



Transit Board Meeting
AGENDA

**AMES TRANSIT AGENCY
BOARD OF TRUSTEES**

CYRIDE CONFERENCE ROOM – October 17, 2024

1. CALL TO ORDER: 5:00 p.m.
2. Approval of Minutes from September 19, 2024
3. Public Comments
4. FY 2026 Budget Planning - Discussion
5. Annual Transit Asset Management Plan – Performance Measures and Targets Update
6. Award of Contract for Purchase of Video Surveillance Systems
7. Award of Contract for Purchase of Infotainment Systems
8. Award of Contract for Purchase of 40' Diesel Buses
9. Monthly Report
10. Fall Meeting Dates / Times
 - November 21 at 5:00 p.m.
 - December 19 at 5:00 p.m.
11. Adjourn



SEPTEMBER 19, 2024
AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on September 19, 2024, at 5:00 p.m. in the CyRide Conference room. President Beatty-Hansen called the meeting to order at 5:05 p.m. with Trustees Boland, Norton, and Schainker present.

APPROVAL OF AUGUST 22, 2024, MINUTES:

Trustee Schainker made a motion to adopt the August 22, 2024, Transit Board minutes as presented; Trustee Norton seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

PUBLIC COMMENTS:

None.

FY 2026 BUDGET PLANNING - DISCUSSION:

Director Neal Presented customer service requests to the board as part of the annual budgeting process. Four people spoke in support of service requests, including options for Reiman Gardens and the ISU Research Park. Due to the limited time available to board members for this meeting, further discussion of service requests and funding was moved to the October board meeting.

AWARD OF CONTRACT FOR RECONDITIONED REPLACEMENT ENGINES:

Director Neal requested that the board approve the award of contract for the purchase of three reconditioned replacement engines. CyRide has three vehicles that need engine replacement due to cylinder wear. MHC Kenworth was the low bid, with a total bid cost of \$120,829.89.

Director Neal recommended approval of Alternative #1 to approve the award of contract to MHC Kenworth, of Des Moines, Iowa, for a total cost of \$120,829.89, which will allow CyRide to make repairs to the three vehicles and keep the fleet in a state of good repair.

Trustee Norton made a motion to approve Alternative #1; Trustee Schainker seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

AWARD OF CONTRACT FOR PURCHASE OF AUTOMATIC TRANSMISSIONS:

Director Neal requested that the board approve the award of contract for the purchase of three reconditioned transmissions. CyRide has three vehicles in need of engine and transmission replacement. It is most cost-effective to complete the engine and transmission replacements concurrently. Voith US Inc. was the low bid, with a total bid cost of \$60,075.00.

Director Neal recommended approval of Alternative #1 to approve the award of contract to Voith US Inc., of York, Pennsylvania, for a total cost of \$60,075.00, which will allow CyRide to make repairs to the three vehicles and keep the fleet in a state of good repair.

Trustee Norton made a motion to approve Alternative #1; Trustee Boland seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

AWARD OF CONTRACT FOR PURCHASE OF ARTICULATED BUSES:

Director Neal requested approval for the award of contract for two articulated buses. CyRide received a federal Section 5339 Bus & Bus Facilities discretionary grant to replace two 40' buses with two 60' articulated buses. Due to Nova Bus stopping production in the United States, in order to use federal funds CyRide is left with a single articulated bus manufacturer, New Flyer. The maintenance division has evaluated New Flyer's build quality, mechanical reliability, and performance, and determined it meets CyRide's requirements.

Director Neal recommended approval of Alternative #1 to approve the award of contract to New Flyer of America, Inc. of St. Cloud, Minnesota, for a total not-to-exceed amount of \$1,967,741.

Trustee Schainker made a motion to approve Alternative #1; Trustee Boland seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

HEART OF IOWA REGIONAL TRANSIT AGENCY TENANT LEASE:

Director Neal requested approval of a new five-year lease at the Ames Intermodal Facility (AIF) for Heart of Iowa Regional Transit Agency (HIRTA). Staff worked with the Legal Department, Risk Manager, and HIRTA to prepare the five-year lease agreement.

Director Neal recommended approval of Alternative #1 to approve the new five-year lease agreement with HIRTA. Doing so will support HIRTA's operations in Ames and enhance connections among the area's transportation providers.

Trustee Norton made a motion to approve Alternative #1; Trustee Boland seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

FY 2024 OPERATIONS FUND TRANSFER – CLOSING BALANCE TRANSFERS:

Director Neal requested approval to reallocate funds from the operations fund closing balance. During the August 2024 board meeting, board members discussed reallocating some of the above 10% operations funds to the capital project fund. The operating fund closing balance above the 10% board directed reserve is approximately \$1,272,798. Option 1 is to move \$1,000,000 to the capital fund, which would allocate \$750,000 to the BEB Battery Replacement Reserve Fund and \$250,000 to the Bus Accessible Technology Replacement Reserve Fund. Option 2 is to move \$500,000 to the capital fund for the BEB Battery Replacement Reserve Fund. Option 3 is to move no funds to the capital fund.

Director Neal recommended approval of Alternative #1. Reallocating \$1,000,000 to the capital fund would address the immediate needs of both reserves and reduce the need for larger annual transfers in the future, mitigating financial risks and enhancing long-term stability.

Trustee Schainker made a motion to approve Alternative #1; Trustee Boland seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

AWARDS OF CONTRACT FOR PURCHASE OF VIDEO SURVEILLANCE SYSTEMS:

Trustee Norton had to exit the board meeting to attend another priority commitment. The board no longer had a quorum for voting, so this item will be deferred to the October meeting.

MONTHLY REPORT:

Ridership Statistics: Ridership saw a strong increase at the start of the fall semester, with a 20.7% rise in the first week compared to the previous year and over 34,000 passengers on the busiest day.

ISU Enrollment: Fall enrollment was announced to be 30,432.

Public Transit Infrastructure Grants (PTIG) Funding: CyRide was recently notified to have received the PTIG grant request for CyRide's Fire Safety Enhancement Project.

Infotainment RFP: A Request for Proposal (RFP) was released on September 13, 2024, for adding infotainment systems on additional buses. The responses are due October 3, 2024, and will be brought to the October Transit Board meeting for consideration.

CTAA SUN Conference: Barb and Chris attended the CTAA Small Urban Network (SUN) Conference. Acting FTA Administrator Veronica Vanderpool acknowledged CyRide as third in the nation for rides per capita at the conference. CTAA Executive Director Scott Bogen showcased CyRide as a best practices case study on "The Essential Role of Communicating Your Operation's Relevance."

Destination Iowa State, WelcomeFest, and First Weekend: CyRide participated in Destination Iowa State and WelcomeFest. During the first weekend before school started, buses experienced much higher ridership.

Transit Asset Management (TAM) Plan: CyRide is required to update and submit its annual TAM plan by October 1. Typically, the board approves the plan prior to submission, but due to an unexpected delay, the board approval will be postponed.

Fall meeting dates:

- October 17, 2024, at 5:00 p.m.
- November 21, 2024, at 5:00 p.m.
- December 19, 2024, at 5:00 p.m.

Adjourn: The meeting adjourned at 5:58 p.m. There were not enough members present to make a formal motion.

Bronwyn Beatty-Hansen, President

Cheryl Spencer, Recording Secretary

October 17, 2024
FY 2026 Budget Planning – Discussion
CyRide Resource: Barbara Neal, Rob Jennings

BACKGROUND:

As part of the annual budgeting process, CyRide brings customer service requests and staff recommendations to the Transit Board for possible inclusion in next year’s budget. If the Transit Board indicates an interest in any of these items, CyRide will prepare options to present during the December budget discussions.

Customer Requests

CyRide has received the following customer requests for service improvements. Summarized below are the comments, the service changes necessary to meet the requests, and the estimated annual costs to implement the suggestions.

Route	Customer Suggestion	Service Change	Estimated Cost
#3 Blue Route	Add 10-minute Blue route weeknight service	Add one bus on weeknight: 10-minute service from 5:30 p.m. to 10:00 p.m.	\$46,000
#3 Blue Route	Add 10-minute Blue route weekday service all day	Add one bus on weekdays: 10-minute service from 10:00 a.m. to 10:00 p.m.	\$290,000
#5 Yellow Route	Add Sunday Yellow route service	Add one bus on Sunday: 30-minute service from 9:15 a.m. to 7:15 p.m.	\$38,000
#6 Brown Route	Extend Brown route Sunday service to the Research Park	Extend Brown route to Research Park on Sunday	\$20,000
#6 Brown Route	Add 20-minute Brown route weekday service all day	Add one bus on weekdays: 20-minute service all day during ISU school year.	\$265,000
#6 Brown Route	Extend Brown route service to Airport Road, S. Riverside Drive, and Collaboration Place	Add one bus on weekdays: 15-to-20-minute service from 7:30 a.m. to 10:00 p.m. Add one bus on Saturday 30-minute service from 8:00 a.m. to 8:30 p.m.	Mon. – Fri. \$270,000 Sat. \$48,000 Total \$318,000
#9 Plum Route	Add service to Vet Med both directions	Add one bus on weekdays: 20-minute service all day.	\$270,000

Route	Customer Suggestion	Service Change	Estimated Cost
#9 Plum Route	Add service to S Lots, service to Reiman Gardens	Add one bus on weekdays: 15-minute service from 7:00 a.m. to 6:00 p.m. Add on bus on weekends: 40-minute service Saturday from 7:15 a.m. to 10:00 p.m. and Sunday from 8:30 a.m. to 10:00 p.m.	Mon. – Fri. \$270,000 Sat. \$56,000 Sun. \$50,000 Total \$376,000
New Route	Add new zone type route to service Oakwood Road and ISU Kent Feed Mill	Add new route on weekdays: 30-minute service from 7:00 a.m. to 7:00 p.m.	\$270,000
Zero Fare for low-income riders	Eliminate fares for low-income riders	Implement low-income fare free program at 200% of the federal poverty level	Between \$169,000 and \$233,000

Next Steps and Budget Considerations

As mentioned during the September meeting, maintaining existing service and staffing levels will require a two-and-a-half percent baseline increase from local funding partners. This aligns with the pro forma assumptions presented in the FY 2024 Operations Fund Transfer – Closing Balance Transfer approval.

Any consideration of additional services will need to be evaluated within the context of current budget constraints and long-term financial stability. If the Transit Board expresses interest in moving forward with any of these requests, staff will adjust the funding partners’ baseline budget percentage increases accordingly. Those changes will be prepared for further discussion and decision-making at the November meeting.

October 17, 2024
Annual Transit Asset Management Plan –
Performance Measures and Targets Update
CyRide Resource: Shari Atwood

BACKGROUND:

CyRide is required to update and submit Transit Asset Management (TAM) plan performance measures and targets annually, demonstrating how CyRide will operate, maintain, and improve its public transit assets. Beyond meeting the regulation requirements, having the fleet in a State of Good Repair (SGR) supports CyRide’s highest priority, safety, and is critical to our ongoing success. Prioritizing safety standards and practices allows CyRide to continue providing dependable, efficient, and accessible services that exceed passenger expectations.

Useful Life Benchmark Information

The Federal Transit Administration (FTA) classifies revenue and non-revenue vehicles utilizing a useful life benchmark (ULB) performance measure. The ULB estimates how many years a vehicle can be in service and maintain an SGR. This process lays the groundwork for identifying CyRide’s replacement priorities for capital equipment and facilities. The FTA has identified default ULBs, with the option for transit agencies to set their own thresholds. Listed below are the ULB ages for each asset class category for the FTA and CyRide. Facility conditions are rated based on the Transit Economic Requirements Model (TERM) scale.

Asset Class / Category	FTA ULB / TERM Scale	CyRide ULB / TERM Scale
40' - 60' Buses	14	15
Cutaways (Minibuses)	10	8
Shop Trucks	10	10
CyRide Admin / Maintenance Facility	3.0 TERM Scale	3.0 TERM Scale
Intermodal Facility	3.0 TERM Scale	3.0 TERM Scale

CyRide has two asset categories where the ULB differs from the FTA.

- 40' - 60' Buses:** CyRide operates its large bus fleet beyond the FTA-recommended ULB age due to funding limitations. Following consultation with the Transit Board, CyRide increased the ULB to reflect an older fleet age than the FTA default. However, significant differences from the FTA defaults need to be justified; thus, a substantial difference in the ULB is not recommended, even though CyRide typically retires vehicles when they reach 20+ years of age.

- **Cutaways:** Funding for CyRide’s cutaway fleet is typically provided through the Iowa DOT’s competitive process, the Public Transit Management System (PTMS). FTA’s ULB is ten years. The Iowa DOT has set a cutaway ULB of eight years within the Statewide TAM Plan. To stay competitive, CyRide lowered its cutaway ULB to align with Iowa transit agencies for replacement.

Status of FY 2024 Performance Targets

Under the TAM plan, four performance measure categories are used to determine the SGR. CyRide uses only three of these categories. CyRide is also required to annually update performance measures and report TAM targets to the National Transit Database (NTD).

- **Rolling Stock** – Revenue vehicles, including most CyRide vehicles (cutaways, 40’ heavy-duty buses, and 60’ articulated buses).
- **Equipment** – Non-revenue support service and maintenance vehicles over \$50,000 in acquisition value with an expected life of at least one year, including maintenance trucks and maintenance equipment meeting this value.
- **Facilities** – Maintenance and administrative facilities, 601 N. University Blvd., and the Ames Intermodal facility, 129 Hayward Ave.; facility conditions are rated on a TERM scale calculated every four years.

The following table shows the status of CyRide’s FY 2024 performance targets.

Asset Class / Category	ULB	2023			2024			2024 Perf. Target
		Vehicles Beyond ULB	Total Vehicles in Fleet	Beyond CyRide ULB	Vehicles Beyond ULB	Total Vehicles in Fleet	Beyond CyRide ULB	
40’ - 60’ Buses	15	22	83	27%	21	81	26%	27%
Cutaways	8	2	9	22%	0	9	0%	0%
Shop Trucks	10	0	2	0%	0	2	0%	0%

Large Buses: CyRide exceeded its FY 2024 target of 27%, achieving 26%. Two buses were sold, one of which had surpassed its ULB, reducing the fleet from 83 to 81. No large buses were replaced in FY 2024, as was expected. By the end of FY 2024, 21 large buses exceeded the ULB of 15 years.

Cutaways: CyRide met its 0% FY 2024 target as it replaced the two remaining cutaway vehicles that exceeded the ULB this past year. CyRide placed these two new low-floor cutaway vehicles into service in September 2024. CyRide is working to make ready one additional cutaway in FY 2025 that will replace our bus leased to Heart of Iowa Regional Transit Agency (HIRTA), which operates our Dial-A-Ride service in Ames.

Shop Trucks: CyRide met its target, with no trucks exceeding the ULB in FY 2024.

Updated Performance Targets for FY 2025

The TAM plan and performance targets are required to be shared with the Ames Area Metropolitan Planning Organization (AAMPO) for inclusion in the Metropolitan Transportation Plan and Transportation Improvement Plan. The Iowa DOT’s Public Transit Bureau, which recommends funding via PTMS, also requests this document. Therefore, future funding may be impacted if the TAM plan requirements are not completed.

CyRide recommends the performance targets in the following table for FY 2025. CyRide does not anticipate receiving any new 40’ or 60’ buses during FY 2025, while 14 buses will exceed the ULB. CyRide currently has five battery electric buses from Gillig and two 60’ articulated buses from New Flyer on order, which are expected to arrive in FY 2026.

For the cutaway fleet, CyRide will replace one new low-floor cutaway in FY 2025, resulting in no buses exceeding the ULB of 8 years. The cutaway leased to HIRTA is seven years old and is not past the ULB. Buses in this category will not exceed the ULB until 2030.

Facilities are rated on FTA’s Transit Economic Requirements Model (TERM) Scale, with 5.0 as the highest rating and 1.0 being the lowest. A 3.0 rating means the facility has not exceeded its useful life. Any score below 3.0 signifies that a facility needs repair or replacement and has exceeded its useful life. Facility conditions are required to be calculated every four years. CyRide’s target for its two facilities is that 0% of the facilities rate under 3.0 on the TERM scale. The Admin/Maintenance facility and the Intermodal facility currently have a TERM rating of 4.0.

Asset Category	Asset Class	CyRide ULB/TERM Scale	Assets Exceeding ULB/TERM	2025 Perf. Target
Rolling Stock	40' - 60' Buses	15	26%	43%
	Cutaways	8	0%	0%
Equipment	Shop Trucks	10	0%	0%
Facilities	Admin/Maintenance Facility	3.0 TERM	0%	0%
	Intermodal Facility	3.0 TERM	0%	0%

CyRide has updated its TAM plan performance targets for 2025 – 2029, as shown in the following table. The performance measures/targets for FY 2025 were developed using the programmed FY 2025 Capital Improvements Plan (CIP). Targets for FY 2026 – 2029 are based on Transit Board-approved grants and planned programmed capital replacement in the five-year CIP. CyRide expects to replace zero large buses in FY 2025, seven in FY 2026, and ten in FY 2027. In FY 2028 and FY 2029, CyRide expects to replace five and six buses, respectively, through the state DOT process. In total, CyRide anticipates replacing a total of 28 large buses over the next five years.

At the same time CyRide is replacing buses, an additional 27 large buses will reach their ULB threshold over the next five years, resulting in performance targets between 25% and 43%. In FY 2025, CyRide will add another 14 buses past their ULB and 13 more in FY 2027.

To lower out-year performance targets, CyRide anticipates that future requests for discretionary grants directly from the FTA will be necessary.

Asset Category	Asset Class	Current Fleet/Facility Exceeding ULB	2025 Perf. Target	2026 Perf. Target	2027 Perf. Target	2028 Perf. Target	2029 Perf. Target
Rolling Stock	40' - 60' Buses	26%	43%	35%	38%	32%	25%
	Cutaways	0%	0%	0%	0%	0%	0%
Equipment	Shop Trucks	0%	0%	0%	0%	0%	0%
Facilities	Admin./ Maint. Facility	0%	0%	0%	0%	0%	0%
	Intermodal Facility	0%	0%	0%	0%	0%	0%

ALTERNATIVES:

1. Approve CyRide’s recommendation to establish the FY 2025 Transit Asset Management (TAM) plan performance targets to submit to the Federal Transit Administration (FTA) and submit the overall TAM plan to the Ames Area Metropolitan Planning Organization (AAMPO) as required.
2. Direct staff to proceed according to Transit Board priorities.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1 to approve the FY 2025 TAM plan performance targets for each FTA-required asset class/category and submit the overall TAM plan to the AAMPO. Approval of this alternative will allow CyRide to meet its federal obligations and help guide future capital need assessments.

October 17, 2024

Award of Contract for Purchase of Infotainment Systems

CyRide Resource: James Rendall, Keith Wilbur

BACKGROUND:

Since 2018, CyRide has successfully operated a limited number of infotainment systems on buses. These systems display real-time information on upcoming bus stops, routes, and transfers to help passengers orient themselves within the transit system. The screens also display agency information alongside advertising content, offering a potential source of additional revenue. Providing more visual information to riders complements the existing audible announcements required under the Americans with Disabilities Act (ADA) and helps improve the rider experience for all passengers.

As a valuable technology for wayfinding and improving accessibility, particularly for passengers with disabilities, Section 5310 federal funding can be utilized to support the implementation of this technology. Details of the available funding are provided below. This project was included in the board-approved Capital Improvements Plan.

Funding Sources	Amount
Section 5310 Grant	\$152,909
Local Funding	\$38,227
Total Funds Available	\$191,136

On September 13, 2024, CyRide staff, in coordination with the Purchasing Division, issued Request for Proposal (RFP) No. 2025-044 for the purchase of infotainment signage systems. Bids were due on October 3, 2024. The contract period specified for the RFP is two years, with the option to renew the contract for up to three additional one-year periods. Bidders were required to provide pricing for all components necessary to make a two-screen infotainment system functional on ten vehicles during the initial contract period. Per-unit pricing was also requested to allow CyRide to purchase additional units and fully utilize the available grant funding.

Multiple companies reviewed the RFP and submitted questions, but only GMV Syncromatics submitted a bid. After receiving this single bid, a review of the bid specifications determined it to be fair and competitive, and found that GMV Syncromatics met all requirements.

Based on pricing and available funding, 21 systems could be purchased, with a first-year cost of \$185,673. Section 5310 federal funding will cover 80% of project costs. The complete pricing proposal is attached to the board packet, with the pricing summarized below.

Item	Cost
Equipment Costs (21 Buses)	\$150,858
Project Management	\$13,500
Annual Service Cost (21 Buses)	\$21,315
Total First-Year Project Cost	\$185,673

If approved, installation has been proposed to take place in December 2024. This purchase is contingent upon approval of the Iowa DOT Public Transportation Bureau.

ALTERNATIVES:

1. Approve award of contract to GMV Syncromatics of Los Angeles, California, for a period of two years with up to three additional one-year renewal periods, for the purchase of infotainment systems for an initial cost of \$185,673.
2. Direct staff to proceed according to Transit Board priorities.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1. Adding additional infotainment systems will improve the rider experience, support passengers with disabilities, and help all passengers better navigate the transit system.

Capital Costs - One Time			
On Board Infotainment - Full Color LCD Interior Passenger Information Display			
Item Description	Qty	Unit Cost	Total
21.5" Single-Sided LCD Monitor (2 per bus)	42	\$1,729	\$72,618
Hardware, Media Player + HDMI Splitter (1 per bus)	21	\$1,150	\$24,150
Surface Mount, per screen (1 per 40' bus)	15	\$165	\$2,475
Stanchion Mount, per screen (1 per 40' bus)	15	\$445	\$6,675
Ceiling Mount, per screen (2 per 60' bus)	12	\$245	\$2,940
Cabling, per screen (2 per bus)	42	\$150	\$6,300
Installation, Infotainment, per vehicle (1 per bus)	21	\$950	\$19,950
Vehicle and System Licenses, Infotainment, per vehicle (1 per bus)	21	\$750	\$15,750
Sub-Total			\$150,858
Project Management, Training (flat fee per project)	1	\$13,500	\$13,500
Total			\$164,358
Annual Service Fees			
Base Service Fees - Infotainment			
Item Description	Qty	Unit Cost	Total
Annual Service Fee, Infotainment (per bus)	21	\$395	\$8,295
Annual, Cellular Data (per bus)	21	\$620	\$13,020
Total per year (years 1 and 2)		\$1,015	\$21,315

October 17, 2024

Award of Contract for Purchase of Video Surveillance Systems

CyRide Resource: James Rendall, Keith Wilbur

BACKGROUND:

All CyRide fixed route vehicles are equipped with a video surveillance system that records multiple areas inside and outside the vehicle. These systems are critical for providing liability protection while also ensuring passenger safety and security. Each year, CyRide programs funds within the Capital Improvements Plan (CIP) for bus technology upgrades and replacements.

CyRide is currently in a multi-year contract with Safety Vision for the purchase of video surveillance systems. The original Request for Proposals (RFP) allowed for the purchase of additional surveillance systems as needed, providing a flexible and cost-effective solution for ongoing replacements. A competitive contract ensures CyRide is purchasing replacement systems at the best value to the organization.

The Maintenance Division has identified two articulated buses and ten 40' buses with video surveillance systems in need of replacement, for a total of twelve systems. Safety Vision has provided pricing based on the existing contract for both the hardware and installation services, summarized below.

Type of Bus	Number of Buses	Number of Cameras	Cost Per Bus	Total Cost
60' articulated	2	14	\$9,898.29	\$19,796.58
40' heavy-duty	10	11	\$5,603.51	\$56,035.10
Project Total	12			\$75,831.68

The cost difference between the two types of buses is due to articulated buses requiring more cameras for complete vehicle coverage, a more advanced recorder unit, and longer cable runs. The Maintenance Division and the Technology Coordinator have reviewed the quote. Based on the current state of the video surveillance equipment on these buses, replacement of all 12 systems is being recommended. Currently, CyRide has \$204,834 available in the CIP to support replacing these systems.

ALTERNATIVES:

1. Approve the purchase of twelve video surveillance systems and installation services to Safety Vision of Houston, Texas, for a total cost of \$75,831.68.
2. Direct staff to proceed according to Transit Board priorities.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1. Video surveillance systems are critical for maintaining safe transit operations, and replacing these systems will help ensure CyRide's equipment stays in a state of good repair.

October 17, 2024
Award of Contract for Purchase of 40' Diesel Buses
CyRide Resource: James Rendall

BACKGROUND:

CyRide has been awarded grant funding to replace two 40' heavy-duty diesel buses that are 24 years old and past their useful life. Funding for the new buses was approved in the FY 2023 Capital Improvements Plan. Due to rapid bus price increases, additional funding was allocated by the Iowa DOT through the Congestion Mitigation and Air Quality (CMAQ) program. The budget based on grant funding is shown below and was included in the Capital Improvements Plan:

Funding Source	Funding		
	Federal	Local	Total
Iowa DOT Contract for 5339 Discretionary Funding	\$879,946	\$155,284	\$1,035,230
CMAQ Funding	\$43,970	\$10,992	\$54,962
Total	\$923,916	\$166,276	\$1,090,192

Reviewing options for procurement, CyRide has determined that the most cost-effective method for purchasing new buses 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. Through the State of Iowa, the most favorable option for CyRide is the Washington State cooperative procurement schedule.

CyRide's current fleet of 40' heavy-duty diesel Gillig Low Floor buses has consistently proven to be cost-effective and reliable. There are significant savings realized by keeping the 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 Gillig as the preferred manufacturer for this purchase.

Pricing was requested from Gillig, which resulted in a cost per bus of \$628,498 for a total purchase price of \$1,256,996. This cost is higher than the available funding. Following this result, staff re-evaluated procurement options and determined that proceeding with the Washington State contract was still the most cost-effective approach available to CyRide. While higher than expected, the price provided was found to be fair and reasonable in light of the national purchasing environment and comparable buses from other manufacturers.

Based on the pricing received, an additional \$166,804 in local funding would be required to purchase both buses. The additional funding could come from the 40' Bus Replacement Capital Reserve Fund. A revised budget has been calculated based on the bus pricing provided, shown in the following table.

Funding Source	Funding		
	Federal	Local	Total
Iowa DOT Contract for 5339 Discretionary Funding	\$879,946	\$155,284	\$1,035,230
CMAQ Funding	\$43,970	\$10,992	\$54,962
Additional Local Funding (40' Bus Reserve Fund)		\$166,804	\$166,804
Revised Total Project Budget	\$923,916	\$333,080	\$1,256,996

Gillig expects delivery of the vehicles to occur approximately 15 months after a purchase order is issued. Additional build options are being considered for these buses and will be maintained within the overall 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 a not to exceed amount of \$1,256,996.

ALTERNATIVES:

1. Approve award of contract for two 40' heavy-duty diesel buses to Gillig LLC of Livermore, California, for a total cost not to exceed amount of \$1,256,996.
2. Do not approve the contract award and direct staff to proceed according to Transit Board priorities.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1. Replacing obsolete buses with new vehicles improves efficiency, moves CyRide closer to meeting its federal Transit Asset Management (TAM) plan goals, and reduces overall fleet emissions using newer, cleaner-burning engines.



October 17, 2024
Monthly Report
CyRide Resource: Barbara Neal

1. Free Rides Election Day

This year, Election Day is November 5, 2024. CyRide has previously joined other transit agencies in the state and across the nation in offering fare-free rides to passengers to ease access to voting in our communities. Offering fare-free on Election Day lowers transportation barriers, encourages non-traditional rides, helps passengers more easily travel to vote, and generates positive news coverage.

At the November 30, 2022, meeting, the board voted to make all future election days fare-free. Based on current ridership levels, we estimate it will cost approximately \$500 to offer free rides on both fixed route and Dial-A-Ride services on November 5.

2. Fare Collection

CyRide staff have begun reviewing options for electronic fare payments at CyRide. Initial discussions have centered around a system that would allow passengers to show their phone to the driver, reflecting that they have paid their fare via an app. This type of “mobile ticketing” system is expected to have a lower cost than one that allows passengers to use contactless payment technologies such as Apple Pay or Google Wallet. Additional information about mobile ticketing will be brought to a future board meeting once more in-depth research has been completed.

3. B100 Pilot Project Update

CyRide has five buses with Optimus Technologies biodiesel conversion equipment installed, which allows these vehicles to use 100% biodiesel (B100) fuel. All installation and provisioning for this project is complete, and the five buses are now in regular service with B100. Based on available data, about 93% of the fuel used on these buses is now B100 instead of standard diesel. CyRide will continue to evaluate how these buses perform and will bring updated information to the Transit Board as the pilot continues.