. Mile	\$4.49	\$4.76	-5.7%	\$4.49	\$4.76	-5.7%
Exp./Rev. Hour	\$61.75	\$57.24	7.9%	\$61.75	\$57.24	7.9%
OPERATIONS REVENUE						
Farebox	\$43,366	\$21,122	105.3%	\$43,366	\$21,122	105.3%
Transit Contracts	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
I.S.U.	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Student Body Government	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
City of Ames	\$118,489	\$173,673	-31.8%	\$118,489	\$173,673	-31.8%
IDOT - STA	\$291,473	\$192,988	51.0%	\$291,473	\$192,988	51.0%
Section 5307	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Other Grants	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Other	\$39,512	\$31,737	24.5%	\$39,512	\$31,737	24.5%
Total Operating Revenue	<u>\$492,840</u>	<u>\$419,520</u>	<u>17.5%</u>	<u>\$492,840</u>	<u>\$419,520</u>	<u>17.5%</u>
TOTAL EXPENSES						
Administration	\$264,148	\$193,696	36.4%	\$264,148	\$193,696	36.4%
Safety & Training	\$140,596	\$104,879	34.1%	\$140,596	\$104,879	34.1%
Promotion	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Bldg. & Grounds	\$48,835	\$53,418	-8.6%	\$48,835	\$53,418	-8.6%
Fixed Route	\$1,795,919	\$1,640,078	9.5%	\$1,795,919	\$1,640,078	9.5%
Dial-A-Ride	\$56,343	\$28,192	99.9%	\$56,343	\$28,192	99.9%
Moonlight Express	<u>\$12,394</u>	<u>\$12,432</u>	<u>-0.3%</u>	<u>\$12,394</u>	<u>\$12,432</u>	<u>-0.3%</u>
Operating Total	<u>\$2,318,235</u>	<u>\$2,032,695</u>	<u>14.0%</u>	<u>\$2,318,235</u>	<u>\$2,032,695</u>	<u>14.0%</u>
Farebox Revenue	\$43,366	\$21,122	105.3%	\$43,366	\$21,122	105.3%
Farebox Rev./Exp. Ratio	1.9%	1.0%	80.0%	1.9%	1.0%	80.0%
Admin. Expense/Pass.	\$0.58	\$0.79	-26.5%	\$0.58	\$0.79	-26.5%
Admin. Exp./Rev. Mile	\$1.44	\$1.13	27.5%	\$1.44	\$1.13	27.5%
Admin. Exp./Rev. Hour	\$14.93	\$11.75	27.1%	\$14.93	\$11.75	27.1%
Total Expense/Passenger	\$2.96	\$4.55	-35.0%	\$2.96	\$4.55	-35.0%
Total Expense/Rev. Mile	\$7.38	\$6.54	12.8%	\$7.38	\$6.54	12.8%
Total Expense/Rev. Hour	\$76.31	\$67.84	12.5%	\$76.31	\$67.84	12.5%

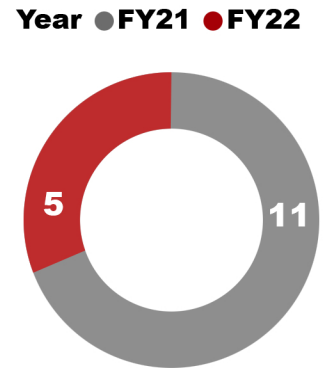
CyRide Quarterly Operations Report

July 1, 2021 to September 30, 2021 (1st Quarter FY22)
System Overview - Safety/Fleet

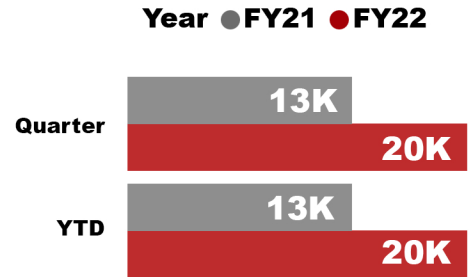
Miles between Preventable Accidents



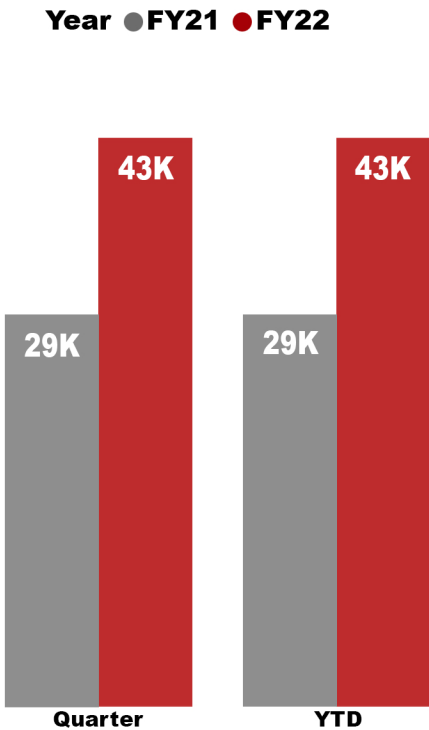
Preventable Accidents per Quarter



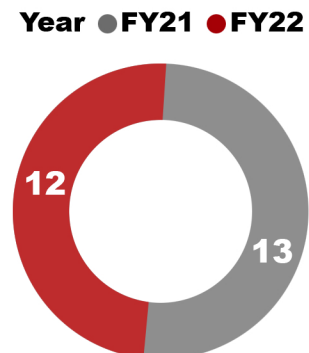
Passengers per Comment



Miles between Major Mechanical Issues



Road Calls per Quarter

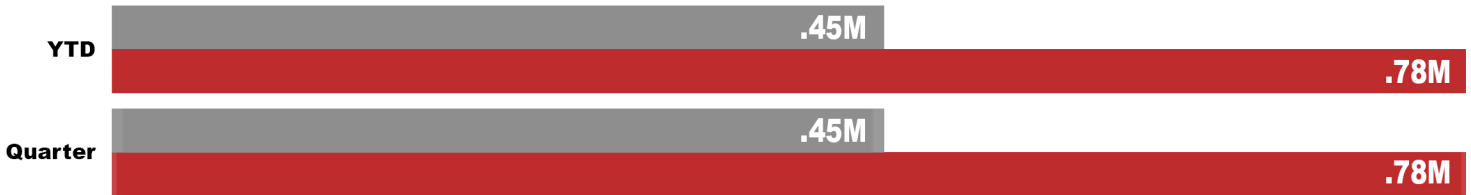


CyRide Quarterly Operations Report

July 1, 2021 to September 30, 2021 (1st Quarter FY22)
System Overview - Efficiency

Total Ridership

Year ● FY21 ● FY22



Revenue Hours

Year ● FY21 ● FY22



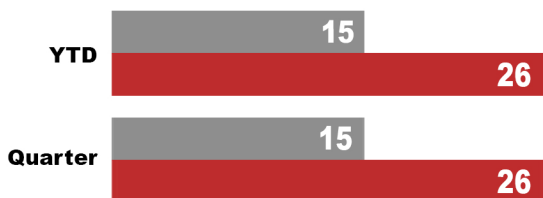
Revenue Miles

Year ● FY21 ● FY22



Passengers per Revenue Hour

Year ● FY21 ● FY22



Passengers per Revenue Mile

Year ● FY21 ● FY22

