

AMES TRANSIT AGENCY BOARD OF TRUSTEES

CYRIDE CONFERENCE ROOM

December 6, 2011

1. CALL TO ORDER: 5:15 P.M.
2. Approval of November 3, 2011 Minutes
3. Public Comments
4. Rate Setting Resolution Reconsideration - Fares (2012-1)
5. Rate Setting Resolution Reconsideration - Passes (2012-2)
6. Architectural/Engineering Contract Award for Facility Projects
7. FY12/13 Budget Proposals
8. FY12/13 - FY16/17 Capital Improvements Plan
9. Transit Director's Report
10. Set Time and Place of Next Meetings:
 - January 19 – 5:15 pm
 - February 16 – 5:15 pm
 - March 22 – 5:15 pm
 - April 19 – 5:15 pm
 - May 10 – 5:15 pm
11. Adjourn

AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

November 3, 2011

The Ames Transit Agency Board of Trustees met on November 3, 2011 in CyRide's Conference Room. President Pro Tem Vander Velden called the meeting to order at 5:17 p.m. Trustees in attendance were Anders, Schainker, Fox, Wacha, and Vander Velden. Absent: Trustee Madden.

APPROVAL OF MINUTES: Trustee Anders made a motion to approve the minutes from the October 4, 2011 Ames Transit Agency Board of Trustees Meeting. Trustee Wacha seconded the motion. Five Ayes. No Nays. Motion carried.

PUBLIC COMMENTS: No public in attendance.

RATE SETTING RESOLUTION – Fares (2012-1): Director Kyras discussed with transit board members the process required to proceed with changing the rate structure to generate additional revenue. She indicated that the Transit Board would consider a change first with formal approval by the City Council at their November 22, 2011 City Council meeting. She indicated that the rate setting resolution included the new fare structure discussed at the October 3, 2011 Transit Board meeting reflecting a 20-25% across-the-board increase in fares.

Trustee Wacha made a motion to approve the 2011-2012 rates for fares that reflect the 20-25% increase in most categories effective January 1, 2012. Trustee Schainker seconded the motion. Five Ayes. No Nays. Motion carried.

RATE SETTING RESOLUTION – Passes (2012-2): Director Kyras indicated that this rate setting resolution was for the pass portion of CyRide's proposed new fare structure. She indicated that this resolution contains a new reduced pass category for seniors, disabled persons, and Medicaid and Medicare passengers for those not able to pay for the increase with all other passes increasing 20-25%. The effective date would be January 1, 2012. Formal approval by the transit board is required and the City Council at their November 22, 2011 City Council meeting.

Trustee Wacha made a motion to approve the 2011-2012 rates for passes. Motion was seconded by Trustee Fox. Five Ayes. No Nays. Motion approved.

BUS PURCHASE WITH STATE OF GOOD REPAIR FEDERAL FUNDS: Director Kyras explained that the Iowa Department of Transportation had applied for a Federal Transit Administration discretionary grant under the State of Good Repair program. She reminded board members that this application, and the possible funding of CyRide buses under this statewide bus replacement grant, were discussed at the July 2011 board meeting. At that July meeting, the Transit Board approved the inclusion of CyRide buses as part of this application, but acknowledged that its buses were lower in priority than the anticipated funding might be. The Iowa DOT received a \$5 million dollar grant and, as a significant number of other transit systems higher on the priority list of bus

replacements declined buses, this allowed CyRide to be eligible for replacement of two minibuses under this state grant. The minibuses to be replaced went into service in 2003 and are in poor condition. CyRide would benefit from lower operating costs and a more comfortable ride for CyRide passengers as a result of their replacement.

Trustee Madden arrived at 5:25 p.m.

Director Kyras indicated that the local match requirement for the two buses, combined, would be \$18,600 and is included in next year's capital plan. Because these buses would be operated on biodiesel, the grant allows 90% federal dollars; however, the Capital Plan reflects an 83% federal share, thereby, allowing for a savings in local match funding. She indicated that these vehicles would be placed in a grant and then would need to be procured resulting in their delivery in the next fiscal year (the same year they are scheduled for replacement).

Transit Board members asked if the minibuses are for use strictly for senior services only. Director Kyras indicated that the minibuses are used for fixed route services with lower ridership, weekend routes, and the Pink route.

Trustee Anders made a motion to move forward with the approval of the \$18,600 local match to purchase two minibuses in the 2012-2013 budget year under the State of Iowa's State of Good Repair grant. Motion seconded by Trustee Fox. Six Ayes. No Nays. Motion approved.

INTERMODAL FACILITY CHANGE ORDER: Director Kyras informed the Transit Board that the Intermodal Facility project, which began in March 2011, is moving forward. During the March 2011 transit board meeting, board members directed staff to obtain its approval and City Council's for cumulative change order amounts over \$50,000. Director Kyras indicated that a majority of the change orders to-date are reflective of the poor soil conditions found in certain portions of the site. The Transit Board approved a \$42,000 change order in July, and at the November meeting are being requested to review a second large change order to consider removing the poor soil in a second location and replace it with good soil. Director Kyras explained that it has taken longer to negotiate the fee for this change due to the longer federal process required and the wide divergence of costs established by the contractor and through the independent cost estimate. The two cost estimates were \$45,000 versus \$160,000. The final, agreed-upon dollar amount is \$52,103 to Weitz Corporation for this work. CyRide's recommendation is for the Transit Board's approval of Change Order #12. Director Kyras brought the change order before the City Council November 1, 2011 contingent upon Transit Board's approval, to accelerate payment to the contractor for his work. There will be one more change order due to the poor soil conditions and will be included in the November 16 conference call for consideration of its approval.

Trustee Madden made a motion to 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. Seconded by Trustee Wacha. Six Ayes. No Nays. Motion carried.

2012-2013 BUDGET PREPARATION/SERVICE LEVEL: CyRide staff members have begun the budget process for the 2012/13 budget year and, as a result, request transit board member's direction on additional options of interest to the board, other than the baseline budget proposed each year, especially in light of the current financial situation facing CyRide. Staff has prepared information on additional services that have been requested by the public as well as a recap of service reduction options gathered as a result of the fare increase/service change study conducted this past summer. Director Kyras explained each of the public service requests.

First request is for evening service to the DMACC Hunziker service center, which is an annual request since the Center opened five years ago. This option would provide two additional trips on the Gray route to the Center, one departing at 6:05 p.m. and 9:05 p.m. at a cost of \$13,780.

The second public request is for additional service on the Gray Route to provide more service to meet the new demand from the Grove and Laverne Apartments on S. 16th St. Currently, the Gray and Yellow routes, combined, provide hourly service. Since August, CyRide has received six requests for more frequent service, as well as service operating longer hours into the evening. Operation's staff has monitored ridership from these new apartments and ridership has increased between 5 – 17 rides per trip. This route is not overloaded at this time, but staff believes it will be busier when cold weather begins. Two options were discussed for consideration:

- Adding two additional buses between 7:00 am and 9:00 p.m. at a cost of \$107,000.
- Eliminating the Orange route extension to Vet Med requiring ISU students, faculty, and staff to walk up the hill to the Vet Med facility. A new stop could be placed on S. 16th to accommodate ISU. The route would continue on S. 16th past Vet Med and the new apartments and turn around on Buckeye. This would create 36 additional trips between 7:00 a.m. and 6:00 p.m. to serve new patrons at the apartments at an additional cost of \$24,000. Staff monitored ridership at the current Vet Med stop on their property and found that 65 individuals get on at this stop and 59 get off the bus for a total of 124 rides.

Trustee Schainker asked CyRide staff to verify that Buckeye is constructed to meet CyRide bus standards for operation on this street.

The third public request is for more service along S. Duff after 6:30 p.m. to travel to movie theaters and to the businesses along S. Duff. Currently service ends at 6:15 p.m. but the request is to extend service to 10:15 p.m. on the Yellow Route at a cost of \$39,500.

There are no additional service requests identified by staff to allow the service to operate efficiently.

Service reductions were recommended at the October 3rd meeting with the table described in the board packet summarizing the annual savings and lost riders for each change.

One additional option, #14, was recommended by a CyRide Dispatcher and could be considered. This change would eliminate the first two trips on Gold route each weekday. Trustee Vander Velden asked how many individuals used these two trips. CyRide's Transit Coordinator, Tom Davenport, indicated between 2 and 5 riders per trip per day.

Director Kyras asked for Transit Board direction on the number and which services, or reduction of services, to include in budget options for the December board meeting. She indicated that Option #1 would be the baseline budget, which projects forward current staff and service levels into the 2012-2013 budget year. Trustee Schainker asked what level of local funding was needed in the two-year pro forma presented at the November 3rd board meeting. Director Kyras indicated that it required a 7% local partner funding increase, and that it also included eliminating holiday service, and the last trip on Gold, a 10% federal funding reduction and increased fares.

Trustee Wacha indicated that increasing service at this time when the transit system has had to increase fares would not be appropriate, but that he would be open to looking at offsetting service increases with reductions in other services.

Trustee Vander Velden asked with Service Reduction Option #14, if there were any trips available for Gold route passengers before 8:00 a.m. Tom Davenport, indicated that the first two trips, 7:06 a.m. and 7:26 a.m., would be eliminated leaving one trip at 7:46 a.m. He indicated that this would then coincide with the start time of other circulator routes.

Director Kyras clarified that Service Reduction Option #5 is the option included in the pro forma presented at the November meeting.

Other Trustees inquired about grant funding for the Pink route. Director Kyras indicated that the 2011-2012 budget year is the last year for full grant funding on the Pink route. She indicated that state funding would be eliminated beginning in the 2012-2013 budget year, but this route would still be eligible to receive JARC funding.

Director Kyras suggested that a second option be developed that reflected staff's recommended reduction of services – holiday service and last trip on the Gold route.

Trustee Schainker inquired as to when CyRide staff would find out about FY2012 federal funding levels. Director Kyras indicated that Congress is in the process of discussing this, but it could take as long as next spring before they approve a new transportation budget.

Trustee Anders reaffirmed the changes that are needed to make up the \$250,000 budget shortfall through June of 2012. Director Kyras indicated that two changes were approved by the Transit Board - the fare increase, which would generate \$112,000 from January to June 2012, and the internal cost saving cuts at \$80,000 for a total just under \$200,000. She indicated that the service cuts had been postponed by the transit board for discussion with the 2012-2013 budget.

Director Kyras indicated that the two largest budget "unknowns" were the fuel and federal dollars. Further, she indicated that since the beginning of the current fiscal year, CyRide has averaged \$3.12 per gallon for fuel. She indicated that the 2012-2013 budgeted price per gallon was \$3.50 per gallon.

Trustee Schainker asked if the pro forma budget funded local capital at previous budget levels. Director Kyras indicated that it did not and that typically \$600,000 to \$700,000 per year was able to be transferred to capital for matching grants and to pay for capital items. She indicated that the pro forma budget was between \$239,000 and \$331,000 per year for the next two budgets.

Trustee Fox asked if service increases were not approved with the budget, if GSB could use funds in its trust fund account to later add Gray route service. Director Kyras indicated that could be done at any time, but also indicated that there would need to an ongoing commitment in future years to fund the service either through CyRide's budget or for GSB to continue to fund the service. She also indicated that the bus tracking project would draw down the Trust Fund balance as well.

Trustee Wacha made a motion to move forward with the two options and bring these back in December.

QUARTERLY OPERATION'S REPORT: First quarter of the fiscal year shows ridership is up 8.6% for the first quarter. In addition, farebox revenue is up, operating expenses for passengers are lower, operation expenses are 2.5% higher because of fuel, and revenue miles per hour are slightly higher. First quarter efficiency measures indicate increased performance. CyRide dispatchers have been monitoring the routes and are being very conservative to aid in holding down expenses. As a result, buses are a lot fuller than normal.

The Maintenance performance indicators, show that there has been an improvement in the number of bus interior cleanings, mechanical problems are lower due to the new fleet, diesel miles have increased only slightly and the number of gallons consumed has decreased. The decreased in gallons consumed can be attributed to achieving a positive increase in miles per gallon from the Hybrids and the sale of its oldest buses, replaced with buses that get better mileage.

On the fixed route operations side, CyRide has been able to hire more drivers (+8.7%), which has decreased CyRide's over-time costs, savings over \$9,000 in the first quarter. CyRide's training staff has worked very hard to achieve this full staffing level.

From recent years, Dial-A-Ride ridership is higher. Revenue is lower the first quarter as a result of misunderstandings in the fare structure for this service by Heartland staff. Heartland keeps all farebox revenues in addition to per ride charges.

Moonlight Express is 61.95% higher because of the Iowa/Iowa State game, and an average nightly increase of 39%. Halloween night, ridership was approximately 3,000, which is close to the number of rides carried for the Iowa/Iowa State game weekend.

Trustee Wacha thanked the CyRide staff for the excellent job they are doing.

TRANSIT DIRECTOR'S REPORT: Director Kyras mentioned there were a number of issues about which to inform the transit board.

INTERMODAL - Intermodal Facility made up a couple of weeks on the construction schedule because of good weather with the completion date scheduled for June 6, 2012. Also, there will be an additional change order for construction.

Tiger III for Phase II of the facility was submitted with hopes this grant application will receive funding.

RIDERSHIP - First quarter ridership for fixed route is higher with the highlighted routes showing substantially increased ridership such as the Pink route, MLX, and Brown route. Additionally, September set a new all time record with 693,820 riders. October will be somewhere between 670,000 to 680,000 rides. If ridership continues at this level, CyRide will be close to 5.8 million rides this fiscal year compared to the 5.4 rides last year.

DIAL-A-RIDE – The Director and Transit Coordinator met with HIRTA and Boone County Transportation regarding Dial-A-Ride service. The meeting went very well and it is staff's belief that if CyRide were to contract with either one of the two agencies, it would be a very positive step for the service. Currently, CyRide is preparing a Request for Proposal (RFP) for Dial-A-Ride service to distribute in January.

BUILDING – Staff is currently negotiating a contract for A/E services for flood protection, bus storage expansion, raising ceilings and structural issues. CyRide received five bids, evaluated the bids, and asked the top three firms to interview with CyRide. Based on those interviews, the firms were ranked with URS first, Newman Monson second, and Shive-Hattery third. As part of the interview process, each of the firms were asked the same six questions to gain knowledge of their strengths and approach to the project. CyRide is following federal procurement regulations, which requires it to negotiate with the top ranked firm, which is URS. If a reasonable fee cannot be reached, the negotiation moves onto the second, then third firm. CyRide anticipates having this process completed for the November 16th conference call meeting, to the City Council on November 22nd and can have the firm under contract by Thanksgiving.

CHANGE IN SERVICE LEVEL AROUND THE HOLIDAYS – CyRide usually operates a Saturday and Sunday schedule over the holiday break because the University and Ames School systems operate under reduced hours or are closed. However, two issues have come to CyRide’s attention. ISU has designated different holiday closings than the City and the Ames school system resumes classes January 2, which is a holiday for ISU and the City of Ames. CyRide tries to match its service level with the need by employees at ISU and Ames Community school district students. As a result, staff proposes two additional trips in the morning on December 27th and January 2nd since there would not be any service before 8:10 a.m. with the Saturday and Sunday schedule. If the transit board does not have any concerns with this decision, CyRide staff will move forward to operate the additional service at a minimal cost of no more than \$3,000.

DISCUSSION OF PARKING FEES AT ISU COMMUTER LOT - Director Kyras reported she was involved in a meeting with the ISU Parking Systems, who are considering adding a parking fee for people who use the commuter parking lot. This could be a disincentive to ride from the lot and disperse ridership throughout the community potentially increase CyRide’s cost to carry the same number of riders. She indicated that the Orange Route currently carries between 8,000 and 9,000 passengers a day and is very efficient.

Trustee Madden confirmed the discussions, but indicated that there are several challenges associated with charging a fee. He indicated that some members of the committee feel users should be contributing; however, students already pay a student fee for CyRide and feel they would be paying twice. He indicated that he was not sure where discussions might end up. ISU’s Transportation Advisory Committee will have its recommendation to the Administration the first of the year.

TITLE VI - FTA is proposing changes to Title VI to become effective in April 2012. This requirement ensures that transit systems provide equal service to all customers, regardless of race or income-level. The new regulations would require CyRide to monitor and document its Title VI program at the same level as large transit system’s like New York City that have dedicated staff to administer these programs. Staff

expressed their concern that this level of documentation could not be accomplished with current staff due to the magnitude of information, surveys and data required. CyRide will have an opportunity to comment on this proposed regulation before it becomes final. Currently, any system with more than 200,000 in population, must meet a higher standard. Under the proposed rules a small transit system that receives \$3 million in discretionary funding or has an annual budget of \$10 million, would be placed in that more stringent tier. This would require additional staff and would become an unfunded mandate.

TIME AND PLACE OF NEXT MEETING: Conference call November 16 at 9:00 a.m. and Tuesday, December 6 at 5:15 p.m.

Meeting adjourned at 6:20 pm.

Arjay Vander Velden, Pro Tem President

Joanne Van Dyke, Recording Secretary

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: December 6, 2011

SUBJECT: Rate Setting Resolution Reconsideration – 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.

The fare rate changes were reviewed by the Transit Board of Trustees at the November 3, 2011 meeting; however, it was erroneously believed that the City Council would be the final governmental body to approve the change. After review of Chapter 26A of the City Code, the adoption of a fare change is the responsibility of the Transit Board and, therefore, would not require City Council action. In light of this confusion, this item has been placed on the December 6th Transit Board agenda for reconsideration to allow additional comments by the public prior to final adoption.

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.

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 change in 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 the December 6, 2011 meeting.

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 6th day of December 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: December 6, 2011

SUBJECT: Rate Setting Resolution Reconsideration – 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.

The fare rate changes were reviewed by the Transit Board of Trustees at the November 3, 2011 meeting; however, it was erroneously believed that the City Council would be the final governmental body to approve the change. After review of Chapter 26A of the City Code, the adoption of a fare change is the responsibility of the Transit Board and, therefore, would not require City Council action. In light of this confusion, this item has been placed on the December 6th Transit Board agenda for reconsideration to allow additional comments by the public prior to final adoption.

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 implementation 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.

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

Page 2

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			
Sunday, May 6, 2012 – Wednesday, July 25, 2012		August 31, 2012	\$100.00

2012 FALL REGULAR FARE PASS

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

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

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 6th day of December 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: December 6, 2011

SUBJECT: Architectural/Engineering Contract Award for Facility Projects

BACKGROUND: In September, CyRide distributed a Request for Proposal (RFP) for architectural/engineering services to design improvements for the transit facility. Four priorities were identified for the construction as follows:

- Flood protection
- Building expansion
- Ceiling height raised
- Building structural repairs

Five firms bid on the project and, through staff's technical evaluation, the viable firms were narrowed to three – URS, Neumann Monson and Shive-Hattery. Interviews were held with these three firms and, based on information gained through these interviews; the following technical ranking was developed.

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**

CyRide has total federal/state/local funding of \$4,985,206 for construction of these improvements as identified below.

Grant	Federal/State Dollars	Local Dollars	Total dollars
#IA-04-0111 (federal)	\$2,588,165	\$647,041	\$3,235,206
PTIG (State)	\$800,000	\$200,000	\$1,000,000
PTIG (State)	<u>\$600,000</u>	<u>\$150,000</u>	<u>\$750,000</u>
TOTAL	\$3,988,165	\$997,041	\$4,985,206

INFORMATION: During the month of November, CyRide staff began negotiating a fee with the top firm, URS, based on the scope of services in the RFP as required by Federal Transit Administration regulations. Initial estimates for their services totaled \$630,741. After several discussions between URS and CyRide to clarify the work and further between URS and its subconsultants, the total fee for services was reduced \$168,232 to a total of \$462,509. The attached “URS Corporation Fee Estimate” is their final proposal received on November 30, 2011.

In staff’s review of the fee, two criteria were established to determine the appropriate fee level for the scope of work to be completed. First, historically, architectural/engineering fees for CyRide projects have ranged between 8.5 – 13.5% as reflected below.

<u>Project</u>	<u>Fee Percentage</u>
Bus Storage Expansion (2005)	8.8%
Administrative Office Expansion (2008)	8.7%
Intermodal Facility (2010)	13.4%

It is CyRide’s staff’s belief that approximately 10% would be reasonable for the project based on a total construction cost of approximately \$4.5 million for the four priorities. Therefore, a 10% fee would be \$450,000. URS’s final fee proposal is slightly higher at \$462,509 or 10.3%.

Second, since the construction will address four smaller projects, staff requested and analyzed the fee breakout for each project. This analysis is detailed below.

Project	Est. Construction Cost	A/E Fee	% of Cost
Flood Protection	\$1,000,000	\$141,892	14.1%
Building Expansion	\$1,600,000	\$161,187	10.0%
Ceiling Height Raised	\$750,000	\$63,594	8.0%
Building Structural Repairs	<u>\$1,150,000</u>	<u>\$47,177</u>	<u>4.1%</u>
TOTAL	\$4,500,000	\$462,509	10.3%

The only project that is outside of staff’s target percentage and recent project fees is the flood protection project. In discussions with the URS team, the following explanation for the higher fee on this project was provided.

“... flood protection design ... requires us to meet the insurance requirements outlined in the 2010 assessment (FM Global insurance carrier). We will be implementing a multi-front approach that will involve a broader range of design professionals than other parts the project. For example, we will evaluate the site, building perimeter and interior armoring of critical zones and provide design solutions. While some staff can and will be involved in all of the phases, specialists in this specific area provide strictly consulting services and not the production of design documents.”

Based on this information, staff is comfortable with the fee structure and total.

If approved by the Transit Board of Trustee's, the City Council will provide final approval of the contract in December as required by Chapter 26A.12 (3) of the City Code, which states that the Council will approve all contracts for public improvements, building, demolition or construction work. Design work will then begin at the start of the new year.

ALTERNATIVES:

1. Award a contract to URS Corporation for a total not-to-exceed of \$462,509 for architectural/engineering services for the CyRide Facility Construction project as detailed in the Request for Proposal.
2. Direct staff to renegotiate the fee for architectural/engineering services for the CyRide Facility Construction project with URS Corporation.
3. Direct staff to reject the URS Corporation fee proposal and begin negotiations with the second firm, Neumann Monson.
4. Do not award a contract for the architectural/engineering services for the CyRide Facility Construction project.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1 to award a contract for architectural/engineering services to URS Corporation. The fee proposed is reasonable for the scope of work to be complete as addressed in staff's analysis of the cost.

URS CORPORATION

Fee Estimate

CyRide Bus Storage Expansion

Ames, IA

URS Project Number: TBD

29-Nov-11

CyRide Bus Storage Expansion

BREAKDOWN BY DISCIPLINE		Labor	Expenses
1	URS Architecture	\$ 58,846	\$ 3,000
2	URS Landscape Architecture	\$ 12,376	\$ 300
3	URS Structural	\$ 20,328	\$ 1,500
4	URS Mechanical	\$ 90,423	\$ 6,000
5	URS Fire Protection	\$ 1,325	\$ -
6	URS Electrical	\$ 62,551	\$ 3,000
7	URS Flood Mitigation	\$ 33,062	\$ 4,000
8	URS Cost Estimation	\$ 14,508	\$ -
9	ASK Studio	\$ 58,640	\$ 1,000
10	MFRA Civil	\$ 39,190	\$ 690
11	MFRA Survey	\$ 8,925	\$ 843
12	Snyder Associates	\$ 13,677	\$ 333
	SUB-TOTAL	\$ 413,850	\$ 20,666
13	Project Managerment	\$ 20,693	\$ 3,300
14	Communications/Repro/Mail	\$ 4,000	
12	TOTAL	\$ 462,509	

Assumptions

- 1 Fees based on a total construction budget of \$4.5m.
- 2 LOMAR change would be additional service
- 3 Geotechnical work is not included.
- 4 Existing drawings are available in auto cadd.
- 5 Adequate utility capacity for MEP systems is available at the ISU cooling tower system to serve the new project requirements for power, systems, cooling, and fire protection.
- 6 Extensive investigation of the existing central utilities system will not be required to identify access points for new systems. Iowa State University will determine the location and arrangement of connection to their cooling tower water system.
- 7 Priority 4 Scope is limited to the items listed in the FM Global Report.

BREAKDOWN BY PHASE		
Phase		Fees
1	Flood Protection	\$ 141,892
2	Facility Expansion	\$ 161,187
3	Bus Storage Ceiling Height	\$ 63,594
4	Facility Reconstruction	\$ 47,177
	Project Management	\$ 20,693
	Expenses	\$ 27,966
	TOTAL	\$ 462,509

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: December 6, 2011

SUBJECT: FY12/13 Budget Proposals

BACKGROUND: CyRide staff annually develops preliminary budget proposals for consideration by the Transit Board of Trustees at their December meeting. These budgets reflect anticipated revenues and expenses for the next budget year beginning in July of the following year. Under the Intergovernmental Agreement between Iowa State University, the Government of the Student Body (GSB) and the City of Ames, the Transit Board of Trustees is required to approve a budget by January 21st of each year.

INFORMATION: This report will be divided into three sections as follows:

- FY2011/12 Budget Status
- Current status of FY2012/13 revenues and expenses
- FY2012/13 Budget Options

FY2011/12 Budget Status

The 2011/12 budget, year-to-date, has experienced slightly increased expenses (+2.0%) and revenues (+2.3%); however, increased revenues are mainly due to higher funding from GSB fees (+45.5%) for transit due to increased enrollment, which are transferred into the GSB Trust Fund as opposed to CyRide's operating budget.

Expenses

Expenses are higher due primarily to higher than budgeted fuel expenses and insurance. The 2011/12 budget price per gallon of fuel was \$2.50 compared to the year-to-date average of \$3.12 per gallon. However, fuel expenses have been controlled to a degree with a fuel contract, which has reduced fuel expenses by almost \$12,500 year-to-date.

Insurance expenses increased \$55,468 more than is programmed in the 2011/12 adopted budget reflecting increased property insurance costs as a result of the flood.

Revenue

On the revenue side, there are three categories that are experiencing significantly higher revenue:

1. **State Funding** – 10.2% higher than last year.
2. **Farebox/Pass Sales** - Farebox/Pass revenue continues its higher trend and is 8.2% over the amended budget and 10.6% over last year. Also, the fare increase beginning mid-year on January 1st will increase revenue as well.
3. **Miscellaneous Revenue** – 28.2% higher as a result of the sale of old buses replaced with buses funded under grants.

One revenue source is significantly lower - Pooled Cash Interest. Interest continues to be lower, down 61.5% from the adopted budget due to market conditions.

Overall, revenues are anticipated to be slightly higher (+1.2%) than funds identified in the adopted budget.

Closing Balances

CyRide has three closing balances: operating, GSB Trust Fund and capital. The following summarizes current and projected balances for the 2011/12 budget year.

Operating Balance - At the current time, the operating closing balance is anticipated to decrease from \$727,533 to \$685,411, dropping to an 8.2% fund balance. This reduction is due to 2010/11 year-end adjustments for inventory modifications and other finance department adjustments.

Capital Balance – Currently, the capital closing balance is anticipated to increase slightly from \$47,628 to \$92,657. Construction timing will impact this balance if the building project is delayed.

GSB Trust Fund Balance – The 2011/12 adopted budget projected a \$1,329,940 balance. The amended 2011/12 budget projection reflects a decline in this balance as a result of the student's portion of the fare increase (\$75,000) to a balance of \$1,274,248.

Current Status of FY12/13 Revenues and Expenses

Since development of the two-year pro forma (attached) presented to board members at the October 2011 transit meeting, a significant expense and a revenue category have changed as follows:

- **IPERS Increase** – The City Finance Department has notified CyRide staff that employer contributions to the state employee retirement fund (IPERS) will be increasing from its

current 8.07% to 8.67% beginning July 1, 2012, which will impact the 2012/13 budget year. This change will increase expenses by \$26,424 in the FY2012/13 budget.

- **Federal Funding** – On November 18th, the President signed the FY12 federal Transportation Appropriations Bill, which increased transit funding by .2%. Federal FY12 transit dollars will provide federal funding for CyRide’s 2012/13 budget. Therefore, the 10% federal funding cut that had been anticipated will **not** become reality, resulting in an increase in anticipated revenues in the 2012/13 budget of \$150,000. In addition, since the Congressional “Super Committee” could not come to agreement on federal deficit reduction measures, transit funds will be subject to a 10% reduction beginning in January 2013, which will impact CyRide’s 2013/14 budget. The end result is a postponement for one year of federal funding reductions.

The net effect results in approximately a \$122,700 increase in revenue available for the 2012/13 budget.

2012/13 Operating Budget Request

Budget Assumptions –

In the 2012/13 budget development, the following major assumptions were incorporated into each of the budget options discussed below. These assumptions remain the same as was included in the two-year pro forma presented to the Transit Board of Trustees at the October 2011 meeting with the exception of the items in red.

- **Health Insurance** - The price of health insurance will increase 6.6% next year, increasing expenses \$30,665.
- **IPERS Employer Contribution** – All CyRide employees are covered under the IPERS State Retirement Plan. The employer contribution will be increasing from 8.07% to 8.67%, which will increase operating expenses by \$26,424 in the 2012/13 budget.
- **Payroll Expenses** - Overall payroll expenses will increase 1.5% from the 2011/12 adopted to 2012/13 requested budget.
- **Fuel** – Fuel is budgeted at \$3.50 per gallon, an increase from the 2011/12 adopted budget of \$1.00 and a \$.30/gallon increase from the amended (from \$3.20). This \$1.00 per gallon increase reflects \$307,500 more in expenses - a 37.8% increase in this budget item.
- **Property Insurance** – The 2012/13 budget reflects a property insurance increase of \$58,797 in flood coverage from the 2011/12 adopted budget to the requested budget.

- **Federal/State Funding** – The FY2012/13 budget anticipates stable federal funding at \$1,530,000 and state funding increases \$78,000 from \$500,000 to \$578,000.
- **GSB Fare Increase** – The 2012/13 budget reflects \$151,642 additional from the GSB Trust Fund to contribute the student’s share of the fare increase for the fiscal year.
- **Funds Transferred to Capital** – The 2012/13 budget reflects a transfer of \$378,801 to the capital fund to purchase buses, shop equipment, etc. This is significantly lower than the traditional \$600,000 to \$700,000 transferred in past years, but has been decreased in an effort to minimize local contributions at the same time as increasing the closing balance.
- **Local Share Increase** – Each of the options includes a 7% increase in the local share required by the City of Ames, Iowa State University and the Government of the Student Body (GSB).
- **State Revolving Loan Repayment** – In 2010, CyRide received a state loan in the amount of \$87,500 as local match to an Intermodal Facility design grant. The terms of the loan require repayment over 5 years at \$17,500 per year. The 2012/13 budget year represents the second year of this local repayment. The repayment is equally divided between the City of Ames and Iowa State University funding partners at \$8,750 each.

Overall, the 2012/13 budget request reflects more than \$375,000 in uncontrollable expenses due to fuel, retirement and insurance increases. This represents more than 80% of the 2012/13 budget increase. The remaining increase is due mainly to salary changes.

FY2012/13 Budget Options -

Through the Board of Trustee’s discussions in November, staff was directed to prepare two budget options for consideration at the December board meeting as follows:

- **Option 1 - Baseline** – Reflecting current service/staffing levels at 2012/13 prices
- **Option 2 - Baseline + Holiday/Gold Route Service Reduction** – Current service staffing levels at 2012/13 prices plus reducing service on Memorial Day, Independence Day and Labor Day as well as the last trip on the Gold Route. (Details on these two service reductions are attached.)

The impact each of these options has on the expenses and the operating closing balance is summarized in the table below. The local funding partner share would not change between options, remaining at 7% for general operations under both options (except for GSB which would be higher to accommodate the fare increase as well).

Budget Impact

Option	Operating Expenses	City Funding (including loan)	ISU Funding (including loan)	GSB Funding (including fare inc.)
Current (adopted) Expenses/Funding Shares	\$7,872,442	\$1,376,656	\$608,630	\$3,204,263
1 - Baseline	\$8,366,662	\$1,472,409	\$650,622	\$3,499,053
Dollar Change	\$494,220	\$95,753	\$41,992	\$294,790
Percent Change	+6.3%	+7.0%	+7.0%	+9.2%
Closing Balance	9.0%			
2 – Baseline + Service Reductions	\$8,285,462	\$1,472,409	\$650,622	\$3,499,053
Dollar Change	\$413,020	\$95,753	\$41,992	\$294,790
Percent Change	+5.3%	+7.0%	+7.0%	+9.2%
Closing Balance	10.0%			

Option #2 increases the closing balance more, which places CyRide in a better position to address the 10% federal budget cut, scheduled to take effect in the next budget year as required by the federal deficit reduction agreement.

ALTERNATIVES:

1. Table action at the December meeting and take final action at the January 2012 Transit Board meeting.
2. Approve **Option #1** to provide existing service levels next year.
3. Approve **Option #2** to reduce service levels next year.
4. Request staff to develop an alternative option as directed by the Board of Trustees and present this option at the January meeting.

RECOMMENDATION:

The Transit Director recommends alternative #1 to defer action until January 2012 in order to give board members time to review the options in more detail.

CyRide Pro Forma
December 2, 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
December 2, 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%

Proposal #2 - Holiday Service

Service Reduction: Eliminate all routes on three holidays: Memorial Day, 4th of July and Labor Day

RIDERSHIP	ANNUAL	6 MO.
-----------	--------	-------

Existing Ridership	5,322	2,661
Projected Customer Impact (Loss of Ridership)	5,322	2,661

Important Factors:

- 1) Impacts residents that are dependent on transit
- 2) Dial-A-Ride service would also not operate

REVENUES	ANNUAL	6 MO.
----------	--------	-------

Projected Annual Fare Revenue Losses	\$1,020	\$510
--------------------------------------	---------	-------

Factors:

	<u>Current Payment Per Ride</u>	<u>Avg. Rides</u>	
Free	\$0.00	3753	\$0.00
Pass Fares	\$0.84	645	\$541.80
Cash Fares	\$0.69	642	\$442.98
Reduced Fare Ticket	\$0.50	18	\$9.00
Full Fare Ticket	\$1.00	27	\$27.00
Transfers	\$0.00	<u>237</u>	<u>\$0.00</u>
TOTAL UNLINKED RIDERSHIP		5,322	\$1,020.78

OPERATING COSTS/EFFICIENCIES	ANNUAL	6 MO.
------------------------------	--------	-------

TOTAL Net Operating Costs Saved	\$21,337	\$10,669
---------------------------------	----------	----------

TOTAL ROUTE COST	\$22,357.00
Annual Revenues	\$1,020.00

Factors:

Number of days operated per year	3
Cost/Hour	\$ 32.30
Cost/Mile	\$ 1.78
Daily revenue hours of service	320
Daily revenue miles of service	3,850

Efficiency Evaluation

Route Passengers/Rev. Hour	16.6
System Avg. Passenger/ Rev. Hour	49.2

CUSTOMER IMPACT	ANNUAL	6 MO.
-----------------	--------	-------

Existing Customers	Number of rides impacted	5,322	2,661
--------------------	--------------------------	-------	-------

Factors:

Miles from CyRide route	5 miles
Avg. time to walk 1 mile	20 minutes
Walking Time/Passenger	100 minutes
Add'l Wait Time	n/a

Walking Impact - Nearest Route	Walking Time/Passenger*# Passengers	8,870	hours
--------------------------------	-------------------------------------	-------	-------

Equity

Impacts Title VI (low-income and minority population)
Less service would be available on Dial-A-Ride

SUMMARY	ANNUAL	6 MO.
---------	--------	-------

Annual Savings Goal	\$ 500,000	\$ 250,000
Annual Net Savings (Payroll Costs + Maint. Costs - Fare Revenues - Grant Revenues)	\$21,337	\$10,669
Annual Lost Ridership	5,322	2,661

Proposal #5 - #22 Gold Route

Service Reduction: Eliminate last trip of the day

RIDERSHIP	ANNUAL	6 MO.
Existing Ridership	77,662	38,831
Projected Customer Impact (Loss of Ridership)	911	456

Important Factors:

1) Route serves Greek community impacting students

REVENUES	ANNUAL	6 MO.
Projected Annual Fare Revenue Losses	\$0	\$0

Factors:

	<u>Current Payment Per Ride</u>	<u>Avg. Rides</u>	
Free	\$0.00	911	\$0.00
Pass Fares	\$0.84	0	\$0.00
Cash Fares	\$0.69	0	\$0.00
Reduced Fare Ticket	\$0.50	0	\$0.00
Full Fare Ticket	\$1.00	0	\$0.00
Transfers	\$0.00	0	\$0.00
TOTAL UNLINKED RIDERSHIP		911	\$0.00

OPERATING COSTS/EFFICIENCIES	ANNUAL	6 MO.
TOTAL Net Operating Costs Saved	\$2,850	\$1,425

TOTAL ROUTE COST \$2,850.00
Annual Revenues \$0.00

Factors:

Number of days operated per year 160
 Cost/Hour \$ 32.30
 Cost/Mile \$ 1.78
 Daily revenue hours of service reduced 0.4
 Daily revenue miles of service reduced 2.8

Efficiency Evaluation

Route Passengers/Rev. Hour 14.2
 System Avg. Passenger/ Rev. Hour 49.2

CUSTOMER IMPACT	ANNUAL	6 MO.
Existing Customers	911	456

Factors:

Miles from CyRide route 0.25 miles
 Avg. time to walk 1 mile 20 minutes
 Walking Time/Passenger 5 minutes
 Add'l Wait Time n/a

Walking Impact - Nearest Route

Walking Time/Passenger*# Passengers 76 hours

Equity

SUMMARY	ANNUAL	6 MO.
Annual Savings Goal	\$ 500,000	\$ 250,000
Annual Net Savings (Payroll Costs + Maint. Costs - Fare Revenues - Grant Revenues)	\$2,850	\$1,425
Annual Lost Ridership	911	456
Net Savings Per Rider Lost	\$ 3.13	\$ 3.13

BUDGET ANALYSIS - Operations FY2013

7.0% Increase from Local Funders
 \$8750 from ISU and City for Intermodal Facility design grant

No FY12 Budget Reductions

Fuel \$3.20/gallon FY12, \$3.50/gallon FY13; \$26,400 increase in IPERS; Federal Funds stable

12/02/11	1:02 PM	07-08	08-09	09-10	10-11	11-12	11-12	12-13	% Chg.	% Chg.	% Chg.	% Chg.
		Actual	Actual	Actual	Actual	Adopt	Amend	Request	Am/Ad	Am/Act	Req./Ad.	Req./Am.
FIXED ROUTE												
550-1221	Operations	\$3,264,384	\$3,491,357	\$3,841,975	\$4,097,972	\$4,293,855	\$4,261,287	\$4,317,216	-0.8%	4.0%	0.5%	1.3%
550-1222	Maintenance	\$1,636,310	\$1,440,039	\$1,580,087	\$1,762,603	\$1,814,546	\$1,978,080	\$2,099,567	9.0%	12.2%	15.7%	6.1%
FIXED ROUTE TOTAL		\$4,900,695	\$4,931,396	\$5,422,062	\$5,860,574	\$6,108,401	\$6,239,367	\$6,416,783	2.1%	6.5%	5.0%	2.8%
DIAL-A-RIDE												
550-1341	Operations	\$146,729	\$136,571	\$136,855	\$142,717	\$149,202	\$155,334	\$163,621	4.1%	8.8%	9.7%	5.3%
550-1342	Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
DIAL-A-RIDE TOTAL		\$146,729	\$136,571	\$136,855	\$142,717	\$149,202	\$155,334	\$163,621	4.1%	8.8%	9.7%	5.3%
ADMINISTRATION/SUPPORT												
550-1101	Administration	\$852,417	\$910,470	\$1,037,847	\$1,014,818	\$1,077,991	\$1,063,195	\$1,097,469	-1.4%	4.8%	1.8%	3.2%
550-1102	Safety/Training	\$211,406	\$211,673	\$197,822	\$212,768	\$223,720	\$218,475	\$224,865	-2.3%	2.7%	0.5%	2.9%
550-1103	Promotion	\$0	\$4,037	\$13,540	\$20,461	\$5,000	\$28,800	\$7,400	476.0%	40.8%	48.0%	-74.3%
550-1105	Bldg/Grounds	\$278,010	\$322,900	\$331,339	\$291,784	\$308,128	\$377,802	\$375,324	22.6%	29.5%	21.8%	-0.7%
ADMIN/SUPPORT TOTAL		\$1,341,833	\$1,449,080	\$1,580,548	\$1,539,830	\$1,614,839	\$1,688,272	\$1,705,058	4.5%	9.6%	5.6%	1.0%
FINANCE ADJUSTMENTS		\$491	\$76,726	\$15,890	\$27,835							
TOTAL OPERATING EXPENSES		\$6,389,747	\$6,593,773	\$7,155,355	\$7,570,957	\$7,872,442	\$8,082,973	\$8,285,462	2.7%	6.8%	5.2%	2.5%
TRANSFER TO GSB TRUST		\$140,751	\$449,171	\$392,414	\$424,305	\$220,000	\$320,000	\$75,000				
TRANSFER TO CAPITAL FUND		\$912,231	\$500,000	\$713,000	\$632,000	\$239,812	\$239,812	\$378,801				
TOTAL USED		\$7,442,729	\$7,542,945	\$8,260,769	\$8,627,261	\$8,332,254	\$8,642,785	\$8,739,263	3.7%	0.2%	4.9%	1.1%
OPENING BALANCE		\$1,014,849	\$891,416	\$1,105,687	\$847,294	\$599,766	\$563,240	\$576,211	-6.1%	-33.5%	-3.9%	2.3%
OPERATING REVENUE		\$7,319,296	\$7,757,216	\$8,002,376	\$8,343,207	\$8,460,022	\$8,655,756	\$8,908,810	2.3%	3.7%	5.3%	2.9%
TOTAL AVAILABLE		\$8,334,145	\$8,648,632	\$9,108,063	\$9,190,501	\$9,059,787	\$9,218,996	\$9,485,021	1.8%	0.3%	4.7%	2.9%
CLOSING BALANCE		\$891,416	\$1,105,687	\$847,294	\$563,240	\$727,533	\$576,211	\$745,758	-20.8%	2.3%	2.5%	29.4%
Closing/Operating		14.0%	16.8%	11.8%	7.4%	9.2%	7.1%	9.0%				
REVENUE/EXPENSE RATIO		114.5%	117.6%	111.8%	110.2%	107.5%	107.1%	107.5%				

OPERATING FUND BALANCE	\$891,416	\$1,105,687	\$847,294	\$563,240	\$727,533	\$576,211	\$745,758
CAPITAL FUND BALANCE	\$1,096,769	\$834,109	\$1,213,853	\$1,479,503	\$47,628	\$92,657	\$44,598
TRUST FUND BALANCE	(\$182,848)	\$267,129	\$667,188	\$1,099,162	\$1,329,940	\$1,274,248	\$1,136,422
INTERMODAL BALANCE					\$0	\$0	\$20,000
TRANSIT FUND BALANCE	\$1,805,337	\$2,206,925	\$2,728,335	\$3,141,905	\$2,105,101	\$1,943,115	\$1,946,778

City	\$ 1,463,659
ISU	\$ 641,872
GSB	\$ 3,499,053

BUDGET ANALYSIS - Operations FY2013

7.0% Increase from Local Funders
 \$8750 from ISU and City for Intermodal Facility design grant
 \$81,200 in FY12 budgeted savings; Cut 3 holidays; cut last trip of #22 Gold
 Fuel \$3.20/gallon FY12, \$3.50/gallon FY13; \$26,400 increase in IPERS; Federal Funds stable

12/02/11	1:15 PM	07-08 Actual	08-09 Actual	09-10 Actual	10-11 Actual	11-12 Adopt	11-12 Amend	12-13 Request	% Chg. Am/Ad	% Chg. Am/Act	% Chg. Req./Ad.	% Chg. Req./Am.
FIXED ROUTE												
550-1221	Operations	\$3,264,384	\$3,491,357	\$3,841,975	\$4,097,972	\$4,293,855	\$4,210,087	\$4,317,216	-2.0%	2.7%	0.5%	2.5%
550-1222	Maintenance	\$1,636,310	\$1,440,039	\$1,580,087	\$1,762,603	\$1,814,546	\$1,978,080	\$2,099,567	9.0%	12.2%	15.7%	6.1%
FIXED ROUTE TOTAL		\$4,900,695	\$4,931,396	\$5,422,062	\$5,860,574	\$6,108,401	\$6,188,167	\$6,416,783	1.3%	5.6%	5.0%	3.7%
DIAL-A-RIDE												
550-1341	Operations	\$146,729	\$136,571	\$136,855	\$142,717	\$149,202	\$155,334	\$163,621	4.1%	8.8%	9.7%	5.3%
550-1342	Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
DIAL-A-RIDE TOTAL		\$146,729	\$136,571	\$136,855	\$142,717	\$149,202	\$155,334	\$163,621	4.1%	8.8%	9.7%	5.3%
ADMINISTRATION/SUPPORT												
550-1101	Administration	\$852,417	\$910,470	\$1,037,847	\$1,014,818	\$1,077,991	\$1,063,195	\$1,097,469	-1.4%	4.8%	1.8%	3.2%
550-1102	Safety/Training	\$211,406	\$211,673	\$197,822	\$212,768	\$223,720	\$218,475	\$224,865	-2.3%	2.7%	0.5%	2.9%
550-1103	Promotion	\$0	\$4,037	\$13,540	\$20,461	\$5,000	\$28,800	\$7,400	476.0%	40.8%	48.0%	-74.3%
550-1105	Bldg/Grounds	\$278,010	\$322,900	\$331,339	\$291,784	\$308,128	\$377,802	\$375,324	22.6%	29.5%	21.8%	-0.7%
ADMIN/SUPPORT TOTAL		\$1,341,833	\$1,449,080	\$1,580,548	\$1,539,830	\$1,614,839	\$1,688,272	\$1,705,058	4.5%	9.6%	5.6%	1.0%
FINANCE ADJUSTMENTS		\$491	\$76,726	\$15,890	\$27,835							
TOTAL OPERATING EXPENSES		\$6,389,747	\$6,593,773	\$7,155,355	\$7,570,957	\$7,872,442	\$8,031,773	\$8,285,462	2.0%	6.1%	5.2%	3.2%
TRANSFER TO GSB TRUST		\$140,751	\$449,171	\$392,414	\$424,305	\$220,000	\$320,000	\$75,000				
TRANSFER TO CAPITAL FUND		\$912,231	\$500,000	\$713,000	\$632,000	\$239,812	\$208,812	\$378,801				
TOTAL USED		\$7,442,729	\$7,542,945	\$8,260,769	\$8,627,261	\$8,332,254	\$8,560,585	\$8,739,263	2.7%	-0.8%	4.9%	2.1%
OPENING BALANCE		\$1,014,849	\$891,416	\$1,105,687	\$847,294	\$599,766	\$563,240	\$658,411	-6.1%	-33.5%	9.8%	16.9%
OPERATING REVENUE		\$7,319,296	\$7,757,216	\$8,002,376	\$8,343,207	\$8,460,022	\$8,655,756	\$8,908,810	2.3%	3.7%	5.3%	2.9%
TOTAL AVAILABLE		\$8,334,145	\$8,648,632	\$9,108,063	\$9,190,501	\$9,059,787	\$9,218,996	\$9,567,221	1.8%	0.3%	5.6%	3.8%
CLOSING BALANCE		\$891,416	\$1,105,687	\$847,294	\$563,240	\$727,533	\$658,411	\$827,958	-9.5%	16.9%	13.8%	25.8%
Closing/Operating		14.0%	16.8%	11.8%	7.4%	9.2%	8.2%	10.0%				
REVENUE/EXPENSE RATIO		114.5%	117.6%	111.8%	110.2%	107.5%	107.8%	107.5%				

OPERATING FUND BALANCE	\$891,416	\$1,105,687	\$847,294	\$563,240	\$727,533	\$658,411	\$827,958
CAPITAL FUND BALANCE	\$1,096,769	\$834,109	\$1,213,853	\$1,479,503	\$47,628	\$92,657	\$44,598
TRUST FUND BALANCE	(\$182,848)	\$267,129	\$667,188	\$1,099,162	\$1,329,940	\$1,274,248	\$1,136,422
INTERMODAL BALANCE					\$0	\$0	\$20,000
TRANSIT FUND BALANCE	\$1,805,337	\$2,206,925	\$2,728,335	\$3,141,905	\$2,105,101	\$2,025,315	\$2,028,978

City	\$ 1,463,659
ISU	\$ 641,872
GSB	\$ 3,499,053

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Sheri Kyras
DATE: December 6, 2011
SUBJECT: FY12/13 – FY16/17 Capital Improvement Plans

BACKGROUND: Each year, staff develops a five-year Capital Improvement Plan (CIP) to fund needed improvements in its bus fleet and support services. This plan is incorporated into the City of Ames' Capital Improvement Plan in January of each year.

INFORMATION: The projects contained in this year's Five-Year CIP represent purchases as a result of the following factors:

- Purchases approved in or anticipated in grants
- Recommendations from CyRide's Insurance Carrier to reduce risk
- Replacement of equipment at the end of its useful life
- Purchases that are needed to ensure efficient and smooth operations

If approved, CyRide staff would begin to purchase the items contained in the first year of the plan beginning July 1, 2012. The remaining years would not be purchased until the year approaches and are subject to modifications as they are more fluid in nature, subject to funding increases/decreases. The following information details the CIP's first year purchases as well as purchases for four additional years.

First Year Purchases –

The purchase summary on the following page is recommended for procurement in the 2012/13 budget year to ensure smooth operation of the transit system and are included in each of the budget options presented in the "2012/13 Budget Proposals" agenda topic. A detailed explanation of each anticipated expenditure by category is attached.

Purchase	STIC	Federal New Freedom	Dollars 5307/5309	5310	Local Share CyRide	Total Cost
Vehicle Replacement						
5-40' New Buses	\$0	\$0	\$1,764,000	\$0	\$196,000	\$1,960,000
2 – Artic. Buses	\$0	\$0	\$1,256,940	\$0	\$139,660	\$1,396,600
2 – Minibuses	\$0	\$0	\$167,400	\$0	\$18,600	\$186,000
Support Vehicle Expansion	\$0	\$0	\$0	\$0	\$30,000	\$30,000
SUBTOTAL	\$0	\$0	\$3,188,340	\$0	\$384,260	\$3,572,600
Shop/Office Equipment						
Computers (6)	\$0	\$0	\$0	\$0	\$9,600	\$9,600
Shop Equipment	\$0	\$0	\$0	\$0	\$50,000	\$50,000
SUBTOTAL	\$0	\$0	\$0	\$0	\$59,600	\$59,600
Bus Stop Improvements						
Bus Stop Improvements	\$0	\$0	\$0	\$40,000	\$10,000	\$50,000
SUBTOTAL	\$0	\$0	\$0	\$40,000	\$10,000	\$50,000
TOTAL	\$0	\$0	3,188,340	\$40,000	\$453,860	\$3,682,200

After purchase of these items in 2012/13, the local fund closing balance will be \$29,488. The following briefly discusses each of the purchases contained in next year's budget.

Purchase New 40' and Articulated Buses – CyRide has 13 buses approved in federal grants (11-40' and 2 articulated). These purchases were divided into the 2011/12 and 2012/13 budget years, with five 40' and two articulated buses in the 2012/13 budget year.

Minibuses – CyRide received 90% funding through an Iowa DOT competitive grant to replace two minibuses (#978 and #979) that are beyond their useful life.

Support Vehicle – As a budget reduction measure in the 2011/12 year, this project was delayed one year to the 2012/13 budget. This purchase would expand the number of vehicles used to relieve bus drivers throughout Ames as well as provide a vehicle for administrative purposes. CyRide would purchase a small vehicle that could maneuver through Ames during adverse weather conditions and/or an alternative-fueled vehicle.

Computers - CyRide would replace six computers during 2012/13.

Shop Equipment - Three pieces of shop equipment are scheduled for purchase in the 2012/13 budget year: Floor Scrubber/Sweeper (\$38,000), AC Refrigerant Reclamation System (\$7,500) and Sign Post Installation/Removal equipment (\$4,500).

Bus Stop Improvements – This funding would improve existing bus stop locations with concrete pads, benches, shelters and lighting to make service more convenient to its riders. CyRide’s new shelter design should be completed in January 2012, with significant improvements made in late summer.

Remaining Four Years (2013/14 – 2016/17):

Assumptions made for major purchases in future years of the Capital Improvement Plan include:

Bus Purchases – Representing approximately \$5.1 million dollars over the remaining 4-year period, this is CyRide’s largest purchase. This investment reflects the purchase of 12 new, large buses maintaining a fleet of 72 large buses to meet current ridership levels. New buses are purchased with 83-90% federal dollars secured through the national grant process. The plan also anticipates replacement of 5 vehicle cameras on older equipment each year of the plan.

Other Vehicle Purchases – The plan assumes replacement of two administrative and two maintenance vehicles in years 2013/14 through 2015/16 for a total cost of \$105,600.

Building Expansion – Assuming the next phase of the facility expansion is completed by 2013/14, this plan makes the assumption that CyRide would begin design on the next phase of its expansion in 2015/16 and 2016/17 at approximately \$760,000 per year, with 80% funding from federal sources.

Shop and Office Equipment – This plan assumes \$10,000 per year to upgrade computers and \$50,000 per year in shop equipment would be needed to ensure smooth operation in the administrative and maintenance areas.

Bus Stop Improvements – CyRide continues to emphasize its bus stop improvement program and has included a \$50,000 annual commitment in the plan.

Alternative Route Analysis – The CIP anticipates beginning the Bus Rapid Transit Route analysis in 2013/14 budget year. This study is funded 80% with a federal grant and would answer the community’s questions regarding the possibility of this new type of service in Ames or how the Orange Route could be enhanced to better provide quality service on more than 8,000 trips each day. Staff will prepare information for discussion by the board regarding this project in the Spring of 2012.

It is hoped that future budgets will be able to return to the annual transfer of \$600,000 to \$700,000 in local funding to purchase needed capital items.

ALTERNATIVES:

1. Defer action on the plan until the January 2012 Transit Board meeting.
2. Approve the Capital Improvement Plan as presented.
3. Approve the Capital Improvement Plan with board modifications.
4. Do not approve the Capital Improvement Plan.

RECOMMENDATION:

The Transit Director recommends alternative #1 to defer action until January in order to give board members time to review the plan.

TRANSPORTATION - TRANSIT

PROJECT/REVENUE DESCRIPTION	TOTAL	2012/13	2013/14	2014/15	2015-16	2016-17
EXPENDITURES:						
Vehicle Replacement	8,995,809	3,572,600	1,296,000	1,362,630	1,385,359	1,379,220
Building Expansion & Modernization	1,520,000	0	0	0	760,000	760,000
Shop & Office Small Capital	299,600	59,600	60,000	60,000	60,000	60,000
Bus Stop Improvements	250,000	50,000	50,000	50,000	50,000	50,000
Alternatives Analysis	200,000	0	200,000	0	0	0
Total Expenditures	11,265,409	3,682,200	1,606,000	1,472,630	2,255,359	2,249,220
REVENUES:						
City:						
Transit Fund	2,062,055	453,860	392,570	301,647	457,511	456,467
Other:						
FTA - 5309	9,003,353	3,188,340	1,173,430	1,130,983	1,757,848	1,752,752
FTA - STIC	0	0	0	0	0	0
Elderly/Disabled	200,000	40,000	40,000	40,000	40,000	40,000
GSB		0	0	0	0	0
Other Subtotal	9,203,353	3,228,340	1,213,430	1,170,983	1,797,848	1,792,752
Total Revenues	11,265,409	3,682,200	1,606,000	1,472,630	2,255,359	2,249,220

VEHICLE REPLACEMENT

PROJECT STATUS: No Change Delayed
 Cost Change

City of Ames, Iowa
 Capital Improvements Plan

DESCRIPTION/JUSTIFICATION

CyRide's average age of its large bus fleet is currently 9.5 years after delivery of 15 buses in 2010 and 6 buses in early 2012. This is a reduction from its previous age of 16 years and compared to the national transit fleet age of seven years. The transit agency will receive six large buses in early Spring 2012. Five additional large buses have been ordered and will be delivered in late 2012 and two articulated buses for delivery in 2012-13 (Delayed). CyRide has had to increase the number of large buses to 72 from 68 to address an increase of more than 1.3 million riders in the last five years. All vehicles are purchased with 83-90% federal funding under grants. Some grants allowed 90% funding for biodiesel operated vehicles; others allow a maximum of 83% (Cost Change).

After receipt of buses currently in grants, CyRide has scheduled three large bus replacements each year to maintain the fleet average age under 11 years.

A majority of CyRide's minibus fleet was replaced in 2008-09 and 2009-10 with federal dollars; the last two vehicles are scheduled for replacement in 2012-13 under federal grants as well (No Change).

CyRide currently operates three vehicles for driver reliefs and for administrative purposes. With the additional buses and drivers, CyRide will need to expand this fleet of small vehicles by one vehicle to meet its needs beginning in 2012-13. This purchase was delayed from the 2011-12 budget year as an expense-reduction measure in light of its budget challenges. CyRide's Prius (vehicle 906) is scheduled for replacement in 2013/14 and Impala (vehicle 905) in 2014-15. (Delayed)

CyRide's two maintenance trucks are scheduled for replacement in 2014-15 and 2015-16 (Delayed).

CyRide will purchase five video-recording cameras each year beginning in 2013-14 to replace existing equipment on the buses more than five years old. The system will include exterior and interior cameras at a total cost for the five systems of \$45,000 per year (Delayed).

2012-13 – Replace 5 large buses, replace 3 large buses with 2 articulated buses, replace minibuses 978, 979, expand 1 administrative vehicle

2013-14 – Replace 3 large buses, replace administrative vehicles 906, 5 video cameras

2014-15 – Replace 3 large buses, replace administrative vehicles 905, and maintenance truck 999, 5 video cameras

2015-16 – Replace 3 large buses, replace maintenance truck 007, 5 video cameras

2016-17 – Replace 3 large buses, 5 video cameras

FISCAL YEAR PRIORITY			1			
	TOTAL	2012/13	2013/14	2014/15	2015-16	2016-17
COST:						
Large Buses - 40' New	7,068,209	1,960,000	1,221,000	1,257,630	1,295,359	1,334,220
Large Buses - 60' Articulated	1,396,600	1,396,600	0	0	0	0
Minibuses	186,000	186,000	0	0	0	0
Cameras	180,000	0	45,000	45,000	45,000	45,000
Administrative Vehicles	165,000	30,000	30,000	60,000	45,000	0
TOTAL	8,995,809	3,572,600	1,296,000	1,362,630	1,385,359	1,379,220
FINANCING:						
Transit Fund	1,368,455	384,260	282,570	231,647	235,511	234,467
Federal Transit Administration	7,627,353	3,188,340	1,013,430	1,130,983	1,149,848	1,144,752
TOTAL	8,995,808	3,572,600	1,296,000	1,362,630	1,385,359	1,379,219

PROGRAM - ACTIVITY:
 Transportation – Transit

DEPARTMENT:
 CyRide

ACCOUNT NO.
 552-1159, -1158, -1156-439

BUILDING EXPANSION & MODERNIZATION

PROJECT STATUS: Delay

City of Ames, Iowa
Capital Improvements Plan

DESCRIPTION/JUSTIFICATION

In 2012/13, CyRide will complete work begun in 2011/12 to expand its facilities. The funding for this project is contained in 2012/16 Capital Improvement Plan, but will partially occur in the 2012/13 year. The following summarizes the four projects of: additional bus storage, flood protection, increased ceiling height and structural repairs.

Expansion - CyRide's current building was constructed in 1983 and was originally designed to accommodate 25 vehicles. The building was expanded in 1990, 2002, 2004 and 2008; and can now accommodate 60 large buses, seven minibuses and three support vehicles, leaving nine large buses and two service vehicles without indoor storage space. With CyRide's expansion to 72 large buses in 2010/11 and an estimated fleet size in ten years of 85 large buses, CyRide will need to construct additional bus storage and maintenance facilities. A three-phased expansion project would increase the bus storage portion of the facility by approximately 25,000 square feet, accommodating eleven additional large buses and two service vehicles.

Flood Protection – CyRide will work with the City's insurance company and CyRide's architectural firm to identify construction solutions to reduce/eliminate flood risks for the current facility and its expansion. Suggestions have included additional flood barriers to keep the interior of the facility dry. A flood control expert will be hired to direct CyRide on the efforts that must be taken to reduce this risk.

Ceiling Height – The original portion of CyRide's facility has doors and ductwork at a ceiling height of 10'3" and the new hybrid buses are 10'5" in height; therefore, the new buses can be stored in only a portion of the facility. This project would raise the ductwork and replace doors above the height of the hybrid buses so that all buses can travel throughout the facility, thereby reducing the possibility of accidents within the building.

Structural Repairs – CyRide will begin repairing structural damage in several bus lanes and the wash bay area. Several locations are experiencing corrosion and concrete deterioration and need to be rebuilt.

In 2015/16 and 2016/17, CyRide anticipates adequate local share and discretionary federal grants to continue the next phase of its expansion plan to accommodate growth in its services over the next several years. Federal dollars would fund 80% of the construction costs or \$608,000. This project is delayed as a result of diverting local dollars to its operating budget to address funding shortfalls.

FISCAL YEAR PRIORITY		2				
	TOTAL	2012/13	2013/14	2014/15	2015-16	2016-17
COST:						
Architect/Engineering	20,000	0	0	0	10,000	10,000
Repairs/Modifications	1,500,000	0	0	0	750,000	750,000
TOTAL	1,520,000	0	0	0	760,000	760,000
FINANCING:						
Transit Fund	304,000	0	0	0	152,000	152,000
Federal Transit Administration	1,216,000	0	0	0	608,000	608,000
TOTAL	1,520,000	0	0	0	760,000	760,000
PROGRAM - ACTIVITY:	DEPARTMENT:		ACCOUNT NO.			
Transportation – Transit	CyRide		552-1167-439			

CYRIDE SHOP AND OFFICE EQUIPMENT

PROJECT STATUS: No Change

City of Ames, Iowa
Capital Improvements Plan

DESCRIPTION/JUSTIFICATION

The FY2012-13 expenditures in the shop and office area will fund the replacement of six computers, sign post installer/remover, floor scrubber/sweeper and AC Refrigerant Reclamation system. The purchases scheduled for 2013-2017 are more generally described as follows.

Four to seven replacement computers will be funded each year, and approximately \$50,000 per year will fund other shop and office items such as forklifts. Because these are smaller items where replacement need is less predictable, they have been generally described in this document and specific needs will be identified annually to efficiently operate CyRide, address OSHA, Department of Natural Resources and other federal requirements.

FISCAL YEAR PRIORITY		3				
	TOTAL	2012/13	2013/14	2014/15	2015-16	2016-17
COST:						
Computers	49,600	9,600	10,000	10,000	10,000	10,000
Other Shop Equipment	250,000	50,000	50,000	50,000	50,000	50,000
Other Office Equipment	0	0	0	0	0	0
TOTAL	299,600	59,600	60,000	60,000	60,000	60,000
FINANCING:						
Transit Fund	299,600	59,600	60,000	60,000	60,000	60,000
FTA - Small Transit Intensive Cities	0	0	0	0	0	0
Federal Transit Administration	0	0	0	0	0	0
TOTAL	299,600	59,600	60,000	60,000	60,000	60,000
PROGRAM - ACTIVITY:	DEPARTMENT:	ACCOUNT NO.				
Transportation – Transit	CyRide	552-1159-439				

BUS STOP IMPROVEMENTS

PROJECT STATUS: Delayed

City of Ames, Iowa
Capital Improvements Plan

DESCRIPTION/JUSTIFICATION

One of the most numerous customer suggestions CyRide receives is regarding the condition, or lack, of amenities at its more than 400 bus stop locations throughout the city. In FY 2007/08, CyRide began to systematically identify needs at each stop, with improvements scheduled for implementation on an annual basis. The implementation of the bus stops has been delayed pending a new bus shelter design that improves the image of these structures. This design will be completed in the spring of 2012 with implementation beginning at that time. It is anticipated that five to ten bus stop locations will receive improvements each year for a total cost investment of \$50,000 per budget year.

FISCAL YEAR PRIORITY							4
	TOTAL	2012/13	2013/14	2014/15	2015-16	2016-17	
COST:							
Pads, Benches, Shelters	250,000	50,000	50,000	50,000	50,000	50,000	
TOTAL	250,000	50,000	50,000	50,000	50,000	50,000	
FINANCING:							
Transit Fund	50,000	10,000	10,000	10,000	10,000	10,000	
Federal 5310 Grants	200,000	40,000	40,000	40,000	40,000	40,000	
TOTAL	250,000	50,000	50,000	50,000	50,000	50,000	
PROGRAM - ACTIVITY: Transportation – Transit	DEPARTMENT: CyRide		ACCOUNT NO. 552-1163-439				

ALTERNATIVE ROUTE ANALYSIS

PROJECT STATUS: Delayed

City of Ames, Iowa
Capital Improvements Plan

DESCRIPTION/JUSTIFICATION

In May 2007, CyRide completed a Transit Feasibility Study, which identified a need to implement major service-level changes on its highest ridership route from the Iowa State Center to campus. The study recommended a Bus Rapid Transit (BRT) service on CyRide’s Orange Route that would increase capacity and comfort on this route and reduce travel time for customers. Through public input, it has been determined that additional information is needed regarding the route, right-of-way for the bus, and specifics on how this new service would work. Therefore, a federal grant was secured for \$160,000 at 80% funding to complete a detailed analysis of the BRT type service concept or enhancements along the route to provide this information to the community. The study is anticipated to bid when the Intermodal Facility project is completed and be conducted in the 2013/14 budget year.

FISCAL YEAR PRIORITY		5				
	TOTAL	2012/13	2013/14	2014/15	2015/16	2016/17
COST:						
Alternatives Analysis Study	200,000	0	200,000	0	0	0
TOTAL	200,000	0	200,000	0	0	0
FINANCING:						
Transit Fund	40,000	0	40,000	0	0	0
Federal Transit Administration	160,000	0	160,000	0	0	0
TOTAL	200,000	0	200,000	0	0	0
PROGRAM - ACTIVITY:		DEPARTMENT:		ACCOUNT NO.		
Transportation – Transit		CyRide				

Transit Director's Report

December 2011

1. Intermodal Facility Construction Update

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

- Deck pours #6 - #9, all deck pours completed
- Backfill of retaining wall and building

In November 2011, the following work is anticipated:

- Forming of stairways
- Terminal area foundations and masonry
- Complete site utilities
- Rough grading of roadway and surface parking lot
- Site cleanup for winter



The picture to the right illustrates the project's progress as of December 1, 2011, which continues to progress slightly behind schedule, for completion on June 6, 2012 as of this date. The Federal Transit Administration's monthly progress report is available upon request.

2. Intermodal Change Order

One larger change order is outstanding and is currently being negotiated between the project's architect/project manager and the construction firm. It is anticipated that a resolution will be achieved by the holidays and presented to the Transit Board and City Council in January 2012.

3. Intermodal Facility Tenant Leases

The Transit Director is currently drafting an agreement in coordination with the City's Legal Department, FTA, ISU's Parking Division and the three carriers to determine usage conditions and a lease rate for this facility. It is anticipated that these leases will be completed in the Spring 2012.

Additionally, the Ames Police Department has requested use of the management office of the facility between 6 pm and 4 am for the Safe Neighborhood's Team. This would provide enhanced security at the facility as well as serve a valuable community need. The Federal Transit Administration has approved of this use, but will require a lease for use of this space. The Transit Director will begin drafting this lease in January for approval by local and federal officials.

January 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	12	14
15	16 University Holiday	17	18	19 Transit Board Mtg.	20	21
22	23	24	25	26	27	28
29	30	31				
