

**PCC**  
**SOLANO**  
**PARATRANSIT COORDINATING COUNCIL (PCC)**  
**AGENDA**

**1:00 – 3:00 p.m.**

**Thursday, May 16, 2013**

**Benicia City Hall, Commission Room**  
**250 East L Street**  
**Benicia, CA 94510**

**ITEM**

**STAFF PERSON**

- 1. CALL TO ORDER** Alicia Roundtree, Chair
  
- 2. APPROVAL OF AGENDA**  
(1:00 – 1:05 p.m.)
  
- 3. OPPORTUNITY FOR PUBLIC COMMENT**  
(1:05 – 1:15 p.m.)
  
- 4. COMMENTS FROM STAFF AND REPRESENTATIVES FROM ADVISORY COMMITTEES**  
(1:15 – 1:20 p.m.)
  
- 5. PRESENTATIONS**
  - *Countywide In-Person ADA Eligibility Process* David Lee, C.A.R.E. Evaluators
  
  - *Draft SolTrans Paratransit Rider's Guide* Elizabeth Romero, SolTrans  
(Attachment A)  
(1:20 – 2:00 p.m.)
  
- 6. CONSENT CALENDAR**  
*Recommendation: Approve the following consent item.*  
(2:00 – 2:05 p.m.)
  - A. Minutes of the PCC Meeting of March 21, 2013** Sofia Recalde  
*Recommendation:*  
*Approve PCC minutes of March 21, 2013.*  
**Pg. 13**

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**PCC MEMBERS**

Richard Burnett  
MTC PAC  
Representative

Rachel Ford  
Solano County Health &  
Social Services

Kyrre Helmersen  
Transit User

Judy Nash  
Public Agency - Education

Alicia Roundtree-Chair  
Social Service  
Provider

Edith Thomas  
Social Service Provider

Shannon Nelson - Vice Chair  
Member at Large

James Williams  
Member at Large

Kurt Wellner  
Transit User

**7. ACTION ITEMS**

**A. FY 2013-14 TDA Claims for Solano Transportation Authority and the City of Vacaville**

Sofia Recalde

Recommendation:

1. Review and forward a recommendation to MTC to approve the Solano Transportation Authority's FY 2013-14 TDA Claim for \$584,884 for planning and administration and passenger rail service.
2. Review and forward a recommendation to MTC to approve the City of Vacaville's FY 2013-14 TDA Claim for \$1,325,926 for operating and \$1,149,452 for capital projects.

(2:05 – 2:15 p.m.)

**Pg. 31**

**8. INFORMATIONAL ITEMS**

**A. FTA 5310 Update and Timeline**

Sofia Recalde

Informational

(2:15-2:20 p.m.)

**Pg. 49**

**B. Mobility Management Plan Update**

Sofia Recalde

Informational

(2:20-2:25 p.m.)

**Pg. 57**

**C. PCC Brochure and Seniors and People with Disabilities Transportation Guide**

Sofia Recalde

Informational

(2:25-2:30 p.m.)

**Pg. 59**

**D. Research Changing PCC Meeting Date**

Sofia Recalde

Informational

(2:30 – 2:35 p.m.)

**Pg. 61**

**E. PCC Membership Status & Update**

Sofia Recalde

Informational

(2:35-2:40 p.m.)

**Pg. 63**

**9. INFORMATIONAL ITEM – NO DISCUSSION**

**A. 2013 PCC Meetings and Locations**

Sheila Jones

Informational – No Discussion

**Pg. 65**

**10. TRANSIT OPERATOR UPDATES**

Group

- Dixon Redit-Ride
- Fairfield and Suisun Transit
- Rio Vista Delta Breeze
- SolTrans
- Vacaville City Coach

(2:40-2:55 p.m.)

**11. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS**

Group

*Discussion*

(2:55-3:00 p.m.)

**12. ADJOURNMENT**

The next regular meeting of the PCC is scheduled to meet at **1:00 p.m., Thursday, July 18, 2013, at Fairfield Community Center in the Vista Conference Room located at 1000 Kentucky Street in Fairfield, CA 94533.**

*For questions regarding this agenda:*

Please contact Sofia Recalde at (707) 424-6075 or [srecalde@sta-snci.com](mailto:srecalde@sta-snci.com)

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DRAFT

**Solano County Transit - SolTrans**

311 Sacramento Street  
Vallejo, CA 94590

Effective: July 1, 2013



# SolTrans

## Paratransit Rider's Guide



**DRAFT**

Paratransit Dispatch  
(707) 649-5401

California Relay  
711

## Table of Contents

<b>SolTrans Paratransit Introduction</b>	<b>1</b>
<b>Service Hours and Holidays</b>	<b>2</b>
<b>Service Area</b>	<b>3</b>
<b>Fares</b>	<b>3-4</b>
<b>Reserving Your Ride</b> Call (707) 649-5401	<b>5</b>
<b>Watching for Your Ride</b>	<b>6</b>
<b>Preparing for Your Trip</b> Attendants and Companions Packages, Carts and Mobility Devices Seat Belts and Car Seats Service Animals	<b>7</b>
<b>Timely Cancellations and No-Show Policy</b>	<b>10</b>
<b>Subscription Service</b>	<b>12</b>
<b>Transportation Options and Resources</b>	<b>12</b>
<b>Questions or Comments</b>	<b>13</b>

## Questions or Comments?

Feedback from you, our riders, is one of our most valuable sources of information about SolTrans Paratransit service. If you have a comment about a specific trip, please make sure to note the time and date so staff can investigate the issue.

Please share your feedback with us via:

**Mail:** Vallejo Transit Center  
311 Sacramento Street, Vallejo, CA 94590

**Web:** [www.soltransride.com](http://www.soltransride.com)  
("Leave a Comment," at bottom of our home page)

**Phone:** Paratransit Customer Service  
707-648-4668



## Subscription Service

Subscription service may be allowed for passengers who attend dialysis and have a regular weekly schedule for these medical appointments. Call Paratransit Customer Service to request an application. Subscription capacity is limited; new applicants will be waitlisted.

## Transportation Options & Resources

Other convenient and affordable transportation services may be available to you as an ADA paratransit rider. These options include:

- SolTrans personalized trip planning assistance
- Fixed-Route Bus, 50% reduced fare
- Local Taxi Scrip Program, 50% reduced fare
- Intercity Taxi Scrip Program, 85% reduced fare

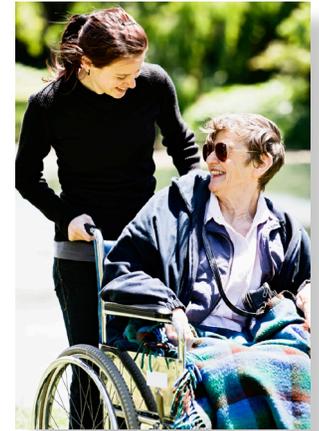
**Call (707) 648-4666 for information on the options above.**

For regional trip planning assistance please contact:

- Solano Transportation Authority, Solano Napa Commuter Information 1- 800-535-6883
- MTC, 511 Trip Planning Assistance, dial 511 or access [www.511.org](http://www.511.org)

## SolTrans Paratransit

SolTrans Paratransit service is reserved for people with disabilities who cannot navigate the public bus, also known as the fixed-route bus system independently for some or all of their trips.



In accordance with the Americans with Disabilities Act (ADA) of 1990, your ADA eligibility entitles you to this origin-to-destination, shared-ride service. SolTrans Paratransit operates as a complement to fixed-route, meaning it operates the same hours and days as fixed-route, and provides you with access to the areas in Vallejo and Benicia within  $\frac{3}{4}$  of a mile of local fixed-route bus corridors. SolTrans Paratransit also provides several transfer points for riders to continue on to intercity trips with other Bay Area transit agencies.

Your eligibility entitles you to ADA paratransit service with any transit agency in the San Francisco Bay Area or the wider United States. If you are a visitor to the area and you can show your ADA eligibility from your home area, then you can use the service for up to 21 days before having to register locally.

This **Paratransit User's Guide** explains how to use this service to ensure high-quality service for all paratransit riders. The guide explains the service hours, areas and fares. It also explains how to make reservations, prepare for a ride, cancel a ride if your plans change, and avoid no-shows. The guide also lists other transportation options which may be useful to you.

## Service Hours and Area

### SolTrans Service Hours

SolTrans Paratransit bus service operates seven days a week during the same times as fixed-route service. Fixed-route hours span between 5:50 AM to 8:50 PM Monday through Friday, 6:30 AM to 7:50 PM on Saturday; and 8:30 AM to 7:50 PM on Sunday. Because hours of operation vary by fixed-route, your specific trip time availability depends on the specific hours of operation of the fixed-route service available at your origin and destination. Last trips will be scheduled to be completed *within* the hours of service.

### Limited Service Days & Holidays

SolTrans has four limited service days, and does not operate any service on seven national holidays.

Holidays and Limited Service Days	
Holidays No Service Days	New Year's Day Easter Sunday Memorial Day Independence Day Labor Day Thanksgiving Day Christmas Day
Limited Service Days (Saturday Schedule)	Martin Luther King Day Presidents Day Day After Thanksgiving Veteran's Day

ADA Paratransit No-Show Penalties	
1st Month	Passengers will receive a call and letter to review policy and exceptions
2nd Month	14 day service suspension
3rd Month and thereafter in a calendar year	Increasing penalties by one (1) week, up to a one (1) month suspension

### No-Shows beyond a passenger's control

Passengers are not responsible for no-shows resulting from sudden illness, family or personal emergency, transit connection or appointment delay, extreme weather conditions, operator error, or other unforeseen reasons for which it's not possible to call the Paratransit Dispatch line to cancel in time or take the scheduled trip. It is up to the passenger to notify SolTrans of no-shows beyond their control by calling: **Paratransit Customer Service at (707) 648-4668.**

### You can avoid a suspension by

- Writing down your 30 minute pick-up window and watching for your bus during the full window
- Boarding within 5 minutes of the arrival of the vehicle
- Cancelling your trip well in advance or as late as 2 hours before the trip
- Calling Paratransit Customer Service to document no-shows beyond your control

### Appeals

Passengers who are suspended have the right to appeal and will be sent information about the appeal process with their suspension letter.

# Timely Cancellation & No-Show Policy

## Timely Cancellations

If you know that you will not need a scheduled trip, please cancel it as early as possible to make sure scheduling is available for other passengers. Cancellations are accepted up to two (2) hours before the trip, cancellations made less than two hours before a trip are considered late, and marked as a no-show.

**Call Paratransit Dispatch at  
(707) 649-5401  
to cancel trip requests.**

## No-Show Policy

A No-Show is recorded each time a late cancellation is made, or when a client is not available for their pick-up during their 30 minute pick-up window.

SolTrans will enforce the SolTrans ADA Paratransit No-Show Policy for passengers who exceed 3 no-shows and 10% or more of trips no-showed within a month. We need to enforce this policy to keep the service reliable for ADA paratransit riders and minimize the cost of no-shows which can be used to provide better service.

Passengers will be notified of each no-show using a door hanger or postcard. Passengers will receive a warning after three no-shows.

If a passenger should exceed the no-show threshold, they will receive a suspension letter, proposing to suspend service within two weeks and outlining the appeals process. Penalties increase progressively up to a one (1) month suspension, and reset after a calendar year.

## SolTrans Service Area

SolTrans Paratransit service areas fall within Vallejo, and Benicia. SolTrans Paratransit coverage area meets the American with Disabilities Act requirements, operating within a 3/4 mile area on either side and at the ends of fixed-route corridors; as well as in small areas surrounded by corridors within the core service area. (This does not include commuter bus routes). SolTrans serves Benicia ADA trips with the General Public Dial-a-Ride service.

SolTrans provides some paratransit plus service going above and beyond the ADA requirements to allow passengers to make intercity trips beyond the SolTrans service area. SolTrans can take you to a transfer point to allow you to connect with another paratransit agency to complete your trip. Dispatch staff can make arrangements with the connecting agencies for you.

***Tip! Please remember you will be paying a fare on each paratransit bus you board when making intercity trips.***

## Fares

### SolTrans Paratransit Fares

Passengers are expected to pay the full fare for every trip. The Paratransit fare is \$3 for one-way trips within Vallejo or between Vallejo and Benicia, and \$5.50 for one-way intercity trips beyond the core SolTrans Service Area. The General Public Dial-a-Ride fare is \$2 one-way for trips within Benicia only.

## Current Fares

Effective July 1, 2012

<i>Cash Fare</i>		<i>10-Ride Pass</i>
<b>ADA Paratransit</b>		
Local Fare	\$3 each way	\$30
Multi-zone Fare	\$5.50 each way, to and from the transfer point	N/A
<b>General Public Dial-a-Ride</b>		
Benicia only trips	\$2 each way	\$20

Paratransit service is more costly to operate than fixed-route service. As allowed by the ADA law, the paratransit fare is higher to reflect the cost of operating premium origin-to-destination service.

If you would like to use the fixed-route for some of your trips, the reduced fare for seniors, medicare card holders, and persons with disabilities is only \$0.85 for local trips and \$2.50 for multi-zone trips.

***The fixed-route fare is half of the paratransit fare***

## Multi-Ride Pass

Customers who prefer not to carry cash for trips may purchase a SolTrans Paratransit 10-Ride Pass for \$30, or a 10-Ride General Public Dial-a-Ride Pass for \$20, for trips within Benicia only. Passes may be purchased from:

- Your driver with cash or check
- The Vallejo Transit Center: 311 Sacramento St., Vallejo
- The SolTrans Ticket Office: 1850 Broadway St., Vallejo
- By Mail: SolTrans Ticket Office

1850 Broadway, Vallejo, CA 94589

## Seat Belts & Car Seats

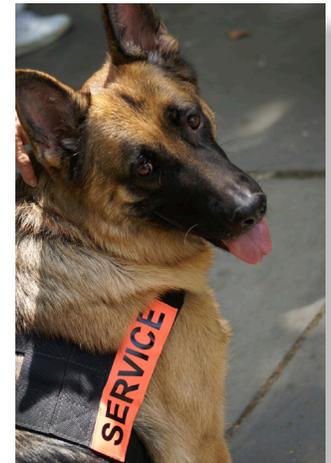
All passengers are required to wear seat belts for safety. Wheelchair passengers wear a SolTrans provided lap-belt. SolTrans Paratransit does not provide children's car seats; customers must provide their own car seat for children ages eight and under as required by state law.

## Service Animals

A service animal is defined by the ADA as any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with a disability. Animals meeting this definition are considered service animals under the ADA regardless of whether they have been licensed or certified by a state or local government.

If you intend to regularly travel with your service dog, please notify Paratransit Customer Service so this can be recorded as part of your permanent record.

The service animal must stay on the floor of the vehicle and be under control and well-behaved at all times. Any service animal will be removed if it shows signs of aggression or inappropriate behavior.



## Packages & Folding Push Carts

Passengers are advised to limit their carry-on bags or packages to three (3), weighing no more than twenty (20) pounds each. Passengers should be able to manage their own packages with limited assistance.

Passengers may bring foldable shopping push carts so long as space is available at the back of the vehicle.

## Mobility Devices

Per ADA Guidelines, SolTrans vehicles and lift equipment are designed to carry standard mobility devices which are 48" long by 30" wide, and weighing 600 pounds, including the passenger. We recommend staying within the standard envelope and weight. However, we will accommodate larger mobility devices provided that they are within the limits of safe operating requirements.

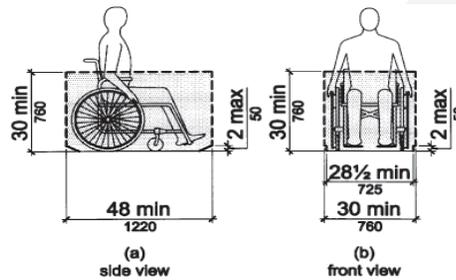


Figure 1  
Wheelchair or Mobility Aid Envelope

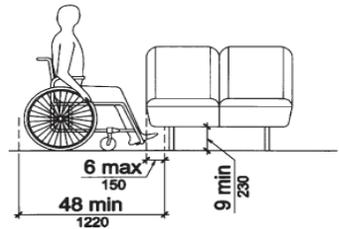


Figure 2  
Toe Clearance Under a Fixed Element

Source: CFR 49 Transportation, Figures to Part 38

## Reserving your Ride

### Reservation Days and Hours

Dispatchers will take your trip requests during normal business hours between 7:00 AM - 5:00 PM, Monday through Friday, and 9:00 AM - 4:00 PM on Saturday and Sunday.

**Please call (707) 649-5401 to reserve your trips.**

Trip requests can be made between one (1) to seven (7) days in advance of the trip. If a requested trip time is not available, SolTrans Paratransit dispatch staff may offer a trip time up to one (1) hour before or one (1) hour after the requested trip time to accommodate all ride requests. Same-day requests can only be accommodated if space is available.

### When making a reservation, the dispatcher will ask:

- Your name and phone number
- Pick-up: Exact street address
- Drop-off: Exact street address
- Desired pick-up time and any appointment time you need to meet
- Desired return time
- Number of persons riding (just yourself, or a personal care attendant or companion)

Dispatch will note on your record if you have a mobility device or service animal, if you need assistance to and from the door, or any other special needs common to all



your trips so you don't have to repeat these details each time you make a reservation.

## Watching for your Ride

### Your pick-up window

You should expect your ride within a 30 minute window. The SolTrans Paratransit bus is considered to be on-time if it arrives within 15 minutes of the scheduled time—either 15 minutes before or after your scheduled time. The table below shows a sample pick-up window when a passenger must be ready to leave and the corresponding scheduled time.

Pick-up Window Start	Scheduled Time	Pick-up Window End
10:00 AM	10:15 AM	10:30 AM

**Tip!** Write down your pick-up time window when you make a reservation.

Please go to the vehicle as soon as it arrives as the driver can only wait for five minutes before departing. If the SolTrans bus arrives within your pick-up window, and you are not ready, the driver will wait no longer than 5 minutes before leaving and marking you as a “No-Show.”

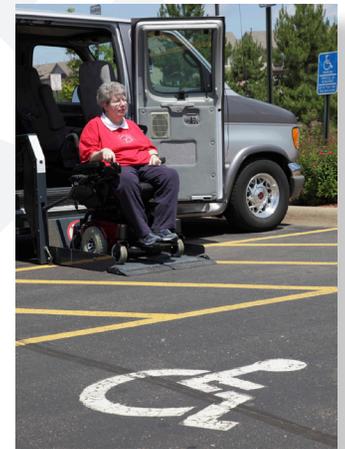
If the passenger cannot be found, dispatch will try to contact the rider as a courtesy before leaving. If contact cannot be made, the driver will be instructed to drive off.

**Tip!** As a courtesy to passengers aboard, please be ready to go as soon as the vehicle arrives. This helps keep the service on-time and maintains the quality of the service for all riders.

## Preparing for Your Trip

### Personal Care Attendants and Companions

One (1) Personal Care Attendant (PCA) may ride with you free of charge if your eligibility record shows that you have previously indicated the need for a PCA. You may also reserve a ride to bring along one companion (family, friend or individual other than your PCA). Companions pay the same fare as the ADA certified passenger. Please tell the dispatcher if your PCA and/or a companion will be riding with you.



Additional companions may be accommodated provided that space is available for them on the paratransit vehicle so as not to result in the denial of service to ADA paratransit certified passengers.

If you use fixed-route for some of your trips, personal care attendants pay the same reduced fare as the ADA certified passenger.



**PCC**  
**SOLANO PARATRANSIT COORDINATING COUNCIL**  
**AGENDA**  
**Draft Minutes for the meeting of**  
**March 21, 2013**

**1. CALL TO ORDER**

PCC Chair Alicia Roundtree, called the meeting to order at 1:07 p.m. building 800, room 804 at the Solano Community College.

**Voting Members Present: *In Alphabetical Order by Last Name***

Richard Burnett	MTC PAC Representative
Judy Nash	Public Agency – Education
Shannon Nelson	Vice-Chair, Member at Large
Alicia Roundtree	Chair, Social Service Provider
Edith Thomas	Social Service Provider
Kurt Wellner	Transit User
James Williams	Member at Large

**Voting Members Not Present: *In Alphabetical Order by Last Name***

Rachel Ford	Solano County Health and Social Services
Kyrré Helmersen	Transit User

**Also Present: *In Alphabetical Order by Last Name***

Angel Anderson	SolTrans
Gary Chandler	MV Transportation - FAST
Sheila Jones	STA
Liz Niedziela	STA
Anne Payne	Area Agency on Aging
Taramisha Leonard-Ragsdale	Milestones
Sofia Recalde	STA
Elizabeth Richards	Elizabeth Richards Consulting
Elizabeth Romero	SolTrans
Elizabeth Stayner	MV Transportation - SolTrans
Terrance Strong	MV Transportation - FAST
Ivonne Vaughn	City of Vacaville
Debbie Whitbeck	City of Fairfield/FAST
Jennifer Yeaman	Metropolitan Transportation Commission

**2. APPROVAL OF AGENDA**

*On a motion by Richard Burnett and a second by James Williams, the PCC unanimously approved the March 21, 2013 Agenda.*

**3. OPPORTUNITY FOR PUBLIC COMMENT**

None.

**4. COMMENTS FROM STAFF AND REPRESENTATIVES FROM THE PARATRANSIT COORDINATING COUNCIL**

None.

**5. PRESENTATIONS**

Jennifer Yeamans provided a presentation on the Coordinated Transportation Plan Update for the San Francisco Bay Area. She provided background on the federal requirements, funding programs and initiatives. She discussed regional priorities and coordination strategies, next steps and summarized the plan update process. She stated that the plan is scheduled to be approved by the Metropolitan Transportation Commission in March. (Attachment A)

Elizabeth Richards provided a presentation on the Solano Mobility Management Plan. She explained that the One-Stop Transportation Call Center will be an extension of the Solano Napa Commuter Information (SNCI) center and that the Older Driver Safety Program Database has been developed and will be maintained by SNCI for outreach and education purposes. Richards stated that the Countywide Travel Training Program will leverage existing programs that are currently offered by some transit operators and non-profit organizations. Finally, she outlined the plan and progress-to-date for the Countywide In-Person ADA Eligibility Process. She stated that an RFP has already been sent out for the Countywide In-Person ADA Eligibility process and that a contract will be in place by July 2013. She noted that applicants who are deemed ADA ineligible can appeal the decision through a centralized appeal process. (Attachment B)

**6. CONSENT CALENDAR**

*On a motion by Richard Burnett and second by Shannon Nelson, the PCC approved Consent Calendar Item A, Minutes of the PCC Meeting of November 15, 2012.*

**7. ACTION ITEMS**

**A. Draft Solano Mobility Management Plan**

Recommendation:

Recommend the STA Board to release the Draft Solano Mobility Management Plan to the public for review and comments.

Sofia Recalde provided an overview of the Draft Solano Mobility Management Plan.

Susan Rotchy commented that Contra Costa County has a good appeal system.

Edith Thomas commented that she is hearing positive feedback from staff and potential users.

Elizabeth Romero commented that she has received both positive and negative feedback on understanding how to fill out the application.

James Williams commented that a helpful acronym for this program would be C.A.M.I. link – Commuter and Mobility Information.

*On a motion by Richard Burnett and a second by Kurt Wellner, the PCC unanimously approved the recommendation.*

## **B. Proposed PCC Meeting Locations**

### Recommendation:

Recommend STA staff to present the proposed PCC meeting location schedule to the PCC as part of the 2014 Outreach and Work Plan at the November meeting.

Sofia Recalde stated that in prior discussions several PCC members requested to include the City of Dixon and Rio Vista to the meeting and locations cycle as both cities are part of Solano County She stated the current 12 month cycle would have to be extended to a 16-18 month cycle to accommodate the two additional cities. She noted that the PCC March meetings will continue to be held at Solano Community College as recommended in the past.

James Williams commented that holding a meeting in Rio Vista would be difficult for anyone in Solano County to attend due to lack of transit routes and also being 40 minutes away. He expressed concerns for people who depend on the paratransit buses and its availability.

Alicia Roundtree stated that driving is part of a core task to attend meetings and suggested carpooling.

Edith Thomas commented that Rio Vista and Dixon are a part of Solano County's community and needs to be included despite the inconveniences.

Elizabeth Romero stated that the PCC meetings occur on the same day as the SolTrans Board meetings and that often times SolTrans staff is still in the process of completing reports to prepare for their 4 o'clock meeting. She asked if the committee would consider holding the meetings on a different day.

Liz Niedziela asked the committee to look at their calendars and email her with availability and comments so she may bring a recommendation to the next PCC meeting.

***On a motion by James Williams and a second by Edith Thomas, the PCC unanimously approved the recommendation.***

## **C. Mobility Management Funding**

### Recommendation:

Authorize the Paratransit Coordinating Council (PCC) Chair to forward a letter of support to Caltrans in support of the Solano Transportation Authority (STA) funding applications for Job Access and Reverse Commute (JARC) and New Freedom for Solano Mobility Management programs.

Sofia Recalde stated that in March 2012 the PCC submitted a letter of support for STA to pursue Job Access and Reverse Commute (JARC) grant for the Solano Mobility Management Program and the STA was awarded one year of funding. She stated that this will be the last cycle of JARC and New Freedom funding as it has been eliminated in MAP-21.

***On a motion by James Williams and a second by Edith Thomas, the PCC unanimously approved the recommendation.***

## **D. PCC Membership Status**

Recommendation:

Forward a recommendation to the STA Board to reappoint Judy Nash to the Paratransit Coordinating Council for an additional three year term.

Sofia Recalde stated that Judy Nash will have completed the three year term of service in April 2013 and that all members are required to be reappointed by the STA Board. Judy Nash agreed to serve another term of three years on the PCC.

*On a motion by Edith Thomas and a second by Richard Burnett, the PCC unanimously approved the recommendation.*

**8. INFORMATIONAL ITEMS**

**A. PCA Versus Companion Policies**

Sofia Recalde presented information about personal care attendant (PCA) companion pass policies for people who travel with passengers who are eligible for Americans with Disabilities Act (ADA) services. She defined the terms associated with companion policies, FTA's civil rights and frequently asked questions. She also resented information about the PCA and companion policies of the Solano County Transit Operators. Angel Anderson requested that one of SolTrans responses be changed: Do you require ADA eligible passengers to register a PCA if they gave one? from YES to NO.

Edith Thomas asked if all the transit operators will eventually comply by the same policies.

Liz Niedziela responded that the idea could be proposed to the transit operators when they are in the process of developing their travel training program countywide.

**9. INFORMATIONAL ITEMS (No Discussion)**

**A. 2013 PCC Meetings and Locations**

**10. TRANSIT OPERATOR UPDATES**

Dixon Redit-Ride: Not present.

Fairfield and Suisun Transit: Debbie Whitbeck stated that ridership is up, cash revenue is up 4.43% and pass sales are up 19.6%. She announced that the new system is working great.

Richard Burnett commented that with the FAST route changes from the mall to Suisun City, it now requires taking two buses and is inconvenient.

Rio Vista Delta Breeze: Not present.

SolTrans: Angel Anderson stated that paratransit and local ridership has remained the same, but Dial-A-Ride in Benicia has increased. She stated that a single ride pass will be available to agencies that provide social services for individuals who can't afford to purchase day passes.

Elizabeth Romero provided a handout on the ADA No Show Policy that was implemented on March 1, 2013.

Vacaville City Coach: Shannon Nelson stated that their project will exceed their half million ridership goal for the first time this year. He stated that part of this achievement is due to their new travel training program. He stated that there will be summer youth passes will be available for \$15 (June-Aug.).

**11. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS**

Edith Thomas announced that the Solano County Office of Education had their annual Transition Fair for children with disabilities. She will email PCC members and STA staff in advance next year and recommends everyone to attend.

Alicia Roundtree announced that an information gathering event for Independent Living Resources will be held at the City of Vallejo in April. She will email the information to Liz Niedziela and the PCC members.

Angel Anderson announced that SolTrans will be at Earth Day this year with a bus and information will be distributed.

**12. ADJOURNMENT**

The meeting adjourned at 3:15 p.m. The next meeting of the PCC is scheduled to meet at **1:00 p.m. on Thursday, May 16, 2013 at Benicia City Hall in the Commission Room.**

The background features a large, light blue watermark of the Metropolitan Transportation Commission (MTC) logo, which consists of a stylized 'M' and 'T' inside a circle. The 'M' is light blue and the 'T' is light orange.

# **MTC Coordinated Public Transit- Human Services Transportation Plan Draft Plan Update Highlights**

March 6, 2013

# Overview

- Coordinated Plan Background
- Key Findings
- Recommended Regional Priorities and Coordination Strategies
- Next Steps



# Background

- Federal coordinated planning requirements
- FTA funding programs
  - Section 5310 Elderly & Disabled
  - Section 5316 Job Access & Reverse Commute
  - Section 5317 New Freedom
- Ongoing federal and state coordination efforts
- Local programs and initiatives supporting coordination



Monday thru Friday						Southbound	
Northbound			Arrive			Leave	Monroe
348	348	348	Washington/Jefferson	Washington/Jefferson	Washington/Jefferson	Washington/Jefferson	Michigan
Lv 103rd	93rd	79th	67th	Madison/Walsh	Washington/Jefferson	5:30a	5:30a
Stony Island	Jeffery	Jeffery	Jeffery	Washington/Jefferson	Washington/Jefferson	5:50	5:59
4:28a	4:38a	4:46a	4:53a	5:11a	5:20a	6:07	6:16
4:47	4:47	4:56	5:02	5:23	5:41	6:20	6:30
4:36	4:58	5:06	5:13	5:32	5:52	6:32	6:43
4:47	4:57	5:06	5:23	5:43	5:52	6:47	6:58
4:57	5:08	5:26	5:43	5:53	6:02	7:11	7:10
5:06	5:18	5:36	5:53	6:03	6:22	7:22	7:34
5:16	5:28	5:46	6:03	6:13	6:33	7:33	7:47
5:25	5:38	5:56	6:11	6:23	6:42	7:36	7:47



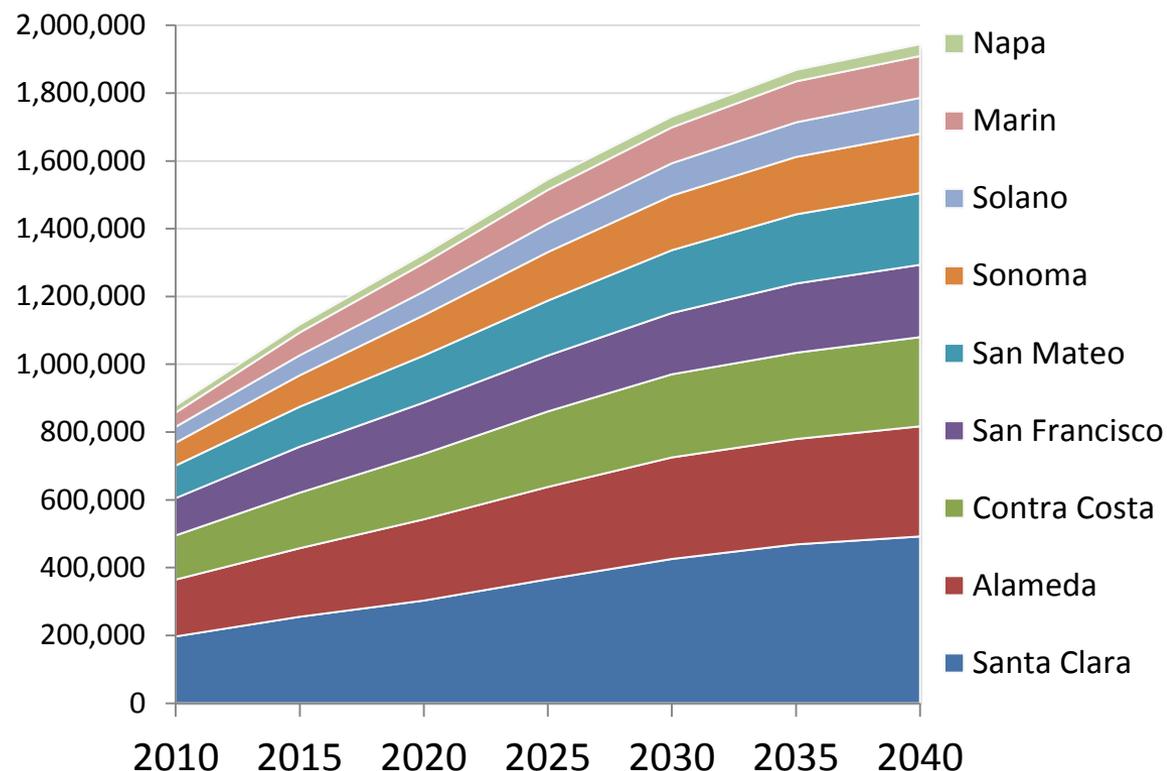
# Plan Update Process

- Convene multi-interest TAC of providers/stakeholders
- Review relevant plans and studies completed since 2007
- New research
  - Regional demographic and transportation data update
  - Regional and statewide best practices and innovative approaches
  - Veterans' transportation needs
- Assess progress to date implementing projects and strategies identified in 2007 Plan
- Stakeholder input: Review and update
  - Transportation gaps
  - Transportation solutions
  - Regional coordination strategies
- Public review and comment on Draft Plan Update
- Commission adoption

# Key Findings: The “Senior Wave” Is Here

- Baby Boomers started turning 65 in 2010
- Population 65 and over will continue to rise steeply through 2030, more than doubling today’s senior population by 2040
- In 2013, a Bay Area resident will turn 65 every 6 minutes

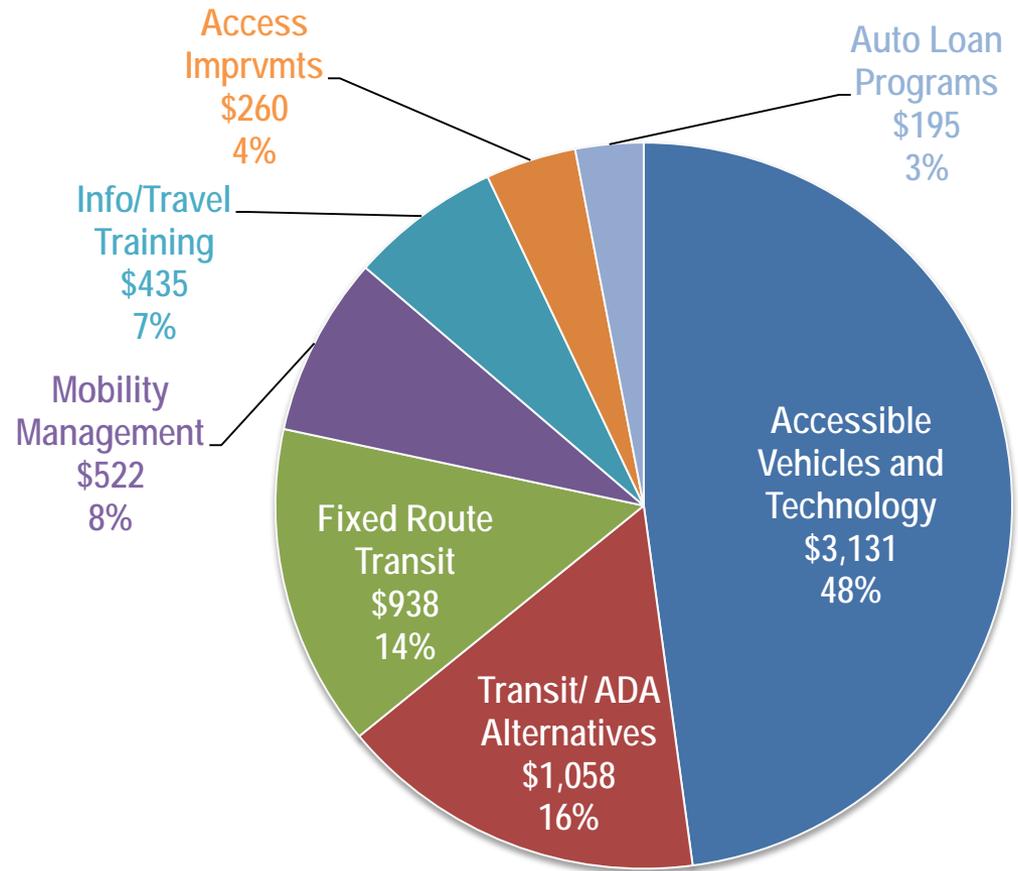
**Bay Area Population 65 and Over:  
2010 – 2040**



# Key Findings: Previous Plan Results

- Region's JARC, New Freedom, and 5310 funding averaged \$6.5 million per year between FY2006 and FY2011
- Mix of project types across the three fund sources depended on each program's eligibility requirements and state, regional, or local priorities

Average FTA Funding per Year (\$000s),  
FY2006 – FY 2011



# Key Findings: Transportation Gaps

- Limitations of ADA paratransit
- Need for alternatives to fixed-route transit
- Need for more fixed-route service
- Safety and comfort improvements for pedestrians and transit users
- Information and assistance finding and using transportation services
- Affordability of autos and transit fares for some low-income individuals and families

# Recommended Priority Solutions

- Mobility management, travel training, and coordination activities
- Additions or improvements to paratransit that exceed ADA requirements, and demand-responsive services other than ADA paratransit
- Additions or improvements to public transit service and access to transit
- Solutions to address affordability barriers

# Recommended Regional Coordination Strategies

1. Strengthen mobility management in the Bay Area:
  - Identify and designate Consolidated Transportation Service Agencies (CTSAs) to facilitate subregional mobility management and transportation coordination efforts
  - Provide information and manage demand across a family of transportation services
  - Promote coordinated advocacy with human service agencies to identify resources to sustain ongoing coordination activities
2. Promote walkable communities, complete streets, and integration of transportation and land use decisions

# Recommended Next Steps

- Adopt the Coordinated Plan Update
- Develop a regionwide mobility management implementation plan in consultation with local partners and stakeholders
- Inform future funding decisions based on Coordinated Plan Update strategies and priorities



# Mobility Management Plan Status

**Solano Seniors and People with Disabilities  
Transportation Advisory Committee**

**March 21, 2013**



# Why Mobility Management?

## Priority of previous outreach and studies

- Two Senior Summits
- Solano Transportation Study for Seniors & People with Disabilities
- Community Based Transportation Studies
- Advisory Committees
- Metropolitan Transportation Commission



## Status of Mobility Management Planning Process

- **Completed: Stakeholder input, data gathering (transit operators, social services, non-profits)**
- **Completed: Initial advisory committees input**
  - **Seniors & People with Disabilities Transportation Advisory Committee**
  - **Senior Coalition**
  - **Paratransit Coordinating Council**
  - **SolanoExpress Transit Consortium**



# Mobility Management Function Options Solano County

**Target Markets: Seniors, People with Disabilities, low-income**

- **One-Stop Transportation Traveler Call Center**
- **Older Driver Safety Program Information**
- **County-wide travel training program**
- **County-wide ADA in-person eligibility**



# One Stop Transportation Traveler Call Center

- **Directory of services**
  - **Public transit, human agencies, non-profit, private, etc.**
- **Call center functions**
  - **Trip planning**
  - **Personalized**
  - **Matching the caller to the “right ride”**



# One Stop Transportation Traveler Call Center

## Initial Recommendations:

- Link to Older Driver Safety Program Information
- Pilot program built upon existing Solano Napa Commuter Information (SNCI) resources
- Outreach, reporting, and evaluation are important elements



## Older Driver Safety Program Info

- Recognizes preference and value of driving as mobility choice by many seniors
- Referral to existing Older Driver Safety Programs offered by multiple organizations identified in MM Plan
- Resource to Older Driver Safety Programs



# Older Driver Safety Program Info and Mobility

## Initial Recommendation Summary

- **Maintain and Disseminate Older Driver Safety Training Information and Transportation Programs through Mobility Management tools (e.g. call center and website)**
- **Resource to Older Driver Safety Programs. Provide information about transit services, travel training and other programs**



# Countywide Travel Training

- **Travel Training Guide**
- **Travel Training Video**
  - **Outreach Presentation**
  - **Website**
- **One on One Travel Training**
- **Transit Ambassador Program**



## Countywide Travel Training

- Includes full spectrum of training: from relatively easy to train to intensive training needs (developmentally disabled).
- Trains to travel between operator's service areas
- Can be overlaid on existing local travel training program(s)
- Can be coordinated with any locally operated program through a referral process between the two based upon training needs and capabilities



## Countywide Travel Training

### Initial Recommendations:

- **One Countywide program that leverages existing Travel Training services offered by transit operators and non-profits.**
- **Contract to develop Travel Training in areas lacking services**
- **Develop in collaboration with local operators to implement complementary services, outreach, and referrals**



## Countywide ADA In-Person Eligibility Process

- Expand process to in-person
- One ADA eligibility process for entire county
  - Improve paratransit capacity available for eligible individuals
  - Ensure that qualified professionals are making determinations
  - ADA eligibility is based on applicant's functional ability or inability to access fixed route transit
- Communities can make decisions on service standards beyond ADA for paratransit



# RFP for Countywide In-Person ADA Eligibility and Certification Program

## Initial recommendations:

- Contract for countywide in-person ADA Eligibility process to be in place by July 2013
- Establish “circuit rider” process to bring assessments to each community
- Determine ADA eligibility consistent with Bay Area process.
- Appeals process centralized countywide
- Travel Training offered to ADA eligibility applicants



## Funding

- **Mobility Management pilot programs to be initially funded with secured JARC and STAF/Regional Paratransit funds.**
- **Future Funding potential:**
  - **Federal funds – MAP 21 FTA 5310**
  - **One Bay Area Grant (OBAG)**
- **Regional (stay involved with MTC Coordinated Plan)**



## Next Steps

- **Propose STA Board to release draft plan to public: April 2013**
- **Countywide In-Person ADA Eligibility Process**
  - Contractor selected: March 2013
  - Pilot Implementation: July 2013 -2015
- **Travel Training**
  - RFP Release: June 2013
  - Pilot Implementation: August 2013
- **Call Center**
  - Website Housing Transportation Options, Travel Training Video, and Older Safety Driver Information: October 2013
  - Pilot Call Center Implementation: January 2014

# PCC

Date: May 8, 2013  
To: Solano Paratransit Coordinating Council  
From: Sofia Recalde, Transit Mobility Coordinator  
RE: FY 2013-14 TDA Claims for Solano Transportation Authority and the City of Vacaville

---

## **Background:**

The Transportation Development Act (TDA) was enacted in 1971 by the California Legislature to ensure a continuing statewide commitment to public transportation. This law imposes a one-quarter-cent tax on retail sales within each county for this purpose. Proceeds are returned to counties based upon the amount of taxes collected, and are apportioned within the county based on population. To obtain TDA funds, local jurisdictions must submit requests to regional transportation agencies that review the claims for consistency with TDA requirements. Solano County agencies submit TDA claims to the Metropolitan Transportation Commission (MTC), the Regional Transportation Planning Agency (RTPA) for the nine Bay Area counties.

TDA funding is used for public transit services, transportation for seniors and people with disabilities, regional transportation planning, and bicycle and pedestrian programs. In the Bay Area's less populous northern counties (such as Solano) TDA funds also may be used for streets and roads, provided there are no unmet public transit needs that are reasonable to meet.

MTC requires agencies to have public review of the TDA Article 4 & 8 claims by the Paratransit Coordinating Council (PCC) before they can be approved. However, MTC is not obligated to the recommendations made by the PCC.

## **Discussion:**

TDA funds are shared among agencies to fund joint services such as intercity bus routes and Intercity Taxi Scrip Program. To clarify how the TDA funds are to be allocated each year among the local agencies and to identify the purpose of the funds, the STA works with the transit operators and prepares an annual TDA matrix. The TDA matrix is approved by the STA Board and submitted to MTC to provide MTC guidance when reviewing individual TDA claims. The claims must be consistent with the TDA matrix; each jurisdiction may not claim more from another agency than has been approved. At this time, the TDA for the FY 2013-14 matrix will be submitted to the STA Board for approval June 12, 2013.

As required by MTC Resolution 1209, Solano Transportation Authority and the City of Vacaville are submitting their FY 2013-14 Transportation Development Act (TDA) Article 4 and 8 claims for consideration by the PCC.

## **Solano Transportation Authority**

Solano Transportation Authority is requesting \$585,884 in TDA funds (Attachment A). TDA funds in the amount of \$464,884 will be used for Administration and Planning. TDA funds in the amount of \$72,000 will be claimed against Solano County as part of a fund swap as requested by Solano County pending STA Board approval on June 12, 2013 (Attachment B). TDA funds

in the amount of \$50,000 will be claimed for operating and maintenance cost for Suisun City AMTRAK station. The claim will be consistent with the TDA matrix going to the STA Board for approval June 12, 2013.

#### The City of Vacaville

The City of Vacaville is requesting \$2,475,378 in TDA funds (Attachment C). TDA funds in the amount of \$1,325,966 will be used for operating and the amount of \$1,149,452 will be used for capital projects. Vacaville's capital projects include three (3) buses for expanded service, two (2) paratransit bus replacements and transit amenities. The claim will be consistent with the TDA matrix going to the STA Board for approval June 12, 2013.

#### **Recommendation:**

1. Review and forward a recommendation to MTC to approve the Solano Transportation Authority's FY 2013-14 TDA Claim for \$584,884 for planning and administration and passenger rail service.
2. Review and forward a recommendation to MTC to approve the City of Vacaville's FY 2013-14 TDA Claim for \$1,325,966 for operating and \$1,149,452 for capital projects.

#### Attachments:

- A. Solano Transportation Authority's TDA Claim Summary
- B. Solano County Request Letter
- C. City of Vacaville's Letter and TDA Claim Summary

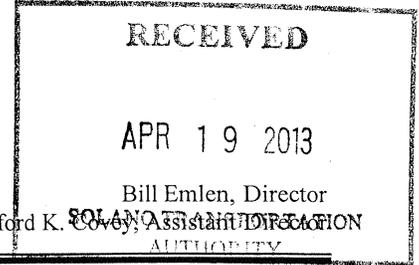




**SOLANO COUNTY**  
**Department of Resource Management**

Public Works Engineering  
 675 Texas Street, Suite 5500  
 Fairfield, CA 94533  
 www.solanocounty.com

ATTACHMENT B  
 XC: Chron/LN



Telephone No.: (707) 784-6765  
 Fax No.: (707) 784-2894

Bill Emlen, Director  
 Clifford K. Covey, Assistant Director  
 SOLANO TRANSPORTATION AUTHORITY

April 17, 2013

Solano Transportation Authority  
 Attn: Daryl Halls  
 1 Harbor Center  
 Suisun City, CA 94585

Re: FY 2012-2013 TDA Article 8 Claim

Dear Mr. Halls:

Attached is a summary of Solano County's TDA Article 8 claim amount for FY 12-13. The amount of the claim was determined as follows:

<u>Description</u>	<u>Amount</u>
TDA estimate from MTC	\$622,882
Plus projected carryover	<u>\$84,068</u>
Total Solano County funds available	\$706,950
Less Solano County funds authorized to be claimed by others (FY 12-13)	
City of Vacaville                      ADA Intercity Taxi Service	(\$5,999)
Fairfield – Suisun Transit            Routes 20, 30, 40 and 90	(\$100,561)
SolTrans                                Route 78, 80 and 85	(\$41,322)
Solano Transportation Authority    STA Planning	<u>(\$18,999)</u>
Total Solano County funds authorized to be claimed:	(\$166,879)
<b>Funds claimed by Solano County</b>	
<b>Paratransit Services</b>	<b>(\$42,000)</b>
<b>Transit Coordination</b>	<b><u>(\$30,000)</u></b>
<b>Total funds claimed by Solano County</b>	<b>(\$72,000)</b>
Unclaimed balance	\$468,071

Solano County is intentionally leaving a large unclaimed balance in FY 12-13 in order to roll the funds

R:\PWENG\Funding\TDA Article 8\FY 12-13\PCC Claim cover letter FY 12-13.doc

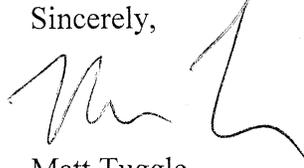
Building & Safety	Planning Services	Environmental Health	Administrative	Public Works	Public Works
David Cliche	Mike Yankovich	Terry Schmidbauer	Services	Engineering	Operations
Chief Building	Program Manager	Program Manager	Suganthi Krishnan	Matt Tuggle	Wayne Spencer
Official			Senior Staff Analyst	Engineering Manager	Operations Manager

over for start-up of the new consolidated Phase 1&2 intercity paratransit service in FY 13-14.

We also understand that the STA may pay Solano County an amount equivalent to its FY 12-13 claim, and reconcile this by claiming the same amount from the County's FY 13-14 TDA funds. This will simplify the process for both parties.

Feel free to call me at (707) 784-6072 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Matt Tuggle', with a stylized flourish at the end.

Matt Tuggle  
Engineering Manager

cc: Elizabeth Niedziela, STA



ESTABLISHED 1850

# CITY OF VACAVILLE

650 MERCHANT STREET  
VACAVILLE, CALIFORNIA 95688-6908  
www.cityofvacaville.com

STEVE HARDY  
Mayor

DILENNA HARRIS  
Vice Mayor

ATTACHMENT C

RON ROWLETT  
Councilmember

CURTIS HUNT  
Councilmember

MITCH MASHBURN  
Councilmember

April 16, 2013

Department of Public Works  
General Services Division

Paratransit Coordinating Council  
c/o Sofia Recalde  
Solano Transportation Authority  
One Harbor Center, Suite 130  
Suisun City, CA 94585

Dear PCC:

The City of Vacaville is submitting its annual Transportation Development Act (TDA) Claim to the Metropolitan Transportation Commission (MTC) for operating and capital expenses for the upcoming Fiscal Year 2013-14.

Vacaville City Coach is requesting approximately \$1,325,966 for our transit operations. Operations include Vacaville fixed route (City Coach), Paratransit, local subsidized taxi program and our contribution to the Intercity Taxi Scrip program.

Additionally, a share of our TDA funds are programmed for the support of Solano County's Solano Express Intercity transit bus routes, Intercity Taxi Scrip program, as well as our \$104,091 contribution to the Solano Transportation Authority.

We are seeking \$1,149,452 in TDA funds for capital expenditures which is comprised of the following projects:

- Local match necessary to procure three (3) New Flyer, low-floor, Compressed Natural Gas buses;
- Local match necessary to procure two (2) low-floor, replacement Paratransit buses;
- Continuation of the City's annual transit amenities installation program (including bus shelters, transit information kiosks, solar bus shelter lighting, map cases, bus benches and trash receptacles);
- Transit garage maintenance facility upgrades, including concrete work adjacent to maintenance bays, bus lifts, exhaust systems, fall prevention devices for work atop buses and various other minor upgrades to ensure the transit maintenance garage facility is maintained in good working order.

We request your support of our TDA Claim for Fiscal Year 2013-2014.

Sincerely,

BRIAN MCLEAN  
Public Works Manager  
General Services Division

Enc.: Vacaville FY2013-14 TDA Claim Narrative  
City of Vacaville FY2014 Transit Budget

**MTC Claim Application - Document A(a)**

**Claimant Information**

**FY 2013-14**

**Submittal Date: April 15, 2013**

Enter requested information in yellow cells  
 Enter requested information using dropdown menu  
 Information appears automatically in cells highlighter

**Claimant Information**

- 1 Claimant Name
- 2 Street Address
- 3 City
- 4 ZIP Code
- 5 County

City of Vacaville
650 Merchant Street
Vacaville
95688
Solano

**Claimant Personnel Information**

- 6 Authorized Signature Name
- 7 Authorized Signature Title
- 8 CFO Name
- 9 CFO Title
- 10 Contact Person Name
- 11 Contact Person Title
- 12 Contact Person's Telephone
- 13 Contact Person's FAX
- 14 Contact E-Mail Address

Shawn Cunningham
Interim Director of Public Works
Jeremy Craig
Finance/IT Director
Brian McLean
Public Works Manager
(707) 469-6504
(707) 469-6576
<a href="mailto:bmclean@cityofvacaville.com">bmclean@cityofvacaville.com</a>

**Application Submittal Date**

- 15 Fiscal Year
- 16 Claim Submittal Date

2013-14
April 15, 2013

**Public Transportation Modes Operated**

	Mode Type	Service Name
17	Motorbus	City Coach
18	Demand Response	City Coach Special Services
19	Demand Response	Local Taxi Scrip Program
20	Demand Response	Intercity Taxi Scrip Program
21		
22		
23		
24		
25		
26		



The above named applicant hereby applies for an allocation of Transportation Development Act (TDA), State Transit Assistance (STA), AB 1107 and Feeder Bus funds, as the case may be, in the amount(s) and for the purposes as specified above. Applicant acknowledges that payment of funds allocated by MTC, is subject to such funds being on hand and available for distribution, and agrees to the provision that such funds be used strictly in accordance with statutory and regulator requirements, and the terms of the allocation instruction issued by MTC.

Sign \_\_\_\_\_

Date

Shawn Cunningham, Interim Director of Public Works

**Document E (a)**  
**DESCRIPTION OF APPLICANT AND SYSTEM**

**1. Service and Operations Description**

(Public Utilities Code §99261 and 21 Cal. Code of Regs. §6630)

**City Coach (Intra-City) (Article 8)**

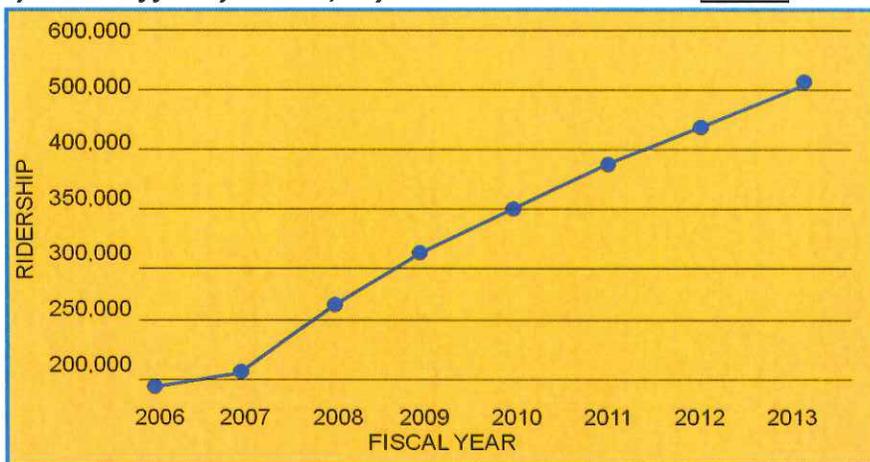
The City of Vacaville contracts with First Transit Inc. for City Coach fixed route and dial-a-ride paratransit services within the city limits. Our present service agreement expires July 31, 2014.

Fixed route operations commenced in October 1989 with four buses operating on two City-wide loops, providing hourly two-way service. A five-route structure was introduced in August 1993, representing a 25% increase in service. Transit services are evaluated at least every other year, and adjustments are made where necessary.

In late April 2007, City Coach went through a total system overhaul. Routes were restructured, headway times for all routes reduced to a more frequent 30-minutes, a new transfer policy was implemented and staff began a series of aggressive marketing and outreach efforts to promote City Coach transit as a frequent, friendly and green alternative to the automobile. Fares were not increased during the transition to the new routes; in fact the price of bus passes was dropped by \$7 which spurred additional growth.

The public response to the service changes was extremely positive. Ridership began to immediately climb. In addition to operational changes, in August 2007 the City of Vacaville celebrated the dedication of our first official transit station dubbed the Downtown Transit Plaza. Additionally, the City installed the TalkingBus system into all fixed route fleet vehicles to aid patrons in navigating the transit system. The TalkingBus system provides both an audio and visual announcement of upcoming stops, major intersections and places of interest.

***By the end of fiscal year 2013, City Coach will have marked its seventh consecutive year of ridership gains.***



All routes either begin and end at the Downtown Transit Plaza or the Vacaville Transportation Center, and run for 12.5 hours Monday through Friday starting at 6AM through 6:30PM. Saturday begins at 8AM and continues to 6PM. There is no Sunday service.

In 2010 the City installed a backup Compressed Natural Gas (CNG) station at the Transit Yard and went to a fully CNG fleet of New Flyer fixed route buses. The cost savings derived from this move has been significant. Whereas in years past diesel fuel was \$3.50-\$4 per gallon, today with CNG the cost is approximately \$0.60 per gasoline gallon equivalent. In 2012 the City received over \$92,000 in IRS Alternative Fuel Rebate funds which was reinvested back into the City Coach transit system in the form of various passenger improvements and amenity enhancements.

In May of 2010 the installation of a new solar electric photo voltaic system was completed which provides a 100% offset to Transit electrical power use associated with our CNG fuel station, transit administration building, bus wash and transit yard lighting. This project provides an approximate savings of \$36,000 annually.

**Our transit fleet consists of 21 vehicles:**

- ❑ ten (10) 2009 New Flyer CLF-35 buses;
- ❑ five (5) 2011 New flyer CLFR-35 buses;
- ❑ two (2) 1999 El Dorado Paratransit buses (scheduled for retirement); and,
- ❑ four (4) 2006 El Dorado Paratransit buses.

Fixed Route and Paratransit fare structure, route maps and public schedules are attached as an appendix to this TDA Claim.

Description of Transit Services

CITY COACH/SPECIAL SERVICES		FY2013-14		
		Fixed Route	Spec Svc	Combined
<b>Fund Source:</b>	TDA Article 8:	\$ 667,459	\$ 201,414	\$ 868,873
	Fares:	\$ 366,637	\$ 28,760	\$ 395,397
	FTA	\$ 785,570	\$ 199,430	\$ 985,000
	Total Cost:	\$ 1,819,666	\$ 429,604	\$ 2,249,270

**Description:** This is Vacaville’s local Fixed Route and Paratransit operations. Both services limit their service area to within Vacaville city limits. This year the City of Vacaville will be claiming a portion of our operating funds out of our Federal FTA apportionment.

LOCAL TAXI SCRIP PROGRAM		FY2013-14	
<b>Fund Source:</b>	TDA Article 8:	\$ 103,420	
	FTA	\$ 0.00	
	Fares:	<u>\$ 68,625</u>	
	Total Cost:	\$ 172,045	

**Description:** This is a program in which both local taxi services participate. City Coach provides half-fare taxi services for the elderly and handicapped. This service does not compete with, but rather complements our local paratransit service (Special Services). The City of Vacaville is projecting a slight operating expense increase due to a request from the operators of the our two local taxi cab companies to raise the base taxi cab fare rate to cover escalating fuel costs.

INTERCITY TAXI SCRIP PROGRAM		FY2013-14	
<b>Fund Source:</b>	TDA Article 8:	\$ 353,673	
	FTA	\$ 0.00	
	Fares:	<u>\$ 62,411</u>	
	Total Cost:	\$ 416,084	

**Description:** This is a program in which provides Intercity taxi scrip service to residents of the City of Vacaville. The City is a partner in the Solano County Intercity Taxi Scrip MOU and contributes an annual budget to the program representative of the service provided to the citizens of Vacaville through the program. The Intercity Taxi Scrip program provides ADA-Plus service throughout Solano County to ambulatory ADA qualified citizens.

**CITY COACH OPERATIONS  
BUDGET SUMMARY**

PROJECT	Fares	TDA	FTA	TOTAL
<i>Operations</i>				
City Coach	\$366,637	\$667,459	\$785,570	\$1,645,278
Special Services	28,760	\$201,414	\$199,430	\$429,604
Local Taxi Scrip Program	\$68,625	\$103,420	\$0.00	\$172,045
Intercity Taxi Scrip Program	\$62,411	\$353,673	\$0.00	\$416,084
	<b>\$526,433</b>	<b>\$1,325,966</b>	<b>\$985,000</b>	<b>\$ 2,663,011</b>

**2. Service Coordination**  
(Public Utilities Code §99282)

*Mobility Management:* The City of Vacaville in partnership with our transit agency counterparts in Solano County are continuing to coordinate on mobility management programs. On February 25, 2013 the partners along with the Solano Transportation Authority selected an in-person ADA assessment contractor to begin work on July 1, 2013. In addition the partners are working to develop a single “yellow-pages” of transportation information, via a website on the Solano Napa Commuter Information website. Through this website all the County’s transit providers can access the same information and provide better coordinated transit information to the citizens of the County and beyond.

*Intercity Solano Express:* The transit partners of Solano County meet monthly at STA through the Transit Consortium. At those monthly meetings we discuss the various operational and financial issues associated with the Solano Express intercity bus system.

*Local Fixed Route:* The City of Vacaville partners with the Solano Transportation Authority and all the local transit operators in the provision of Intercity bus service across Solano County. To this end, Vacaville has ensured that our local transit system has convenient and coordinated stops at our Vacaville Transportation Center for the Route 20 operating between Fairfield and Vacaville, Route 30 operating between Fairfield, Vacaville and Sacramento and the Route 40 providing service to Walnut Creek BART and Pleasant Hill BART and Route 220 from Woodland. Again, our local City Coach transit service provides connections to stops within Vacaville that are utilized by passengers who patron these Intercity bus lines.

*Special Services:* Vacaville’s Dial-A-Ride (Special Services), is complemented by coordinating with the City of Fairfield’s DART Paratransit service. City Coach Special Services operates within Vacaville’s city limits, while the Fairfield DART Paratransit service operates along the I-80 corridor between the City of Vacaville and Fairfield. Paratransit trips scheduled to begin from Vacaville and end outside of Vacaville are planned by City Coach staff who in-turn coordinate the passenger transfer with Fairfield dispatch staff and pickup by the Fairfield DART Paratransit system.

*Intercity Taxi Scrip Phase II:* The transit partners of Solano County are working to develop a new Intercity service which will provide ADA and ADA-Plus service between the jurisdictions of Solano County for both ambulatory and non-ambulatory individuals. We hope to have this new service vetted and ready to implement within the next 12 months.

**3. Efficiency and Effectiveness**  
(Public Utilities Code §99244)

Vacaville partners with the City of Fairfield and SolTrans for weekday peak-hour commute service along Interstates 80 680.

**4. Description of Capital Program (Article 8)**  
(Public Utilities Code §99261 and 21 Cal. Code of Regs §6630)

<b>ADDITIONAL FIXED ROUTE FLEET VEHICLES</b>	<b>YEAR 2013-2014</b>
--	-----------------------

<b>Fund Source:</b>	TDA Article 8	<u>\$304,452</u>
	Total Project Cost:	<u>\$304,452</u>

**TIP:** YES, SOL110042      **SRTP:** YES

**Description:** This project will provide the funding required to procure three (3) New Flyer 35 foot, low-floor, Compressed Natural Gas (CNG) buses for the City's growing fixed route operation.

<b>REPLACEMENT PARATRANSIT BUSES</b>	<b>YEAR 2013-2014</b>
--------------------------------------	-----------------------

<b>Fund Source:</b>	TDA Article 8	<u>\$345,000</u>
	Total Project Cost:	<u>\$345,000</u>

**TIP:** NO      **SRTP:** YES

**Description:** This project will provide the funding required to procure two (2) Paratransit buses to replace three aging diesel Paratransit buses.

<b>TRANSIT AMENITIES</b>	<b>YEAR 2013-2014</b>
--------------------------	-----------------------

<b>Fund Source:</b>	TDA Article 8	<u>\$400,000</u>
	Total Project Cost:	<u>\$400,000</u>

**TIP:** YES, SOL97AM70      **SRTP:** YES

**Description:** This project will provide the funding required to procure and install various transit amenities such as bus shelters, benches, map/schedule displays, trash receptacles, bus shelter solar lighting, electronic passenger kiosks and various public information displays.

<b>GARAGE MAINTENANCE FACILITY UPGRADES</b>	<b>YEAR 2013-2014</b>
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<b>Fund Source:</b>	TDA Article 8	<u>\$100,000</u>
	Total Project Cost:	<u>\$100,000</u>

**TIP:** YES, SOL950024

**Description:** This project will provide the funding required to continue to upgrade the City's transit garage facilities. Various minor and major upgrades include but are not limited to: transit bus exhaust system, concrete parking pads adjacent to maintenance garage, repair and upgrading of bus lifts.

**CAPITAL PLAN  
BUDGET SUMMARY**

	<b>TDA</b>	<b>TOTAL</b>
Capital Projects		
Additional Fixed Route Fleet Vehicles	\$304,452	\$304,452
Replacement Paratransit Buses	\$345,000	\$345,000
Transit Amenities	\$400,000	\$400,000
Garage Maintenance Facility Upgrades	\$100,000	\$100,000
<b>Total:</b>	<b>\$1,149,452</b>	<b>\$1,149,452</b>

**5. Significant Budget Provisions**

(21 Cal Code of Regs §6632)

This year's TDA Claim operational expenses are equivalent to the previous fiscal year. The City of Vacaville has realized maintenance savings derived from the use of our new transit buses which were delivered in the Fall of 2009, and spring of 2010. In addition, lower CNG fuel costs as compared to diesel continues to provide a substantial ongoing annual operating cost savings to the City Coach transit budget.

**6. Service Contract (21 Cal Code of Regs §6683 and §6684)**

Attached as an appendix to this TDA Claim. The City awarded a two-year, plus option year contract to First Transit which stated on August 1, 2011. In December 2012 the City awarded the first option year.

**7. Applicant's Financial and Management Information Data.**

(Article 4.5 applications.) (Public Utilities Code §99275.5)

Not required as part of an Article 8 only TDA Claim

**8. Planning and Administration**

[Public Utilities Code §99400(d)]

We are not directly claiming funds under this category.

**9. Description of Unmet Needs**

(Public Utilities Code §99275.5)

Per the Solano Transportation Authority (STA), the transit agencies operating from the County of Solano were relieved of the Unmet Needs process.

**SUMMARY**

Ridership on Vacaville City Coach continues to climb. By the end of fiscal year 2013, City Coach is expected to surpass the 500,000 annual rides provided mark, another milestone for City Coach. With the close of FY2013, City Coach will also have marked its *seventh consecutive year of year ridership increases*, a feat that no other transit agency in Solano County has been able to match.

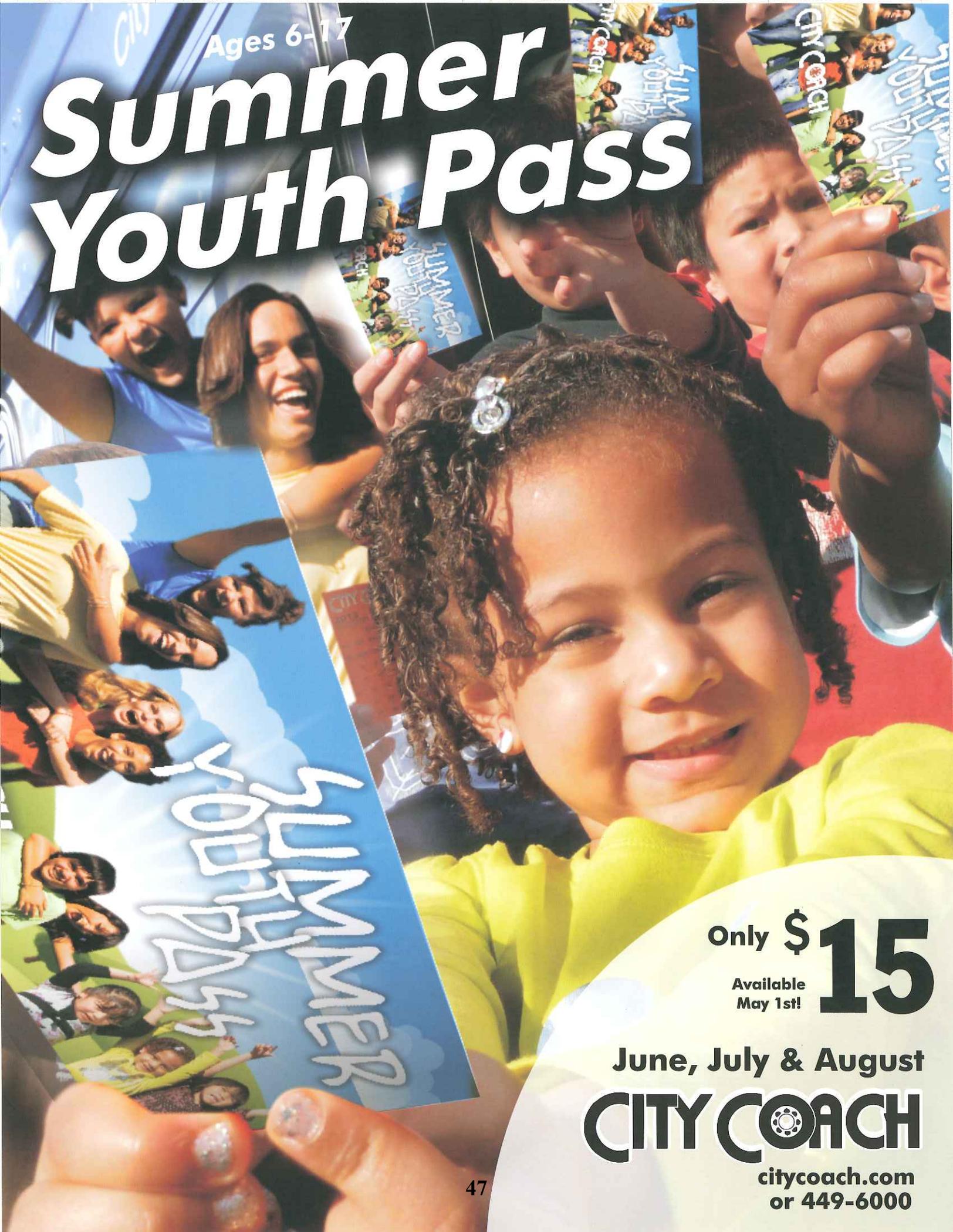
PROJECT	TDA	FARES	FTA	TOTAL
<i>Operations</i>				
City Coach	\$667,459	\$366,637	\$785,570	\$1,819,666
Special Services	\$201,414	\$28,760	\$199,430	\$429,604
Local Taxi Scrip Program	\$103,420	\$68,625	\$0	\$172,045
Intercity Taxi Scrip Program	\$353,673	\$62,411	\$0	\$416,084
STA Member TDA Contribution	\$104,091	\$0	\$0	\$104,091
<b>Total:</b>	<b>\$1,430,057</b>	<b>\$526,433</b>	<b>\$985,000</b>	<b>\$2,941,490</b>

PROJECT	TDA	FARES	FTA	TOTAL
<i>Capital Projects</i>				
New Flyer Bus Purchase (3 new fixed route buses)	\$304,452		\$1,400,673	\$1,705,125
Paratransit Bus Purchase (2 new low-floor Paratransit buses)	\$345,000		\$0	\$345,000
Transit Amenities	\$400,000		\$0	\$400,000
Transit Garage Upgrades	\$100,000		\$0	\$100,000
<b>Total:</b>	<b>\$1,149,452</b>		<b>\$1,400,673</b>	<b>\$2,550,125</b>

PROJECT	TDA	FARES	FTA	TOTAL
<i>Summary</i>				
Operations	\$1,430,057		\$985,000	\$2,941,490
Capital Projects	\$1,149,452		\$1,400,673	\$2,550,125
<b>Total:</b>	<b>\$2,579,509</b>		<b>\$2,385,673</b>	<b>\$5,491,615</b>

Ages 6-17

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# PCC

DATE: May 8, 2013  
TO: Solano Paratransit Coordinating Council  
FROM: Sofia Recalde, Transit Mobility Coordinator  
RE: FTA 5310 Update and Timeline

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## **Background:**

In November, Caltrans released a call for projects for the Federal Transit Administration (FTA) Section 5310 Elderly and People with Disabilities Specialized Transit Program. Estimated available funding for the FY 2012 cycle is \$13 million.

The purpose of the 5310 Program is to provide capital grants to assist private non-profit agencies and, under certain conditions, public agencies to provide safe, efficient, and coordinated transportation services for elderly individuals and people with disabilities for whom public transportation is otherwise unavailable, insufficient, or inappropriate.

The PCC formed a 5310 sub-committee tasked with reviewing and scoring the 5310 applications. Edith Thomas, Richard Burnett, and Jim Williams volunteered to be on the sub-committee. A total of three (3) 5310 applications were received from Milestones, Pace Solano, and SolTrans for a total of 38 separately scored projects. The 5310 sub-committee met on Tuesday, March 19 to score the grant applications, and the score summaries were forwarded to MTC for review. The sub-committee members were instructed to follow the 5310 scoring directions as written and to give objective scores based on the information provided in the application. The committee members reviewed each response and any applicable attachments and arrived at each score through discussion and consensus.

## **Discussion:**

On April 11, MTC forwarded the draft regional rankings to all the applicants and PCC staff (Attachment A). Attachment B illustrates how the PCC and MTC scored each section of the application. The PCC gave higher or lower scores in certain sections; overall, the PCC sub-committee scores were very similar to MTC's scores.

The MTC will be presenting the regional rankings to the Programming and Allocations Committee (PAC) for approval on May 8, 2013. If approved by the PAC, the rankings will then be presented to the Commission for adoption on May 22, 2013. In late summer, Caltrans will notify the region of the draft statewide prioritized list. The statewide review committee will hold hearings for stakeholders to discuss the statewide prioritized list and hear appeals on technical issues. Caltrans will submit a final statewide prioritized list to the California Transportation Commission (CTC). In September, the CTC will hold a public hearing to discuss the list, program policy and adopts the prioritized list. The timeline for this cycle is included in Attachment C.

## **Recommendation:**

Informational.

### Attachments:

- A. MTC Draft 5310 Regional Rankings (April 11, 2013)
- B. Comparison of MTC and PCC 5310 scores
- C. MTC Agenda date May 1, 2013 and Timeline

NO.	Applicant	Project	Type <sup>1</sup>	Vin <sup>2</sup>	QTY <sup>3</sup>	Project Score	Total Cost	Federal Portion <sup>4</sup>	County
1	Outreach & Escort, Inc.	Minivan	R	38704	-	100	\$ 45,000	\$ 39,839	Santa Clara
2	Outreach & Escort, Inc.	Minivan	R	36198	-	100	\$ 45,000	\$ 39,839	Santa Clara
3	Outreach & Escort, Inc.	Minivan	R	36457	-	100	\$ 45,000	\$ 39,839	Santa Clara
4	Outreach & Escort, Inc.	Minivan	R	37672	-	100	\$ 45,000	\$ 39,839	Santa Clara
5	Outreach & Escort, Inc.	Minivan	R	35520	-	100	\$ 45,000	\$ 39,839	Santa Clara
6	Outreach & Escort, Inc.	Minivan	R	36553	-	100	\$ 45,000	\$ 39,839	Santa Clara
7	Outreach & Escort, Inc.	Minivan	R	34575	-	100	\$ 45,000	\$ 39,839	Santa Clara
8	Outreach & Escort, Inc.	Minivan	R	39045	-	100	\$ 45,000	\$ 39,839	Santa Clara
9	Outreach & Escort, Inc.	Minivan	R	44952	-	100	\$ 45,000	\$ 39,839	Santa Clara
10	Outreach & Escort, Inc.	Minivan	R	45953	-	100	\$ 45,000	\$ 39,839	Santa Clara
11	Outreach & Escort, Inc.	Minivan	R	44580	-	100	\$ 45,000	\$ 39,839	Santa Clara
12	Outreach & Escort, Inc.	Minivan	R	45066	-	100	\$ 45,000	\$ 39,839	Santa Clara
13	Outreach & Escort, Inc.	Minivan	R	45008	-	100	\$ 45,000	\$ 39,839	Santa Clara
14	Outreach & Escort, Inc.	Base Station	OE	-	1	100	\$ 2,500	\$ 2,213	Santa Clara
15	Outreach & Escort, Inc.	Mobile Radio	OE	-	13	100	\$ 12,350	\$ 10,933	Santa Clara
16	Friends of Children with Special Needs	Medium Bus	SE	-	-	96	\$ 67,000	\$ 59,315	Alameda
17	Friends of Children with Special Needs	Medium Bus	SE	-	-	96	\$ 67,000	\$ 59,315	Alameda
18	Pace Solano	Small Bus	R	62746	-	94	\$ 60,000	\$ 53,118	Solano
19	Pace Solano	Medium Bus	R	82257	-	94	\$ 67,000	\$ 59,315	Solano
20	Pace Solano	Large Bus	R	67894	-	94	\$ 73,000	\$ 64,627	Solano
21	Pace Solano	Large Bus	R	70669	-	94	\$ 73,000	\$ 64,627	Solano
22	Pace Solano	Large Bus	R	67892	-	94	\$ 73,000	\$ 64,627	Solano
23	Pace Solano	Large Bus	R	67895	-	94	\$ 73,000	\$ 64,627	Solano
24	Pace Solano	Large Bus	R	65368	-	94	\$ 73,000	\$ 64,627	Solano
25	Pace Solano	Large Bus	R	3765	-	94	\$ 73,000	\$ 64,627	Solano
26	On Lok Senior Health Services	Small Bus	R	31758	-	87	\$ 60,000	\$ 53,118	San Francisco
27	Alzheimer's Services of the East Bay	Small Bus	R	63071	-	84	\$ 60,000	\$ 53,118	Alameda
28	Alzheimer's Services of the East Bay	Small Bus	R	25106	-	84	\$ 60,000	\$ 53,118	Alameda
29	Center for Elders' Independence	Medium Bus	SE	-	-	84	\$ 67,000	\$ 59,315	Alameda
30	Center for Elders' Independence	Medium Bus	SE	-	-	84	\$ 67,000	\$ 59,315	Alameda
31	Center for Elders' Independence	Medium Bus	SE	-	-	84	\$ 67,000	\$ 59,315	Alameda
32	Center for Elders' Independence	Medium Bus	SE	-	-	84	\$ 67,000	\$ 59,315	Alameda

33	Center for Elders' Independence	Medium Bus	SE	-	-	84	\$ 67,000	\$ 59,315	Alameda
34	Center for Elders' Independence	Medium Bus	SE	-	-	84	\$ 67,000	\$ 59,315	Alameda
<b>NO.</b>	<b>Applicant</b>	<b>Project</b>	<b>Type<sup>1</sup></b>	<b>Vin<sup>2</sup></b>	<b>QTY<sup>3</sup></b>	<b>Project Score</b>	<b>Total Cost</b>	<b>Federal Portion<sup>4</sup></b>	<b>County</b>
35	Center for Elders' Independence	Medium Bus	SE	-	-	84	\$ 67,000	\$ 59,315	Alameda
36	Center for Elders' Independence	Medium Bus	SE	-	-	84	\$ 67,000	\$ 59,315	Alameda
37	Laguna Honda Hospital and Rehabilitation Center	Medium Bus	R	20106	-	84	\$ 67,000	\$ 59,315	San Francisco
38	Laguna Honda Hospital and Rehabilitation Center	Medium Bus	R	17650	-	84	\$ 67,000	\$ 59,315	San Francisco
39	Laguna Honda Hospital and Rehabilitation Center	Larger Bus	R	92466	-	84	\$ 97,000	\$ 85,874	San Francisco
40	Milestones Adult Development Center	Minivan	R	15723	-	84	\$ 45,000	\$ 39,839	Solano
41	Milestones Adult Development Center	Small Bus	R	40576	-	84	\$ 60,000	\$ 53,118	Solano
42	Milestones Adult Development Center	Wheelchair Tie Down Kit	OE	-	20	84	\$ 8,400	\$ 7,437	Solano
43	Solano County Transit (SolTrans)	Computer Software	OE	-	1	84	\$ 37,708	\$ 33,383	Solano
44	Center for Elders' Independence	Mobile Radio	OE	-	8	83	\$ 4,000	\$ 3,541	Alameda
45	Institute on Aging	Wheelchair Tie Down Kit	OE	-	5	83	\$ 27,950	\$ 24,744	San Francisco
46	Lamorinda Spirit Van, City of Lafayette	Medium Bus	R	23929	-	83	\$ 67,000	\$ 59,315	Contra Costa
47	Milestones Adult Development Center	Computer Hardware	OE	-	1	82	\$ 1,999	\$ 1,770	Solano
48	On Lok Senior Health Services	Small Bus	R	23264	-	82	\$ 60,000	\$ 53,118	San Francisco
49	Bay Area Outreach and Recreation Program, Inc.	Large Bus	SE	-	-	80	\$ 73,000	\$ 64,627	Alameda
50	HOPE Rehabilitation Services	Small Bus	R	11941	-	80	\$ 60,000	\$ 53,118	Santa Clara
51	HOPE Rehabilitation Services	Small Bus	R	29530	-	80	\$ 60,000	\$ 53,118	Santa Clara
52	HOPE Rehabilitation Services	Small Bus	R	10329	-	80	\$ 60,000	\$ 53,118	Santa Clara
53	HOPE Rehabilitation Services	Small Bus	R	93904	-	80	\$ 60,000	\$ 53,118	Santa Clara
54	HOPE Rehabilitation Services	Small Bus	R	42431	-	80	\$ 60,000	\$ 53,118	Santa Clara
55	HOPE Rehabilitation Services	Small Bus	R	10458	-	80	\$ 60,000	\$ 53,118	Santa Clara
56	HOPE Rehabilitation Services	Small Bus	R	29207	-	80	\$ 60,000	\$ 53,118	Santa Clara
57	HOPE Rehabilitation Services	Small Bus	R	92284	-	80	\$ 60,000	\$ 53,118	Santa Clara
58	HOPE Rehabilitation Services	Small Bus	R	19799	-	80	\$ 60,000	\$ 53,118	Santa Clara
59	North and South of Market Adult Day Health Corp. (SteppingStone)	Medium Bus	SE	-	-	80	\$ 67,000	\$ 59,315	San Francisco
60	North and South of Market Adult Day Health Corp. (SteppingStone)	Medium Bus	SE	-	-	80	\$ 67,000	\$ 59,315	San Francisco
61	Milestones Adult Development Center	Small Bus	R	06317	-	79	\$ 60,000	\$ 53,118	Solano
62	Milestones Adult Development Center	Large Bus	R	06318	-	79	\$ 73,000	\$ 64,627	Solano
63	Milestones Adult Development Center	Larger Bus	R	73528	-	79	\$ 105,000	\$ 92,957	Solano
64	Institute on Aging	Large Bus	R	65972	-	78	\$ 73,000	\$ 64,627	San Francisco

65	Institute on Aging	Large Bus	R	65970	-	78	\$ 73,000	\$ 64,627	San Francisco
66	Institute on Aging	Large Bus	R	63998	-	78	\$ 73,000	\$ 64,627	San Francisco
67	Institute on Aging	Large Bus	R	65971	-	78	\$ 73,000	\$ 64,627	San Francisco
68	Institute on Aging	Large Bus	R	63997	-	78	\$ 73,000	\$ 64,627	San Francisco
<b>NO.</b>	<b>Applicant</b>	<b>Project</b>	<b>Type<sup>1</sup></b>	<b>Vin<sup>2</sup></b>	<b>QTY<sup>3</sup></b>	<b>Project Score</b>	<b>Total Cost</b>	<b>Federal Portion<sup>4</sup></b>	<b>County</b>
69	Institute on Aging	Video Surveillance System	OE	-	12	78	\$ 10,200	\$ 9,030	San Francisco
70	Napa County Transportation and Planning Agency	Medium Bus	R	13821	-	78	\$ 67,000	\$ 59,315	Napa
71	Napa County Transportation and Planning Agency	Medium Bus	R	12461	-	78	\$ 67,000	\$ 59,315	Napa
72	Napa County Transportation and Planning Agency	Medium Bus	R	13818	-	78	\$ 67,000	\$ 59,315	Napa
73	Self Help for the Elderly	Computer Hardware	OE	-	10	78	\$ 20,840	\$ 18,449	San Francisco
74	Self Help for the Elderly	Computer Software	OE	-	10	78	\$ 4,241	\$ 3,755	San Francisco
75	Self Help for the Elderly	Base Station	OE	-	1	78	\$ 2,500	\$ 2,213	San Francisco
76	Self Help for the Elderly	Mobile Radio	OE	-	11	78	\$ 11,000	\$ 9,738	San Francisco
77	On Lok Senior Health Services	Small Bus	SE	-	-	77	\$ 60,000	\$ 53,118	San Francisco
78	On Lok Senior Health Services	Small Bus	SE	-	-	77	\$ 60,000	\$ 53,118	San Francisco
79	On Lok Senior Health Services	Small Bus	SE	-	-	77	\$ 60,000	\$ 53,118	San Francisco
80	On Lok Senior Health Services	Small Bus	SE	-	-	77	\$ 60,000	\$ 53,118	San Francisco
81	On Lok Senior Health Services	Small Bus	SE	-	-	77	\$ 60,000	\$ 53,118	San Francisco
82	On Lok Senior Health Services	Small Bus	SE	-	-	77	\$ 60,000	\$ 53,118	San Francisco
83	Self Help for the Elderly	Minivan	SE	-	-	74	\$ 45,000	\$ 39,839	San Francisco
84	Self Help for the Elderly	Minivan	SE	-	-	74	\$ 45,000	\$ 39,839	San Francisco
85	Self Help for the Elderly	Modified Raised Top Van	SE	-	-	74	\$ 50,000	\$ 44,265	San Francisco
86	Self Help for the Elderly	Modified Raised Top Van	SE	-	-	74	\$ 50,000	\$ 44,265	San Francisco
87	Institute on Aging	Minivan 5	SE	-	-	71	\$ 45,000	\$ 39,839	San Francisco
88	Institute on Aging	Modified Raised Top Van	SE	-	-	71	\$ 50,000	\$ 44,265	San Francisco
89	Institute on Aging	Medium Bus	SE	-	-	71	\$ 67,000	\$ 59,315	San Francisco
90	Edgewood Center for Children and Families	Minivan	SE	-	-	70	\$ 45,000	\$ 39,839	San Francisco
91	Edgewood Center for Children and Families	Minivan	SE	-	-	70	\$ 45,000	\$ 39,839	San Francisco
92	Edgewood Center for Children and Families	Minivan	SE	-	-	70	\$ 45,000	\$ 39,839	San Francisco
93	Edgewood Center for Children and Families	Minivan	SE	-	-	70	\$ 45,000	\$ 39,839	San Francisco
94	HOPE Rehabilitation Services	Small Bus	R	03316	-	70	\$ 60,000	\$ 53,118	Santa Clara
95	Laguna Honda Hospital and Rehabilitation Center	Minivan	SE	-	-	69	\$ 45,000	\$ 39,839	San Francisco
96	Milestones Adult Development Center	Large Bus	R	73534	-	69	\$ 73,000	\$ 64,627	Solano

97	Milestones Adult Development Center	Large Bus	R	73531	-	69	\$ 73,000	\$ 64,627	Solano
98	Milestones Adult Development Center	Large Bus	R	09506	-	64	\$ 73,000	\$ 64,627	Solano
99	Napa County Transportation and Planning Agency	Base Station	OE	-	1	63	\$ 2,500	\$ 2,213	Napa
100	Napa County Transportation and Planning Agency	Mobile Radio	OE	-	3	63	\$ 3,000	\$ 2,656	Napa
<b>TOTAL</b>							<b>\$ 5,379,188</b>	<b>\$ 4,762,195</b>	

Comparison of MTC and Solano PCC 5310 applications

Agency	Project	Type	VIN	Year	Miles	Dispose (Sell or Backup)	Section 1 MTC Score	Section 1 PCC Score	Section 2a MTC Score	Section 2a PCC Score	Section 2b MTC Score	Section 2b PCC Score	Section 3 MTC Score	Section 3 PCC Score	Section 4 MTC Score	Section 4 PCC Score	TOTAL MTC Score	TOTAL PCC Score
Milestones	Vehicle	Replacement	15723	1998	191,436	BK	24	27	12	12	4	3	20	20	24	24	84	86
Milestones	Vehicle	Replacement	40576	2004	114,755	BK	24	27	12	12	4	3	20	20	24	24	84	86
Milestones	Vehicle	Replacement	6317	2005	181,790	Sell	24	27	12	12	4	3	15	15	24	24	79	81
Milestones	Vehicle	Replacement	6318	2005	152,549	Sell	24	27	12	12	4	3	15	15	24	24	79	81
Milestones	Vehicle	Replacement	73528	2007	258,216	BK	24	27	12	12	4	3	20	20	24	24	84	86
Milestones	Vehicle	Replacement	73534	2004	116,906	BK	24	27	12	12	4	3	5	5	24	24	69	71
Milestones	Vehicle	Replacement	73531	2007	101,117	BK	24	27	12	12	4	3	5	5	24	24	69	71
Milestones	Vehicle	Replacement	09506	2008	122,348	BK	24	27	12	12	4	3	0	0	24	24	64	66
Milestones	Computer	Equipment					24	27	12	12	4	3	18	18	24	24	82	84
Milestones	Wheelchair securement (20)	Equipment					24	27	12	12	4	3	20	20	24	24	84	86
Pace Solano	Vehicle	Replacement	82257	2003	109,306	BK	30	30	12	12	6	5	20	20	26	26	94	93
Pace Solano	Vehicle	Replacement	67894	2003	163,050	BK	30	30	12	12	6	5	20	20	26	26	94	93
Pace Solano	Vehicle	Replacement	70669	2003	135,595	BK	30	30	12	12	6	5	20	20	26	26	94	93
Pace Solano	Vehicle	Replacement	67895	2003	139,145	BK	30	30	12	12	6	5	20	20	26	26	94	93
Pace Solano	Vehicle	Replacement	67892	2003	145,126	BK	30	30	12	12	6	5	20	20	26	26	94	93
Pace Solano	Vehicle	Replacement	65368	1997	86,012	BK	30	30	12	12	6	5	20	20	26	26	94	93
Pace Solano	Vehicle	Replacement	03765	1998	153,652	BK	30	30	12	12	6	5	20	20	26	26	94	93
Pace Solano	Vehicle	Replacement	62746	2003	154,231	BK	30	30	12	12	6	5	20	20	26	26	94	93
SolTrans	IVR system for paratransit trip reminders	Equipment					26	23	12	6	2	5	16	18	28	27	84	79



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WEB [www.mtc.ca.gov](http://www.mtc.ca.gov)

***Memorandum***

TO: Transit Finance Working Group

DATE: May 1, 2013

FR: Drennen Shelton

RE: FTA Section 5310 Elderly & Disabled Specialized Transit Program FY12 Draft Regional Priorities

The Federal Transit Administration (FTA) Elderly and Disabled Specialized Transit Program (49 U.S.C. Section 5310) is a formula program that provides grants to private nonprofit corporations, and under certain conditions, public agencies,<sup>1</sup> to provide safe, efficient, and coordinated transportation services for elderly individuals and individuals with disabilities for whom public transportation is otherwise unavailable, insufficient, or inappropriate. California's apportionment is managed by the California Transportation Commission (CTC) and Caltrans.

**FY 2012 Cycle**

In November 2012, Caltrans released a call for projects with approximately \$13 million in funding available statewide. Applications were due to MTC and County Paratransit Coordinating Councils (PCCs) by March 11, 2013. Seventeen applications with a total of 183 projects were submitted. MTC and the PCCs evaluated eligibility and scored each project. Applicants were provided their draft scores on April 2 and were notified of an open forum for applicants to appeal their draft scores to be held on April 10 at 1:30 PM at the MetroCenter. The draft regional scores are attached.

**Next Steps**

Staff will present the regional rankings to MTC's Programming and Allocations Committee on May 8 and to the Commission for adoption on May 22. After adoption, MTC will transmit the final regional rankings to Caltrans.

In late summer, Caltrans will notify the region of the draft statewide prioritized list. The statewide review committee will hold hearings for stakeholders to discuss the statewide-prioritized list and hear appeals on technical issues. Caltrans will submit a final statewide-prioritized list to the California Transportation Commission (CTC). In September, the CTC will hold a public hearing to discuss the list, program policy, and adopts the prioritized list. The timeline for this cycle is attached.

If you have any questions regarding the 5310 FY12 Cycle, I can be reached at (510) 817-5909 or [dshelton@mtc.ca.gov](mailto:dshelton@mtc.ca.gov).

<sup>1</sup> A public agency must certify that no non-profit agencies are readily available to provide the proposed service. To meet this requirement, the public agency must hold a public hearing, notify all non-profit transportation providers of the public hearing, and submit a resolution that no non-profit agencies are readily available to provide the proposed service.

**Table 1. Timeline for FY12 Section 5310 Cycle**

Item	Date
Caltrans releases call for projects	November 15, 2012
Caltrans provides application workshops at various locations <ul style="list-style-type: none"> <li>• At the MTC office in Oakland on Tuesday, January 22 from 1-5 p.m. You may attend the Oakland workshop in-person or via webinar. Contact Caltrans Section 5310 staff at (888) 472-6816 to register.</li> </ul>	January 2013
Final applications due to County PCCs ( <i>contact for number of copies</i> ) and MTC ( <i>1 original + 6 copies + an electronic file on CD</i> )	March 11, 2013 at 5:00 p.m.
Applications evaluated by PCC scoring committees	March 12 – March 25
PCCs transmit county scores to MTC	March 26
MTC publishes draft regional rankings	March 29
Applicants review scores and prepare appeals, as necessary	April 1 – April 4
Applicant Appeals due to MTC	April 5
MTC Open Forum – Applicant appeals	April 10
MTC Programming & Allocations Committee consideration of regional rankings and referral to MTC Commission	May 8
MTC transmits preliminary regional priorities to Caltrans	May 13
MTC Commission adoption of regional rankings	May 22
MTC transmits adopted regional priorities to Caltrans	May 22
Caltrans notifies region of Draft Statewide Scores	TBD August - September
MTC notifies PCCs of score changes; discuss with applicants and Caltrans	TBD August - September
CTC staff level conference for appeals of statewide scores	TBD August - September
CTC approves final Section 5310 scores and adopts program	September 2013

# PCC

DATE: May 16, 2013  
TO: Paratransit Coordinating Council  
FROM: Sofia Recalde, Transit Mobility Coordinator  
RE: Mobility Management Plan Update

---

## **Background:**

Since July 2012, STA has been working with consultants to develop a Mobility Management Plan for Solano County. The development of a Mobility Management Plan was identified in the 2011 Solano Transportation Study for Seniors and People with Disabilities as a priority strategy to assist seniors, people with disabilities, low income and transit dependent individuals with their transportation needs. The Solano Mobility Management Plan is gathering information about existing services and programs, exploring potential partnerships, and analyzing how to address mobility needs in Solano County in a cost effective manner.

The Solano Mobility Management Plan proposes to focus on four key elements that were also identified as strategies in the Solano Transportation Study for Seniors and People with Disabilities:

1. Countywide In-Person American Disability Act (ADA) Eligibility and Certification Program
2. Travel Training
3. Older Driver Safety Information
4. One Stop Transportation Call Center

The Mobility Management plan has been presented and discussed several times at each of the STA committees, including the Solano Seniors and People with Disabilities Transportation Advisory Committee, the Paratransit Coordinating Council (PCC), the Intercity Transit Consortium, Senior Coalition, and the STA Board. The initial presentation was an overview of the study and the four elements with an opportunity to solicit comments. As the elements have taken shape, additional presentations have been made to the committees. Each presentation has generated significant discussion and valuable input.

## **Discussion:**

Since the March PCC meeting, STA has met with the transit operators to discuss elements of the mobility management plan and to discuss their needs and priorities in implementing various components of the Plan, specifically the Countywide In-Person ADA Eligibility Program.

### ***Countywide In-Person ADA Eligibility Program Update***

The new Countywide In-Person ADA Eligibility Program will replace the current paper-based ADA eligibility certification process. A qualified professional will conduct a short in-person interview and an assessment of one's functional and/or physical ability to ride fixed route transit. A complimentary paratransit ride will be provided to applicants who need one. Eligible applicants will receive an ADA ID card that can be used throughout the county. In-person

assessments will occur throughout Solano County on a rotating basis (schedule to be determined). The new Countywide In-Person ADA Eligibility program will start July 1, 2013. Interested ADA applicants and current ADA certified passenger whose eligibility is about to expire can call (707) 541-7184 to start the ADA certification or re-certification process.

STA staff has been working with the transit operators and CARE Evaluators to work out the details of the ADA eligibility program and to launch a comprehensive outreach effort. CARE Evaluators is currently scheduled to attend the following events:

5/16: Solano Seniors and People with Disabilities Transportation Advisory Committee

5/16: Paratransit Coordinating Council

5/16: SolTrans Board Meeting

6/7: *Senior Coalition (tentative)*

6/10-6/12: Open Houses at the assessment sites in each city (more information to be provided soon)

6/12: STA Board

Other events are currently in the planning process. A flyer with all the outreach events will be distributed to the PCC via email once complete. Outreach is being planned at the following potential locations:

Vallejo Adult School

Kaiser Medical Center (Vallejo)

Vallejo Senior Roundtable

Benicia Senior Center

Benicia Library

Dixon Family Services

Dixon Senior Center

Fairfield Mayor's Senior Roundtable

Fairfield Senior Center

Suisun Senior Center

Trilogy at Rio Vista

Rio Vista Senior Center

Vacaville (TBD)

In addition, informational materials and outreach flyers will be posted on buses and distributed by email to relevant stakeholders (senior centers, health and social service providers, etc) to share with their consumers.

**Recommendation:**

Informational.

# PCC

DATE: May 8, 2013  
TO: Solano Paratransit Coordinating Council  
FROM: Sofia Recalde, Transit Mobility Coordinator  
RE: PCC Brochure and Solano Seniors and People with Disabilities Transportation Guide

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**Background/Discussion:**

STA produces the Paratransit Coordinating Council (PCC) brochure and the Solano Seniors and People with Disabilities Transportation Guide for distribution to the general public. The PCC brochure is an informational brochure that describes the purpose and function of the PCC and includes an application form for interested residents to serve on the PCC.

The Solano Seniors and People with Disabilities Transportation Guide is a guide that includes information about local fixed route, paratransit and reduced-fare taxi services, as well as intercity and inter-county transportation services and non-profit and private transportation providers.

STA staff has updated the two brochures to update include more up-to-date information. STA staff plans to distribute the brochures at the PCC meeting for your review and comment. Please provide comments to Sofia Recalde at [srecalde@sta-snci.com](mailto:srecalde@sta-snci.com) by May 30.

**Recommendation:**

Informational.

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# PCC

DATE: May 8, 2013  
TO: Solano Paratransit Coordinating Council  
FROM: Sofia Recalde, Transit Mobility Coordinator  
RE: Research Changing PCC Meeting Date

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**Background:**

At the March meeting, SolTrans staff requested that the STA investigate other potential PCC dates. The current date, the third Thursday of every other month, falls on the same date as the SolTrans Board meeting, making it difficult for SolTrans staff to attend.

**Discussion:**

The STA's first step was to review the STA committee calendar to find dates that could work production-wise. STA has over 12 active committees, and each of the meetings requires significant administrative time. As such, the current meeting schedule has been arranged to be mindful of administrative staff workload. The only week the PCC can be held is the third week of the month.

However, moving the PCC to the third Tuesday or Wednesday of every other month would move production time to the second Tuesday and Wednesday, which are the days before and of the STA Board meeting. This would pose a burden on STA staff who are preparing for the STA Board meeting. As a result, the PCC date will remain unchanged at this time.

**Recommendation:**

Informational.

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# PCC

DATE: May 8, 2013  
TO: Solano Paratransit Coordinating Council  
FROM: Sofia Recalde, Transit Mobility Coordinator  
RE: PCC Membership Status and Update

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**Background:**

The Solano Transportation Authority's (STA) Paratransit Coordination Council (PCC) By-Laws stipulate that there are eleven members on the PCC. Many of the positions are to be filled by specific types of organizations or transit riders. At the March meeting, there was one (1) vacancy for a Social Service provider and one (1) vacancy for a Transit User.

At the March meeting, the PCC forwarded a recommendation to the STA Board to reappoint Judy Nash to the PCC as a Public Agency-Education member for an additional three (3) year term. The STA Board approved the PCC's recommendation to reappoint Judy Nash on April 10, 2013 for three additional years.

**Discussion:**

Rachel Ford will have completed the three year term of service in June 2013. Rachel Ford recently transferred to a new unit at Solano County Mental Health and will not be renewing her service for another three year term on the PCC. STA staff thanks Rachel Ford for her time, dedication and the valuable input she has provided to improve paratransit and other mobility services for seniors, people with disabilities and low-income individuals.

STA staff will continue to recruit for the three (3) vacancies for one (1) Social Service provider, (1) Transit User and (1) Public Agency/County of Solano employee. Input from the Committee is welcomed.

**Recommendation:**

None.

Attachments:

- A. PCC Membership Status (May 2013)

**Solano County**  
**Paratransit Coordinating Council**  
**Membership Status**  
**May 2013**

Member	Jurisdiction	Agency	Appointed	Term Expires
Alicia Roundtree	Social Service Provider	Independent Living Resource Center	October 2010	October 2013
Edith Thomas	Social Service Provider	Connections 4 Life	March 2012	March 2015
James Williams	Member at Large	Member at Large	December 2012	December 2015
Judy Nash	Public Agency - Education	Solano Community College	April 2013	April 2016
Kurt Wellner	Transit User	Transit User	September 2012	September 2015
Kyrre Helmersen	Transit User	Independent Living Resource Center	April 2012	April 2015
Rachel Ford	Public Agency/County of Solano	Solano County Mental Health	June 2010	June 2013
Richard Burnett	MTC PAC Representative	SolTrans PAC Representative	December 2012	December 2015
Shannon Nelson	Member at Large	ADA Coordinator for Vacaville	September 2010	September 2013
Vacant	Transit User			
Vacant	Social Service Provider			

# PCC

DATE: May 8, 2013  
TO: Solano Paratransit Coordinating Council  
FROM: Sheila Jones, Administrative Assistant  
RE: 2013 PCC Meetings and Locations

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## **A. 2013 PCC Meetings and Locations:**

### Fairfield Community Center, Vista Conference Room (Confirmed)

Thursday, July, 18, 2013

1:00 – 3:00 p.m.

1000 Kentucky Street

Fairfield, CA 94533

(707) 428-7422

### Ulatis Community Center, Room D (Confirmed)

Thursday, September 19, 2013

1:00 – 3:00 p.m.

1000 Ulatis Dr.

Vacaville, CA 95687

(707) 469-4000

### John F. Kennedy Library, Joseph Room (Confirmed)

Thursday, November 21, 2013

1:00 – 3:00 p.m.

505 Santa Clara St.

Vallejo, CA 94590

(866) 572-7587