

AMES TRANSIT AGENCY BOARD OF TRUSTEES
CYRIDE CONFERENCE ROOM

February 16, 2012

1. CALL TO ORDER: 5:15 P.M.
2. Approval of January 19, 2012 Minutes
3. Public Comments
4. MPO Representative Election
5. Houck Transit Advertising Presentation
6. Articulated Bus Purchase
7. Intermodal Change Order Approval
8. Grant Applications
9. Quarterly Operations Report
10. Transit Director's Report
11. Set Time and Place of Next Meetings:
 - March 22 - 5:15 pm
 - April 19 - 5:15 pm
 - May 10 - 5:15 pm
12. Adjourn

AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

January 19, 2012

The Ames Transit Agency Board of Trustees met on January 19, 2012 in CyRide's Conference Room. President Anders called the meeting to order at 5:18 p.m. Trustees in attendance were Anders, Schainker, Vander Velden, and Gerdes. Absent: Trustees Wacha and Madden.

President Anders welcomed GSB's new appointment to the Transit Board, Rachel Gerdes. Trustee Gerdes' appointment replaces Anna Fox, GSB Senator, who resigned from the GSB to focus on her studies.

PUBLIC COMMENTS: None.

APPROVAL OF MINUTES: Trustee Vander Velden made a motion to approve the December 6, 2011 minutes from the Ames Transit Agency Board of Trustees Meeting. Trustee Schainker seconded the motion. (Ayes: Four. Nays: None) Motion carried.

FY12/13 BUDGET PROPOSALS: Director Kyras recapped the FY12/13 budget proposals presented to the Board of Trustees in December. She also indicated that she had had the opportunity to meet with new Board Member Gerdes to bring her up-to-date on the budget and the agenda. She indicated that there were no changes from the budget proposals presented in December. She indicated that she had been informed of the proposed percentage reduction in federal funds for the following budget year, 2013-2014, could be a 9.1% reduction in federal funding. She indicated that action taken in November on the FY12 Transportation Appropriations Bill increased transit funding by .2% for the 2012-2013 budget.

To recap, she indicated that there were two options provided to the Transit Board. The first option reflected a baseline increase with City and ISU funding at 7% and GSB at 9% with a closing balance of 9%. She indicated the higher GSB amount was due to the student's portion of the fare increase.

Option 2 is baseline along with two service reductions: three holiday services and the last trip on the Gold route. It included the same funding from the local entities, but increased the closing balance to 10%.

Staff's recommendation is Alternative #2 to reduce the two services leaving a closing balance of 10%, as it will put CyRide in a better position to address the next year's federal funding reductions.

Trustee Wacha arrived at 5:20 p.m.

Trustee Wacha asked if CyRide had received comments regarding the fare increase after its implementation. Director Kyras indicated that they had not received phone calls or emails, but that CyRide drivers had indicated that customers were commenting to them about the difficulty of the increase. President Anders indicated that drivers were being polite and courteous, under difficult situations, giving amnesty to customers who were not aware of the change.

Trustee Wacha made a motion to adopt Alternative #2 to reduce service levels next year allowing the closing balance to increase to an estimated 10%. Motion seconded by Trustee Vander Velden. (Ayes: Five. Nays: None.) Motion carried.

Trustee Madden arrived at 5:25 p.m.

FY12/13 – FY16/17 CAPITAL IMPROVEMENT PLAN: Director Kyras indicated that there were no changes to the Capital Improvement Plan as presented at the December Transit Board meeting. She indicated that the most important year was the first year as these projects would be implemented starting in July 2012. She indicated that the buses were funded through grants; and explained the shop and office equipment. Further, she indicated that the categories were annual recommendations. She also indicated that the bus stop improvements plan would begin to be implemented during the summer. After these purchases, the capital fund closing balance would be \$29,000 at end of the year.

Trustee Wacha inquired about the status of the vehicle tracking project. Director Kyras indicated that the RFP would be due the following week on January 27, 2012 and that after the final decision was made and the actual dollar amount known, CyRide staff would present the results to GSB and the Transit Board.

Trustee Wacha made a motion to approve the Capital Improvements Plan as presented. Motion seconded by Trustee Gerdes. (Ayes: Six. Nays: None.) Motion carried.

Trustee Anders asked about the CYROID application for smart phones. CyRide staff is familiar with the application, but has received complaints regarding its out-dated information.

TRANSIT SCHEDULING SOFTWARE: Director Kyras updated Transit Board members on the transit scheduling project. This technology software is a scheduling task Tom Davenport, CyRide's Transit Coordinator, currently completes with an Excel spreadsheet. However, with CyRide's growth, this task has become cumbersome and lends itself to errors. She indicated that CyRide is the only urban transit system in Iowa that does not have transit-specific scheduling software. The scheduling software will be funded 80% by the State of Good Repair Grant with a budget of \$200,000.

Tom Davenport released the Request for Proposals (RFP) on October 31, 2011 and received four bids on November 30, 2011. The field was then narrowed from four bids to three: INIT Innovations in Transportation, Inc., Schedule Master's, Inc., and Trapeze Group. CyRide staff invited the three companies to demonstrate their product to CyRide and the City of Ames Information Technologies department so that the group could gain a better understanding of each product.

Following the demonstrations, CyRide staff completed an evaluation based on technical merit and Best-And-Final-Offer pricing. INIT Innovations in Transportation, Inc. received the highest combined rating of 3.96 on a scale of 1 – 5, based on the final pricing and their product's capabilities.

INIT proposed an option called, "WebComm", which is very beneficial internally to communicate information to the drivers. As the base product was under the total budget of \$200,000, staff was recommending the purchase of this option as well. This option would enable drivers to go on-line internally, request vacation time-off, and download run sheets. Director Kyras indicated that the annual software maintenance fee for the recommended package and option would be \$31,476.86 annually beginning one year after implementation, when the warranty expired. This expense will be included in future operating budgets.

Staff's recommendation is to approve award to INIT Innovations in Transportations, Inc. for transit scheduling software for an amount not-to-exceed \$180,481.71, contingent upon Legal Counsel Approval of a contract.

Trustee Wacha asked Director Kyras for more information regarding the benefits of the transit scheduling software and inquired as to whether it would directly benefit the customer. Director Kyras explained that it is an internal program, but that it allowed for accurate, efficient scheduling of CyRide buses and drivers. Mr. Davenport added that the problem with using an Excel spreadsheet was that if a formula was incorrect, then the problem would escalate throughout the scheduling process. Director Kyras indicated that scheduling was more of an art than a science and that Mr. Davenport had perfected the art over the years. She indicated that purchasing the software package would better ensure accuracy of the work and assist new schedulers in the future to complete the task.

Trustee Wacha asked whether the software was compatible with the vehicle tracking software. Director Kyras indicated that staff had intentionally begun the purchase process for the scheduling package before the vehicle tracking technology, as it would utilize the database from the scheduling package. She said that this compatibility would be a requirement for the successful vehicle tracking vendor.

She further indicated that this product is expected to benefit the dispatchers by alerting them if a driver does show up for their run. With the current process, dispatchers might not be aware of a “No Show” until it was time for the run to begin. Tom Davenport also stated that the program has the capacity to expand as CyRide grows. He also indicated that the software package would automate the payroll function, which the current payroll process CyRide uses does not.

Board members asked how CyRide staff would train the bus drivers. Director Kyras indicated that the INIT proposal included driver training. Tom Davenport indicated that CyRide would install the WebComm software option in two stages. The first stage would be installed in house on workstations so drivers could begin to feel comfortable with the program and then it could be expanded to be accessed from computers outside CyRide through a password-protected log-in.

Trustee Madden made a motion to approve award to INIT Innovations in Transportation, Inc. for Transit Scheduling software in the amount not-to-exceed \$180,481.71, contingent upon Legal Counsel Approval of contract. Motion seconded by Trustee Gerdes. (Ayes: Six. Nays: None.) Motion carried.

2012-2013 FUEL CONTRACT: Director Kyras provided board members with a history on CyRide’s fuel contract experiences. She indicated that the proposal before the transit board would be the fourth fuel contract CyRide had entered into with the first year showing a savings of \$35,000. The second year experienced a \$5,000 increase in fuel expenses and the results for the third year or current year at approximately a \$10,000 savings. CyRide switched to this type of purchasing arrangement because of the volatile fuel market in 2007/2008. During that period, prices increased from \$2.00 to \$4.00 per gallon in a short period of time. Fuel contracts are purchased for a two-month period with a minimum of 42,000 gallons of fuel in this time period. CyRide's current fuel contract expires at the end of March and now is a good time to enter into another contract before farmers begin spring fieldwork, which increases the price of fuel contracts.

The process is different for purchasing fuel under a contract. Bids for fuel need to be accepted immediately upon receipt, which does not allow time for CyRide staff to come back to the Transit Board or City Council for approval. Previously, CyRide’s Transit Board of Trustees established a guideline committing to contracting no more than 70% of CyRide’s fuel usage.

The proposal before the Transit Board is to contract for up to five, two-month contracts, not to exceed \$735,000. This represents the budgeted price per gallon of \$3.50 in the 2012-2013 budget for the amount of fuel purchased for these five months.

Trustee Schainker made a motion to approve up to 5, two-month fuel contracts at a total price not to exceed \$735,000 and accept fixed rates + mark-up/deduct for the remainder of CyRide's fuel purchases. Motion seconded by Trustee Vander Velden. (Ayes: six. Nays: None.) Motion carried.

2012—2013 DIAL-A-RIDE CONTRACT: Director Kyras noted that in the fall of 2011, Heartland Senior Services (HSS) notified CyRide of their request to terminate Dial-A-Ride service by the end of the month as they believed that the contract was not generating sufficient funding to cover expenses. CyRide staff held several meetings to identify costs and revenues for this service and Tom Davenport worked with Heartland Senior Services' Auditor concerning the cost analysis. At the last meeting, it was determined that the current contract was generating sufficient revenues; however, HSS indicated that they did not want to extend the contract after June 30, 2012.

Because CyRide is federally funded, it must follow the requirements of the Americans with Disabilities Act to provide complementary fixed-route transit service for people physically unable to ride CyRide. CyRide has contracted with HSS for these services for the last seven years. CyRide has received no official information from HSS, but through the City of Ames ASSET process, has learned that HSS has budgeted \$175,000 from the DAR contract during the 2012-2013 budget year. This year, the contract is estimated to generate \$155,000. The \$175,000 cost would be a 13% increase and exceed the 3% increase allowed in an extension of the current contract.

Director Kyras indicated that there are two options for the Transit Board to consider - postpone a decision on extending the contract until closer to the end of the budget year or the transit board can cancel the contract effective June 30, 2012, based on HSS's desire last fall and the increase required for the next budget year, and distribute a new Request For Proposal to operate Dial-A-Ride services for the 2012-2013 budget year. She indicated that HSS would still have the opportunity to bid for the service.

Alternative #1, to cancel the contract and rebid the service, is Director Kyras' recommendation. She believes that there are bidders that could provide this service for CyRide. Both HIRTA and Boone County have indicated an interest. There could be two or three bidders.

CyRide receives federal funding for the provision of Dial-A-Ride service, as distributed by the Iowa DOT. CyRide is not eligible to receive federal funding if it directly operates this service; therefore, \$120,000 to \$130,000 would need to come from CyRide's budget if it were to directly operate Dial-A-Ride service. Trustee Schainker asked what the total cost might be if it were rebid. Director Kyras indicated that she cannot predict if the cost would be higher or lower; however, she indicated that she was aware that Boone County's cost had decreased while ridership had increased in the last several years under a new Director.

Trustee Madden made a motion to proceed with formally notifying Heartland Senior Services of CyRide's desire to terminate the existing Dial-A-Ride contract and prepare a Request for Proposal for this service to be completed in the spring of 2012. Motion was seconded by Trustee Gerdes. (Ayes: Six. Nays: None.) Motion carried.

Trustees asked several questions about the Dial-A-Ride expenses and revenues under the current contract. Director Kyras indicated that CyRide as well as City of Ames staff were having difficulty in indentifying actual costs. She indicated that HSS had reported to HIRTA that HSS's transportation program had made a profit of \$30,000 in the first quarter of the current budget year.

MARY GREELEY MEMORADUM OF UNDERSTANDING: Director Kyras received an e-mail from Mary Greeley's Emergency Coordinator asking for a formal Memorandum of Understanding (MOU) for the hospital's emergency transportation needs. CyRide provides this type of services on an informal, as-needed basis to the community when an emergency declaration is made by the Mayor. Hospital officials indicated that they would need a formal agreement. Director Kyras indicated that the agreement would need to state the restrictions placed upon it by federal charter regulations and that it would indicate CyRide's standard published rate of \$80 an hour for services outside its regular service level.

Trustee Madden questioned whether the contract language requested by the hospital made emergency transportation a higher priority than CyRide services. He indicated that CyRide would need to fulfill its obligations first, and then could provide other services to the greatest degree possible. Trustee Madden indicated that language indicating this priority needed to be included in the contract. Specifically, he suggested clarification to the language indicating meeting CyRide's daily service levels requirements first as determined by the Transit Director. Director Kyras also indicated that the City Attorney's office had reviewed the contract.

Trustee Madden made a motion to authorize the Transit Director to move forward with the Memorandum of Understanding with modifications indicating the priority of regular transit service as determined by the Transit Director. Trustee Gerdes seconded the motion. (Ayes: six. Nays: None.)

Bus Shelter Design: Director Kyras explained to the Transit Board members that it had solicited assistance from an advertising firm to design the new look for bus shelters. She reminded the board that the Trustees had approved a contract in March 2011 with Columbia Equipment Company to purchase new bus shelters for replacement of existing shelters that were in poor condition and for shelters at new bus stop locations. Funding for this project has been secured through state grants, in turn funded with federal dollars at 80% of the cost.

CyRide contracted with Trilux Marketing firm to design new shelters and, along with a team of ISU and CyRide staff, numerous designs were presented and a basic design was agreed upon.

Director Kyras indicated that the new design was superimposed at two locations: Lincoln Way in front of Wallaby's restaurant and Bessey Hall on the ISU Campus. The design would use solar panels wherever possible. The next step is to develop a 3-5 year implementation plan that would identify specific locations for improvement in each year. Currently, there is \$249,061 available for bus shelter improvements with an additional \$50,000 programmed each year.

Questions and discussion from board members:

- Board members questioned the possibility of advertising on the bus shelters. Director Kyras said CyRide could not control what the advertising says and therefore, could not legally control this advertising if it were incorporated into the bus shelters. Trustee Madden stated ISU has set policies for advertising on Campus.
- Trustee Wacha asked about the finish on the shelters and if they would need to be repainted. Director Kyras said this was currently being discussed with the manufacturer, but most likely it would be powder coated and would require minimal maintenance.
- Trustee Wacha inquired about where the bus tracking signs would be located in the shelters. Director Kyras indicated behind the front "CyRide" panel.
- Trustee Madden asked who would be in charge of cleaning the shelters. Director Kyras indicated that it was a combination of CyRide and ISU. She stated that CyRide cleaned the shelters several times a year, that ISU and CyRide emptied the trash and removed the snow.
- Trustee Madden asked if radiant heat could be installed in the shelters. Director Kyras explained there is no radiant heat in the current designs. Trustee Madden thought this might be something to consider at some locations where passengers have no place to go inside. CyRide staff will inquire from the manufacturer if radiant heat could be added to the bus shelters and what the cost would be.

Director Kyras indicated that no action was needed at this time and that staff will keep the Transit Board updated on the project.

DIRECTORS REPORT:

- Intermodal Facility project continues to progress well and is on schedule to meet the completion date of June 6. Three change orders were approved by the City Manager office in December, two credit, and one large cost change order.
- The status of CyRide's facility construction project was discussed. Director Kyras indicated that contract negotiations with URS had delayed the project, but should be completed in February. In the meantime, she indicated that CyRide

staff and FM Global held a preliminary meeting with the URS team to discuss flood protection goals and project criteria.

- Director Kyras provided board members with the status of the request for free youth bus fares. She indicated that a meeting would be held on Jan. 20th that would include CyRide staff, AMOS representatives, Sheila Lundt with the City of Ames, United Way and School District officials to begin this conversation.
- Director Kyras stated that preparations for the Intermodal Facility ribbon-cutting ceremonies had begun. She indicated that any expenses could be funded with the TIGER grant and that there was interest from federal officials and Congressmen to attend the event. She asked if board members had any thoughts on activities at the event that most likely be held between June 11 – 15. Suggestions were to have Mayor Ann Campbell, ISU President Steven Leath speak at the event. Other suggestions were to invite Campustown merchants, CAA. Coffee, cookies, possibly a band. Susan Gwiasda, City of Ames Public Information Officer, will assist CyRide with this event.
- CyRide will soon attain another milestone. Calculations indicate that in June of 2012, CyRide will reach its 100 millionth rider. Staff plans to celebrate this event by identifying the approximate time this will occur and acknowledge a rider. A press release will also be prepared.
- CyRide received a national ridership first. Based on 2010 statistics, CyRide achieve the #1 ranking for transit system's serving populations of 50,000 to 200,000 for the highest rides per capita - 106. In comparison, Boston carries 88 rides per capita and Washington, DC at 106. CyRide carried 5,377,155 passengers in 2010. A press release was distributed with this information.
- According to state and Congressional sources, another round of grant opportunities will be available in February or March of 2012. Another round of TIGER and State of Good Repair grants are scheduled. She indicated staff would prepare projects for discussion at the February board meeting for consideration. Transit Board members expressed interest in applying for the TIGER grant and possibly considering downtown Ames. Director Kyras reminded the board that transit needs to be involved with the project. It was discussed that this would be a positive to the downtown community district, but creates additional CyRide cost to modify routes. North of the railroad tracks is the recommendation so buses do not have to deal with train delays.

TIME AND PLACE OF NEXT MEETING: Thursday, February 16, 2012 at 5:15 p.m. at CyRide.

Meeting adjourned at 6:25 pm.

Bob Anders, President

Joanne Van Dyke, Recording Secretary

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: February 16, 2012

SUBJECT: MPO REPRESENTATIVE ELECTION

BACKGROUND: The Ames Area Metropolitan Planning Organization (AAMPO) is comprised of city, county, Iowa State University and Ames Transit Agency representatives for the purpose of directing transportation planning and expenditure of funds in the Ames urbanized area. CyRide has one voting seat on the Committee to represent the transit system's perspective on these issues. The AAMPO Committee meets prior to the City Council meetings for 5 to 30 minutes on Tuesday evenings several times each year.

INFORMATION: The Transit Board's representative the AAMPO was Anna Fox who no longer is a Transit Board representative; therefore, a new representative of the board will need to be elected to serve as an Ames Area Metropolitan Planning Organization member.

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: February 16, 2012

SUBJECT: HOUCK TRANSIT ADVERTISING PRESENTATION

BACKGROUND: CyRide is currently under contract with Houck Transit Advertising through May 2013 for exclusive rights to sell advertising on the inside and outside of CyRide buses. Under this contracting arrangement, CyRide is guaranteed \$101,000 in annual advertising revenue. The existing contract generated \$121,667 in revenue last year.

INFORMATION: CyRide's Director was recently contacted by the advertising company to determine if it would consider a new type of advertising on CyRide buses called, "Michelangelo" or interior ceiling ad's. The photographs below illustrate how the advertising appears in a bus. The owner of Houck Transit Advertising, Tom Houck, will be available via conference call for the meeting to discuss how this new advertising signage could be implemented at CyRide for transit board and staff consideration.



CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: February 16, 2012

SUBJECT: ARTICULATED BUS PURCHASE

BACKGROUND: In 2010, CyRide was awarded a Clean Fuels (CF) national discretionary grant for the purchase of two articulated buses (62'), replacing three 40' buses. CyRide received 90% federal funding for these buses, requiring a 10% local match to be secured from CyRide's capital budget.

INFORMATION: Since approval of the CF grant, CyRide staff has been researching how articulated buses will physically be incorporated into the fleet as well as determining the best firm to construct these buses for CyRide. Demonstrations by various articulated bus manufacturers have identified the NOVA articulated bus to be the best "fit" for CyRide due to its stainless steel body, which will wear better in Iowa's corrosive winter weather conditions and the wider design of the interior, which will benefit the large passenger loads experienced on the Orange Route from the Commuter lot through campus. A photograph of the NOVA articulated bus is provided below. Therefore, CyRide is at the point where final decisions/approvals can be made to proceed with the purchase of these vehicles.



Funding for these two buses is detailed below.

Federal Funds
\$1,256,940

Local Funds
\$139,060

Total Funds
1,396,600

The local funds are included in the Capital Improvement Plan and in the 2012-2013 CyRide capital budget. If approved, the buses could be delivered in the fall of 2012.

ALTERNATIVE:

1. Approve a contract with NOVA Bus Inc. for up to \$1,256,940 for the purchase of two articulated buses.
2. Do not approve a contract for the purchase of buses.

RECOMMENDATION:

The Transit Director recommends approval of alternative #1 to purchase buses funded under the Clean Fuels program. Local funding needed to complete this purchase has been programmed and the replacement of three 40' buses that have an average age of 21 years old, with two articulated buses will reduce CyRide's operating expenses and allow for efficient movement of passengers on one of CyRide's busiest routes.

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Sheri Kyras
DATE: February 16, 2012
SUBJECT: INTERMODAL CHANGE ORDER APPROVAL

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.

INFORMATION: Change orders approved to date are attached. In summary, the “Approval Cumm.” column indicates the amount approved to-date on change orders. The next change order #15 would increase this total above the \$150,000 threshold requiring Transit Board and City Council approval. Change Order #15 is a credit for the removal of a tree that was to remain on the site and was inadvertently damaged during construction of a retaining wall on the south part of the site.

If approved, this change order would be included in the February pay application, which will be Pay Application #12.

ALTERNATIVES:

1. Approve change order #15 to Weitz Company for a deduct amount of \$9,200 for the removal of a tree that was to remain on the site.
2. Do not approve change order #15 for the tree removal.

RECOMMENDATIONS:

The Transit Director recommends approval of Alternative #1 to proceed with change order #15. Expedient approval of this modification will allow the project to move forward within the tight timeframes for this project.

Change Order Log

Change Order #	Description	Amt.	Budget Cumm.	Approval Cumm.	Pay App. Approval	Approved by PM
1	Add Storm Sewer Manhole at 3L/C-101	\$3,089	\$3,089	\$3,089	4	CyRide
2	No Changes	\$0	\$3,089	\$3,089	0	CyRide
3	Water Main Connection, 8" Valve	\$2,581	\$5,670	\$5,670	3	CyRide
4	Sanitary Structure SA01 Location	\$0	\$5,670	\$5,670	4	CyRide
5	Additional Rubble Removal	\$1,502	\$7,172	\$7,172	4	CyRide
7	Storage Rm 0161 Door and Frame Size Modification	\$224	\$7,396	\$7,396	5	CyRide
6	Floor Drain: FD-2 Outlet Sizes	\$595	\$7,991	\$7,991	6	CyRide
10	Retaining Wall - Sheet Piling	\$41,385	\$49,376	\$49,376	6	Board/Council
8	Revised Struct. Drawings for Accept. Of Alt. #3 - Geo-Piers	\$22,803	\$72,179	\$72,179	6	CyRide
9	Retaining Wall Sheet Piling	\$0	\$72,179	\$72,179	5	CyRide
11	Temporary Road near Retaining Wall	\$7,467	\$79,646	\$79,646	6	Asst City Manager
12	Retaining Wall Over-Excavation	\$52,103	\$131,749	\$131,749	9	Board/Council
13	Disconnect/Meter Makeup at Transformer	\$677	\$132,426	\$132,426	10	Asst City Manager
14	Lighting Protection Credit	-\$14,374	\$118,052	\$146,800	10	Asst City Manager
16	Exit Light in Parking Structure	-\$2,011	\$116,041	\$148,811	10	Asst City Manager
15	Credit for Tree Removal	-\$9,200	\$106,841	\$158,011	12	Board/Council
17	Joint at SOG to Elevated Deck	\$4,709	\$111,550	\$162,720	12	CyRide
18	East Stair Lighting Fixture	\$975	\$112,525	\$163,695	12	CyRide
19	Conduit for Art Pad	\$2,621	\$115,146	\$166,316	12	CyRide

Approved Change Requests By Owner (AIA Form)

\$116,041

Approved and Pending

\$115,146

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: February 16, 2012

SUBJECT: GRANT APPLICATIONS

BACKGROUND: The Federal Transit Administration (FTA) recently released two grant funding opportunities – State of Good Repair and TIGER IV. The timeline for submission of transit system projects under these programs are as follows:

<u>Activity</u>	<u>State of Good Repair (SGR)</u>	<u>TIGER IV</u>
Pre-Application Deadline	None	Feb. 20, 2012
Grant Submission Deadline	Mar. 22, 2012	Mar. 19, 2012

INFORMATION: With these two grant programs, there are three funding opportunities as described below.

SGR – Iowa DOT Application

The Iowa Department of Transportation is in the process of developing a statewide SGR grant request for the replacement of buses based on their prioritized list of buses (attached). CyRide has seven (7) buses on this list. CyRide’s Capital Improvement Plan includes three 40’ bus replacements over the next two year period. Therefore, if the state receives funding that would allow all seven (7) buses to be eligible; CyRide would purchase three buses in one budget year, three in the following year and would pass on the purchase of the last bus. The likelihood of the state receiving funding for \$14.7 million, that would be required to purchase all seven buses, is extremely small.

These buses would be funded at 90% in the grant requiring the budgeting of \$122,100 in local dollars in each of the two budget years.

A letter of local funding commitment would be required to be included in the state application.

SGR – CyRide Application

To increase CyRide’s chance of receiving SGR funding for buses, CyRide could prepare a separate grant application requesting funding for buses included in the 2013-2017 City of Ames Capital Improvement Plan for the next two budget years - six 40’ buses. If CyRide received this funding, these six CyRide buses would be dropped from the State’s priority list and buses needed by other transit systems, listed below CyRide on this priority list, would be able to be funded by the State’s grant. Under either SGR grant scenario, the maximum number of CyRide buses to be purchases would be six over a two year period, which is also reflected in the Capital Improvement Plan.

These buses would be funded at 90% in the grant requiring the budgeting of \$122,100 in local dollars in each of the two budget years.

A Transit Board resolution would be required to apply for a CyRide SGR grant.

TIGER IV

On January 31, 2012, the US Department of Transportation announced the 2012 round of TIGER Program application requests (TIGER IV). The most recent round, TIGER III, was submitted in October 2011, just over three months ago. With this recent version of the project in a TIGER application, minimal revisions would be needed to resubmit the application under the new round of applications. However, since decision on these projects will not be made until July 2012, the current TIGER Phase I project will be completed and the surface parking lot will be constructed. This parking lot is the site of the second parking structure in the second phase to be funded under the TIGER VI project. Therefore, potentially the community would be asked to “pay back” the federal interest (100% in this case) of the value of this lot and any other items that would need to be demolished to make room for the Phase II project. The estimated cost could be \$275,000 as calculated by the Architect.

A decision regarding the submission of a pre-application by Feb. 20, 2012 would need to be made at the Transit board meeting in order to prepare the information necessary by the pre-application deadline.

A Transit Board resolution would be required for the Phase II project. The budget contained in the TIGER III grant that would be resubmitted in a TIGER IV grant is as follows:

Project Element	TIGER III/IV		
	FEDERAL	LOCAL	TOTAL
Site Acquisition –	\$0	\$2,000,000	\$ 2,000,000
Site Preparation	\$180,000	\$0	\$180,000
Parking Structure	\$5,440,000	\$0	\$5,440,000
Intercity Office/Waiting Area	0	0	0
Bus Road, 2 Bus Bays, Canopy	\$365,000	\$0	\$365,000
Bike Lockers/ Amenities	\$33,000	\$0	\$33,000
Bike/Pedestrian Path	\$386,000	\$0	\$386,000
Public Restrooms	\$0	\$0	\$0
Roadways Imp. - Signals	\$180,000	\$0	\$180,000
Roadways Imp. -Streets	\$1,420,000	\$44,250	\$1,464,250
Rolling Stock (1 Hybrid Buses)	\$498,000	\$102,000	\$600,000
CyRide AVL/NextStop	\$18,000	\$305,000	\$323,000
Equipment	\$25,000	\$0	\$25,000
Design/Project Management	\$1,135,000	\$0	\$1,135,000
Grant Admin. (CyRide)	\$0	\$50,000	\$50,000
Creek Landscape	\$210,000	\$0	\$210,000
Pedestrian Access (west side)	\$115,000	\$0	\$115,000
TOTAL	\$10,005,000	\$2,501,250	\$12,506,250
	80.00%	20.00%	100.000%

ALTERNATIVES:

Iowa DOT State of Good Repair Grant:

1. For an Iowa DOT State of Good Repair grant, commit to providing 10% local funding for buses for which CyRide elects to accept federal funding.
2. Do not include CyRide buses in the Iowa DOT SGR grant application.

CyRide State of Good Repair Grant:

1. Authorize CyRide staff to prepare and submit a State of Good Repair grant application for the purchase of six 40' transit buses.
2. Do not submit a CyRide State of Good Repair Grant application.

TIGER VI Grant:

1. Authorize CyRide staff to prepare and submit a 2012 TIGER grant application for Phase II of the Intermodal Facility.
2. Do not submit a 2012 TIGER grant application for the Intermodal Facility.

RECOMMENDATION:

The Transit Director recommends Alternative #1 in the Iowa DOT and CyRide's SGR grant application as well as submitting a TIGER IV grant application for the second phase of the Intermodal Facility. For the SGR grants, applying for the same buses in two grant applications will increase the possibility of funding CyRide's bus replacement needs for the next two year period. If CyRide receives a separate grant, these buses will be "dropped" from the State's list of buses and other transit systems will be able to fund their buses.

For the TIGER VI grant, the Director believes that with minimal revisions to the recently submitted TIGER III application, one more attempt at funding another 250+ parking spaces near Campustown and the University as well as funding a CyRide shuttle from the facility would benefit the community.

Working copy of SFY2012 PTMS listing for FY2012 State of Good Repair application

1/25/2012

Transit System	Year	Current vehicle property description	Total PTMS Points	Total Cost	Federal Participation	Cumulative total	Funding percentage
1 Region 14	2001	Ford Supreme Candidate	163.60	\$78,000	\$64,740	\$64,740	0.83
2 Region 3	1998	Goshen Coach	124.68	\$78,000	\$64,740	\$129,480	0.83
3 Fort Dodge	2000	Ford El Dorado	103.10	\$88,000	\$73,040	\$202,520	0.83
4 Region 15	2002	Eldorado Aerotech 240	89.18	\$60,000	\$49,800	\$252,320	0.83
5 Region 15	2002	Eldorado Aerotech 240	83.02	\$60,000	\$49,800	\$302,120	0.83
6 Region 12	2001	GMC Savana 3000	81.86	\$30,000	\$24,000	\$326,120	0.80
7 Region 15	2002	Eldorado Aerotech 240	81.76	\$60,000	\$49,800	\$375,920	0.83
8 Region 8	2002	Ford Supreme	79.27	\$74,000	\$61,420	\$437,340	0.83
9 Region 15	2003	Ford Eldorado	72.07	\$74,000	\$61,420	\$498,760	0.83
10 Fort Dodge	2002	Ford Eldorado	71.20	\$86,000	\$71,380	\$570,140	0.83
11 Region 5	2002	Ford Eldorado	69.32	\$86,000	\$71,380	\$641,520	0.83
12 Marshalltown	1992	Orion II	69.14	\$318,000	\$263,940	\$905,460	0.83
13 Region 6	2004	Ford Goshen	68.96	\$73,000	\$60,590	\$966,050	0.83
14 Fort Dodge	1994	Thomas	66.39	\$165,000	\$136,950	\$1,103,000	0.83
15 Region 5	2002	Ford Eldorado	65.41	\$86,000	\$71,380	\$1,174,380	0.83
16 Ottumwa	2006	FORD SUPREME	63.76	\$72,289	\$60,000	\$1,234,380	0.83
17 Waterloo	1997	Orion II	63.41	\$367,000	\$304,610	\$1,538,990	0.83
18 Region 9	2002	Dodge Grand Caravan	62.72	\$73,000	\$60,590	\$1,599,580	0.83
19 Iowa City	2003	Ford Supreme	62.45	\$93,000	\$77,190	\$1,676,770	0.83
20 Iowa City	2003	Ford Supreme	62.40	\$93,000	\$77,190	\$1,753,960	0.83
21 Region 11	2004	Chevy Senator	61.72	\$73,000	\$60,590	\$1,814,550	0.83
22 Waterloo	1997	ORION 2	61.57	\$367,000	\$304,610	\$2,119,160	0.83
23 Region 13	2004	Champion	61.49	\$74,000	\$61,420	\$2,180,580	0.83
24 Region 11	2003	Ford Champion	61.48	\$73,000	\$60,590	\$2,241,170	0.83
25 Region 1	2005	Chevy/Braun	61.21	\$44,000	\$36,520	\$2,277,690	0.83
26 Iowa City	2003	Ford Supreme	61.21	\$93,000	\$77,190	\$2,354,880	0.83
27 Iowa City	2003	Ford Supreme	59.87	\$93,000	\$77,190	\$2,432,070	0.83
28 Cedar Rapids	2002	Ford Supreme	59.56	\$77,000	\$63,910	\$2,495,980	0.83
29 Cedar Rapids	1992	GMC RTS BUS	58.89	\$392,000	\$325,360	\$2,821,340	0.83
30 Cedar Rapids	1992	GMC RTS BUS	57.84	\$392,000	\$325,360	\$3,146,700	0.83

31	Region 6	2004	Ford Goshen	57.75	\$73,000	\$60,590	\$3,207,290	0.83
32	Region 9	2004	Ford Champion	57.57	\$78,000	\$64,740	\$3,272,030	0.83
33	Cedar Rapids	1992	GMC RTS BUS	57.38	\$392,000	\$325,360	\$3,597,390	0.83
34	Cedar Rapids	1992	GMC RTS BUS	57.35	\$392,000	\$325,360	\$3,922,750	0.83
35	Region 9	2003	Ford/Champion E450	56.51	\$73,000	\$60,590	\$3,983,340	0.83
36	Region 13	2005	Minnesota Body Bus	55.73	\$74,000	\$61,420	\$4,044,760	0.83
37	Waterloo	2001	Bluebird	55.64	\$367,000	\$304,610	\$4,349,370	0.83
38	Region 9	2003	Ford/Champion E450	55.21	\$73,000	\$60,590	\$4,409,960	0.83
39	Region 11	2004	Ford	54.32	\$86,000	\$71,380	\$4,481,340	0.83
40	Waterloo	2006	CHEVROLET UPLANDER	54.01	\$42,000	\$34,860	\$4,516,200	0.83
41	Waterloo	2001	Bluebird	53.84	\$153,000	\$126,990	\$4,643,190	0.83
42	Region 1	1995	Dodge	53.75	\$44,000	\$36,520	\$4,679,710	0.83
43	Region 9	2003	Ford/Champion E350	52.75	\$73,000	\$60,590	\$4,740,300	0.83
44	Fort Dodge	2001	International Supreme	52.60	\$165,000	\$136,950	\$4,877,250	0.83
45	Coralville	1995	Gillig	52.30	\$392,000	\$325,360	\$5,202,610	0.83
46	Muscatine	2004	Ford GCII	52.25	\$88,000	\$73,040	\$5,275,650	0.83
47	Ames	1989	Orion V	52.12	\$392,000	\$352,800	\$5,628,450	0.90
48	Ames	1989	Orion V	51.85	\$392,000	\$352,800	\$5,981,250	0.90
49	Coralville	1995	Gillig	51.41	\$392,000	\$325,360	\$6,306,610	0.83
50	Waterloo	2001	Bluebird	50.59	\$153,000	\$126,990	\$6,433,600	0.83
51	Sioux City	1997	Gillig Phantom	50.38	\$392,000	\$325,360	\$6,758,960	0.83
52	Region 13	2004	Champion	50.17	\$74,000	\$61,420	\$6,820,380	0.83
53	Region 16	1997	Ford E-350	49.71	\$82,000	\$68,060	\$6,888,440	0.83
54	Muscatine	2004	Ford GCII	49.11	\$88,000	\$73,040	\$6,961,480	0.83
55	Region 9	2003	Ford/Champion E350	48.61	\$73,000	\$60,590	\$7,022,070	0.83
56	Region 9	2003	Ford/Champion E350	48.11	\$73,000	\$60,590	\$7,082,660	0.83
57	Cambus	1997	Orion II	48.01	\$367,000	\$304,610	\$7,387,270	0.83
58	Region 9	2005	Ford Supreme	47.65	\$78,000	\$64,740	\$7,452,010	0.83
59	Waterloo	2001	Bluebird	47.65	\$153,000	\$126,990	\$7,579,000	0.83
60	Region 16	1996	Ford Supreme	47.30	\$82,000	\$68,060	\$7,647,060	0.83
61	Waterloo	1999	Blue Bird	46.76	\$165,000	\$136,950	\$7,784,010	0.83
62	Ames	1997	Gillig 40'	46.49	\$392,000	\$352,800	\$8,136,810	0.90
63	Waterloo	2001	Bluebird	46.31	\$153,000	\$126,990	\$8,263,800	0.83
64	Region 13	2005	Minnesota Body Bus	46.26	\$74,000	\$61,420	\$8,325,220	0.83

65 Region 7	2004	Ford Eldorado	45.88	\$86,000	\$71,380	\$8,396,600	0.83
66 Iowa City	1997	GILLIG PHANTOM	45.47	\$392,000	\$325,360	\$8,721,960	0.83
67 Region 11	2003	Ford Champion	45.40	\$67,000	\$55,610	\$8,777,570	0.83
68 Iowa City	1997	GILLIG PHANTOM	45.37	\$392,000	\$325,360	\$9,102,930	0.83
69 Region 10	2004	Champion Challenger	45.04	\$69,000	\$57,270	\$9,160,200	0.83
70 Waterloo	2001	Bluebird	45.00	\$153,000	\$126,990	\$9,287,190	0.83
71 Region 7	2004	Ford Eldorado	44.95	\$86,000	\$71,380	\$9,358,570	0.83
72 Ames	1999	Gillig Low-floor	44.79	\$392,000	\$352,800	\$9,711,370	0.90
73 Iowa City	1997	GILLIG PHANTOM	44.56	\$392,000	\$325,360	\$10,036,730	0.83
74 Waterloo	1992	ORION II LOW FLOOR BUS	44.19	\$367,000	\$304,610	\$10,341,340	0.83
75 Region 7	2004	Ford Eldorado	43.98	\$86,000	\$71,380	\$10,412,720	0.83
76 Region 11	2003	Ford Champion	43.84	\$86,000	\$71,380	\$10,484,100	0.83
77 Waterloo	2001	Bluebird	43.17	\$153,000	\$126,990	\$10,611,090	0.83
78 Iowa City	1997	GILLIG PHANTOM	43.01	\$392,000	\$325,360	\$10,936,450	0.83
79 Iowa City	1997	GILLIG PHANTOM	42.71	\$392,000	\$325,360	\$11,261,810	0.83
80 Iowa City	1997	GILLIG PHANTOM	42.26	\$392,000	\$325,360	\$11,587,170	0.83
81 Iowa City	1997	GILLIG PHANTOM	41.83	\$392,000	\$325,360	\$11,912,530	0.83
82 Clinton	2000	2000 Ford Eldorado LDB	41.45	\$93,000	\$77,190	\$11,989,720	0.83
83 Ames	1999	Gillig Low-floor	40.33	\$392,000	\$352,800	\$12,342,520	0.90
84 Ames	1999	Gillig Low-floor	40.28	\$392,000	\$352,800	\$12,695,320	0.90
85 Sioux City	1997	Orion II	40.22	\$375,000	\$337,500	\$13,032,820	0.90
86 Region 9	2003	Ford/Champion E350	40.14	\$73,000	\$60,590	\$13,093,410	0.83
87 Cambus	1997	Gillig	39.76	\$392,000	\$325,360	\$13,418,770	0.83
88 Cambus	1997	Gillig	38.08	\$392,000	\$325,360	\$13,744,130	0.83
89 Cambus	1997	Gillig	37.74	\$392,000	\$325,360	\$14,069,490	0.83
90 Iowa City	1997	GILLIG PHANTOM	37.63	\$392,000	\$325,360	\$14,394,850	0.83
91 Ames	1999	Gillig Low-floor	37.22	\$392,000	\$352,800	\$14,747,650	0.90
92 Iowa City	1997	GILLIG PHANTOM	36.62	\$392,000	\$325,360	\$15,073,010	0.83
93 Region 13	2005	Minnesota Body Bus	34.65	\$74,000	\$61,420	\$15,134,430	0.83
94 Region 10	2001	Thomas MVP-EF	34.10	\$174,000	\$144,420	\$15,278,850	0.83
95 Region 13	2004	Champion	32.81	\$74,000	\$61,420	\$15,340,270	0.83
96 Sioux City	1992	Gillig Phantom	31.72	\$392,000	\$352,800	\$15,693,070	0.90
97 Region 10	2001	Thomas MVP-EF	31.72	\$174,000	\$144,420	\$15,837,490	0.83
98 Sioux City	1992	Gillig Phantom	31.29	\$392,000	\$352,800	\$16,190,290	0.90

99 Region 13	2005	Minnesota Body Bus	30.69	\$74,000	\$61,420	\$16,251,710	0.83
100 Cambus	1998	Orion II	30.68	\$367,000	\$304,610	\$16,556,320	0.83
101 Coralville	1997	Gillig	29.76	\$392,000	\$325,360	\$16,881,680	0.83
102 Coralville	1997	Gillig	29.11	\$392,000	\$325,360	\$17,207,040	0.83
103 Region 10	1996	FORD ELDORADO	28.58	\$69,000	\$57,270	\$17,264,310	0.83
104 Sioux City	1992	Gillig Phantom	27.31	\$392,000	\$352,800	\$17,617,110	0.90
105 Region 2	1996	Ford Eldorado Aerolite	26.45	\$69,000	\$57,270	\$17,674,380	0.83
106 Sioux City	1988	Gillig Phantom	24.49	\$375,000	\$311,250	\$17,985,630	0.83
107 Region 15	2001	International Supreme	23.60	\$60,000	\$49,800	\$18,035,430	0.83
108 Cambus	1998	Orion II	23.40	\$367,000	\$304,610	\$18,340,040	0.83
109 Sioux City	1992	Gillig Phantom	22.75	\$392,000	\$352,800	\$18,692,840	0.90
110 Sioux City	1988	Gillig Phantom	22.08	\$375,000	\$311,250	\$19,004,090	0.83
111 Cedar Rapids	2001	Bluebird	19.85	\$145,000	\$120,350	\$19,124,440	0.83
112 Region 10	2006	FORD SUPREME	19.44	\$67,000	\$55,610	\$19,180,050	0.83
113 Region 10	2001	Thomas MVP-EF	19.13	\$174,000	\$144,420	\$19,324,470	0.83
114 Region 10	2006	Ford Supreme Senator	18.00	\$78,000	\$64,740	\$19,389,210	0.83
115 Region 10	2006	Ford Eldorado Aerotech	17.16	\$78,000	\$64,740	\$19,453,950	0.83
116 Burlington	2006	Ford Eldorado	7.04	\$93,000	\$77,190	\$19,531,140	0.83
117 Sioux City	2004	Ford / Goshen	4.66	\$81,000	\$72,900	\$19,604,040	0.90

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Sheri Kyras
DATE: February 16, 2012
SUBJECT: QUARTERLY OPERATIONS REPORT

INFORMATION: The following information highlights significant variations or important performance benchmarks from the second quarter of the 2011/12 fiscal year (October – December 2011).

System-Wide Trends –

- Ridership for the quarter was +4.1% higher, with a year-to-date increase of 6.0%.
- Revenue miles and hours are slightly lower (-0.2% and -0.6%) 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.
- Passengers/ Revenue Mile and Hour are higher due to this increase ridership and the limiting of additional buses to handle the passenger loads.
- Farebox revenue is -11.9% for the second quarter with the revenue/expense ratio - 18.4% as well. This lower revenue is attributed to fewer winter passes sold due to weather.
- Operating expenses are +3.7% higher for the second quarter of 2010/11 and year-to-date mainly due to normal inflation and to higher fuel costs.
- Operating expenses/passenger, revenue and revenue mile are also slightly higher due mainly to fuel prices.

Maintenance Trends –

- The number of bus interiors that have been cleaned this year and quarter are significantly higher than last – up 58.6% for the quarter and 78.2% year-to-date. This is due a Maintenance Department emphasis in this area and cleaning every bus prior to the beginning of school starting as well as during the Thanksgiving and Winter breaks.
- Mechanical problems decreased -67.7% for the quarter, with an even higher increase in the number of miles achieved in-between road calls (+99.9%).

- Total diesel miles driven has decreased slightly -1.1% with total gallons of diesel used declining 7.2%. 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 (+6.6%) as the older buses, with significantly lower miles per gallon, have been sold.
- Total Maintenance Expenses have increased 21.5% for the quarter and +14.1% year-to-date as fuel has negatively impacted this performance indicator.

Fixed-Route/Operations Trends –

- Total accidents and preventable accidents both slightly increased for the quarter, but are similar to the previous year, year-to-date. A majority of these accidents are within CyRide’s facility and are minor with low-cost impacts.
- The total number of comments from CyRide riders has increased for the quarter and year-to-date; however, when more interactions between drivers and the public occur, there are more opportunities for these comments to be generated. A more meaningful statistic is the number of passengers carried for each comment received. This statistic is significantly lower for the quarter (-31.1%) and year-to-date (12.8%).
- The number of hours employees are driving a bus is higher for the quarter +6.3% and year-to-date +8.7% to address the higher number of customers carried.
- The number of drivers being late for work or not showing for work are both lower for the quarter and year-to-date.

Dial-A-Ride Trends –

- Dial-A-Ride ridership last year ended significantly lower than in recent years; therefore, the ridership increase in the second quarter (+5.9%) and year-to-date (+13.6%) represents a return to previous ridership levels.
- Farebox revenue is higher than last year as the Contractor’s staff has placed an emphasis on collecting the appropriate fares.
- The operations expense for this service is significantly higher +33.3% for the quarter and 26.0% year-to-date to correspond to the higher ridership demand and an increase approved by the Transit Board of Trustees to increase the fuel surcharge in the existing contract.

Moonlight Express Trends –

- Moonlight Express ridership is higher for the quarter (+4.7) and significantly higher year-to-date at 28.6%. This large percentage increase is due in part by ridership generated on the weekend of the Iowa-Iowa State game; however, ridership is higher on other weekends as well.
- 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

October 1, 2011 to December 31, 2011 (2nd Quarter)

	FY 2012 2nd Qtr	FY 2011 2nd Qtr	% CHANGE	FY 2012 To Date	FY 2011 To Date	% CHANGE
MAINTENANCE						
Interior Clean	111	70	58.6%	196	110	78.2%
Shop Road Calls	9	18	-50.0%	18	31	-41.9%
Miles per Shop Road Call	40,394	20,203	99.9%	38,856	22,900	69.7%
NTD Minor Mech.	21	76	-72.4%	58	156	-62.8%
NTD Major Mech.	11	23	-52.2%	22	44	-50.0%
Total NTD Mechanical Prob.	32	99	-67.7%	80	200	-60.0%
Miles per Major Mech.	33,050	15,811	109.0%	31,791	16,134	97.0%
Gasoline Vehicles						
Gas Miles Driven	44,515	41,190	8.1%	91,744	99,552	-7.8%
Total Gallons Gas	4,968	5,707	-12.9%	11,430	12,745	-10.3%
Total Gas Cost	\$15,080	\$13,860	8.8%	\$37,219	\$28,184	32.1%
Avg. Gas Cost/Gallon	\$3.04	\$2.43	25.0%	\$3.26	\$2.21	47.2%
Gas Cost per Mile	\$0.34	\$0.34	0.7%	\$0.41	\$0.28	43.3%
Average Gas MPG	9.0	7.2	24.1%	8.0	7.8	2.8%
Diesel Vehicles						
Diesel Miles Driven	319,033	322,468	-1.1%	607,658	610,358	-0.4%
Total Gallons Diesel	75,671	81,544	-7.2%	146,751	162,735	-9.8%
Total Diesel Cost	\$256,882	\$196,908	30.5%	\$511,257	\$399,107	28.1%
Avg. Diesel Cost/Gallon	\$3.39	\$2.41	40.6%	\$3.48	\$2.45	42.1%
Diesel Cost per Mile	\$0.81	\$0.61	31.9%	\$0.84	\$0.65	28.7%
Average Diesel MPG	4.2	4.0	6.6%	4.1	3.8	10.4%
All Vehicles						
Total Miles Driven	363,548	363,658	0.0%	699,402	709,910	-1.5%
Total Gallons Fuel	80,639	87,251	-7.6%	158,181	175,480	-9.9%
Total Fuel Cost	\$271,962	\$210,768	29.0%	\$548,476	\$427,291	28.4%
Avg. Cost/Gallon	\$3.37	\$2.42	39.6%	\$3.47	\$2.43	42.4%
Total Cost per Mile	\$0.75	\$0.58	29.1%	\$0.78	\$0.60	30.3%
Avg. MPG all Vehicles	4.5	4.2	8.2%	4.4	4.0	9.3%
Small Bus/Sup. Mileage	106,110	49,261	115.4%	160,748	117,320	37.0%
Large Bus Mileage	257,438	314,397	-18.1%	538,654	592,590	-9.1%
% Rev. Mi./Total Miles	84.1%	84.2%	-0.2%	84.6%	82.9%	2.1%
Percentage Small Bus	29.2%	13.5%	115.5%	23.0%	16.5%	39.1%
Maintenance Expense	\$486,640	\$400,384	21.5%	\$892,749	\$782,339	14.1%

CYRIDE QUARTERLY OPERATIONS REPORT

October 1, 2011 to December 31, 2011 (2nd Quarter)

	FY 2012 2nd Qtr	FY 2011 2nd Qtr	% CHANGE	FY 2012 To Date	FY 2011 To Date	% CHANGE
OPERATIONS						
Total Passengers	1,609,941	1,546,460	4.1%	2,833,961	2,673,209	6.0%
Average Drivers per Month	123.3	118.0	4.5%	124.2	116.5	6.6%
Driving Hours	41,293	38,838	6.3%	79,829	73,438	8.7%
Drivers Late	14	26	-46.2%	29	42	-31.0%
Drivers No Show	6	7	-14.3%	10	14	-28.6%
Late/No Show per Driver	0.16	0.28	-42.0%	0.31	0.48	-34.6%
Total Comments	47	31	51.6%	90	74	21.6%
Driver Fault	5	4	25.0%	10	9	11.1%
Undetermined	13	10	30.0%	25	16	56.3%
Passenger Fault	0	1	-100.0%	3	1	200.0%
No Fault	14	7	100.0%	24	20	20.0%
System Complaints	6	4	50.0%	13	17	-23.5%
Service Requests	3	4	-25.0%	6	4	50.0%
Compliments	6	1	500.0%	9	7	28.6%
Passengers/Comment	<u>34,254</u>	<u>49,886</u>	<u>-31.3%</u>	<u>31,488</u>	<u>36,124</u>	<u>-12.8%</u>
Pass./Complaint (D & U)	89,441	110,461	-19.0%	80,970	106,928	-24.3%
Driving Hours/Comment	879	1,253	-29.9%	887	992	-10.6%
Driving Hrs/Comment (D&U)	2,294	2,774	-17.3%	2,281	2,938	-22.4%
Accident Reports	25	24	4.2%	42	42	0.0%
Preventable Accidents	19	14	35.7%	31	30	3.3%
Percent Preventable	76.0%	58.3%	30.3%	73.8%	71.4%	3.3%
Miles/Prev. Accident	19,134	25,976	-26.3%	22,561	23,664	-4.7%
Hours/Prev. Accident	2,173	2,774	-21.7%	2,575	2,448	5.2%
Unreported Accidents	0	1	-100.0%	1	1	0.0%
Damage to Buses/Equip.						
Caused by CyRide	\$8,246	\$22,065	-62.6%	\$16,179	\$26,419	-38.8%
Caused by Others	\$757	\$4,420	-82.9%	\$1,018	\$4,499	-77.4%
Caused by Unreported	\$0	\$537	-100.0%	\$172	\$537	-68.0%
Claims by Others (#)	1	0	#DIV/0!	3	1	200.0%
Claims by Others (\$)	?	\$0	#DIV/0!	\$0	\$718	-100.0%
Personal Injury Claims	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Operations Expense	\$1,288,834	\$1,243,036	3.7%	\$2,162,509	\$2,095,333	3.2%
SYSTEM TOTAL						
Passengers	1,609,941	1,546,460	4.1%	2,833,961	2,673,209	6.0%
Revenue Miles	305,668	306,221	-0.2%	591,882	588,703	0.5%
Revenue Hours	29,429	29,608	-0.6%	56,272	56,423	-0.3%
Revenue Miles per Hour	10.4	10.3	0.4%	10.5	10.4	0.8%
Pass./Rev. Mile	5.3	5.1	4.3%	4.8	4.5	5.4%
Pass./Rev. Hour	54.7	52.2	4.7%	50.4	47.4	6.3%
Operations Expense	\$1,288,834	\$1,243,036	3.7%	\$2,162,509	\$2,095,333	3.2%
Maintenance Expense	<u>\$486,640</u>	<u>\$400,384</u>	<u>21.5%</u>	<u>\$892,749</u>	<u>\$782,339</u>	<u>14.1%</u>
Total Expenses	<u>\$1,775,474</u>	<u>\$1,643,419</u>	<u>8.0%</u>	<u>\$3,055,258</u>	<u>\$2,877,672</u>	<u>6.2%</u>
Farebox Revenue	\$72,006	\$81,696	-11.9%	\$168,478	\$172,857	-2.5%
Rev./Exp. Ratio	4.1%	5.0%	-18.4%	5.5%	6.0%	-8.2%
Oper. Exp./Passenger	\$1.10	\$1.06	3.8%	\$1.08	\$1.08	0.1%
Oper. Exp./Rev. Mile	\$5.81	\$5.37	8.2%	\$5.16	\$4.89	5.6%
Oper. Exp./Rev. Hour	\$60.33	\$55.51	8.7%	\$54.29	\$51.00	6.5%

CYRIDE QUARTERLY OPERATIONS REPORT

October 1, 2011 to December 31, 2011 (2nd Quarter)

	FY 2012 2nd Qtr	FY 2011 2nd Qtr	% CHANGE	FY 2012 To Date	FY 2011 To Date	% CHANGE
FIXED ROUTE						
Fixed Route Passengers	1,585,191	1,522,926	4.1%	2,783,286	2,633,303	5.7%
Shuttle Passengers	234	476	-50.8%	3,096	2,379	30.1%
Total Passengers	<u>1,585,425</u>	<u>1,523,402</u>	<u>4.1%</u>	<u>2,786,382</u>	<u>2,635,682</u>	<u>5.7%</u>
Transfers	16,109	13,841	16.4%	33,135	28,961	14.4%
Revenue Miles	289,648	291,467	-0.6%	561,699	561,302	0.1%
Revenue Hours	28,237	28,473	-0.8%	54,039	54,305	-0.5%
Revenue Miles per Hour	10.3	10.2	0.2%	10.4	10.3	0.6%
Pass./Rev. Mile	5.5	5.2	4.7%	5.0	4.7	5.6%
Pass./Rev. Hour	56.1	53.5	4.9%	51.6	48.5	6.2%
Operations Expense	\$1,227,713	\$1,193,853	2.8%	\$2,063,047	\$2,012,654	2.5%
Maintenance Expense	\$472,818	\$390,299	21.1%	\$867,791	\$765,062	13.4%
Total Expenses	<u>\$1,700,531</u>	<u>\$1,584,152</u>	<u>7.3%</u>	<u>\$2,930,838</u>	<u>\$2,777,716</u>	<u>5.5%</u>
Farebox Revenue	\$69,727	\$79,566	-12.4%	\$164,062	\$168,480	-2.6%
Rev./Exp. Ratio	4.1%	5.0%	-18.4%	5.6%	6.1%	-7.7%
Exp./Passenger	\$1.07	\$1.04	3.1%	\$1.05	\$1.05	-0.2%
Exp./Rev. Mile	\$5.87	\$5.44	8.0%	\$5.22	\$4.95	5.4%
Exp./Rev. Hour	\$60.22	\$55.64	8.2%	\$54.24	\$51.15	6.0%
DIAL-A-RIDE						
Passengers	2,693	2,219	21.4%	5,052	4,447	13.6%
Revenue Miles	8,294	7,403	12.0%	16,232	14,808	9.6%
Revenue Hours	651	620	5.0%	1,273	1,243	2.4%
Revenue Miles per Hour	12.7	11.9	6.7%	12.8	11.9	7.0%
Pass./Rev. Mile	0.3	0.3	8.3%	0.3	0.3	3.6%
Pass./Rev. Hour	4.1	3.6	15.6%	4.0	3.6	10.9%
Operations Expense	\$45,714	\$34,287	33.3%	\$72,208	\$57,305	26.0%
Maintenance Expense	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
Total Expenses	<u>\$45,714</u>	<u>\$34,287</u>	<u>33.3%</u>	<u>\$72,208</u>	<u>\$57,305</u>	<u>26.0%</u>
Farebox Revenue	\$2,280	\$2,130	7.0%	\$4,416	\$4,377	0.9%
Rev./Exp. Ratio	5.0%	6.2%	-19.7%	6.1%	7.6%	-19.9%
Exp./Passenger	\$16.98	\$15.45	9.9%	\$14.29	\$12.89	10.9%
Exp./Rev. Mile	\$5.51	\$4.63	19.0%	\$4.45	\$3.87	15.0%
Exp./Rev. Hour	\$70.23	\$55.31	27.0%	\$56.73	\$46.11	23.0%
MOONLIGHT EXPRESS						
Passengers	21,823	20,839	4.7%	42,527	33,080	28.6%
Revenue Miles	7,726	7,351	5.1%	13,951	12,593	10.8%
Revenue Hours	542	515	5.2%	960	876	9.6%
Revenue Miles per Hour	14.3	14.3	-0.1%	14.5	14.4	1.1%
Pass./Rev. Mile	2.8	2.8	-0.4%	3.0	2.6	16.0%
Pass./Rev. Hour	40.3	40.5	-0.5%	44.3	37.8	17.3%
Operations Expense	\$15,407	\$14,895	3.4%	\$27,254	\$25,375	7.4%
Maintenance Expense	\$13,822	\$10,085	37.1%	\$24,959	\$17,276	44.5%
Total Expenses	<u>\$29,229</u>	<u>\$24,980</u>	<u>17.0%</u>	<u>\$52,213</u>	<u>\$42,651</u>	<u>22.4%</u>
Exp./Passenger	\$1.34	\$1.20	11.7%	\$1.23	\$1.29	-4.8%
Exp./Rev. Mile	\$3.78	\$3.40	11.3%	\$3.74	\$3.39	10.5%
Exp./Rev. Hour	\$53.97	\$48.53	11.2%	\$54.39	\$48.70	11.7%

CYRIDE QUARTERLY OPERATIONS REPORT

October 1, 2011 to December 31, 2011 (2nd Quarter)

	FY 2012 2nd Qtr	FY 2011 2nd Qtr	% CHANGE	FY 2012 To Date	FY 2011 To Date	% CHANGE
OPERATIONS REVENUE						
Farebox	\$72,006	\$81,696	-11.9%	\$168,478	\$172,857	-2.5%
Transit Contracts	\$0	(\$10,668)	-100.0%	\$264	\$0	#DIV/0!
I.S.U.	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!
G.S.B	\$124,309	\$132,666	-6.3%	\$1,632,917	\$1,634,380	-0.1%
City of Ames	\$687,137	\$581,203	18.2%	\$695,872	\$665,718	4.5%
IDOT - STA	\$155,804	\$128,899	20.9%	\$306,092	\$261,424	17.1%
Section 5307	\$1,528,279	\$1,490,918	2.5%	\$1,528,279	\$1,490,918	2.5%
Other Grants	\$40,576	\$41,084	-1.2%	\$40,576	\$41,084	-1.2%
Other	\$52,599	\$64,247	-18.1%	\$67,100	\$86,425	-22.4%
Total Operating Revenue	<u>\$2,660,710</u>	<u>\$2,510,046</u>	<u>6.0%</u>	<u>\$4,439,577</u>	<u>\$4,352,805</u>	<u>2.0%</u>
TOTAL EXPENSES						
Administration	\$281,997	\$258,051	9.3%	\$529,976	\$498,299	6.4%
Safety & Training	\$48,483	\$55,981	-13.4%	\$106,364	\$113,816	-6.5%
Promotion	\$3,115	\$6,180	-49.6%	\$9,452	\$9,703	-2.6%
Bldg. & Grounds	\$125,339	\$80,974	54.8%	\$171,204	\$139,152	23.0%
Fixed Route	\$1,700,531	\$1,584,152	7.3%	\$2,930,838	\$2,777,716	5.5%
Dial-A-Ride	\$45,714	\$34,287	33.3%	\$72,208	\$57,305	26.0%
Moonlight Express	\$29,229	\$24,980	17.0%	\$52,213	\$42,651	22.4%
Operating Total	<u>\$2,234,407</u>	<u>\$2,044,606</u>	<u>9.3%</u>	<u>\$3,872,255</u>	<u>\$3,638,642</u>	<u>6.4%</u>
Farebox Revenue	\$72,006	\$81,696	-11.9%	\$168,478	\$172,857	-2.5%
Farebox Rev./Exp. Ratio	3.2%	4.0%	-19.3%	4.4%	4.8%	-8.4%
Admin. Expense/Pass.	\$0.29	\$0.26	9.9%	\$0.29	\$0.28	1.3%
Admin. Exp./Rev. Mile	\$1.50	\$1.31	14.6%	\$1.38	\$1.29	6.8%
Admin. Exp./Rev. Hour	\$15.59	\$13.55	15.1%	\$14.52	\$13.49	7.7%
Total Expense/Passenger	\$1.39	\$1.32	5.0%	\$1.37	\$1.36	0.4%
Total Expense/Rev. Mile	\$7.31	\$6.68	9.5%	\$6.54	\$6.18	5.8%
Total Expense/Rev. Hour	\$75.93	\$69.06	9.9%	\$68.81	\$64.49	6.7%

Transit Director's Report

February 2012

1. Intermodal Facility Construction Update

Weitz Company has completed the following major activities in January 2012.

- Backfill of the retaining wall and building
- Rip rap at creek
- Elevator shaft wall poured and concrete stairs
- Rip rap put on creek side of retaining wall
- Foundation walls at bus garage



In February 2012, the following work is anticipated:

- Stairway flights
- Terminal area masonry
- Bus garage structure
- Glass walls in terminal and stair areas
- Light poles on the site

The picture above illustrates the project's progress as of February 8, 2012, which continues to progress slightly behind schedule, for completion on June 6, 2012 as of this date. No change orders were approved in January. The Federal Transit Administration's monthly progress report is available upon request.

2. Status of CyRide Facility Construction

CyRide staff held a kick off meeting with the URS project team on Feb. 6 and 7, 2012. At these meetings, all four types of facility improvement projects were discussed with emphasis on the flood protection and expansion project. The project team will prepare preliminary flood protection options and expansion concepts for the next meeting, scheduled for March 2, 2012. CyRide will hold preliminary discussions with ISU's Facility Planning and Management staff after that date. It is anticipated that a presentation could be made to the Transit Board in April. A special Transit Board meeting could be set to discuss the plans, if the Board desires.

3. Transportation for Ames At-Risk Youth

On January 20, 2012, CyRide met with United Way, City of Ames, AMOS and Ames School District representatives to discuss how to aid the city's low-income youth in moving throughout the community. There was a great deal of information provided by the School District and AMOS regarding the needs, and from this, a plan was developed to begin addressing the identified needs. Specifically, the Ames School District will request a \$5,000

grant from United Way, and if approved, will purchase and distribute CyRide bus tickets to low-income students through the school district. There was discussion that the program could be revisited near the end of the grant and future directions of the program determined at that time.

4. Federal Review

The Federal Transit Administration recently notified CyRide that it will schedule a new review for stimulus-funded projects. CyRide has three projects – the Steam Clean Reconstruction project, hybrid buses and Intermodal Facility. Federal officials will be reviewing these procurements to make sure all federal clauses and requirements were followed, make sure that Davis-Bacon prevailing wages were paid and documentation completed, that Disadvantage Business requirements were met and documented as well as other federal areas of concern. Tentatively, this review is scheduled for the first week of April 2012.

5. New Small Business Requirements

The Federal Transit Administration announced new regulations regarding small businesses in January 2012 and imposed these new regulations, effective February 1, 2012. The purpose of the new regulations is to seek out and aid small businesses in completing for work under federal grants – construction as well as operating projects. The regulations require transit system plans by February 28, 2012 on how each system will accomplish this task. Options are “unbundling” construction contracts, outreach efforts, goals, etc. CyRide staff is currently determining the most efficient manner to comply with these regulations. Transit systems will have nine months to implement plans identified by February 28th.

6. Perfect Record Award

CyRide employees have done a great job this past year in helping the transit agency meet its goals with 26 employees achieving an internal award called a “Perfect Record Award” for their driving. This is a record number of CyRide employees achieving this milestone! To be qualified for the award, drivers must have the following for an entire calendar year: no preventable accidents, customer complaints, reprimands or suspensions; no instances of being late to work or violations/accidents on their state driving record and have 5 or fewer days sick. In this group of 26 drivers, there are some individuals who have achieved this award for as many as 21 years, which is a testament to the quality of individuals driving CyRide buses.

7. New Buses Received

As part of the State of Good Repair grant received in 2010, CyRide has received the first part of its bus order under this grant. In January six (6) buses were delivered and will be placed in service within the next week.

8. Highest Ridership Day

CyRide provided service to the highest number of riders in any single day on January 18, 2012 with 36,307 rides. This was a colder, windy day in January. The next highest ridership day carried 35,800 rides in January 2011.

9. Proposed Metropolitan Planning Organization Change

Under both Houses of Congress, there are proposals to eliminate Metropolitan Planning Organizations (MPO's) serving populations under 200,000. Currently, the Ames Area Metropolitan Planning Organization (AAMPO) provides coordinated, comprehensive transportation planning for the City and a portion of the county that lies within the Ames planning boundary.

For transit, there are FTA planning requirements that must be met by a planning agency, and as a result, the AAMPO has provided approximately \$34,000 per year to CyRide to support these efforts. If the AAMPO no longer exists, this funding for CyRide will be eliminated and create a \$34,000 "hole" in future budgets as transit staff will still be required to meet the same planning requirements only through the Central Iowa Regional Transportation Planning Alliance (CIRTPA), which is located in Des Moines. Therefore, staff will be following this discussion as transportation bills progress through Congress.

March 2012

MONDA	TUESDA	WEDNES	THURSD	FRIDAY	SATURD	SUNDAY
			1	2	3	4
5	6	7	8	9	10	11
12 Spring Break	13	14	15	16	17	18
19 Classes Resume	20	21	22 Transit Board Mtg @ 5:15pm	23	24	25
26	27	28	29	30	31	