

AMES TRANSIT AGENCY BOARD OF TRUSTEES
CYRIDE CONFERENCE ROOM

August 8, 2019

1. CALL TO ORDER: 4:15 P.M.
2. Approval of June 13, 2019 Minutes
3. Public Comments
4. Statewide Bus & Bus Facilities Grant
5. Federal 5307 Grant Application - FFY2020 STBG Funding
6. 2019 ICAAP Grant Application
7. Radio Replacement Project
8. Interim Transit Director's Report
9. Fall Meeting Dates/Times:
 - **Changed** to September 16, 4:15 PM
 - October 10, 4:15 PM
 - November 14, 4:15 PM
 - December 12, 4:15 PM
10. Adjourn

AMES TRANSIT AGENCY BOARD OF TRUSTEES

AMES, IOWA

June 13, 2019

The Ames Transit Agency Board of Trustees met on June 13, 2019 at 4:15 p.m. in CyRide's Conference room. President Bibiloni called the meeting to order at 4:15 p.m. with Trustees Cain, Jeffrey, Nelson, Schainker, Bibiloni and Schrader present.

Public in Attendance: Peter Hallock, Ames resident, Sarah Lawrence, Iowa State University Facility Planning and Management, and Cathy Brown, Facility Planning and Management.

Approval of May 9, 2019 Minutes: Trustee Jeffrey made a motion to adopt the May 9, 2019 transit board minutes as presented and Trustee Schainker seconded the motion. (Ayes: Six. Nays: None.) Motion carried.

Public Comments: Interim Director Neal reviewed an email from Kyle Poorman, sent to the transit board members, requesting a study on offering low-income residents no-cost rides on CyRide. Trustee Nelson asked if Interim Director Neal could add any input. She explained CyRide's currently fixed route system has some reduced fare options available for Medicare cardholders, persons over 65, and persons with disabilities. Individuals meeting these criteria can ride fixed route service for ½ the regular price, or \$.50 per ride. They can also purchase an unlimited rides monthly pass for \$17.00. She explained this is what several individuals currently do to make trips more affordable and have unlimited access. However, this discount is currently not available on Dial-A-Ride services. She stated if the board desires to do something similar for Dial-A-Ride service, this would require a subsidy from CyRide. Interim Director Neal stated if the board would like to direct staff to study this matter they could; however, she would suggest waiting until CyRide is fully staffed and a new transit director has been appointed.

Trustee Jeffrey asked staff to acknowledge the email and make the individual aware of the current half-priced fixed route fare options. Staff should also communicate they will reevaluate this suggestion at a later date.

Consideration of Agenda Item #4 and Action Taken on March 12, 2019: Interim Director Neal explained the next two agenda items stem from the March 12, 2019, board meeting where the completed facility study was presented. At that time, the board took action to move forward on Site #13, located on Lincoln Way by Country Plastics. Staff was directed to prepare a BUILD planning grant application with Site #13 selected as the preferred site. Since that board meeting, the federal government has released the notice of funding opportunity, which details the requirements for submitting a 2019 BUILD planning grant application. One requirement for grant submission is the completion of a Feasibility Study, which includes a Title VI Equity Analysis. It was discovered the Title VI equity analysis should have been completed prior to the selection of a preferred site. Therefore, Interim Director Neal recommended the transit board

take action on alternative 1, to rescind the previous board action from the March 12, 2019, transit board meeting. Doing so would allow CyRide to comply with the Federal regulations for a Title VI Equity Analysis.

Trustee Cain made a motion in favor of alternative 1, to rescind the previous board action as follows: Rescind the action taken in the March 12, 2019, board meeting to select Site #13 as the “preferred” site and second, to apply for the BUILD planning grant and third to complete an analysis on the utilities, water, sewer, with the City and, maybe, county, while waiting for the grant results. Trustee Jeffrey seconded the motion. (Ayes: Six. Nays: None.) Motion carried.

FY2019 BUILD Grant Application: Interim Director Neal continued the discussion on the submittal of the BUILD planning grant application. She explained CyRide staff and the SRF consultant had been working to develop a competitive, national grant application when two challenges were discovered making completion of the application by the July 15, 2019, deadline difficult. The first challenge was the Title VI Equity Analysis, which is a federal requirement for public outreach; to ensure any location is selected is without regard to race, color, or national origin. She stated this analysis needs to engage in outreach to people potentially impacted by the site selection, specifically the low income and minority population. Staff could complete this analysis, but, in the spirit of the requirement, it would make more sense to wait until the full population of Ames is back residing in the community. The second challenge was the land-cost estimate for grant purposes. The grant application requires a budget with an itemized listing of activities and cost. In order to complete this requirement, CyRide needs a reasonably accurate cost estimate for land purchase. The Iowa State Foundation, current owner of site 13, needs an additional two weeks to complete an analysis for a budget estimate for the grant submission. She shared a preliminary analysis, which valued the land for Site 13 above the original \$350,000 estimate. This estimate was based on the listing price for Site 17. This delay will make it difficult to submit the grant on time. Based on the aforementioned challenges, staff suggests the board reconsider the Transit Board's desire to direct staff to submit a 2019 BUILD planning grant.

Interim Director Neal continued explaining that if the board desires to continue to move forward on a second facility site, there are steps they could take. These steps would also position CyRide better to submit a BUILD construction grant in the future. Neal briefly explained a two phased process the board could follow, if desired. Phase 1; complete the Title VI Equity Analysis for Site #13 and Site #17. This would require analysis and public meetings to gain input on the board’s two top sites. After completion, the transit board could then pick a preferred site and staff could complete the Feasibility Study and submit it to FTA for review and concurrence. Phase 2 could then begin working toward the purchase of land, if desired, following the federally required process outlined in the board packet.

Interim Director Neal recommended Alternative 1, to direct staff to not submit a 2019 BUILD planning grant and direct staff to complete the federally-required Title VI Equity Analysis on Sites #13 and #17 and meet with City/County officials regarding the two sites to determine utilities and other considerations of each property. Further, Alternative 1 directs staff to provide the Transit Board with the results of the Equity Analysis, Feasibility Study, and local government discussions for consideration of the board for further action.

Trustee Schinker asked if there would be any reason the board should not move forward with the analysis. Interim Director Neal stated she believed the board had unanswered questions regarding the sites, specifically the utilities and the ability to get city services. By moving for Alternative 1 the board could get answers to their concerns, while still moving the facility project forward. This option would allow more time to determine which site is best for CyRide and if services could be provided.

Trustee Schinker asked if CyRide staff had analyzed the current lower ridership to determine if this trend would continue and would the size of the facility need to be reevaluated.

Interim Director Neal said CyRide had not studied this trend, but it would be prudent to reevaluate space needs to determine if changes needed to be made. He asked if CyRide was going to use the old Feasibility Study for the size of the building or is there a way to complete that study before determining the size of building that would be needed.

Interim Director Neal said the Equity Analysis is the first step to ensure the facility location doesn't negatively impact individuals. Completing this study would be the final piece necessary to complete the larger Feasibility Study, where the size and amount of vehicles could be fine-tuned.

Shari Atwood added that the planning grant the board directed staff to submit included HIRTA. Selecting alternative 1 would give staff time to have conversations with them to determine their specific needs as well. She went on to say, if you look at the current facility, CyRide parks buses extremely close together. CyRide's completed Feasibility Analysis parked buses as tightly as they are parked on our current site.

Interim Director Neal explained an Equity Analysis would require additional staff time to complete and require outlay of any public outreach costs. She reminded the board that staff time is limited, so, if the board's desire was for staff to move forward, it may be best to utilize a consultant to help with this analysis. Trustee Jeffrey reminded the board this analysis should not happen until the students return in September, but she didn't see any reason to not allow the consultant, along with CyRide staff, to move forward with this phase.

Trustee Cain agreed moving forward with Alternative #1 with the Equity Analysis for sites #13 and #17 was appropriate.

Trustee Jeffrey-made a motion to move forward with Alternative #1, directing staff not to submit a 2019 BUILD planning grant, but complete the federal requirements of the Title VI Equity Analysis on Sites #13 and #1. Motion seconded by Trustee Schainker.

Trustee Nelson asked if it would be prudent to get a better idea of what the cost of completing the Equity Analysis would be before moving forward.

Trustee Cain suggested setting a not to exceed amount of \$10,000 for a consultant to assist with completing the analysis.

Trustee Jeffrey amended the motion to say moving forward with Alternative #1, directing staff to not submit a 2019 BUILD planning grant, but complete the federal requirements of the Title VI Equity Analysis on Sites #13 and #17 at a cost not to exceed \$10,000. Motion seconded by Trustee Schainker. (Ayes: Six. Nays: None.) Motion carried.

Radio Replacement Project: Interim Director Neal explained on January 10, 2019, the board approved CyRide's Capital Improvement Plan (CIP). Included in the plan was the purchase of a replacement radio system, which is obsolete and incompatible with the City of Ames' and Story County's new P25 communication system. Since CIP approval, CyRide staff discovered leasing radios was not an option. As a result, the final budget number was increased to \$320,000, creating a \$170,000 deficit. Recently, CyRide was notified it was the recipient of a \$170,640 VW Settlement grant. Interim Director Neal explained the VW grant could be used as the local capital match for the planned order of three new 40' buses. In turn, the local money allocated for the bus purchase could now fund the radio purchase.

Interim Director Neal recommended alternative 1, to amend the FY2020 budget to reflect the VW grant award of \$170,640 and amend the radio project to increase by \$170,640, for a total of \$320,640.

Trustee Schainker made a motion to approve alternative 1, utilizing the recently announced VW grant award of \$170,640 as the local capital match for the upcoming planned purchase of three 40' heavy duty diesel buses. The \$170,640 local capital previously allocated to the bus purchase will be added to the \$150,000 budgeted to purchase a new P25 radio system for CyRide, at a total cost of \$320,640 in FY2020. Trustee Cain seconded the motion. (Ayes: Six. Nays: None.) Motion carried.

AVL/AVA: Interim Director Neal shared that the same type of capital project procurement that will replace our AVL (Automatic Vehicle Locator) will also include AVA (Automatic Voice Annunciation). CyRide has used a bus prediction (AVL) service since 2012 and it has

proven to be very successful, having been utilized 5.4 million times through the MyState app. She went on to explain the current contract with NextBus ends June 30 and current hardware has become obsolete. Procuring a new system was determined to be the best way to ensure that CyRide was getting the best value for the dollar. Because both systems rely on GPS equipment, staff has been working to procure both systems through a single proposal. The proposal was fast tracked to allow an award of contract before July 1, a grant obligation deadline.

The project budget is \$950,000 and is largely funded with Iowa DOT 5310 grant allocations. Funding is spread across two budget years and \$128,503 of the total project is not currently in grants. However, it is guaranteed formula funding. Awarding of the contract will be contingent on the Iowa DOT 5310 contract approval July 1, subject to concurrence with award by the Iowa DOT Office of Public Transit.

Four companies provided written proposals; two were invited onsite for presentations. Based on evaluations, staff is recommending award to GMV Syncromatics, based on the company's ability to meet the aggressive installation schedule, a thorough review of the hardware to be installed on the buses, experience level of the staff, and the three year total cost.

Interim Director Neal recommended alternative 1, to award to GMV Syncromatics, contingent upon Iowa DOT 5310 contract approval for FY2020. Contract award will also be subject to concurrence with award by the Iowa DOT Office of Public Transit.

Following a lengthy discussion on funding and the CIP presented in January, Trustee Cain made a motion to award a contract to GMV Syncromatics of Los Angeles, CA, for the proposed amount of \$941,730. This amount includes the first year of operating expense. Award of the contract is contingent upon Iowa DOT 5310 contract approval for FY2020. Contract award will also be subject to concurrence with award by the Iowa DOT Office of Public Transit. Trustee Jeffrey seconded the motion. (Ayes: Six. Nays: None.) Motion carried.

Statewide Bus and Bus Facilities Application: Interim Director Neal explained she was anticipating an email with a current PTMS list from the IDOT to confirm moving forward on this agenda item, but the list had not been received. She explained the board could take action based on current assumptions or if they preferred they could wait until the official email was received. Interim Director Neal stated the Federal Transit Administration announced an opportunity to apply for a Bus and Bus Facilities grant program, due June 21, 2019. The Iowa DOT will be submitting a consolidated grant on behalf of the 35 Iowa public transit agencies. The purpose of this item was to determine board members opinions and support on the quantity and type of buses to submit to the Iowa DOT. Based on current assumptions, staff is recommending including in the grant submission the replacement of three minibuses because they do not rank well in the PTMS process. They are past their useful life and in need of repair. She went on to explain, in order to proceed with the number of buses CyRide would like to include in

the grant submission, the Iowa DOT requires a Letter of Support and a financial commitment to be included in the grant application, due June 14th. This support would need board approval before it could be included. If CyRide receives the minibuses under this grant, the local match requirement would be \$66,900. CyRide has \$135,000 allocated within the FY2021 year of the Capital Plan. The local match for these vehicles has been approved by the Transit Board of Trustees and the City Council in their respective January and February 2019 meetings.

The Interim Transit Director recommends approval of Alternative #1

Trustee Schainker made a motion to approve Alternative #1, including three minibuses in the State of Iowa's Statewide Bus & Bus Facilities Grant Application, funded with up to \$66,900 in local match and submission of a Letter of Support and Commitment to the Iowa DOT for these vehicles. Trustee Nelson seconded the motion. (Ayes: Six. Nays: None.) Motion carried.

Interim Transit Director's Report:

1. **VW Grant Analysis** – Interim Director Neal shared CyRide staff has briefly analyzed the VW grant awards and shared a few takeaways for submission of future VW grants.
2. **Quarterly Report** - A chart was shared of key performance measures and a brief summary of the third quarter was graphically presented.
3. **Ames Middle School Turnaround Update** – All necessary paperwork has been completed on this item.
4. **Construction Update** – A brief update was given on the bus wash replacement project and the reconstruction of the Green endpoint turnaround.
5. **New Process to Report Any Potential Conflict of Interest** – Conflict of interest disclosure forms were distributed to the Board members to complete.
6. **Fall Meeting Dates/Times** - The Transit Board set dates and times for future board meetings.

Adjourn: Trustee Jeffrey made a motion to adjourn the meeting at 5:04 and Trustee Cain seconded the motion. The meeting was adjourned at 5:04 P.M. (Ayes: Six. Nays: None.) Motion carried.

Juan Bibiloni, President

Joanne Van Dyke, Recording Secretary

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Barbara Neal
DATE: August 8, 2019
SUBJECT: Statewide Bus & Bus Facilities Grant

BACKGROUND: On Thursday, June 13, 2019, the Transit Board approved including three minibuses in the State of Iowa’s Statewide Bus & Bus Facilities Grant Application. The application included a Letter of Support and Commitment to the Iowa DOT for these vehicles, which would be funded with up to \$66,900 in local match.

INFORMATION: On Friday, June 14, 2019, CyRide received the official Iowa DOT’s statewide bus replacement list (PTMS), see attachment. This list showed CyRide could potentially replace five heavy duty buses and six minibuses. Staff reviewed the information and believed it was in CyRide’s best interest to replace six minibuses instead of the three approved. The State grant application was due June 21, 2019. To be included in the state grant application, the board needed to make a commitment regarding the number of buses before the August board meeting. Therefore, an email was sent to all board members requesting direction to move forward with the letter of support for three minibuses, approved on June 13, or change the request to six minibuses. CyRide received emails from Trustee Schrader, Trustee Jeffery, Trustee Bibiloni-Rivera, and verbal confirmation from Trustee Schainker to informally direct staff to move forward with six minibuses under the grant application.

If CyRide receives funding for the six minibuses under this grant, the local match requirement for these buses would be \$98,730. This amount is less than the \$135,000 allocated within the FY2021 year of the Capital Plan that begins in July 2020, which would also be prior to the delivery of these vehicles (see attached Five Year Capital Plan). Therefore, the local match for these vehicles had been approved by the Transit Board of Trustees (January 2019 meeting) and City Council (February 2019 meeting), and this grant could provide the federal funding to match this local share commitment. The federal and local costs for the three minibuses are as follows:

Federal	Local	Total
\$559,470	\$98,730	\$685,200

ALTERNATIVES:

1. Formally approve including six minibuses in the State of Iowa's Statewide Bus & Bus Facilities Grant Application, with up to \$98,730 in local match and a submission of a Letter of Support and Commitment to the Iowa DOT for these vehicles.
2. If the grant is funded, only move forward with three minibuses previously approved by the Transit Board on June 13, 2019 and allow the Iowa DOT to redistribute CyRide's funding to other Iowa transit systems on the PTMS listing.
3. If the grant is awarded, do not move forward to procure the six minibuses informally included in the grant and allow the Iowa DOT to redistribute CyRide's funding to other Iowa transit systems on the PTMS listing.

RECOMMENDATION:

The Interim Transit Director recommends approval of Alternative #1, to formally approve the inclusion of six minibuses and Letter of Support and Commitment in the State's federal bus replacement grant application.

If awarded, this approval would provide CyRide with \$559,470 in federal funding for buses that it would not have otherwise received for its fleet and assist CyRide in managing its fleet age, which has increased over the past several years.

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees
FROM: Barbara Neal
DATE: August 8, 2019
SUBJECT: Federal 5307 Grant Application – FFY2020 STBG Funding

INFORMATION: The Surface Transportation Block Grant (STBG) Program provides flexible funding that may be used by localities for transportation projects. The intent of these projects is to preserve and improve the conditions and performance on any federal-aid highway, bridge, public road, transit capital project, or pedestrian/bicycle infrastructure. Each spring, approximately \$1.6-1.7 million is available in STBG funding for the Ames metropolitan area. Localities through the metropolitan planning organizations then have the ability to disperse this funding for eligible transportation projects.

In February 2016, CyRide submitted a Surface Transportation Block Grant (STBG) application to the Ames Area Metropolitan Planning Organization (AAMPO) to receive \$225,000 in STBG funding for a partial bus for CyRide. This is approximately 14% of Ames’ full annual allocation. CyRide’s project was approved by the AAMPO and incorporated into the Transportation Improvement Program as required and also included in the Long Range Transportation Plan document.

This is the first time CyRide will receive STBG funding for bus replacement. The FY2020 STBG funds will be available beginning October 1, 2019 to submit within a Federal Transit Administration (FTA) grant application. The Transit Board of Trustees is required to formally authorize any grant application request for staff to make begin the grant request process to the Federal Transit Administration.

GRANT REQUEST:

CyRide plans to replace a 40-foot heavy duty bus that is currently 17 years old with a new 60-foot heavy duty articulated bus. All federal and local funding identified in the table below was approved in the 2019-2020 Capital Plan to purchase an articulated bus for up to \$850,000. The STBG funding highlighted in yellow below is the last piece of funding to obtain prior to beginning this purchase. Once all the funding is in place, this purchase will increase CyRide’s articulated bus fleet size to seven.

	Funding Type	Federal	Local	Total
Base 40' HD Bus*	5339	\$383,360	\$95,840	\$479,200
Articulated Upgrade**	STBG	\$225,000	\$56,250	\$281,250
			\$89,550	\$89,550
TOTAL		\$608,360	\$241,640	\$850,000

*The base bus funding is already contained in an approved contract.

**AAMPO approved STBG funding in 2016; FHWA fund transfer requested – fall 2019; Submit grant to FTA via grant software still required

The STBG funding (\$225,000) is identified in the 2019-2020 Capital Plan with the \$56,250 (20%) in local match to partially fund an articulated bus.

CyRide’s grant application would request the STBG funding of \$225,000 once the funding is formally transferred into FTA’s 5307 account to support the purchase of one (1) articulated bus. CyRide would support this portion of the project with \$56,250 in local match.

ALTERNATIVES:

1. Authorize the Interim Transit Director to execute and file a Section 5307 grant application in the amount of \$225,000 to the Federal Transit Administration.
2. Do not approve submitting a federal application.

RECOMENDATION:

The Interim Transit Director recommends approval of Alternative #1 to submit an application for federal capital assistance. Approval of this application will allow CyRide to continue to expand its articulated bus fleet towards its goal of 10 artic buses to fully operate the #23 Orange Route.

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Barbara Neal

DATE: August 8, 2019

SUBJECT: 2019 ICAAP Grant Application

BACKGROUND: The State of Iowa receives federal Congestion Mitigation and Air Quality (CMAQ) funding, which it in turn uses to fund the State's Iowa Clean Air Attainment Program (ICAAP). This statewide competitive program can fund new transportation projects/services (highway, transit, bicycle, etc.) throughout the State of Iowa, at an 80% funding level for a maximum of three years, that either reduces congestion or improves air quality within the state. These three years can be funded within the first five years of a new service's operation. Typically, CyRide will request years two through four of new or added services.

In the past, CyRide has funded expanded services (new routes or more frequent service) within its system, as well as for the purchase of new buses that are needed to operate these expanded services, using this program. This practice has routinely supplemented CyRide's operating and capital funding for the initial years of operation of a new transit service.

Specific services funded in past ICAAP grants include: Plum Route, Weekday Green and Brown route service and Blue route service on Sundays. Last year, CyRide requested year one of funding for its west Ames routes including frequency expansion for #1 Red, #7 Purple and #11 Cherry (rebranded Red1A) for added trips of service as well as a brand new bus route for #12 Lilac. They also funded a new bus for #12 Lilac since this service increased the number of buses CyRide deployed during its peak operation. Typically maximum annual ICAAP grant awards for transit total no more than \$800,000 - \$900,000 for requests out of a \$4,000,000 program.

This year's ICAAP grant applications are due on October 1, 2019 for federal fiscal year 2021, which begins October 1, 2020 and ends on September 30, 2021. Applications need to be submitted through the AAMPO for approval prior to submitting with the Iowa DOT. Awards are typically made the following January or February (2020) after grants are submitted.

INFORMATION: To maximize grant funding for eligible expenses during CyRide's 2020-2021 budget years, CyRide could request 80% reimbursement for anticipated expenses for the following routes that started under CyRide 2.0: #1 Red, #7 Purple, #11 Cherry, and #12 Lilac services that were funded for year #1 of ICAAP last year. Further, CyRide recommends additional services, added in fall 2019 for expanded night and mid-day service on the #6 Brown, #11 Cherry and #12 Lilac, be considered. These operating expenses are detailed below.

Operating Request

CyRide could request funding for additional cost/service frequency on the above described routes, as the grant program pays for new, expanded route expenditures only. The table below estimates the projected ICAAP/local funding dollar request and revenues; however, actual costs and revenues received at the time of billing will modify the dollars received, if awarded funding for this project. As a result, the chart below represents a projection of the possible federal dollars CyRide could anticipate.

Route	Total Cost	Less Anticipated Fares	Net Cost	ICAAP (80%)	Local (20%)
YEAR 2 ICAAP REQUEST (Funds third year of service; Service began under CyRide 2.0 in 2018)					
#1 Red	\$229,748	\$526	\$229,222	\$183,378	\$45,844
#7 Purple	\$52,627	\$428	\$52,199	\$41,759	\$10,440
#11 Cherry	\$43,945	\$248	\$43,697	\$34,958	\$8,739
#12 Lilac	\$100,354	\$495	\$99,859	\$79,887	\$19,972
SUBTOTAL YR #2	\$426,674	\$1,697	\$424,977	\$339,982	\$84,995
YEAR 1 ICAAP REQUEST (Funds second year of service; Services begin Fall 2019)					
#12 Lilac – Midday (10:00am – 2:30pm)	\$37,481	\$192	\$37,289	\$29,831	\$7,458
#11 Cherry – Night (6:30pm – 10:30pm)	\$39,706	\$192	\$39,514	\$31,611	\$7,903
#6 Brown- Night (8:00pm – 10:00pm)	\$35,433	\$110	\$35,323	\$28,258	\$7,065
SUBTOTAL YR #1	\$112,620	\$494	\$112,126	\$89,700	\$22,426
TOTAL	\$539,294	\$2,191	\$537,103	\$429,682	\$107,421

This grant could fund up to approximately \$429,682 in operating funding. Staff could also submit the first portion of this application for one additional year and the bottom (night/mid-day) application for two additional years, upon board approval. CyRide can utilize its spare buses to operate the mid-day and night services requested therefore adding a bus to support the above services is not required.

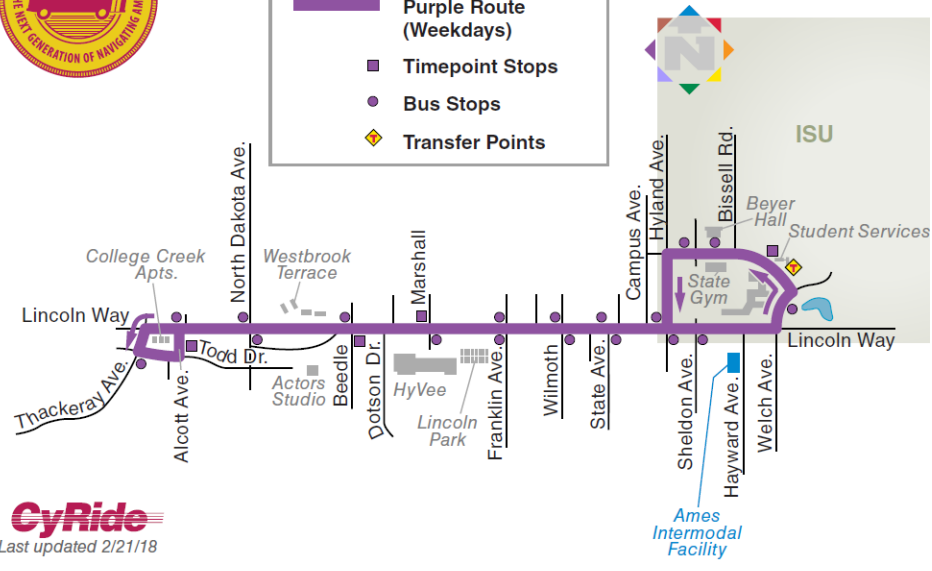
ALTERNATIVES:

1. Approve submission of an operating ICAAP grant application for approximately \$429,682 for operating expenses on four of the new/expanded routes under CyRide's 2.0 system AND additional night/midday services .
2. Approve submission of an operating ICAAP grant application for initial CyRide 2.0 modifications (YEAR 2 ICAAP Request) only for \$339,982.
3. Do not submit an ICAAP grant application.



PURPLE ROUTE 7 Effective August 13, 2018

- Purple Route (Weekdays)
- Timepoint Stops
- Bus Stops
- ◆ Transfer Points

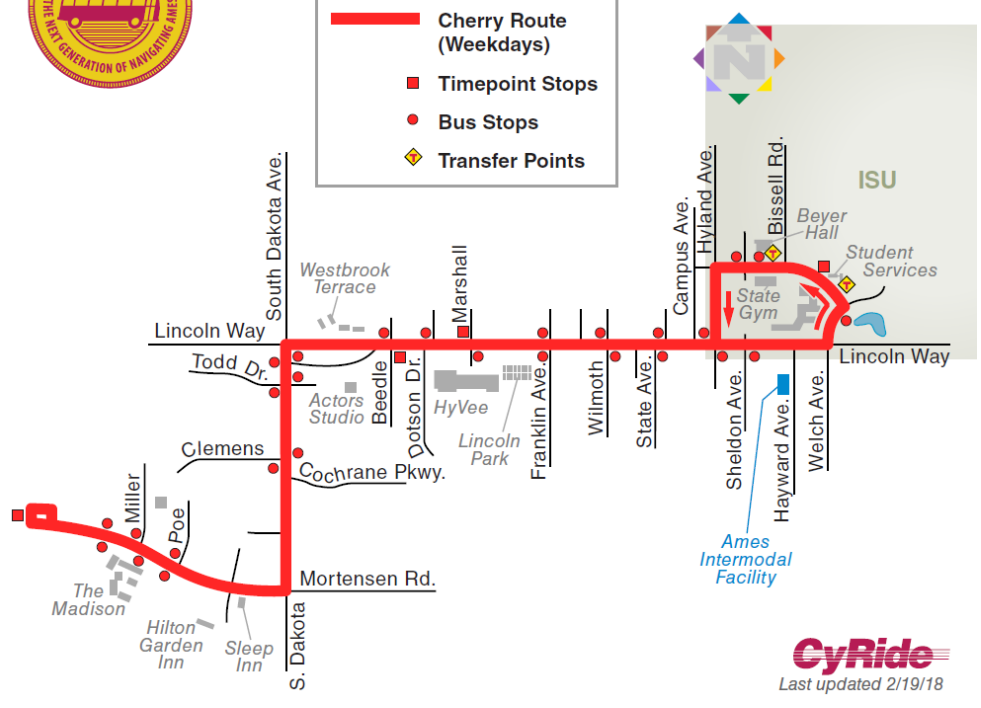


CyRide
Last updated 2/21/18



CHERRY ROUTE 11 Effective August 13, 2018

- Cherry Route (Weekdays)
- Timepoint Stops
- Bus Stops
- ◆ Transfer Points

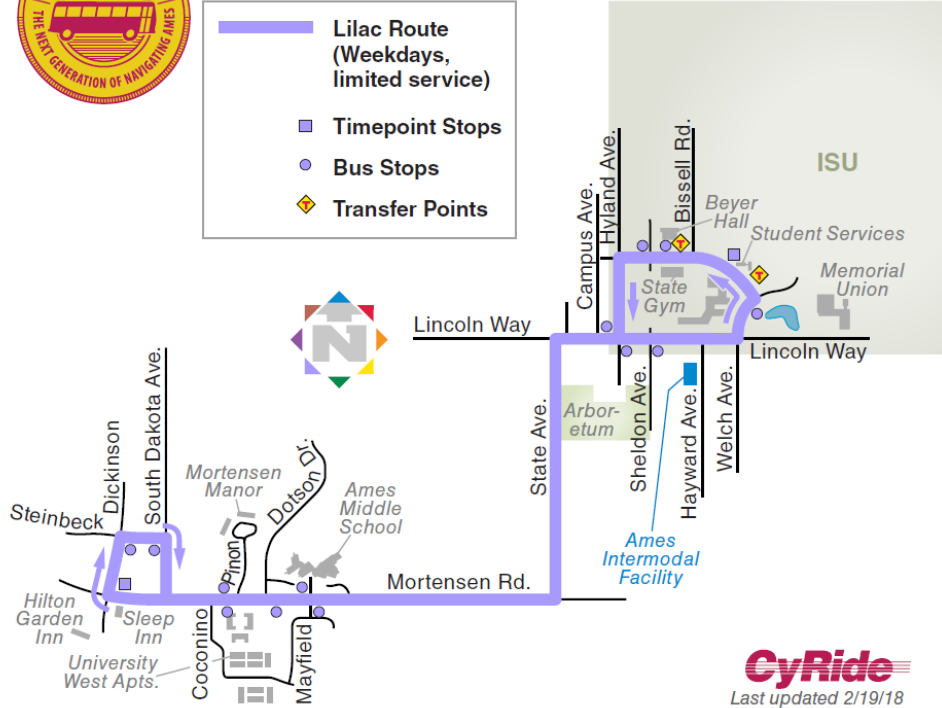


CyRide
Last updated 2/19/18



LILAC ROUTE 12 Effective August 13, 2018

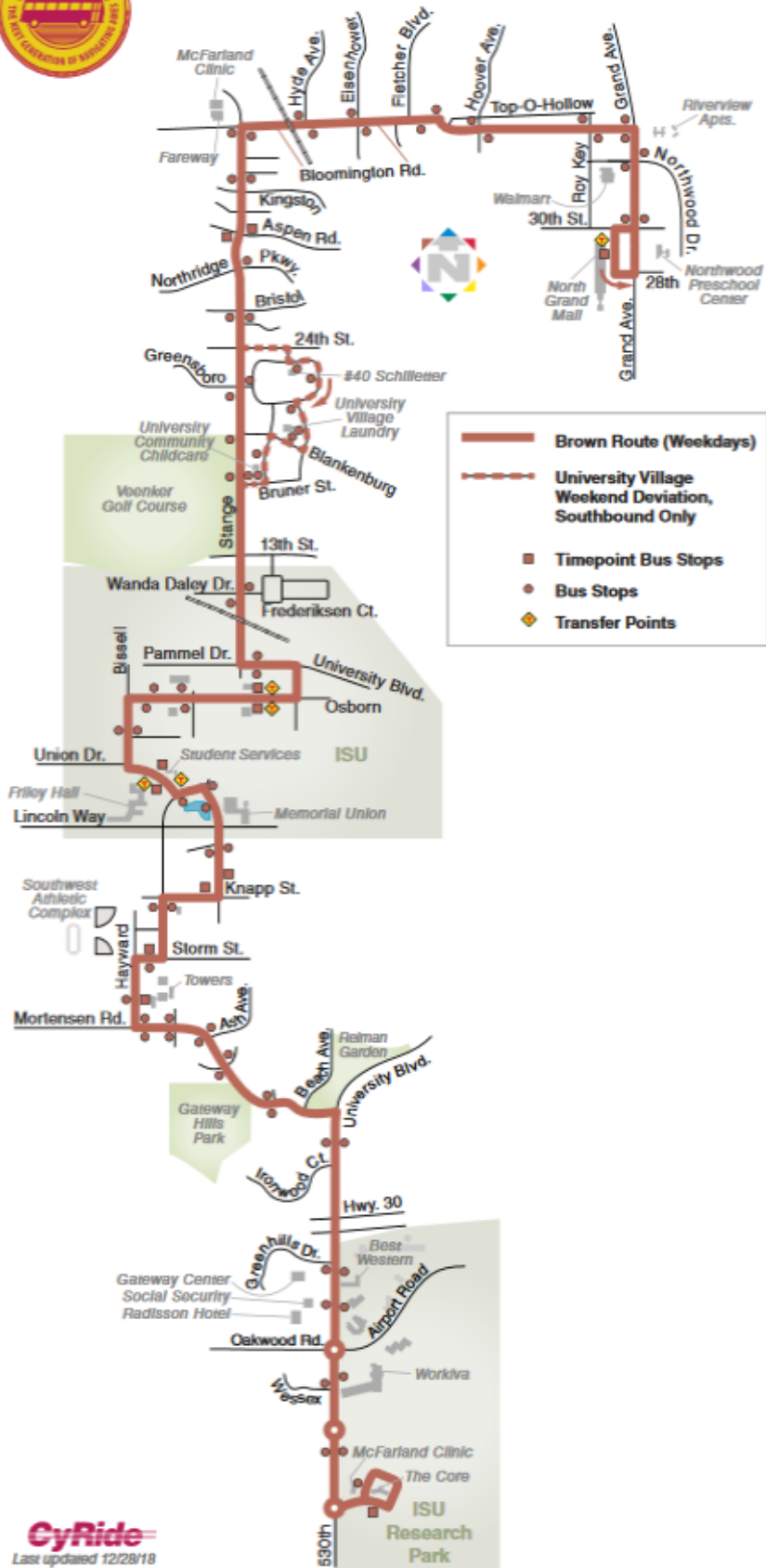
- Lilac Route (Weekdays, limited service)
- Timepoint Stops
- Bus Stops
- ◆ Transfer Points



CyRide
Last updated 2/19/18



BROWN ROUTE 6 Effective August 13, 2018



CyRide
Last updated 12/28/18

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Barbara Neal

DATE: August 8, 2019

SUBJECT: Radio Replacement Project

BACKGROUND: On June 13, 2019, the Transit Board of Trustees approved the reallocation of \$170,640 in the capital budget for the purchase of a new P25 radio system. The FY20 budget approved in January 2019 had originally allocated \$150,000; under the assumption a lease option would be available. When pricing became available later in the spring, it was learned there was not a lease option. Staff then began exploring payment options under the terms of the new radio purchase agreement. However, just prior to the June board meeting, it was learned that CyRide would be the recipient of VW Settlement Fund Grant, thereby freeing \$170,640 of capital funds. This amount was then reallocated in the capital plan at the request of staff for a total radio replacement budget of \$320,640.

INFORMATION: The Board was given an estimated purchase price during the June meeting of \$320,000, based on the information available at the time. Since then, some pricing errors and omissions have been found resulting in a revised total purchase price of \$341,146. This leaves CyRide with a capital budget shortfall of \$21,146.

The following two options have identified as possible solutions to this capital budget issue.

Option #1

Under this option, \$25,000 would be taken from the FY20 closing balance and used to pay for the radios. In FY19 there was \$25,000 in a line item for exterior shell (EIFS) improvements. This money was not used in FY19 due to the cost of the improvements exceeding the amount budgeted. These funds could now be reallocated to cover the radio budget shortfall.

Option #2

Under this option, CyRide could defer paying the estimated remaining amount of \$20,506 until the second year of the radio project implementation. RACOM, the new radio service provider, has agreed to let users pay for new radio equipment over three budget years at no cost to the user departments.

A copy of the Capital Purchase Summary Sheet is attached.

ALTERNATIVES:

1. Approve Option #1 and reallocate up to \$25,000 in the FY2020 Capital Budget, thereby increasing the radio purchase budget to \$345,640.
2. Approve Option #2 and authorize CyRide to pay the remaining balance of \$20,506 in the second year of the agreement with the new radio service provider.

RECOMMENDATION:

The Interim Transit Director recommends approval of Alternative #1, to reallocate up to \$25,000 in the FY2020 Capital Budget, increasing the radio line items to \$345,640.

Staff believes it is in the best interest of CyRide to fund the entire radio replacement project in one year.

8/5/2019

Capital Purchases Summary Sheet
 FY2019 Adopted, FY2019 Amended, FY2020 Request

7/25/2019

Description	Notes	Item Cost	Fed	Qty	Request	Amend	Actual Fed Share	Local	Type	Source	Grant #	Expense Acct.	Revenue Acct.
Bus Wash Rehab	PTIG	\$650,000	80%	1	\$650,000	\$0	\$647,020	\$0	Rehab	PTIG	STA-IG-015-FY19	552-1176-439.75-11	552-1101-336.38-10
New Buses	PTMS	\$510,000	80%	1	\$510,000	\$510,000	\$441,578	\$81,153	Bus	PTMS	2017-006-00-015-FY17	552-1169-439.75-35	552-1100-331.60-07
Holst Repair	PTIG	\$506,261	80%	1	\$506,261	\$506,261	\$482,925	\$116,790	Rehab	PTIG	STA-G-015-FY18	552-1170-439.75-11	552-1101-336.38-09
Annunciators		\$300,000	80%	1	\$300,000	\$300,000	\$0	\$0	Bus	5310	2016-026-01-015-FY18	552-1177-439.75-30	552-1101-336.77-01
Bus stops		\$50,000	80%	5	\$50,000	\$31,113	\$1,949	\$1,949	Bus	PTMS	IA16-X001-015-08	552-1174-439.75-11	552-1101-336.74-02
AVL (Local)						\$100,000		\$0	Bus	Local		552-1159-439.75-30	N/A
Nextbus		\$100,000	0%	1	\$100,000	\$100,000	\$26,849	\$26,849	Bus	Local		552-1159-439.75-30	N/A
Buses (Used)		\$25,000	0%	5	\$125,000	\$125,000	\$21,277	\$21,277	Bus	Local		552-1159-439.75-35	N/A
Video Systems		\$60,000	0%	1	\$60,000	\$60,000	\$64,192	\$64,192	Bus	Local		552-1159-439.75-30	N/A
Support Vehicle		\$30,000	0%	1	\$30,000	\$30,000	\$0	\$0	Bus	Local		552-1159-439.75-35	N/A
Shop Truck		\$50,000	0%	1	\$50,000	\$50,000	\$6,032	\$6,032	Shop	Local		552-1159-439.60-28	N/A
Shop Equipment		\$50,000	0%	1	\$50,000	\$50,000	\$15,428	\$15,428	Shop	Local		552-1159-439.60-14	N/A
Computers/ Office Equip.		\$20,400	0%	1	\$20,400	\$34,000	\$6,949	\$6,949	Rehab	Local		552-1159-439.60-13	N/A
Office Equipment		\$50,000	0%	1	\$50,000	\$50,000	\$10,529	\$10,529	Rehab	Local		552-1159-439.40-61	N/A
Concrete		\$25,000	0%	1	\$25,000	\$25,000	\$21,932	\$21,932	Rehab	Local		552-1159-439.40-61	N/A
Concrete (Shelters)		\$35,000	0%	1	\$35,000	\$35,000	\$24,389	\$24,389	Shop	Local		552-1159-439.40-10	N/A
A & E Services		\$200,000	0%	1	\$200,000	\$200,000	\$4,263	\$4,263	Shop	Local		552-1159-439.75-38	N/A
Security System (Building)		\$25,000	0%	1	\$25,000	\$25,000	\$0	\$0	Office	Local		552-1159-439.40-61	N/A
EIFS Coating		\$80,000	0%	2	\$160,000	\$160,000	\$98,752	\$98,752	Building	Local		552-1159-439.75-30	N/A
Flood Pumps		\$25,000	0%	1	\$25,000	\$25,000	\$0	\$0	Rehab	Local		552-1159-439.75-30	N/A
APC's		\$25,000	0%	1	\$25,000	\$25,000	\$0	\$0	Rehab	Local		552-1159-439.75-30	N/A
					\$2,971,661	\$2,416,374	\$1,874,064	\$726,560	\$500,484				

Description	Notes	Item Cost	Fed	Qty	Request	Amend	Actual Fed Share	Local	Type	Source	Grant #	Expense Acct.	Revenue Acct.
Bus Wash Rehab	PTIG	\$750,000	80%	1	\$646,303		\$517,042	\$129,261	Rehab	PTIG	STA-IG-015-FY19	552-1176-439.75-11	552-1101-336.38-10
New Articulated Bus	PTMS	\$850,000	80%	1	\$850,000		\$608,360	\$241,640	Bus	PTMS			
New Buses	PTMS	\$479,200	85%	3	\$1,437,600		\$1,221,960	\$215,640	Bus	PTMS			
Annunciators		\$450,000	80%	1	\$450,000		\$360,000	\$90,000	Bus	5310	2016-026-02-015-FY18	552-1178-439.75-30	552-1101-336.77-02
AVL		\$100,000	0%	1	\$100,000			\$100,000	Bus	Local		552-1159-439.75-30	N/A
Painting Buses (Used)		\$30,000	0%	1	\$30,000			\$30,000	Bus	Local		552-1159-439.40-95	N/A
Video Systems		\$60,000	0%	1	\$60,000			\$60,000	Bus	Local		552-1159-439.75-30	N/A
Support Vehicle		\$30,000	0%	1	\$30,000			\$30,000	Support	Local		552-1159-439.75-35	N/A
Shop Equipment		\$50,000	0%	1	\$50,000			\$50,000	Shop	Local		552-1159-439.60-28	N/A
Computer Equipment		\$12,000	0%	1	\$12,000			\$12,000	Rehab	Local		552-1159-439.60-14	N/A
Office Equipment		\$8,400	0%	1	\$8,400			\$8,400	Rehab	Local		552-1159-439.70-37	N/A
Concrete		\$85,000	0%	1	\$85,000			\$85,000	Rehab	Local		552-1159-439.40-61	N/A
Concrete (Shelters)		\$25,000	0%	1	\$25,000			\$25,000	Rehab	Local		552-1159-439.40-61	N/A
A & E Services		\$35,000	0%	1	\$35,000			\$35,000	Rehab	Local		552-1159-439.40-10	N/A
Bus Stop Signs		\$20,000	0%	1	\$20,000			\$20,000	Rehab	Local		552-1159-439.40-95	N/A
Forklift		\$60,000	0%	1	\$60,000			\$60,000	Shop	Local		552-1159-439.75-35	N/A
Radios		\$150,000	0%	1	\$150,000		\$345,640	\$345,640	Rehab	Local		552-1159-439.75-30	N/A
Maint. Software		\$50,000	0%	1	\$50,000			\$50,000	Shop	Local		552-1159-439.60-14	N/A
WiFi Upgrade		\$25,000	0%	1	\$25,000			\$25,000	Building	Local		552-1159-439.75-30	N/A
Air Compressor		\$25,000	0%	1	\$25,000			\$25,000	Shop	Local		552-1159-439.75-30	N/A
APC's		\$25,000	0%	1	\$25,000			\$25,000	Rehab	Local		552-1159-439.75-30	N/A
					\$4,369,943	\$0	\$2,707,362	\$1,662,581					

**Interim Transit Director's Report
August 2019**

1. Iowa Public Transit Association Meeting/Bus Roadeo Results

The Iowa Public Transit Association's annual meeting and bus roadeo was held in Newton in late June. The association recognized Dan Strodman as CyRide's Driver of the Year, with an outstanding performance record and recognition by his peers. We also demonstrated our driving expertise by having three drivers place in the annual State Roadeo. Paul Klimesh and Brian Grootveld placed first and third, respectively, in the large bus division and Charles Long placed third in the small bus division.

2. FY2019 Low or No Emission Grant Award

CyRide was recently notified we were awarded a FY19 Low-No Emissions Grant funding for our battery electric bus project at the requested amount of \$1,660,180. See the budget below. At the September board meeting, staff will be seeking direction from the Board regarding the timeline for executing this grant.

Item	Fed % Request	Estimated Total Cost	Low-No Grant	Local Funding
BUS CAPITAL (85% MAXIMUM ALLOWED)				
Two, 40' Electric Buses (\$800,000 ea.)	77%	\$1,610,000	\$1,240,000	\$370,000
Spare Parts and Tools	80%	\$50,000	\$40,000	\$10,000
Subtotal	77%	\$1,660,000	\$1,280,000	\$380,000
FACILITY (90% MAXIMUM ALLOWED)				
Engineering Design/Construction	85%	\$48,000	\$40,800	\$7,200
Depot Charging Station and Dispensers	85%	\$100,000	\$85,000	\$15,000
Facility Construction (Wiring from Transformer to Charging/Dispensing Stations)	85%	\$152,200	\$129,370	\$22,830
Transformer	0%	\$22,000	\$0	\$22,000
Subtotal	79%	\$322,200	\$255,170	\$67,030
PROJECT MANAGEMENT (80-85% MAXIMUM ALLOWED)				
Training	85%	\$10,600	\$9,010	\$1,590
Consultant – Deployment Consultation/Reporting	80%	\$145,000	\$116,000	\$29,000
Subtotal	80-85%	\$155,600	\$125,010	\$30,590
Total Cost		\$2,137,800	\$1,660,180	\$477,620
Percent			78%	22%

3. Title VI Equity Analysis

In the June board meeting, the Transit Board directed staff to complete a Title VI Equity Analysis on two potential facility sites, 13 and 17. CyRide is federally required to conduct a Title VI analysis prior to the selection of a preferred site. Part of this process includes public outreach to persons potentially impacted by the siting of any future CyRide facilities. CyRide and SRF have been working on preparation for the public input process. The tentative dates for the public comment period will be August 23 - September 23; with the public open house being planned for September 5, 2019, from 4-6 p.m. at CyRide.

4. AVL/AVA Update

Installation of the new AVL/AVA system is on schedule with a launch date for the AVL portion of the system planned for August 19. Staff is anticipating prediction reliability will improve within a few days of the launch date, as the system needs time to adjust to the new fall schedule. Customers will be able to track buses live via the website, the soon to be released MyCyRide app, or the MyState app. CyRide staff have been in contact with MyState developers. The MyState app may not be operational by the time school starts, due to student support staff being out of town for the summer. However, it is hoped it will be operational shortly after the start of classes.

Staff will begin focusing on the AVA portion of the system as soon as the AVL portion is up and running smoothly. Staff and the contractor, Syncromatics, have been working through some technical issues on the AVA portion, but they should be resolved soon. The contractor has been doing a good job of getting the equipment installed and meeting the aggressive installation schedule. As the new system goes live, the old system will be phased out. It is anticipated the current passenger information system will stop functioning on or around August 19. Information will be released to the public in advance of the system change to minimize the impact on passengers.

5. Construction Update

Construction on the Green Endpoint Turnaround located at the corner of Ontario Street and California Avenue was substantially complete on July 30. This was one month past the scheduled completion date. Work delays were caused by weather and equipment breakdowns. The contractor will need to return and complete grass seeding before the project is complete. There was one project change order of \$1,425 to replace a section of sidewalk that did not comply with ADA regulations. The total cost of the project with the change order is \$49,125.

Work on the Bus Wash Replacement Project is approximately three weeks behind schedule. Representatives from the bus wash manufacturer are scheduled to be here the week of August 12 to begin installation of the wash. Installing the wash will be the final phase of the project and work is expected to be complete by the end of the month. Staff will work with

the contractor to minimize disruptions to the nightly servicing of buses. There has been one change order to date, in the amount of \$4,793, for additional work around one of the floor drains and to upgrade a set of doors and hardware to stainless steel. The upgrade to stainless steel is necessary to stand-up to the corrosive environment of the bus wash.

September

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 Transit Board Meeting @ 4:15PM	17	18	19	20	21
22	23	24	25	26	27	28
29	30				2019	