

AMES TRANSIT AGENCY BOARD OF TRUSTEES

CYRIDE CONFERENCE ROOM

November 3, 2011

1. CALL TO ORDER: 5:15 P.M.
2. Approval of October 4, 2011 Minutes
3. Public Comments
4. Rate Setting Resolution – Fares (2012-1)
5. Rate Setting Resolution – Passes (2012-2)
6. Bus Purchase with State of Good Repair Federal Funds
7. Intermodal Facility Change Order
8. 2012-2013 Budget Preparation/Service Level
9. Quarterly Operation's Report
10. Transit Director's Report
11. Set Time and Place of Next Meeting –
 - Special Meeting (Conference Call) – Nov. 16, 2011, 9:00 am
 - Regularly Scheduled Meeting - Dec. 6, 2011, 5:15 pm
12. Adjourn

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Sheri Kyras
DATE: November 3, 2011
SUBJECT: Rate Setting Resolution – Fares (2012-1)

BACKGROUND: In April 2011, the Transit Board of Trustees approved CyRide pass rates effective July 1, 2011 with no change from the previous fiscal year. At that time, in anticipation of the possibility of increasing rates to address budget shortfalls created by increased property insurance and fuel prices, the Transit Board approved the 2011-2012 rate, but recognized that this may need to be revisited later in the year after a fare/service study was completed.

INFORMATION: With the completion of the fare and service analysis study in October 2011, the board voted to make two modifications to bring the budget in line with higher expenses:

- Internal savings
- Fare Increases

As part of the approved budget modifications, a 20-25% increase in fare categories was approved for implementation on January 1, 2012, as reflected on the attached rate structure.

It is anticipated that these fare changes will provide CyRide with approximately \$112,000 in additional revenue over the remaining six months of the 2011-2012 budget year to help offset additional expenses incurred.

The Transit Board of Trustees must officially approve a new rate setting resolution, which will be considered by the Ames City Council at their November 22, 2011 meeting. At that time, staff can begin publicizing the new rates.

ALTERNATIVES:

1. Approve the new 2011-2012 rates, which reflect a 20-25% increase in most fare categories, effective January 1, 2012.
2. Modify rates per board priorities.
3. Do not approve a new 2011-2012 rate structure.

RECOMMENDATION:

The Transit Director recommends approving Alternative #1 to generate additional revenue thereby addressing the current budget deficit. This new rate structure has been presented at public meetings and comments received prior to a final decision by the Board of Trustees.

AMES TRANSIT AGENCY BOARD OF TRUSTEES

RATE SETTING RESOLUTION 2012-1

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 January 1, 2012

Fixed Route Fares

\$ 1.25	Regular cash fare
\$.60	Reduced cash fare (K-12, Medicare, Medicaid, persons over 65, persons with a disability)
\$ 6.00	10-ride reduced fare ticket book (\$.60 per ride)
\$ 12.00	10-ride regular fare ticket book, (\$1.20 per ride)
\$ 20.00	Reduced fare monthly pass (Medicare, Medicaid, persons over 65, persons with a disability)
\$ 40.00	Regular fare monthly pass. (May also be used in conjunction with tickets or cash on Dial-A-Ride).
\$ 160.00	Regular Fare Semester Pass (fall and spring). Price varies depending on date purchased.
\$ 80.00	Reduced Fare Semester Pass (fall and spring). Price varies depending on date purchased.
\$ 150.00	Regular Fare Winter Pass. November to spring break. Price varies depending on date purchased.
\$ 75.00	Reduced Fare Winter Pass. November to spring break. Price varies depending on date purchased.
\$ 100.00	Regular Fare Summer Pass
\$ 50.00	Reduced Fare Summer Pass
\$ 320.00	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.)
\$ 160.00	Reduced Fare School Year Pass. Price varies depending on date purchased. (May also be used in conjunction with tickets or cash on Dial-A-Ride.)

Enacted this 3rd day of November 2011.

AMES TRANSIT AGENCY BOARD OF TRUSTEES

By: _____
Robert Anders, President

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Sheri Kyras
DATE: November 3, 2011
SUBJECT: Rate Setting Resolution – Passes (2012-2)

BACKGROUND: In April 2011, the Transit Board of Trustees approved CyRide pass rates effective July 1, 2011 with no change from the previous fiscal year. At that time, in anticipation of the possibility of increasing fares to address budget shortfalls created by increased property insurance and fuel prices, the Transit Board approved the 2011-2012 rate, but recognized that this may need to be revisited later in the year after a fare/service study was completed.

INFORMATION: With the completion of the fare and service analysis study in October 2011, the board voted to make two modifications to bring the budget in line with higher expenses:

- Internal savings
- Fare Increases

As part of the approved budget modifications, a 20-25% increase in pass categories was approved for implemented effective January 1, 2012, as reflected on the attached rate structure. In addition, a new pass category would be added - a reduced fare pass, for seniors, disabled persons, and Medicare/Medicaid eligible individuals to lessen the impact of a fare increase on these individuals.

It is anticipated that these pass and fare changes will provide CyRide with approximately \$112,000 in additional revenue over the remaining six months of the 2011-2012 budget year to help offset additional expenses incurred.

The Transit Board of Trustees must officially approve a new rate setting resolution, which will be considered by the Ames City Council at their November 22, 2011 meeting. At that time, staff can begin publicizing the new rates.

ALTERNATIVES:

1. Approve the amended 2011-2012 pass rates as presented to be effective January 1, 2011.
2. Modify pass rates per board priorities.
3. Do not modify pass rates for the remainder of the 2011-2012 budget year.

RECOMMENDATION:

The Transit Director recommends approving Alternative #1 as approved by the Transit Board at the October 2011 Board meeting after completing a lengthy fare and service analysis over the summer, which included public input through meetings and other means of communication.

AMES TRANSIT AGENCY BOARD OF TRUSTEES

RATE SETTING RESOLUTION 2012-2

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 January 1, 2012

REDUCED FARE PASSES

PURCHASE DATE	2011/12 SCHOOL YEAR REDUCED FARE PASS	Expiration Date	Price
Saturday, February 11, 2012 – Friday, March 23, 2012		June 3, 2012	\$60.00

	2012 SUMMER REDUCED FARE PASS	Expiration Date	Price
Sunday, May 6, 2012 – Wednesday, July 25, 2012		August 31, 2012	\$50.00

2012 FALL REDUCED FARE PASS

Monday, August 13, 2012 – Friday, September 21, 2012	December 31, 2012	\$80.00
Saturday, September 22, 2012 - Monday, December 10, 2012	December 31, 2012	\$60.00

2012/13 SCHOOL YEAR REDUCED FARE PASS

Monday, August 13, 2012 – Friday, September 21, 2012	June 3, 2013	\$160.00
Saturday, September 22, 2012 – Friday, December 14, 2012	June 3, 2013	\$140.00
Saturday, December 15, 2012 - Friday, February 8, 2013	June 3, 2013	\$80.00
Saturday, February 9, 2013 – Friday, March 22, 2013	June 3, 2013	\$60.00

2012/13 WINTER REDUCED FARE PASS

Saturday, November 3, 2012 – Friday, December 7, 2012	March 18, 2013	\$75.00
Saturday, December 8, 2012 – Friday, February 8, 2013	March 18, 2013	\$50.00

RATE SETTING RESOLUTION 2012-2

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REGULAR FARE PASSES

PURCHASE DATE	2011/12 SCHOOL YEAR REGULAR FARE PASS	Expiration Date	Price
Saturday, February 11, 2012	– Friday, March 23, 2012	June 3, 2012	\$120.00

2012 SUMMER REGULAR FARE PASS		Expiration Date	Price
Sunday, May 6, 2012	– Wednesday, July 25, 2012	August 31, 2012	\$100.00

2012 FALL REGULAR FARE PASS		Expiration Date	Price
Monday, August 13, 2012	– Friday, September 21, 2012	December 31, 2012	\$160.00
Saturday, September 22, 2012	– Monday, December 10, 2012	December 31, 2012	\$120.00

2012/13 SCHOOL YEAR REGULAR FARE PASS		Expiration Date	Price
Monday, August 13, 2012	– Friday, September 21, 2012	June 2, 2013	\$320.00
Saturday, September 22, 2012	– December 7, 2012	June 2, 2013	\$280.00
Saturday, December 8, 2012	– Friday, February 8, 2013	June 3, 2013	\$160.00
Saturday, February 9, 2013	– Friday, March 22, 2013	June 3, 2013	\$120.00

2012/13 WINTER REGULAR FARE PASS		Expiration Date	Price
Saturday, November 2, 2012	– Friday, December 13, 2012	March 18, 2013	\$150.00
Saturday, December 14, 2012	– Friday, February 8, 2013	March 19, 2013	\$100.00

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 3rd day of November 2011.

AMES TRANSIT AGENCY BOARD OF TRUSTEES

By: _____
Robert Anders, President

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Sheri Kyras
DATE: November 3, 2011
SUBJECT: Bus Purchase with State of Good Repair Federal Funds

BACKGROUND: With the introduction of the Federal Transit Administration’s State of Good Repair (SGR) program, the State of Iowa annually submits a grant application to financially support the replacement of buses statewide. CyRide buses are eligible for replacement under this application. At the July 2011 Transit Board meeting, board members approved the inclusion of CyRide buses in this application.

INFORMATION: The Iowa Department of Transportation was recently notified that they received \$5 million dollars for replacement of buses statewide. CyRide’s first bus on the Iowa DOT’s priority list for statewide bus replacements was at \$6.1 million dollars, substantially below the funding level received by the state. However, several transit systems higher up on the list declined funding for buses and CyRide will be able to replace two minibuses under the state’s grant as follows:

<u>Bus No.</u>	<u>Type</u>	<u>Total \$</u>	<u>Federal \$</u>	<u>DOT’s List of Cumulative Fed. Tot.</u>
979	Minibus – Light Duty	\$93,000	\$83,700	\$6,177,000
978	Minibus – Light Duty	\$93,000	\$83,700	\$6,723,010

Since CyRide operates its vehicles with biodiesel, the federal match for these buses is 90%, requiring only a 10% local match. The total local match required for these two vehicles is \$18,600. The buses would be ordered after the first of the year for delivery after July 1, 2011 in the new fiscal year. These buses are scheduled in the City of Ames Capital Plan in next year’s budget (2012-2013). Therefore, this state grant will fund the federal portion of this scheduled purchase. These buses were also included in the recently discussed two-year pro forma, but at an 83% federal match for the 2012-2013 budget year, resulting in a savings to CyRide’s capital budget of \$13,020 (\$31,620 - \$18,600).

The two buses to be replaced were purchased in 2003, are currently 8 years old, and are 4 years beyond their useful life. They are in poor condition and their replacement would result in lower operating costs and a more comfortable ride for CyRide’s customers.

During July's board meeting discussion on this issue, CyRide staff indicated that if funding became available through the State of Iowa's State of Good Repair grant, staff would seek board concurrence to expend its capital funds as part of the state's grant.

ALTERNATIVES:

1. Approve up to \$18,600 in local match from CyRide's 2012-2013 capital budget for the purchase of two minibuses in the State of Iowa's State of Good Repair grant.
2. Do not approve up to \$18,600 in local match from CyRide's 2012-2013 capital budget for the purchase of two minibuses in the State of Iowa's State of Good Repair grant.

RECOMMENDATION:

The Transit Director recommends Alternative #1 to approve \$18,600 in funds from the 2012-2013 capital budget to replace the two vehicles. The local dollars required for their purchase are less than was budgeted in the capital plan and will allow CyRide to provide a more comfortable, cost-efficient ride for its customers.

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Sheri Kyras
DATE: November 3, 2011
SUBJECT: Intermodal Facility Change Order

BACKGROUND: The Intermodal Facility construction project began in March 2011. At the March Transit Board meeting, board members directed staff to gain transit board approval of Intermodal Facility change orders each time they cumulatively reach \$50,000 as well as gain City Council approval per City of Ames procurement policies. Due to the poor soil conditions on the site, a change order that would exceed this amount is being considered.

INFORMATION: During the earth work portion of the Intermodal Facility, poor soil conditions were found in several areas of the site. Of particular concern was the soil condition near the large retaining wall holding back College Creek. After discussions with the engineers and architects on the project, it was determined that the area would need over-excavation or removal of the poor soil and replacement with satisfactory, clean soil, which would result in a change of scope and change order for Weitz' subcontractor completing this work, Arthur, Inc. The federally required process for a change order is as follows.

- Step 1:** An independent cost estimate of the work to be completed by the Architect/Engineer or Construction Manager.
- Step 2:** Solicitation of a cost proposal from the contractor based on their subcontractors cost.
- Step 3:** If the two estimates vary, the price must be negotiated between the owner/owner's representative and the contractor/subcontractor.
- Step 4:** Once agreement on the cost is determined, a change order is developed.
- Step 5:** Approval of the change order by the Transit Board of Trustees and City Council.
- Step 6:** Preparation for and payment of the change order in the next pay application.

Originally the two cost estimates were significantly different (\$45,000 versus \$160,000) and the reconciliation process to arrive at an agreed upon cost took considerable time to complete. This process was completed in mid-October and a change order (#12) was generated the week of October 24th. In order to expedite payment to the contractor, CyRide staff requested approval of this change order at the November 1, 2011 Ames City Council meeting, contingent upon the Transit Board of Trustees approval on November 3, 2011. Staff will update board members at the November 3rd meeting regarding action taken at the Council meeting.

ALTERNATIVES:

1. Approve Change Order #12 for a not-to-exceed amount of \$52,103 to Weitz Corporation of Des Moines, Iowa for over-excavation of poor soils on the Intermodal Facility project.
2. Do not approve Intermodal Facility Change Order #12 and request staff to renegotiate the cost of the work.

RECOMMENDATIONS:

The Transit Director recommends Alternative #1 as extensive discussion regarding the scope and cost of the additional work required by the subcontractor on the Intermodal Facility project to correct poor soil conditions has taken place and a price for the work has been established that all parties believe represents the magnitude of the work to be accomplished.

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: November 3, 2011

SUBJECT: 2012-2013 Budget Preparation/Service Level

BACKGROUND: Each year, staff prepares a report to the Transit Board of Trustees regarding areas where adjustments would benefit the efficient operation of CyRide's transit services. This report is then discussed and direction by the Board of Trustees provided in preparing budget options for presentation at the December Transit Board meeting.

INFORMATION: CyRide's financial situation is a significantly different this year in light of the budget challenges it is currently experiencing; however, staff has prepared the typical report, which identifies additional services that could be considered in budget options; well as, service reductions to gain further board direction on the development of budget options for consideration for the 2012-2013 budget year.

Service Additions

This year, staff has identified three CyRide service modifications that could provide better service to our customers based on community priorities and service requests. Included in the discussion of these changes is a description of the service, identification of the need and preliminary annual cost estimates. Additionally, each service request has been categorized by type of request – Customer or CyRide requested. A map of CyRide's current routes is attached for reference.

Customer Requested

1. Evening Service to DMACC Hunziker Center

Service Need – The DMACC Hunziker Center is located in the southeast portion of the City of Ames near the confluence of Hwy. 30 and I-35. CyRide currently has a route (#4 Gray) that operates to this area in the morning and afternoon only, providing access to the Center and numerous hotels in the area. ISU has developed a relationship with DMACC for students from the university to take courses from this center. Classes begin at 3:00 pm with the last classes ending around 9:00 pm. Currently, students can access the facility via CyRide to get to class, but have no option after class ends. Initial discussions with DMACC regarding the possibility of sharing costs for this service

resulted in no final response from the institution; however, more recent discussions with the President indicated a willingness to revisit this decision. It is estimated that approximately 10 riders would be served each day on the proposed service.

Service Description – Add two trips to the #4 Gray Route schedule Monday through Thursday, during the school year, leaving DMACC at 6:05 and 9:05 pm to accommodate class schedules during the evening. These trips would be added to the end of existing services to minimize expenses.

Annual Cost Estimate Less Revenue - \$13,870

2. Additional Service on the #4 Gray Route

Service Need – With the addition of the Grove and Laverne Apartments complexes on S. 16th Street, additional demand has been placed on the Gray/Yellow routes, which operates hourly between 7:30 am and 5:30 pm. CyRide has received six formal service requests since August 2011 for more frequent service on this route and to extend service hours into the evening. The Grove complex currently has more than 500 beds and has purchased land on the south side of S. 16th for future expansion of this complex. The Laverne apartments currently have more than 200 beds. In the first few months that these facilities have been open, ridership has increased 5-17 rides per existing trip. It is anticipated that this will increase once cold weather begins.

Service Description A – The Gray route currently has minimal service with nine trips each weekday between 7:30 – 11:00 am and 2:00 – 5:00 pm. The midday Yellow route also operates on S. 16th providing hourly service from 11:00 am to 2:30 pm. To serve this growing area of Ames, two additional buses could be added to the service Monday through Friday between 7 am and 9 pm, operating every 40 minutes during the school year.

Annual Cost Estimate A Less Revenue – \$107,800

Service Description B – The Orange Route extension to ISU’s Veterinary Medical (Vet Med) building could be rerouted to travel on S. 16th St., not traveling onto Vet Med property. Students would need to walk up the hill to the building. The extension could instead operate on S. 16th, past the apartment complexes to Buckeye and turn around. This would provide 36 additional trips along this section of the Gray route from 7:00 am to 6:00 pm, providing 20-minute service.

Annual Cost Estimate B Less Revenue – \$24,000

3. Service to S. Duff after 6:30 pm

Service Need – With the movie theatre and the growth in the S. Duff business area, a customer request for additional service in this corridor has been received. Over the past

year, four new businesses have opened along this street and there are potentially more businesses that may construct buildings in the near future.

Service Description – CyRide could extend the Yellow route service, which currently ends at 6:15 at City Hall, until 10:15 pm, operating every 40 minutes. Customers could transfer at City Hall from other routes and ride the Yellow route, which operates north south on S. Duff Ave.

Annual Cost Estimate Less Revenue – \$39,500

CyRide Requested

CyRide staff does not have additional service requests for the 2012-2013 budget year.

Service Reductions

Possible service reductions examined by staff to reduce expenses in the 2012-2013 budget were indentified in the Fare Increase/Service Change Study conducted over the summer of 2011 and are briefly identified below.

Proposal			Annual Cost	Annual Riders
#	Route	Description	Savings	Lost
1	#10 Pink	Eliminate entire route	\$16,640	2,019
2	Holiday Service	Eliminate all routes on three holidays: Memorial Day, 4 th of July and Labor Day	\$21,337	5,322
3	#21 Cardinal	Reroute service one block north from Osborn to Pammel Drive	\$48,316	4,539
4	#8 Aqua	Eliminate route which operates from Memorial Day through Aug. 15	\$25,360	2,761
5	#22 Gold	Eliminate last trip of the day	\$2,850	911
6	#2 Green	Eliminate all trips after 7 pm weeknights	\$81,761	24,250
7	#6B Brown	Eliminate all trips after 6:30 pm	\$35,105	12,583
8	#4 Yellow	Eliminate entire route on Saturday	\$27,822	3,485
9	#2 Green	Eliminate entire route on Saturday	\$74,635	15,825
10	#6 Brown	Eliminate entire route on Saturday	\$31,892	5,590
11	#24 Silver	Eliminate route on Sunday evenings	\$7,146	1,308
12	#2 Green	Eliminate entire route on Sunday	\$63,724	11,909
13	#1 Red, #2 Green, #3 Blue	Eliminate first morning trips on Sunday	\$12,930	4,692

Since completion of this analysis, staff has identified one additional option on the Gold Route as follows:

Proposal #	Route	Description	Annual Cost Savings	Annual Riders Lost
14	#22 Gold	Eliminate first two trips in the morning	\$4,200	930

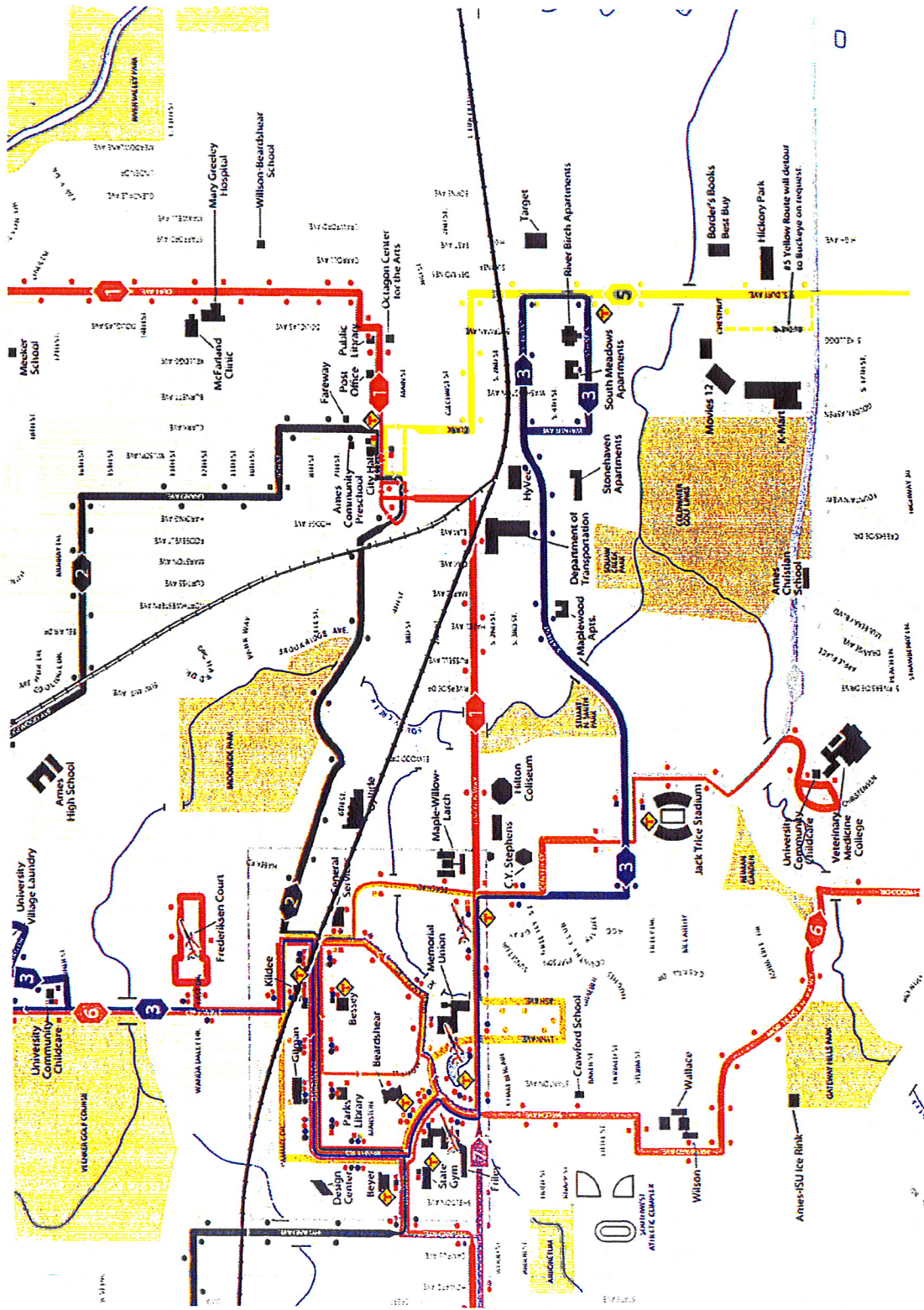
For December’s budget discussion, CyRide staff will prepare a baseline budget (Option #1), which projects forward, for the 2012-2013 budget year, the expenses and revenues at current staffing and service levels. Staff is seeking board direction on additional options that the Transit Board would like to consider at that time as well. For reference, staff has attached the two year revenue and expense pro forma provided to the Transit Board at the October 2011 board meeting, which included a baseline projection at that time plus two service reductions - #2 and #5 above.

CyRide Pro Forma
October 31, 2011

	07-08	08-09	09-10	10-11	11-12	12-13	12-13
	Actual	Actual	Actual	Actual	Amend	Likely	Likely
Revenues							
FTA Section 5307	1,365,236	1,328,822	1,442,590	1,490,918	1,528,279	-10.0%	1,375,451
STA Oper Assistance	530,334	488,589	448,181	497,650	510,091	5.0%	535,596
STA Special Projects				38,861	38,861		
IDOT Training Reimb	18,432	18,209	13,583	16,666	16,666	0.0%	16,666
5310 Elderly Disabled	83,944	94,987	94,640	99,877	104,871	5.0%	110,114
JARC	20,340	33,951	37,270	58,937	58,937	0.0%	58,937
Full Fare Monthly Pass	31,966	36,530	36,550	28,885	30,907	12.0%	34,616
Reduced Fare Monthly Pass					5,000	100.0%	10,000
Fixed Route Fares	123,654	113,552	121,902	132,890	147,508	22.5%	180,698
Dial A Ride Fares	11,634	9,623	9,899	8,903	8,903	0.0%	8,903
Full Fare Ticket Book	23,239	18,751	19,225	18,730	20,790	22.5%	25,468
Reduced Fare Ticket Book	11,278	9,326	11,145	12,366	13,726	22.5%	16,815
Reduced Fare Semester Pass	17,580	14,565	20,550	15,040	16,694	22.5%	20,451
Full Fare Semester Pass	74,092	73,975	98,320	98,905	109,785	22.5%	134,486
GSB Fee increase for Fares					75,821		151,642
ISU Parking Systems	219,640	229,106	229,106	236,489	243,584	3.0%	250,891
Cy Ride Advertising	95,424	100,657	103,510	112,898	107,000	0.0%	107,000
Shuttle Revenue	118,820	81,982	47,502	42,004	82,000		42,000
Damage Claims	16,696	9,876	17,718	12,218	12,000		12,000
Sale Of Equipment	9,453	12,852	15,348	32,699	15,000		15,000
Misc Revenue	3,714	1,182	1,455	2,375	2,000		2,000
HSS Service		2,957	5,732	6,464	7,000		7,000
MPO Reimbursement	24,291	32,094	30,925	34,416	32,000		32,000
Pooled Cash Interest	108,198	50,142	23,504	13,918	8,000		8,000
Unrealized Gain/Losses	9,147	7,178	39	(3,826)	3,100		3,100
ISU Administration	501,667	530,764	557,302	576,808	599,880	7.0%	641,872
GSB Tuition	2,608,946	2,760,265	2,898,278	3,008,118	3,128,442	7.0%	3,347,433
City of Ames	1,150,821	1,248,110	1,325,689	1,306,309	1,367,906	7.0%	1,463,659
Subtotal	7,178,545	7,308,045	7,609,962	7,899,519	8,294,751		8,611,797
Expenses							
	07-08	08-09	09-10	10-11	11-12	12-13	12-13
	Actual	Actual	Actual	Actual	Amend	Likely	Likely
Wages and Benefits	4,359,495	4,708,992	5,150,980	5,433,927	5,599,787		5,726,033
Human Resources	81,066	76,600	76,689	62,072	85,550	2.5%	87,689
Legal Services	2,671	3,069	8,615	8,540	8,800	2.5%	9,020
Purchasing	21,983	24,446	22,625	29,626	27,170	2.5%	27,849
Finance	57,258	61,793	62,649	59,981	67,614	2.5%	69,304
Data Services	39,102	42,857	45,333	46,229	46,792	2.5%	47,962
Messenger Service	1,941	2,095	2,364	2,545	2,701	2.5%	2,769
Printing/Graphics	4,268	3,255	3,077	4,582	4,000	2.5%	4,100
Insurance	91,026	112,601	116,257	126,787	229,000	2.5%	234,725
Phone Oper./Maint.	13,262	14,602	14,972	14,972	14,972	2.5%	15,346
Long Distance	512	392	376	307	400	2.5%	410
Fleet Oper./Maint.	0	0	0	504	0	2.5%	0
Outside Prof Serv	14,701	18,699	84,896	21,373	22,121	3.5%	22,895
Postage/Freight	1,198	779	1,580	1,326	1,372	3.5%	1,420
Travel/Meetings	921	2,160	1,070	1,603	1,659	3.5%	1,717
Training	11,113	3,540	4,526	5,110	5,289	3.5%	5,474
Conferences	14,670	21,498	14,511	14,768	15,285	3.5%	15,820
Subscriptions/Books	369	1,131	1,277	771	798	3.5%	826
Dues & Memberships	16,001	13,793	12,427	15,456	15,997	3.5%	16,557
Tuition Asst.				2,575	2,665	3.5%	2,758

CyRide Pro Forma
October 31, 2011

	07-08	08-09	09-10	10-11	11-12	12-13	12-13
	Actual	Actual	Actual	Actual	Amend	Likely	Likely
Printing/Graphics	41,540	33,413	33,414	38,355	39,697	3.5%	41,087
Advertising	6,903	22,962	19,383	20,954	21,688	3.5%	22,447
Recruiting	3,883	1,507	270	2,055	2,126	3.5%	2,201
Insurance	0	0	0	0	0	3.5%	0
Electricity	41,518	48,259	61,533	66,774	69,111	3.5%	71,530
Telephone - Outside	1,871	1,624	1,810	1,907	1,974	3.5%	2,043
Water/Sewer	5,987	6,589	8,126	7,695	7,964	3.5%	8,243
Waste Disposal	12,276	15,358	6,103	9,005	9,320	3.5%	9,647
Natural Gas	34,394	26,777	23,419	27,984	28,964	3.5%	29,977
Structural Repair	16,401	17,758	27,508	13,616	14,093	3.5%	14,586
Mov. Equip. Repair	62,631	30,895	61,105	51,807	53,620	3.5%	55,497
Fixed Equip. Repair	11,372	38,580	26,561	42,065	43,537	3.5%	45,061
Rentals/Leases	26,087	23,871	24,001	32,844	33,994	3.5%	35,184
Non-City Service	187,390	184,541	181,567	190,173	196,829	3.5%	203,718
Office Supplies	9,819	5,989	5,745	5,930	6,138	3.5%	6,353
Minor Office Equip.	1,902	2,161	3,946	4,590	4,750	3.5%	4,916
Minor Comp. Equip.	1,201	2,572	4,577	616	638	3.5%	660
Ag-Hort Supplies	32	997	458	247	256	3.5%	265
Structural Materials	13,427	9,381	11,796	5,465	5,657	3.5%	5,855
Chemicals/ Lab Supp.	599	27	0	21	22	3.5%	23
Cleaning Supplies	20,774	17,366	16,049	21,033	21,769	3.5%	22,531
Equip. Parts/Supplies	10,045	11,705	10,513	7,445	7,706	3.5%	7,975
Minor Equip. Tools	8,694	10,920	8,450	9,863	10,208	3.5%	10,566
Food & Feed	4,102	4,325	2,507	2,708	2,802	3.5%	2,900
Motor Vehicle Parts	222,921	243,191	223,506	171,063	230,000	3.5%	238,050
Aggregate Products	0	74	0	0	0	3.5%	0
Wearing Apparel	27,524	28,567	28,679	24,538	25,397	3.5%	26,286
Special Projects	1,898	2,160	3,168	(2,135)	(2,209)	3.5%	(2,287)
Inventory Over/Short	1,226	0	8,894	74	77	3.5%	80
Fuel	857,960	589,622	684,468	872,935	1,024,000		1,120,000
Lubricants/Other	21,352	20,642	21,176	22,889	23,691	3.5%	24,520
Office Furniture	0	0	1,681	0	0	3.5%	0
Comp. Equip.	1,101	1,722	0	0	0	3.5%	0
Refunds	772	429	1,451	731	756	3.5%	783
Finance Adjustments	491	76,726	15,890	(25,000)			
Service Reductions							(24,000)
One Time Savings					(81,200)		
Non-Payroll Expenses	2,030,156	1,884,020	2,001,000	2,047,376	2,355,560		2,553,336
Total Expenses	6,389,651	6,593,012	7,151,980	7,481,303	7,955,347		8,279,370
Transfer to Capital Fund	912,231	500,000	713,000	632,000	239,812		331,437
Total Funds Used	7,301,882	7,093,012	7,864,980	8,113,303	8,195,159		8,610,807
Revenues over Expenses/Transfers	(123,337)	215,033	(255,018)	(213,784)	99,592		990
Ending Fund Balance	891,416	1,105,687	847,294	644,561	744,153		745,143
Ending Balance/Total Expenses	14.0%	16.8%	11.8%	8.6%	9.4%		9.0%



CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: November 3, 2011

SUBJECT: Quarterly Operation's Report

INFORMATION: The following information highlights significant variations or important performance benchmarks from the first quarter of the 2011/12 fiscal year (July - September 2011).

System-Wide Trends –

- Ridership for the quarter was +8.6% higher.
- Farebox revenue is +5.8% for the first quarter with the revenue/expense ratio +2.1% as well.
- Due to this ridership increase, the operating expenses/passenger were lower with -4.5%, with passengers/revenue mile and hour higher. 7.2% and 8.5%, respectively.
- Operating expenses are +2.5% mainly due to higher fuel costs as the first quarter of 2010/11 experienced significantly lower fuel costs.
- Revenue miles and hours are only slightly higher (+1.3% and +0.1%) with significantly increased ridership. This lower level of miles/hours even during higher ridership has been able to be accomplished as a result of CyRide Operation's staff closely monitoring the demand for each bus trip and limiting the use of additional vehicles where possible to hold down expenses.

Maintenance Trends –

- The number of bus interiors that have been cleaned this year and quarter are significantly higher than last – up 112.5%. This is due a Maintenance Department emphasis in this area and cleaning every bus prior to the beginning of school starting.
- Mechanical problems decreased -52.5% for the quarter, with a corresponding increase in the number of miles achieved in-between these calls (+85.2%).
- Total diesel miles driven increased only slightly +0.3% with total gallons of diesel used declining 12.5%. The increased miles per gallon achieved by the hybrid buses and a newer, more efficient bus fleet are starting to positively impact this budget line item.
- Average diesel miles per gallon is higher as the older buses, with significantly lower miles per gallon, have been sold.

Fixed-Route/Operations Trends –

- Total accidents and preventable accidents are both lower for the quarter at -11.1% and -31.3%, respectively. Also, the number of miles per preventable accident is higher by 41.1%. These are positive trends that both Maintenance and Operations staff have worked on this quarter.
- The number of drivers CyRide is employing this year is higher than last year by +8.7%. By “staffing up” in the driver’s area, staff has been able to decrease overtime expenses in the first quarter by \$9,106 from the first quarter last year.
- Operations expenses are higher by 2.5% due mainly to fuel increases this year over last year.

Dial-A-Ride Trends –

- Dial-A-Ride ridership last year ended significantly lower than in recent years; therefore, the ridership increase (+5.9%) in the first quarter of this fiscal year represents a return to previous ridership levels.
- Farebox revenue is lower in the first quarter (-4.9%) due to a change in staffing and a misunderstanding by Heartland’s new staff about the fare structure. CyRide has met with their staff and discussed the fare structure. The revenues collected by Heartland are in addition to the cost per trip or hour paid by CyRide, so only affects the revenues Heartland Senior Services generate in providing Dial-A-Ride service.

Moonlight Express Trends –

- Moonlight Express ridership is higher for the quarter (+69.1%). This large percentage increase is due in part by ridership generated on the weekend of the Iowa-Iowa State game; however, ridership has increased an average of 39.5% on other weekends.
- Expenses, miles and hours are higher as CyRide placed additional buses into service on the Iowa-Iowa State weekend to carry the additional ridership.

CYRIDE QUARTERLY OPERATIONS REPORT

July 1, 2011 to September 30, 2011 (1st Quarter)

	FY 2012 1st Qtr	FY 2011 1st Qtr	% CHANGE	FY 2012 To Date	FY 2011 To Date	% CHANGE
MAINTENANCE						
Interior Clean	85	40	112.5%	85	40	112.5%
Shop Road Calls	9	13	-30.8%	9	13	-30.8%
Miles per Shop Road Call	37,317	26,635	40.1%	37,317	26,635	40.1%
NTD Minor Mech.	37	80	-53.8%	37	80	-53.8%
NTD Major Mech.	11	21	-47.6%	11	21	-47.6%
Total NTD Mechanical Prob.	48	101	-52.5%	48	101	-52.5%
Miles per Major Mech.	30,532	16,488	85.2%	30,532	16,488	85.2%
Gasoline Vehicles						
Gas Miles Driven	47,229	58,362	-19.1%	47,229	58,362	-19.1%
Total Gallons Gas	6,462	7,038	-8.2%	6,462	7,038	-8.2%
Total Gas Cost	\$22,140	\$14,325	54.6%	\$22,140	\$14,325	54.6%
Avg. Gas Cost/Gallon	\$3.43	\$2.04	68.3%	\$3.43	\$2.04	68.3%
Gas Cost per Mile	\$0.47	\$0.25	91.0%	\$0.47	\$0.25	91.0%
Average Gas MPG	7.3	8.3	-11.9%	7.3	8.3	-11.9%
Diesel Vehicles						
Diesel Miles Driven	288,625	287,890	0.3%	288,625	287,890	0.3%
Total Gallons Diesel	71,080	81,191	-12.5%	71,080	81,191	-12.5%
Total Diesel Cost	\$254,375	\$202,199	25.8%	\$254,375	\$202,199	25.8%
Avg. Diesel Cost/Gallon	\$3.58	\$2.49	43.7%	\$3.58	\$2.49	43.7%
Diesel Cost per Mile	\$0.88	\$0.70	25.5%	\$0.88	\$0.70	25.5%
Average Diesel MPG	4.1	3.5	14.5%	4.1	3.5	14.5%
All Vehicles						
Total Miles Driven	335,854	346,252	-3.0%	335,854	346,252	-3.0%
Total Gallons Fuel	77,542	88,229	-12.1%	77,542	88,229	-12.1%
Total Fuel Cost	\$276,515	\$216,524	27.7%	\$276,515	\$216,524	27.7%
Avg. Cost/Gallon	\$3.57	\$2.45	45.3%	\$3.57	\$2.45	45.3%
Total Cost per Mile	\$0.82	\$0.63	31.7%	\$0.82	\$0.63	31.7%
Avg. MPG all Vehicles	4.3	3.9	10.4%	4.3	3.9	10.4%
Small Bus/Sup. Mileage	54,638	68,059	-19.7%	54,638	68,059	-19.7%
Large Bus Mileage	281,216	278,193	1.1%	281,216	278,193	1.1%
% Rev. Mi./Total Miles	85.2%	81.6%	4.5%	85.2%	81.6%	4.5%
Percentage Small Bus	16.3%	19.7%	-17.2%	16.3%	19.7%	-17.2%
Maintenance Expense	\$406,110	\$381,955	6.3%	\$406,110	\$381,955	6.3%

CYRIDE QUARTERLY OPERATIONS REPORT

July 1, 2011 to September 30, 2011 (1st Quarter)

	FY 2012 1st Qtr	FY 2011 1st Qtr	% CHANGE	FY 2012 To Date	FY 2011 To Date	% CHANGE
OPERATIONS						
Total Passengers	1,223,884	1,126,749	8.6%	1,223,884	1,126,749	8.6%
Average Drivers per Month	125.0	115.0	8.7%	125.0	115.0	8.7%
Driving Hours	38,536	34,600	11.4%	38,536	34,600	11.4%
Drivers Late	15	16	-6.3%	15	16	-6.3%
Drivers No Show	4	7	-42.9%	4	7	-42.9%
Late/No Show per Driver	0.15	0.20	-24.0%	0.15	0.20	-24.0%
Total Comments	43	43	0.0%	43	43	0.0%
Driver Fault	5	5	0.0%	5	5	0.0%
Undetermined	12	6	100.0%	12	6	100.0%
Passenger Fault	3	0	#DIV/0!	3	0	#DIV/0!
No Fault	10	13	-23.1%	10	13	-23.1%
System Complaints	7	13	-46.2%	7	13	-46.2%
Service Requests	3	0	#DIV/0!	3	0	#DIV/0!
Compliments	3	6	-50.0%	3	6	-50.0%
Passengers/Comment	<u>28,462</u>	<u>26,203</u>	<u>8.6%</u>	<u>28,462</u>	<u>26,203</u>	<u>8.6%</u>
Pass./Complaint (D & U)	71,993	102,432	-29.7%	71,993	102,432	-29.7%
Driving Hours/Comment	896	805	11.4%	896	805	11.4%
Driving Hrs/Comment (D&U)	2,267	3,145	-27.9%	2,267	3,145	-27.9%
Accident Reports	16	18	-11.1%	16	18	-11.1%
Preventable Accidents	11	16	-31.3%	11	16	-31.3%
Percent Preventable	68.8%	88.9%	-22.7%	68.8%	88.9%	-22.7%
Miles/Prev. Accident	30,532	21,641	41.1%	30,532	21,641	41.1%
Hours/Prev. Accident	3,503	2,162	62.0%	3,503	2,162	62.0%
Unreported Accidents	1	0	#DIV/0!	1	0	#DIV/0!
Damage to Buses/Equip.						
Caused by CyRide	\$7,933	\$4,354	82.2%	\$7,933	\$4,354	82.2%
Caused by Others	\$261	\$79	230.9%	\$261	\$79	230.9%
Caused by Unreported	\$172	\$0	#DIV/0!	\$172	\$0	#DIV/0!
Claims by Others (#)	2?	1	-100.0%	0	1	-100.0%
Claims by Others (\$)	??	\$718	-100.0%	\$0	\$718	-100.0%
Personal Injury Claims	??	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Operations Expense	\$873,675	\$852,297	2.5%	\$873,675	\$852,297	2.5%
SYSTEM TOTAL						
Passengers	1,223,884	1,126,749	8.6%	1,223,884	1,126,749	8.6%
Revenue Miles	286,214	282,482	1.3%	286,214	282,482	1.3%
Revenue Hours	26,843	26,815	0.1%	26,843	26,815	0.1%
Revenue Miles per Hour	10.7	10.5	1.2%	10.7	10.5	1.2%
Pass./Rev. Mile	4.3	4.0	7.2%	4.3	4.0	7.2%
Pass./Rev. Hour	45.6	42.0	8.5%	45.6	42.0	8.5%
Operations Expense	\$873,675	\$852,297	2.5%	\$873,675	\$852,297	2.5%
Maintenance Expense	<u>\$406,110</u>	<u>\$381,955</u>	<u>6.3%</u>	<u>\$406,110</u>	<u>\$381,955</u>	<u>6.3%</u>
Total Expenses	<u>\$1,279,784</u>	<u>\$1,234,253</u>	<u>3.7%</u>	<u>\$1,279,784</u>	<u>\$1,234,253</u>	<u>3.7%</u>
Farebox Revenue	\$96,472	\$91,160	5.8%	\$96,472	\$91,160	5.8%
Rev./Exp. Ratio	7.5%	7.4%	2.1%	7.5%	7.4%	2.1%
Oper. Exp./Passenger	\$1.05	\$1.10	-4.5%	\$1.05	\$1.10	-4.5%
Oper. Exp./Rev. Mile	\$4.47	\$4.37	2.3%	\$4.47	\$4.37	2.3%
Oper. Exp./Rev. Hour	\$47.68	\$46.03	3.6%	\$47.68	\$46.03	3.6%

CYRIDE QUARTERLY OPERATIONS REPORT

July 1, 2011 to September 30, 2011 (1st Quarter)

	FY 2012 1st Qtr	FY 2011 1st Qtr	% CHANGE	FY 2012 To Date	FY 2011 To Date	% CHANGE
FIXED ROUTE						
Fixed Route Passengers	1,197,959	1,110,377	7.9%	1,197,959	1,110,377	7.9%
Shuttle Passengers	2,862	1,903	50.4%	2,862	1,903	50.4%
Total Passengers	<u>1,200,821</u>	<u>1,112,280</u>	<u>8.0%</u>	<u>1,200,821</u>	<u>1,112,280</u>	<u>8.0%</u>
Transfers	17,026	15,120	12.6%	17,026	15,120	12.6%
Revenue Miles	272,051	269,835	0.8%	272,051	269,835	0.8%
Revenue Hours	25,803	25,831	-0.1%	25,803	25,831	-0.1%
Revenue Miles per Hour	10.5	10.4	0.9%	10.5	10.4	0.9%
Pass./Rev. Mile	4.4	4.1	7.1%	4.4	4.1	7.1%
Pass./Rev. Hour	46.5	43.1	8.1%	46.5	43.1	8.1%
Operations Expense	\$835,335	\$818,800	2.0%	\$835,335	\$818,800	2.0%
Maintenance Expense	\$394,973	\$374,764	5.4%	\$394,973	\$374,764	5.4%
Total Expenses	<u>\$1,230,307</u>	<u>\$1,193,564</u>	<u>3.1%</u>	<u>\$1,230,307</u>	<u>\$1,193,564</u>	<u>3.1%</u>
Farebox Revenue	\$94,335	\$88,914	6.1%	\$94,335	\$88,914	6.1%
Rev./Exp. Ratio	7.7%	7.4%	2.9%	7.7%	7.4%	2.9%
Exp./Passenger	\$1.02	\$1.07	-4.5%	\$1.02	\$1.07	-4.5%
Exp./Rev. Mile	\$4.52	\$4.42	2.2%	\$4.52	\$4.42	2.2%
Exp./Rev. Hour	\$47.68	\$46.21	3.2%	\$47.68	\$46.21	3.2%
DIAL-A-RIDE						
Passengers	2,359	2,228	5.9%	2,359	2,228	5.9%
Revenue Miles	7,938	7,405	7.2%	7,938	7,405	7.2%
Revenue Hours	622	623	-0.1%	622	623	-0.1%
Revenue Miles per Hour	12.8	11.9	7.3%	12.8	11.9	7.3%
Pass./Rev. Mile	0.3	0.3	-1.2%	0.3	0.3	-1.2%
Pass./Rev. Hour	3.8	3.6	6.0%	3.8	3.6	6.0%
Operations Expense	\$26,493	\$23,017	15.1%	\$26,493	\$23,017	15.1%
Maintenance Expense	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Total Expenses	<u>\$26,493</u>	<u>\$23,017</u>	<u>15.1%</u>	<u>\$26,493</u>	<u>\$23,017</u>	<u>15.1%</u>
Farebox Revenue	\$2,137	\$2,247	-4.9%	\$2,137	\$2,247	-4.9%
Rev./Exp. Ratio	8.1%	9.8%	-17.4%	8.1%	9.8%	-17.4%
Exp./Passenger	\$11.23	\$10.33	8.7%	\$11.23	\$10.33	8.7%
Exp./Rev. Mile	\$3.34	\$3.11	7.4%	\$3.34	\$3.11	7.4%
Exp./Rev. Hour	\$42.60	\$36.96	15.3%	\$42.60	\$36.96	15.3%
MOONLIGHT EXPRESS						
Passengers	20,704	12,241	69.1%	20,704	12,241	69.1%
Revenue Miles	6,225	5,242	18.8%	6,225	5,242	18.8%
Revenue Hours	418	361	15.9%	418	361	15.9%
Revenue Miles per Hour	14.9	14.5	2.5%	14.9	14.5	2.5%
Pass./Rev. Mile	3.3	2.3	42.4%	3.3	2.3	42.4%
Pass./Rev. Hour	49.5	33.9	45.9%	49.5	33.9	45.9%
Operations Expense	\$11,847	\$10,480	13.0%	\$11,847	\$10,480	13.0%
Maintenance Expense	\$11,137	\$7,192	54.9%	\$11,137	\$7,192	54.9%
Total Expenses	<u>\$22,984</u>	<u>\$17,671</u>	<u>30.1%</u>	<u>\$22,984</u>	<u>\$17,671</u>	<u>30.1%</u>
Exp./Passenger	\$1.11	\$1.44	-23.1%	\$1.11	\$1.44	-23.1%
Exp./Rev. Mile	\$3.69	\$3.37	9.5%	\$3.69	\$3.37	9.5%
Exp./Rev. Hour	\$54.93	\$48.95	12.2%	\$54.93	\$48.95	12.2%

CYRIDE QUARTERLY OPERATIONS REPORT

July 1, 2011 to September 30, 2011 (1st Quarter)

	FY 2012 1st Qtr	FY 2011 1st Qtr	% CHANGE	FY 2012 To Date	FY 2011 To Date	% CHANGE
OPERATIONS REVENUE						
Farebox	\$96,472	\$91,160	5.8%	\$96,472	\$91,160	5.8%
Transit Contracts	\$264	\$10,668	-97.5%	\$264	\$10,668	-97.5%
I.S.U.	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
G.S.B	\$1,508,609	\$1,501,713	0.5%	\$1,508,609	\$1,501,713	0.5%
City of Ames	\$8,735	\$84,515	-89.7%	\$8,735	\$84,515	-89.7%
IDOT - STA	\$150,288	\$132,525	13.4%	\$150,288	\$132,525	13.4%
Section 5307	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Other Grants	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Other	\$14,501	\$22,178	-34.6%	\$14,501	\$22,178	-34.6%
Total Operating Revenue	<u>\$1,778,867</u>	<u>\$1,842,760</u>	<u>-3.5%</u>	<u>\$1,778,867</u>	<u>\$1,842,760</u>	<u>-3.5%</u>
TOTAL EXPENSES						
Administration	\$247,979	\$240,248	3.2%	\$247,979	\$240,248	3.2%
Safety & Training	\$57,881	\$57,835	0.1%	\$57,881	\$57,835	0.1%
Promotion	\$6,337	\$3,523	79.9%	\$6,337	\$3,523	79.9%
Bldg. & Grounds	\$45,866	\$58,178	-21.2%	\$45,866	\$58,178	-21.2%
Fixed Route	\$1,230,307	\$1,193,564	3.1%	\$1,230,307	\$1,193,564	3.1%
Dial-A-Ride	\$26,493	\$23,017	15.1%	\$26,493	\$23,017	15.1%
Moonlight Express	\$22,984	\$17,671	30.1%	\$22,984	\$17,671	30.1%
Operating Total	<u>\$1,637,847</u>	<u>\$1,594,036</u>	<u>2.7%</u>	<u>\$1,637,847</u>	<u>\$1,594,036</u>	<u>2.7%</u>
Farebox Revenue	\$96,472	\$91,160	5.8%	\$96,472	\$91,160	5.8%
Farebox Rev./Exp. Ratio	5.9%	5.7%	3.0%	5.9%	5.7%	3.0%
Admin. Expense/Pass.	\$0.29	\$0.32	-8.4%	\$0.29	\$0.32	-8.4%
Admin. Exp./Rev. Mile	\$1.25	\$1.27	-1.8%	\$1.25	\$1.27	-1.8%
Admin. Exp./Rev. Hour	\$13.34	\$13.42	-0.6%	\$13.34	\$13.42	-0.6%
Total Expense/Passenger	\$1.34	\$1.41	-5.4%	\$1.34	\$1.41	-5.4%
Total Expense/Rev. Mile	\$5.72	\$5.64	1.4%	\$5.72	\$5.64	1.4%
Total Expense/Rev. Hour	\$61.02	\$59.45	2.6%	\$61.02	\$59.45	2.6%

Transit Director's Report

November 2011

1. Intermodal Facility Construction Update

Weitz Company has completed the following major activities in October 2011.

- Deck pours #3 - #5
- 3 of 8 geothermal wells completed
- Sidewalk/Road paving at the terminal building

In November 2011, the following work is anticipated:

- Deck pours #6 - #9
- Complete geothermal wells
- Begin terminal area foundations and masonry
- Begin stair tower concrete pours



The picture to the right illustrates the project's progress as of October 26, 2011, which is progressing slightly behind schedule for completion on June 6, 2012 as of this date. Several weeks were "made up" in this last month due to mild weather. The Federal Transit Administration's monthly progress report is available upon request.

2. First Quarter Ridership

CyRide experienced an 8.7% ridership increase for the first quarter of the 2011-2012 budget year, with the month of September as a new all-time record with 693,826 rides provided. The chart below shows ridership changes by route for the first quarter of this year compared to last. If this ridership level continues, CyRide could provide close to 5.8 million rides this fiscal year.

Route/Year	2011	2010	% Change
Red	308,297	283,633	9%
Green	93,014	93,337	0%
Blue	262,769	241,504	9%
Orange	322,963	297,835	8%
Yellow	6,748	5,588	21%
Brown	121,058	104,120	16%
Purple	8,678	7,456	16%
Cardinal	60,898	63,954	-5%
Gold	10,870	10,664	2%
Pink	892	183	387%
Silver	368	432	-15%
Aqua	1,404	1,632	-14%
Dial-A-Ride	2,359	2,228	6%
Moonlight Exp.	20,704	12,280	69%
Shuttles	2,862	1,491	92%
TOTAL	1,223,884	1,126,337	8.7%

3. Dial-A-Ride Meeting

The Transit Director and Transit Coordinator met with representatives of HIRTA and Boone County Transportation to gain an understanding of each agency's requirements for Dial-A-Ride or, in the county, door-to-door service. It was a positive discussion that resulted in a better understanding of the issues that would need to be addressed by these organizations to consider contracting opportunities in the future. Based on this discussion, CyRide staff will begin working on a Request for Proposal for distribution in January. HIRTA will hold a joint board meeting with Heartland Senior Services on October 31, 2011 regarding the future of their Story County transportation contract.

4. Architectural/Engineering Service Contract

In October, CyRide received five bids for architectural/engineering services to address CyRide's facility needs as described below:

- Flood Protection
- Bus Storage Expansion
- Ceiling Height Raised
- Structural Issues

The five bids were from the following firms:

- **Neumann Monson/Kueny Architects/Snyder and Assoc./Stecker Harmsen/KJWW/Confluence**
- **URS/W.A. Wallace Consulting/Snyder and Assoc.**
- **Shive-Hattery/Ayers Associates/Stecker Harmsen**
- **Heery-Parsons Brinkerhoff/Snyder & Assoc.**
- **Benjamin Design Collaboration/Snyder & Assoc./Charles Saul Eng./Modus/Stecker Harmsen/C-Wise**

Each of these teams were evaluated based on criteria established in the Request for Proposal (RFP). The following three teams rated highest and were selected for the interview phase.

- **Neumann Monson/Kueny Architects/Snyder and Assoc./Stecker Harmsen/KJWW/Confluence**
- **URS/W.A. Wallace Consulting/Snyder and Assoc.**
- **Shive-Hattery/Ayers Associates/Stecker Harmsen**

These interviews were conducted on October 25 and 26, 2011. Each firm was given the same six questions and then were asked several team-specific questions to gain a better understanding of their strengths and approach to the project. As a result, the technical ranking on the following page reflects the evaluation team's rating of each team's strengths as compared to the scope of work described in the RFP.

1. **URS/W.A. Wallace Consulting/Snyder and Assoc.**
2. **Neumann Monson/Kueny Architects/Snyder and Assoc./Stecker Harmsen/KJWW/Confluence**
3. **Shive-Hattery/Ayers Associates/Stecker Harmsen**

As required by federal procurement regulations, CyRide will begin fee negotiations with the first team to determine if a reasonable fee can be reached for their work under this RFP. If it cannot be reached, CyRide will begin negotiations with the second firm on the list and so forth until an agreement can be made with a firm. CyRide anticipates completion of this process and will be able to recommend a firm and fee at the November 16, 2011 special board meeting to address this issue. It is anticipated that a firm can be under contract by Thanksgiving.

5. Service Around the Holidays

With Christmas and New Year's Day's falling on Sunday this year, CyRide has checked with Iowa State University and the Ames School District to determine when each will be in session so that adequate service is provided to the community during this holiday period. Typically, CyRide operates a Saturday or Sunday schedule during the weekday to match service levels to the lower ridership time period. A unique situation is occurring this year where the City of Ames official holidays are occurring on different days than the University and when the Ames School District returns. The differences are as follows:

Christmas Holidays Observed:

City of Ames – Monday and Tuesday, December 26-27, 2011

Iowa State University – Friday, December 23, and Monday, December 27, 2011

New Year's Day:

City of Ames – Monday, January 2, 2012

Ames School District – Returns to school on Monday, January 2, 2012

As a result, CyRide will need to operate more service than typical to accommodate the community's needs. The changes are currently being discussed and will be shared with the Transit Board at the November 3, 2011 meeting as well as the additional cost.

6. Discussions of Parking Fee At ISU Commuter Lot

In October, the Transit Director was invited to ISU's Transportation Advisory Committee (TAC) meeting to participate in discussions regarding the possibility of ISU charging a fee to park at the Commuter lot at the ISU Center. CyRide is following these discussions, as a parking fee at these lots has the potential to impact CyRide's service and budget. Service from the lot efficiently carries between 8,000 and 9,000 rides per day on the Orange route. It is believed that a parking fee might entice current Orange route riders at this lot to ride other routes within the community creating overloading issues on these routes and the

need to increase service. A TAC report will be presented to ISU's administration after the first of the year.

7. Proposed FTA Title VI Discrimination Regulation Changes

FTA is currently proposing changes to their Title VI Discrimination regulation to ensure that transit systems do not operate in a manner that is discriminatory to minority individuals. The Transit Director and Planner participated in a webinar on this proposed new rule. The new regulations will place CyRide in a different category than it currently is placed – requiring the same level of effort and documentation as large transit systems such as the New York City system. The new rules are anticipated to be effective April 2012 and transit systems would have six months to comply. The end result is that during the next budget year, CyRide may need to expend considerable more time, dollars and effort into meeting this federal regulation. It is the Transit Director's belief that if this becomes effective, current planning staff could not accomplish the level of work needed to meet the regulation and CyRide would need to hire additional staff to complete this work.

November 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3 Transit Bd. Meeting 5:15pm	4	5
6	7	8	9	10	11 Veteran's Day	12
13	14	15	16 Transit Bd. Conference Call @ 9:00am	17	18	19
20	21	22	23	24 Holiday	25 Holiday	26
27	28	29	30			

December 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 Dead	6	7	8	9 Week	10
	←————→					
	←————→					
11	12 Finals	13	14	15	16 Week	17 ISU Commencement
	←————→					
	←————→					
18	19	20	21	22	23 ISU Holiday	24
25	26 City & ISU Holiday	27 City Holiday	28	29	30	31