

Solano Transportation Authority

**Short Range Transit Plan**

SolTrans

August 37, 2013



ARUP

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**SolTrans**  
**Short Range Transit Plan**

**FINAL REPORT**

**August 2013**

*Prepared for*

**Solano Transportation Authority  
One Harbor Center, Suite 130  
Suisun City, CA 94585**

**Solano County Transit  
311 Sacramento Street, Suite A  
Vallejo, CA 94590**

*Prepared by*

**Arup  
560 Mission Street, Suite 700  
San Francisco, CA 94105**

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## **Solano County Transit Short Range Transit Plan**

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**FY2012-13 to FY2022-23**

**Date Approved by Governing Board: August 15, 2013**

**Date Approved by STA Board: September 11, 2013**

Federal transportation statutes require that the Metropolitan Transportation Commission (MTC), in partnership with state and local agencies, develop and periodically update a long-range Regional Transportation Plan (RTP), and a Transportation Improvement Program (TIP) which implements the RTP by programming federal funds to transportation projects contained in the RTP. In order to effectively execute these planning and programming responsibilities, MTC requires that each transit operator in its region which receives federal funding through the TIP, prepare, adopt, and submit to MTC a Short Range Transit Plan (SRTP).

The Board adopted resolution follows this page.

SOLANO COUNTY TRANSIT  
RESOLUTION 2013-08

**A RESOLUTION OF SOLANO COUNTY TRANSIT ADOPTING THE SHORT RANGE  
TRANSIT PLAN (SRTP) AND AUTHORIZING THE SOLANO TRANSPORTATION  
AUTHORITY TO FILE THE APPROVED DOCUMENT WITH THE METROPOLITAN  
TRANSPORTATION COMMISSION ON BEHALF OF THE AGENCY**

**WHEREAS**, Solano County Transit (SolTrans) provides safe, efficient, and reliable transportation services that link people, jobs and our communities; and

**WHEREAS**, the Metropolitan Transportation Commission (MTC) in cooperation with the Federal Transit Administration Region IX office requires that public transit operators in the MTC region prepare and regularly update a Short Range Transit Plan (SRTP); and

**WHEREAS**, as a part of MTC's Transit Sustainability Project, MTC adopted a policy to conduct multi-agency Short-Range Transit Plans (SRTPs) at the county or subregion level to promote interagency service and capital planning; and

**WHEREAS**, at MTC's request, the Solano Transportation Authority (STA) and the transit operators in the County began developing the first Solano County Coordinated Short Range Transit Plan in August 2012; and

**WHEREAS**, an independent consultant was engaged to assist in preparing the Solano County Coordinated Short Range Transit Plan and SolTrans staff participated with STA and the consultant in preparing the SRTP; and

**WHEREAS**, the Solano County Coordinated Short Range Transit Plan includes a Short Range Transit Plan for each of the Solano County transit operators including SolTrans; and

**WHEREAS**, the SolTrans SRTP addresses all MTC SRTP requirements; and

**WHEREAS**, SolTrans reviewed the Draft Final SRTP and made it available for public comment on June 27, 2013; and

**WHEREAS**, comments on the Draft Final SRTP have been incorporated into the Final SRTP,

**NOW, THEREFORE, BE IT RESOLVED** that the SolTrans Board of Directors adopts the Final SolTrans SRTP, dated August 6, 2013, on file with the Clerk of the SolTrans Board.

**Passed by the Solano County Transit (SolTrans) Board on this 15th day of August 2013 by the following vote:**

Ayes: 4

Noes: 0

Absent: 1

  
\_\_\_\_\_  
Osby Davis, Chair  
Solano County Transit (SolTrans)

Attest:   
Suzanne Fredriksen  
Clerk of the Board

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## Executive Summary

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### Purpose and Organization

In September 2012, Solano Transportation Authority contracted with the Arup consulting team (consultant) to develop the Solano Coordinated Short Range Transit Plan (SCSRTP) including the Metropolitan Transportation Commission (MTC) requested areas of coordination and the I-80/I-680/I-780/State Route 12 Transit Corridor Study update. The scope of the SCSRTP also includes preparation of Short Range Transit Plans (SRTP) for each transit operator in Solano County in accordance with guidelines contained in MTC Resolution 3532 that address requirements of the Federal Transit Administration (FTA).

This report presents the SRTP for Solano County Transit (SolTrans). It documents actual transit system performance for FY2007-08 – FY2011-12 and plans and projections for ten years beginning FY2012-13 and ending FY2021-22. To prepare the SRTP, the consultant collaborated with STA and transit staff to update Goals, Objectives, Performance Measures and Standards; evaluate existing SolTrans service, analyze existing conditions and trends, and develop a recommended service, capital improvement and financial plan that serves Vallejo and Benicia residents' transit needs within the financial capacity of SolTrans and the cities of Vallejo and Benicia. The overarching purpose of this SRTP is to:

- Serve as a management and policy document for SolTrans, as well as a means of providing FTA and MTC with information necessary to meet regional fund programming and planning requirements,
- Clearly and concisely describe and justify SolTrans' capital and operating budgets
- Assess SolTrans' financial capacity to carry out proposed levels of operations and the associated capital improvement plan,
- Regularly provide MTC with information on projects and programs of regional significance which include: provision of paratransit service to persons with disabilities, older adults and others; compliance with federal Title VI and Environmental Justice requirements; and results of most recent FTA Triennial Review,
- Identify potential capital and operating programs to provide the basis for inclusion in the RTP, and
- Identify goals, objectives and standards to serve as the basis for the assessment of SolTrans' performance in the SRTP and as part of the TDA Triennial Performance Audit.

The Short Range Transit Plan is divided into five sections including:

- Executive Summary
- Overview of Transit System
- Goals, Objectives and Standards
- Service and System Evaluation
- Operating, Financial and Capital Plan.

Presented herein is a summary of each and the associated findings.

## **Overview of Transit System**

SolTrans is overseen by the SolTrans Joint Powers Authority Board which is comprised of five appointed directors and one ex-officio, non-voting director and two alternates. These positions are comprised of two voting directors from each member agency other than STA, one voting director that is the Solano County representative to the Metropolitan Transportation Commission (MTC), and one non-voting STA representative.

SolTrans is the result of a merger between Vallejo Transit and Benicia Breeze. The agency currently has a fleet of 29-vehicle local fixed route vehicles including 21 low-floor 40-foot Gillig Hybrid/Diesel and 8 Orion Diesel buses (five of which are in contingency). The intercity fleet is comprised of twenty-five (25) 45-foot Motor Coach Industries (MCI) diesel buses with seating capacity up to 57. Ten of these vehicles are held in a contingency fleet. One Gillig hybrid diesel bus is also shared between local mid-day service and peak inter-city service. An additional ten (10) MCIs are owned by SolTrans but leased to the City of Fairfield for their intercity services. The Dial-A-Ride and ADA paratransit fleet consists of 14 vehicles (ten in active service and four in contingency). All revenue vehicles are ADA compliant. SolTrans' fleet also includes five maintenance support vehicles and five administrative vehicles in various states of condition.

SolTrans provides 11 local bus fixed-routes and five intercity, commuter express bus routes. Additionally, SolTrans currently operates: (i) a supplemental bus route for the Vallejo Ferry; (ii) shared-ride, curb-to-curb general public Dial-A-Ride (DAR) bus service that operates within Benicia only; (iii) ADA paratransit bus service for qualified persons with disabilities complementing the fixed-route service; and (iv) subsidized taxi programs that provide rides locally and within Solano County for eligible individuals.

## Goals, Objectives and Standards

The goals, objectives, measures and standards that guide SolTrans are based on a performance measuring system grounded in the agency's Mission Statement, approved by the Board of Directors in May 2013:

“The Mission of Solano County Transit is to deliver safe, reliable and efficient transportation services that link people, jobs, and our communities.

The following modifications are incorporated to improve SolTrans' goals, objectives, measures and standards:

- Develop a Ridership goal;
- Develop a Regional Coordination goal with corresponding objectives, measures and standards;
- Add measures and standards for fixed route service frequency; and
- Add goals, objectives, measures, and standards for land use.

## Service and System Performance Evaluation

Ridership has been decreasing since FY2008-09 and continued to fall after the merger in July 2011. As of FY2011-12, SolTrans ridership fell by about 310,000 or 17.3% since FY2008-09. Fare revenues on the other hand have been climbing since FY2009-10. In its first full year since the merger, SolTrans achieved its highest overall system revenues, generating about \$3.6 million annually – an increase of \$375,000 or about 11.7% over the last two years. After the merger, the amount of service provided by SolTrans dropped significantly – by nearly 14,000 vehicle revenue hours - due to consolidation and elimination of routes. As of FY2011-12, SolTrans provided about 113,000 vehicle revenue hours systemwide, including fixed route local, fixed route intercity, DAR, and paratransit services. Total operating costs have risen, despite the decrease in amount of service provided, from \$10.8 million in FY2009-10 to about \$12.3 million in FY2011-12, an increase of over 13.3% over the three year period.

Prior to the merger of Vallejo Transit and Benicia Breeze, a ten year financial forecast was prepared. Both transit systems were found to be unsustainable in the near term. Through the merger, a plan for creating a financial sustainable system was initiated. The plan included reducing the hourly cost of service, reducing and restructuring service, and seeking near term funding to assist in maintaining service through the restructuring period.

In FY2010-11 before the merger, SolTrans met only 7 of 21 of its service performance standards, with most deficiencies in the financial cost effectiveness categories. However, FY2010-11 data was unavailable for 8 of the standards. Performance improved in FY2011-12 after the merger, as SolTrans met 10 of its

24 service performance standards, with deficiencies in similar categories. However FY 2011-12 data was unavailable for 5 of its standards. During FY2012-13, SolTrans staff placed a high priority on obtaining historical operating data from its predecessor municipal operators (the Cities of Vallejo and Benicia) and working with its service contractor (MV Transportation) to collect, compile, and report current operating data for SolTrans fixed route and demand response service. For FY2012-13 and future years, staff expects all necessary data to be available to monitor service performance consistent with its internal (SRTP based) performance monitoring system as well as for TDA and NTD reporting.

In FY2010-11 before the merger, SolTrans did not meet any of its system performance standards in which data was available (with 16 out of 20 standards lacking data). Key deficiencies were in on-time performance and service frequency. Data was more readily available after the merger, thus in FY2011-12, SolTrans met 13 of its 16 standards in which data was available (only four standards lacked data to evaluate). Key deficiencies were in DAR on-time performance, fixed route system transfer waiting time, and having 30 minute minimum fixed route headways.

Overall, it appears that since July 2012, performance has improved for local buses, although some still perform below the standard (Route 4 in particular). Three intercity routes are operating poorly in terms of both boardings/VRH and boardings/VRM and could be candidates for modification, and/or consolidation such as Route 76, 78 and 80S. In terms of meeting proposed STA intercity standards as well as farebox recovery standards among MTC Regional Express Bus (REB) routes, Route 80 had the highest performance, while Route 78 had the lowest.

The 2008 Community Based Transportation Plan revealed that the top community needs involve transit routing, service span, and schedule, as well as cost, safety/comfort, coordination, and accessibility. SolTrans submitted a Title VI Program in November 2011. The FTA triennial review found that SolTrans was in accordance with FTA requirements in 20 of the 24 areas, with deficiencies in the Technical, Satisfactory Continuing Control, ADA, and ARRA categories. The March 2012 TDA Audit findings (for FY2006-2011) regarding SolTrans service performance trends were consistent with the performance evaluation conducted for this SRTP. The review noted that SolTrans was implementing a new performance management system based on its recently approved SRTP to rectify declining bus and paratransit service performance.

## **Operating, Financial, and Capital Plans**

### **Operating Plan**

SolTrans will continue to provide fixed route local bus, complementary ADA paratransit services, and local dial-a-ride (DAR) services supplemented by a local taxi scrip program in the SolTrans service area. In addition to these local public transit services, SolTrans will provide SolanoExpress intercity fixed route bus

services and will also continue its funding participation in the County's intercity taxi scrip program for ADA qualified persons. In FY2013-14 and FY2014-15, staff proposes to add about 2,000 revenue hours each year, 4,000 hours total, on the most productive local bus routes which amounts to less than 5% fixed route service expansion.

In FY2012-13, SolTrans is expected to serve about 1.5 million riders systemwide with about 115,000 service hours, an average of about 5,000 passenger trips per day and 13 passengers per hour, at a cost of about \$11.5 million with fare revenues of about \$3.3 million recovering about 29% of operating costs from fare revenues. Between FY2012-13 and FY2014-15, ridership on fixed route local service is expected to grow 3% due to the introduction of new services. After this initial increase, local ridership is forecast to be about 1% per year. Ridership on Intercity and all paratransit services is forecast to grow at 2% per year through FY2021-22. Ridership increases should be able to be accommodated without any additional expansion of local service.

## Financial Plan

The Operating Budget and Financial Projection shows that SolTrans will have declining annual operating surplus over most of the 10 year forecast period, with a small operating deficit in the final year of the plan. The deficit can be covered with available TDA reserves. However, deficits are on pace to increase after the forecast horizon, so SolTrans will need to evaluate its expense and revenue trends and determine options for making the operating budget more sustainable, so that TDA reserves can be retained as contingency for unexpected operating and capital needs.

## Capital Improvement Program

SolTrans has defined a ten-year program of capital projects to maintain its assets in a state of good repair. Many of the capital projects listed below have committed funding plans from previously approved state and federal grants or designated funding programmed by STA and/or MTC. In particular, the cost of intercity vehicle replacements is subject to an inter-agency funding agreement that details the exact sources and uses. However, the capital plan also relies on \$14 million in future unspecified local and federal sources to complete several projects.

Planned and proposed capital projects contained in the SolTrans' ten year capital improvement plan that support local and intercity fixed route and public DAR transit services include:

- SolTrans is scheduled to replace the three oldest vehicles in the local bus fleet in FY 2016-17.
- SolTrans will contribute towards its share of the cost to replace 34 over-the-road vehicles used for all SolanoExpress intercity services.

- SolTrans will purchase a total of ten replacement cutaway vans over the period covered by this SRTP.
- SolTrans will replace five non-revenue vehicles over the next 10 years.
- SolTrans has budgeted an annual allocation of capital funds for unscheduled preventive maintenance activities.
- SolTrans is renovating and expanding the existing central operations and maintenance facility on Broadway in 2012-13.
- Staff proposes to upgrade security and maintenance of the heavily used Curtola Park & Ride lot in FY2014-15.
- In FY2013-14, SolTrans proposes to purchase and install a new Automatic Vehicle Location-Computer Aided Dispatch (AVL-CAD) system on its fixed route fleet to track on-time performance.
- SolTrans will replace the mobile radio and dispatch communications network in FY2013-14
- In FY2012-13 and FY 2013-14, SolTrans is making a variety of technology enhancements such as information technology equipment, communications, farebox upgrade, and security cameras.
- Expenses have been budgeted in FY2015-16 to support possible additional purchases of Clipper equipment that may be necessary as part of completing deployment on all of SolTrans' fleet.
- \$250,000 is budgeted in FY2012-13 for SolanoExpress branding activities including bus decals and bus stop signage.
- SolTrans staff proposes to reconfigure and expand the existing Curtola Park & Ride lot to create a full-featured transit center over three years from FY2012-13 to FY2014-15.

The majority of the projects listed above are planned to be funded with committed revenues from multiple sources including Regional Measure 2, Proposition 1B, FTA 5307 Urbanized Area formula allocations, and FTA discretionary grants. SolTrans also plans to use over \$9 million in TDA-LTF funding towards its share of the capital costs.

The current capital plan assumes SolTrans will request and receive \$10 million in future local/regional funds for the Curtola park-and-ride expansion. If the local funds are not received, the project would be deferred. Similarly, the plan assumes that SolTrans would apply for and receive \$4 million in funding to pay for 80% of the cost to replace local and paratransit vehicles in FY2015-16 through FY2021-22.

If federal funding is not received, SolTrans has sufficient TDA reserves to pay the full cost of the vehicles scheduled for replacement through FY2018-19. However, TDA reserves would be completely depleted that year, compromising SolTrans' ability to pay for capital projects in later years.

## Summary of Operating & Capital Plans

Under the current baseline assumptions, the operating plan generates an annual surplus every year until the last year of the plan. The operating deficit in the final year is small enough that it can be covered with available TDA reserves.

However, the trend in operating results is for increasing deficits after the forecast horizon. At the same time, the capital plan relies on unspecified future funding sources to avoid depleting available TDA reserves. Beyond the horizon year, additional operating subsidy from TDA would be required, which could constrain SolTrans' ability to meet future capital needs.

# 1 Overview of Solano County Transit

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## 1.1 Brief History

In 2005, the Solano Transportation Authority (STA) Board held a retreat with STA staff. Following the retreat, STA staff was directed to complete a consolidated study of Solano County's six transit operators. The study was conducted in phases, with Phase II presenting six major consolidation options analyzed by the STA Board and guided by a Transportation Consolidation Steering Committee. The resulting recommendations called for the consolidation of the respective public transit systems serving Benicia and Vallejo (Benicia Breeze and Vallejo Transit).

In June 2009, the STA Board moved forward with this recommendation. Over the balance of 2009, monthly meetings were held and additional committees were coordinated (i.e., Coordinating Committee, Management Committee, and Working Group) comprised of STA Board members as well as Benicia, Vallejo, and STA transit staff/consultants to oversee this process. A Memorandum of Understanding (MOU) was prepared combining the operations of both transit programs into a Joint Powers Authority (JPA); the Solano County Transit (SolTrans) Joint Powers Agreement was approved by all parties on November 30, 2010, with SolTrans taking over management of transit operations on July 1, 2011.

## 1.2 Guiding Principles

The Solano County Transit (SolTrans) Joint Powers Agreement defines the following principles intended to guide SolTrans' provision of transit services:

- The Benicia Breeze and Vallejo Transit services were consolidated to streamline, simplify, and improve access for transit riders through enhanced service coverage, frequency, affordability, and mobility options contingent upon available funding. The consolidated service shall be responsible for coordinating transportation services in Benicia and Vallejo and to locations beyond the two cities such as Bay Area Rapid Transit (BART).
- Consolidated transit service is intended to improve standards for greenhouse gas emissions and energy reductions, reduce single-occupant vehicle miles traveled thereby minimizing the carbon footprint of Benicia and Vallejo residents. A consolidated transit service will further the Benicia and Solano County Climate Action Plans greenhouse gas reduction targets.
- The Benicia Breeze and Vallejo Transit consolidation shall be consistent with the STA's Countywide Transportation Plan Transit Element to maximize the ability of Solano residents, workers, and visitors to reach destinations within, and adjacent to, Solano County, and to access regional transportation systems.

- The consolidated transit service shall be designed to be comparatively cost effective and efficient while considering the unique characteristics of each jurisdiction.
- The consolidation of services shall be managed in a public and transparent process to encourage participation by residents, stakeholders, and decisions-makers in both communities.
- The consolidated transit service shall strive to maintain the continuity of current service provided by both jurisdictions, minimizing service disruptions, and passenger inconveniences due to the transition. If possible, service levels shall be maintained or expanded.
- The consolidated transit service shall maximize opportunities for regional funding.

## **1.3 Governance**

### **1.3.1 Type of Unit of Government**

The Government Code of the State of California, Division 7, Title 1 commencing with Section 6500, also known as the Joint Powers Authority Law, permits two or more local public entities by agreement to jointly exercise any power common to them. Based on this code, it was the decision of the Coordinating Committee for the new agency (i.e., SolTrans) to govern as a Joint Powers Authority. In accordance with the Joint Powers Agreement, the Cities of Benicia and Vallejo, and the Solano Transportation Authority created the Solano County Transit or SolTrans. Parties interested in being a member of SolTrans must be voted in by active members and receive two-thirds the SolTrans JPA Board vote, with no less than one affirmative vote on the part of each member city or MTC representative of the County.

### **1.3.2 Composition and Nature of Governing Body**

The SolTrans JPA Board is comprised of five appointed directors and one ex-officio, non-voting director and two alternates. These positions are comprised of two voting directors from each member agency other than STA, one voting director that is the Solano County representative to the Metropolitan Transportation Commission (MTC), and one non-voting STA representative. All directors serve two-year terms.

At a January 17, 2013 meeting, the SolTrans Board of Directors appointed City of Vallejo Mayor, Osby Davis, and City of Benicia City Council Member, Mark Hughes, as the Chairperson and Vice Chairperson, respectively, for the 2013-14 term, which runs from February 2013 through January 2014. Additionally, City of Suisun City Mayor, Pete Sanchez, and City of Vallejo City Council Member, Hermie Sunga, will join the SolTrans Board, replacing City of Fairfield Mayor, Harry Price, and newly elected Solano County Supervisor, Erin Hannigan,

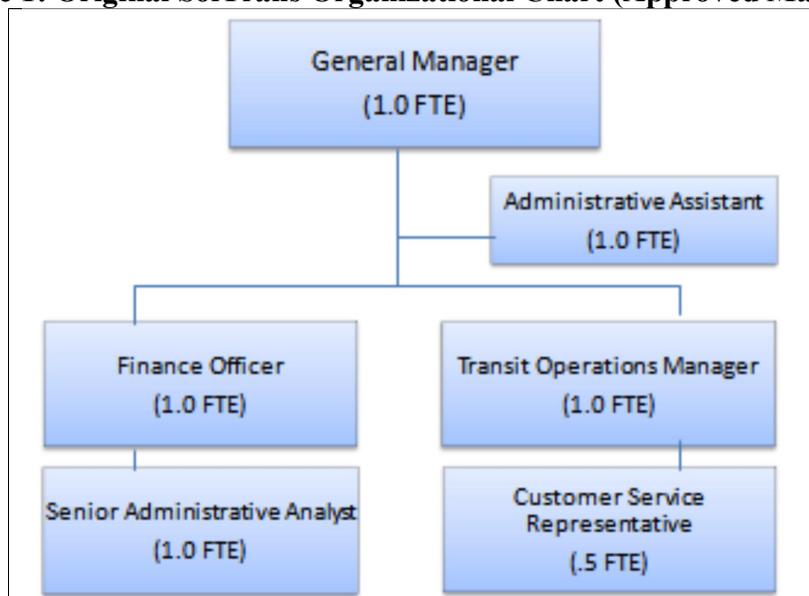
respectively. As new Directors, Mayor Sanchez will assume the role of “Ex-Officio Director” representing the Solano Transportation Authority (STA), and Councilmember Sunga will represent the City of Vallejo. Directors Sanchez and Sunga will serve alongside current members, Jim Spering, Solano County Supervisor; Elizabeth Patterson, Mayor of the City of Benicia; Mark Hughes, City of Benicia Council Member; and Osby Davis, Mayor of the City of Vallejo.

## 1.4 Organizational Structure

In May 2011, the SolTrans Board approved an organizational structure that included 5.5 full time positions. Since that time, these positions, as well as an additional three full-time and two-part-time employee positions, have been filled through a combination of employee, consulting, and temporary staffing agreements. In an effort to “right-size” the agency and allow for organizational stability, the Board approved a new organizational structure on November 15, 2012 to provide for 10 full-time employment positions. Figure 1 shows the organizational chart approved in May 2011, and Figure 2 shows the new structure approved on November 15, 2012.

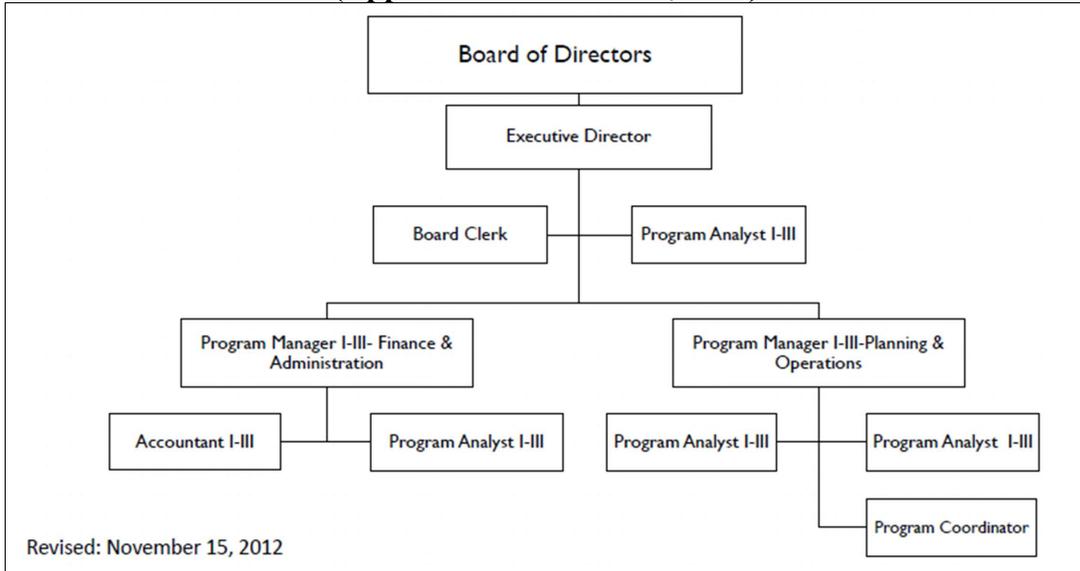
The main transit service contractor continues to be MV Transportation under contract through June 30, 2013. On March 21, 2013, the SolTrans JPA Board of Directors approved the award of a Transit Operations Services Contract to National Express for FY2013-2014 through FY2017-2018 and two one-year options through FY2019-2020. The Board also authorized the Executive Director to negotiate and execute a contract with National Express in an amount not to exceed \$7,698,326.90 for FY2013-14.

**Figure 1: Original SolTrans Organizational Chart (Approved May 2011)**



Source: SolTrans, 2012.

**Figure 2: New SolTrans Organizational Chart  
(Approved November 15, 2012)**



Source: SolTrans, 2012.

## 1.5 Service Area Characteristics

Table 1 presents a demographic summary of the Benicia and Vallejo areas.

**Table 1: Benicia and Vallejo Demographic Overview**

Solano County	Benicia & Vallejo		California	
		%		%
Total Population (2011 estimate)	144,036		37,691,912	
Population, 2010	142,937		37,253,956	
Population, percent change, April 1, 2010 to July 1, 2011	0.8%		1.2%	
<b>Age</b>				
Persons under 5 years, percent, 2010	8,832	6.2%	2,563,050	6.8%
Persons under 18 years, percent, 2010	33,215	23.2%	9,422,978	25.0%
Persons 65 years and over, percent, 2010	17,403	12.2%	4,296,878	11.4%
<b>Gender</b>				
Female, 2010	73,721	51.6%	18,959,032	50.3%
Male, 2010	69,216	48.4%	18,732,880	49.7%
<b>Disability</b>				
Persons with a disability, 2010	15,826	11.1%		
<b>Journey to Work</b>				
Mean travel time to work (minutes), workers age 16+, 2006-2010	31.2		26.9	
<b>Ethnicity</b>				
White persons, percent, 2010 (a)	57,601	40.3%	21,710,541	57.6%
Black persons, percent, 2010 (a)	27,135	19.0%	2,336,899	6.2%
American Indian and Alaska Native persons, percent, 2010 (a)	947	0.7%	376,919	1.0%
Asian persons, percent, 2010 (a)	31,866	22.3%	4,899,949	13.0%
Native Hawaiian and Other Pacific Islander, percent, 2010 (a)	1,383	1.0%	150,768	0.4%
Persons reporting two or more races, percent, 2010	10,504	7.3%	1,846,904	4.9%
Persons of Hispanic or Latino origin, percent, 2010 (b)	29,442	20.6%	14,172,159	37.6%
White persons not Hispanic, percent, 2010	46,830	32.8%	15,114,457	40.1%
<b>Language and Education</b>				
Language other than English spoken at home, pct age 5+, 2006-2010	47,645	33.3%	16,207,522	43.0%
High school graduates, percent of persons age 25+, 2006-2010	123,767	86.6%	30,417,373	80.7%
Bachelor's degree or higher, pct of persons age 25+, 2006-2010	39,760	27.8%	11,345,266	30.1%
<b>Housing and Households</b>				
Housing units, 2010	55,739		13,680,081	
Homeownership rate, 2006-2010	35,620	71.0%	7,852,366	57.4%
Housing units in multi-unit structures, percent, 2006-2010	14,689	24.6%	4,199,785	30.7%
Average of median value of owner-occupied housing units for Benicia and Vallejo, 2006-2010	\$435,250		\$458,500	
Households, 2006-2010	51,197		12,392,852	
Average persons per household for Benicia and Vallejo, 2006-2010	2.66		2.89	
Average per capita money income in past 12 months (2010 dollars) 2006-2010	\$34,844		\$29,188	
Average of median household incomes for Benicia and Vallejo, 2006-2010	\$74,250		\$60,883	
Persons below poverty level, percent, 2006-2010	17,520	12.3%	5,163,792	13.7%
<b>Land Facts</b>				
Land area, 2010 (square miles)	43.6		155,779.22	
Persons per square mile, 2010	3278.37		239.1	

Source: 2010 Census. (Accessed September 2012). American Fact Finder Quick Tables.

## 1.6 Transit Services Provided and Areas Served

SolTrans provides 11 local bus fixed-routes and five intercity, commuter express bus routes. Additionally, SolTrans currently operates: (i) a supplemental bus route for the Vallejo Baylink Ferry; (ii) shared-ride, curb-to-curb general public Dial-A-Ride (DAR) bus service that operates within Benicia only; (iii) ADA paratransit bus service for qualified persons with disabilities complementing the fixed-route

service; and (iv) subsidized taxi programs for eligible individuals that provide rides locally and within Solano County.

### 1.6.1 Fixed Route

Fixed route services include the following:

#### Local Fixed-Routes

SolTrans operates 11 fixed-routes providing service locally within Vallejo and Benicia. Within Vallejo, weekday routes operate between 5:50AM to 8:50PM, averaging 30 minute headways during the AM/PM peak hours, with 60 minute headways during off-peak hours (Route 2 is the one exception, operating on 45 minute headways). Routes 1 and 7 operate seven days a week, while Routes 2, 3, 4, 5, and 6 operate six days a week. Weekend service operates on increased headways of one hour for most routes, and one and a half hours for Route 2 and some trips of the new Route 7. These seven local all-day routes are supplemented by two limited routes with service to schools in the morning and afternoon bell times. Within Benicia, SolTrans operates two limited routes with service to schools during the morning and afternoon bell times, Monday through Friday. The base fare for local fixed-route services is \$1.75, and a fare is charged for each boarding. SolTrans does not offer free transfers within its local fixed route system.

SolTrans implemented system-wide service changes on Sunday July 1, 2012, impacting nearly all existing services and resulting in a 10% reduction in service hours. Current SolTrans local services and the recent changes to these services are summarized below. The updated service route map is shown in Figure 3 and the schedule information is shown in Table 2.

- Route 1 operates seven days a week and provides service from North West Vallejo to the Vallejo Transit Center. Major destinations along this route include the Vallejo High School, Raley's Shopping Center, Seafood City and Food-4-Less. Previous service provided by this route to South Vallejo is now provided by the revised Route 3.
- Route 2 runs Monday through Saturday and provides service from North East Vallejo to the Vallejo Transit Center. Major destinations served include Seafood City, Solano Middle School and two elementary schools, Solano College (Vallejo), Jesse Bethel High School and the Gateway Plaza. Service changes included a modified routing to serve Gateway Plaza and the Vallejo campus of Solano Community College at under 45-minute headways.
- Route 3 provides service Monday through Saturday from Glen Cove to South Vallejo, Beverly Hills and the Vallejo Transit Center. Major destinations served include the Glen Cove Shopping Center, the Park & Ride at Curtola and Lemon, and the South Vallejo Community Center. This route was modified to serve South Vallejo, Beverly Hills and the Glen Cove neighborhoods.

- Route 4 operates Monday through Saturday providing service from Tuolumne Street to the Vallejo Transit Center. Major trip generators served include the Florence Douglas Senior Center, Vallejo Community Center, Solano County Courthouse, Sutter Solano Medical Center, Raley's Shopping Center and Kaiser Hospital. No changes were made to this route.
- Route 5 operates Monday through Saturday from the Six Flags Discovery Kingdom to the Vallejo Transit Center. Other major destinations served include Seafood City, the Ferry Terminal, Solano County Fairgrounds and Kaiser Hospital. This route was modified to eliminate service to Plaza Drive/Target, and to add service to Kaiser Hospital, Sereno Drive and Discovery Kingdom. This route now alternates between Sereno Drive and Redwood Street.
- Route 6 operates Monday through Saturday from Vallejo Transit Center to Benicia Road, Ascot Parkway and Tennessee Street. It also provides service to Grocery Outlet, Hogan Middle School, Vallejo Adult School, Franklin Middle School and Pennycook Elementary. Route 6L provides limited supplemental school route service. This route was modified to serve neighborhoods in East Vallejo along Ascot Parkway. A portion of the route south of Benicia Road was eliminated, but is now covered by the revised Route 3.
- Route 7 operates seven days a week from the Gateway Plaza to Springs Road and the Vallejo Transit Center. It also provides service to the Solano 80 Shopping Center, Pacific Island Supermarket, Jesse Bethel High School, Redwood Plaza and the Gateway Plaza. Route 7L provides limited supplemental school route service. Route 7 was modified to change from a unidirectional loop service to a bidirectional route that operates between Vallejo Transit Center and Gateway Plaza.
- Routes 12 and 14 operate during the weekdays, providing supplemental school service to Solano Middle School, Vallejo High School, Glen Cove Elementary, Annie Pennycook Elementary, Hogan Middle School, and Jesse Bethel High School in Vallejo.
- Routes 15 and 17 operate during the weekdays, providing supplemental school service to Mary Farmer Elementary, Benicia High School, Benicia Middle School, Joe Henderson Elementary, Matthew Turner Elementary School, Robert Semple Elementary, and Southampton Shopping Center (Raley's).

### **Intercity Service**

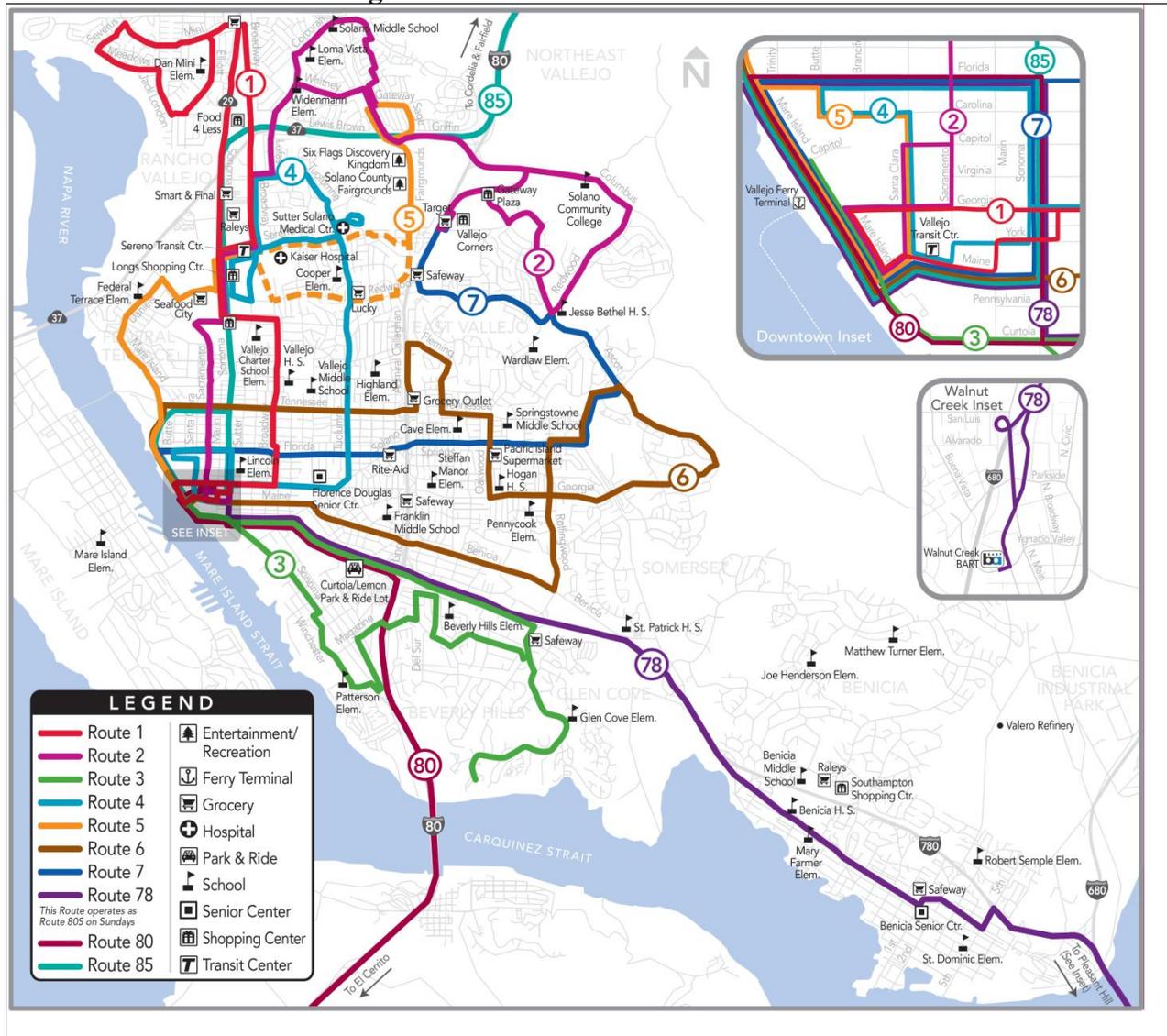
In 1997, the SolanoLinks Intercity Transit Consortium was formed by the seven Solano transit operators, Solano Napa Commuter Information and the STA to coordinate intercity service that goes through Solano County from Sacramento County, Yolo County, Napa County and Contra Costa County. SolTrans also participates in the Intercity Funding Agreement, which includes all Solano County jurisdictions except Rio Vista. The Intercity Funding Agreement currently supports seven inter-city bus routes. Intercity transit costs are shared among jurisdictions using a formula that is based on two factors: ridership by residence and population.

SolTrans operates six intercity routes including Route 76, Route 78, Route 80, Route 80s, Route 85 and Route 200. Three of these six routes are in the “SolanoExpress” program created by STA and jointly funded by transit agencies in the County in accordance with the Intercity Transit Funding Agreement. Base fare for multi-zone service is \$5.00. Intercity routes are described below.

- Route 76 connects Vallejo and Benicia with the Diablo Valley College with two trips a day every weekday. This route also stops at the Vallejo Transit Center and Benicia City Park.
- Route 78 SolTrans “SolanoExpress” connects Vallejo and Benicia with the Pleasant Hill and Walnut Creek BART stations in Contra Costa County during weekdays from 5:30AM-8:45PM and from 6:30AM-8:15PM on Saturday. Routes operate at 30 minute headways during the peak and 60 minute headways during the off-peak with limited service on Saturdays. This route also serves the Vallejo Transit Center and Benicia City Park. Sunday service to Walnut Creek BART is provided by Route 80 South.
- Route 80 SolTrans “SolanoExpress” connects Vallejo with the El Cerrito del Norte BART station six days a week with 15-30 minute headways. Other locations served by this route include the Vallejo Ferry Terminal, Vallejo Transit Center and the Curtola & Lemon Park-and-Ride. Sunday service for this route has been discontinued.
- Route 80s provides Sunday service between Vallejo, Benicia and the Walnut Creek BART station operating with hourly service frequencies and limited midday service.
- Route 85 SolTrans “SolanoExpress” connects Vallejo with Fairfield, Solano Community College (Fairfield), and the Solano Mall. This route also provides service to the Vallejo Ferry Terminal and Six Flags Discovery Kingdom. This route now operates on hourly headways and has a reduced number of stops in Vallejo, while maintaining service to Discovery Kingdom.

SolTrans also operates Route 200 (under an agreement with the Water Emergency Transit Authority), an express bus service from Vallejo to the Ferry Building in San Francisco during the morning hours. Route 200 augments the Vallejo Ferry service recently transitioned from the City of Vallejo to WETA. Route 400, a seasonal bus service, from May 14 through October 28, which connected the Ferry Terminal in Vallejo to the Six Flags Discovery Kingdom as part of the Ferry fare, was discontinued in FY2012-13 due to extremely low ridership.

**Figure 3: SolTrans Fixed Route Service**



Source: SolTrans. (July, 2012). SolTrans Routes. <http://www.soltransride.com/routes/>

Note: The most recent modifications to Route 7, 78 and 85 are not reflected in this map. Limited routes 76, 80s, 12, 14, 15 and 17 are not shown either.

### 1.6.2 Demand Response

#### SolTrans ADA Paratransit Bus Service

The SolTrans ADA Paratransit Bus Service (SolTrans Paratransit) is a complementary, ADA-required paratransit service which offers origin-to-destination service to those unable to use the regular fixed-route service. SolTrans Paratransit provides service within a ¾ mile of a fixed route and operates the same hours and days as the fixed route system and offers service within and between Vallejo and Benicia. This service was formerly known as Runabout.

SolTrans Paratransit dispatch coordinates inter-city and inter-county transfers through ADA Paratransit “Plus” services with six transfer points, three southbound and three northbound, outside its primary service area listed below. Currently, SolTrans Paratransit travels outside of the required service area to take passengers to connect with other agencies and pick them up from other agency’s service area to bring them home. With the exception of Napa VINE, connecting agencies are not picking up or dropping off passengers within SolTrans’s service area.

### *Southbound*

- To and from East Bay: 1400 Fitzgerald (Pinole Target) (East Bay Paratransit)
- To and from Marin County: El Cerrito Del Norte BART (Whistle Stop)
- To and from Hercules: BART park-and-ride (Hercules Transit Center) on Willow Avenue near eastbound I-80 off-ramp (West Contra Costa Transit Authority –WestCAT)

### *Northbound*

- To and from Fairfield: Solano College, Fairfield (DART)
- To and from Napa: 701 Sereno Drive (Old Mervyn's) in Vallejo (Napa VINE)
- To and from Concord: Red Robin at Sun Valley Mall in Concord (Links County Connection)

SolTrans Paratransit does not operate on the following holidays: New Year's Day, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. A holiday (Saturday) schedule is in effect on Martin Luther King Day, President’s Day, Veteran’s Day, and the day after Thanksgiving.

### **Dial-A-Ride Bus Service**

The General Public Dial-A-Ride bus service offers local origin to destination shared ride service within the Benicia city limits only. This service is open to the public with no application necessary for use. Dial-A-Ride generally operates six days a week from 5:50AM-8:20PM. Base fare for Dial-A-Ride is \$2.00 with reduced service on Saturdays. This service replaced the Benicia Breeze Paratransit Flex Routes 21 and 22.

### **SolTrans Local and Intercity Taxi Scrip Programs**

The SolTrans Local Taxi Scrip Program provides alternative transportation for Medicare cardholders, seniors 65 and over and persons with disabilities living in Vallejo or Benicia. SolTrans has also entered into an MOU with all other transit agencies in the County to fund the Intercity taxi program (Solano County serves as the lead agency). Eligibility criteria and application process vary between the local and intercity taxi programs. The Solano County Intercity Taxi Scrip Program is limited to qualified ADA Paratransit certified riders. The Local Scrip program provides a 50% discount off taxi fares for eligible riders; while the Intercity Scrip provides an 85% discount (\$15 scrip booklet provides \$100 value). SolTrans directly contracts with local taxi providers for subsidized taxi services for seniors

and people with disabilities. It is not guaranteed, however, that every taxi will be wheelchair accessible.

### ADA Eligibility Process

STA, in cooperation with the transit operators, will launch a Countywide In-Person American Disability Act (ADA) Eligibility and Certification Program on July 1, 2013. This new countywide ADA eligibility process will have in-person ADA interviews and assessment performed by qualified professionals based on an applicant's functional ability or inability to access fixed route. A "circuit rider" approach will be used to bring in-person assessments to each community and eliminate the ADA paper application method.

**Table 2: SolTrans Transit Service Hours**

Service	Description	Service Hours			Peak Headways
		Weekday	Saturday	Sunday	
Route 1	North West Vallejo – Vallejo Transit Center	5:50AM 7:29PM	6:45AM 7:09PM	8:30AM 7:26PM	30 minutes weekday 60 minutes weekend
Route 2	North East Vallejo – Vallejo Transit Center	5:59AM 8:19PM	6:30AM 6:45PM	No service	45 minutes weekday 90 minutes weekend
Route 3	Glen Cove – South Vallejo – Beverly Hills – Vallejo Transit Center	6:31AM 7:14PM	6:45AM 6:14PM	No service	30 minutes weekday 60 minutes weekend
Route 4	Tuolumne Street – Vallejo Transit Center	6:51AM 6:21PM	7:51AM 6:51PM	No service	30 minutes weekday 60 minutes weekend
Route 5	Discovery Kingdom – Vallejo Transit Center	6:30AM 7:24PM	6:45AM 6:24PM	No service	30 minutes weekday 60 minutes weekend
Route 6	Vallejo Transit Center – Benicia Road – Ascot Parkway – Tennessee Street	6:30AM 7:19PM	6:41AM 6:19PM	No service	30 minutes weekday 60 minutes weekend
Route 7	Target Shopping Center – Spring Road – Vallejo Transit Center	6:30AM 8:50PM	6:30AM 7:50PM	8:30AM 7:26PM	30 minutes weekday 60 minutes weekend
Route 12	Solano Middle School	7:06AM 3:29PM	No service	No service	One daily roundtrip N/A
Route 14	Jess Bethel High School	7:08AM 3:24PM	No service	No service	One daily roundtrip N/A
Route 15	Benicia High School – Benicia Middle School – Mary Farmer Elementary	7:11AM 4:00PM	No service	No service	One daily roundtrip N/A
Route 17	Benicia High School – Benicia Middle School	7:02AM 4:00PM	No service	No service	One daily roundtrip N/A
Route 76	Vallejo – Benicia – Diablo Valley College, Pleasant Hill	6:00AM 4:50PM	No service	No service	One round trip and one one-way trip daily N/A
Route 78	Vallejo – Benicia – Pleasant Hill BART-Walnut Creek BART	6:00AM 8:45PM	6:35AM 10:13PM	No service	30 minutes weekday 120 minutes weekend
Route 80	Vallejo – El Cerrito Del Norte BART	4:15AM 1:25PM	5:55AM 11:26PM	No service	15 minutes weekday 30 minutes weekend
Route 80s	Vallejo – Benicia – Walnut Creek	No service	No service	7:58AM	N/A

Service	Description	Service Hours			Peak Headways
		Weekday	Saturday	Sunday	
	BART			7:57PM	60 minutes weekend
Route 85	Vallejo Transit Center - Fairfield	5:35AM 11:01PM	6:35AM 10:18PM	No service	60 minutes weekend 120 minutes weekend
Route 200 (operated for WETA)	Vallejo Ferry Terminal-San Francisco Ferry Building	6:00AM 11:30 PM	7:30AM 9:30AM	7:30AM 9:30AM	90 minutes weekday One weekend roundtrip
SolTrans ADA Paratransit Bus Service	Within 3/4 mile of fixed route transit service	Same as fixed route service	Same as fixed route service	Same as fixed route service, plus mid- day hours when operating Sunday fixed routes are not in service	N/A  N/A
Dial-A-Ride Bus Service	Within the City of Benicia	5:50AM 8:20PM	7:00AM 7:00PM	No service	N/A N/A

Source: SolTrans. (July 1, 2012). SolTrans Routes. <http://www.soltransride.com/routes/>

### 1.6.3 Connecting Services Provided by Others

Connecting services include the following:

- Within Solano County, SolTrans Route 85 connects with FAST local bus routes at Solano Community College and at the Solano Mall. Napa VINE buses also connect at the two transit centers in Vallejo - Sereno Transit Center and Vallejo Transit Center.
- In Contra Costa County, SolTrans Route 80 connects with BART, AC Transit, Golden Gate Transit and WestCAT at the El Cerrito del Norte BART station, and SolTrans Route 78 and 80S connect with BART and CCCTA at the Walnut Creek BART station. SolTrans Route 78 also connects with LAVTA at the Pleasant Hill and Walnut Creek BART stations.
- All SolTrans buses operating in Vallejo either serve the Vallejo Ferry Terminal directly or serve the Vallejo Transit Center, located 2 blocks from the Ferry Terminal, with connections possible to and from WETA ferries and Route 200 serving downtown San Francisco.

## 1.7 Fare Structure

SolTrans offers a variety of fare payment options for its customers. Local base fare is \$1.75 and \$0.85 for seniors (age 65 and over). A one-way trip on the SolTrans Paratransit service is \$3.00 in Vallejo or between Vallejo and Benicia and \$5.50 for travel to service areas of other transit agencies. The following bus

fare structure, shown in Table 3, was adopted on May 24, 2012 by the SolTrans Board of Directors and became effective July 1, 2012.

**Table 3: SolTrans Fare Structure**

<b>Cash Fares</b>	<b>Local</b>	<b>Multi-Zone</b>
Adult	\$1.75	\$5.00
Youth (6 – 18)	\$1.50	\$4.00
Senior (Age 65+) / Medicare / Disabled	\$0.85	\$2.50
<b>Day Passes</b>		
Adult	\$4.00	\$10.00
Youth	\$3.00	\$8.00
Senior / Disabled / Medicare	\$2.00	\$5.00
<b>10-Ride Passes</b>		
Adult	\$15.00	\$45.00
Youth	\$12.00	N/A
Senior / Disabled / Medicare	\$7.00	N/A
<b>Monthly Passes</b>		
Adult	\$56.00	\$114.00
Youth	\$44.00	N/A
Senior / Disabled / Medicare	\$28.00	N/A
<b>SolTrans Paratransit (ADA Certified)</b>		
Cash Fare <sup>A</sup>	\$3.00	\$5.50
10-Ride Pass	\$30.00	N/A
SolTrans Dial-A-Ride (General Public – Benicia Only)		
Cash Fare	\$2.00	N/A
10-Ride Pass	\$20.00	N/A

Source: Source: SolTrans. (July 1, 2012). SolTrans Fare Structure.

<http://www.soltransride.com/fare-structure/>

Notes:

<sup>A</sup> SolTrans Paratransit multi-zone fare is the standard cash fare plus a \$2.50 upgrade.

SolTrans currently has informal (neither formalized in a written agreement nor approved by the SolTrans Board) inter-operator fare agreements with WETA, FAST, Napa VINE, WestCAT, Golden Gate Transit, CCCTA, AC Transit, and Rio Vista Delta Breeze at shared connection points with SolTrans. (These informal agreements are currently under review, and formal policies with some or all of these agencies will be recommended to the Board in the future for approval.)

SolTrans gives passengers transferring from another connecting operator to SolTrans buses a transfer credit valued at the applicable, local SolTrans fare (currently valued at \$1.75 for adults, \$1.50 for youth and \$0.85 for seniors/disabled). The value of the applicable, local fare would be credited on both local and intercity fixed routes. In other words, a transfer from another operator gives the rider a free ride on SolTrans local buses and a reduced fare ride on Solano Express buses. The other agencies offer SolTrans passengers the same benefit, valuing SolTrans transfers as a local fare on their systems. The exceptions to this are WestCAT, LAVTA and WETA; WestCAT provides a half-fare credit with a transfer, LAVTA does not accept SolTrans transfers although SolTrans currently accepts their passenger transfers, and WETA does not offer any credit for SolTrans transfers on their system.

SolTrans has additional informal fare agreements with WETA. The day pass and monthly pass for WETA Route 200 currently allow for unlimited travel on SolTrans local fixed-routes, Route 80, and the ferry service. This agreement with WETA will be re-assessed during FY2012-13 due to budgetary constraints. For FY2012-13, WETA passengers are allowed to continue to ride the Route 80 using a ferry pass, but due to budgetary constraints, this agreement is scheduled to end on June 30, 2013.

## 1.8 Revenue Fleet

The revenue fleet consists of the following:

### **Local Fixed-Route Fleet**

SolTrans's 29-vehicle local fixed-route fleet is comprised of 21 low-floor 40-foot Gillig Hybrid/Diesel and 8 Orion V high floor diesel vehicles. These buses accommodate between 39-44 seated passengers per vehicle. All Gilligs and three of the Orion V's are deployed in active service. The five remaining Orion V's are part of a contingency fleet, stored and maintained in case of emergency. Two peak vehicles are assigned to each local route (Routes 1 through 6), with Route 7 requiring 3 vehicles. One peak vehicle is assigned to each limited service route (Routes 12, 14, 15, and 17). Nineteen (19) total peak vehicles are in local service.

### **Intercity Fixed-Route Fleet**

The intercity fleet is comprised of thirty-five (35) 45-foot Motor Coach Industries (MCI) diesel buses with seating capacity up to 57. Of these, 10 buses are leased to the City of Fairfield and 25 are used by SolTrans for intercity operations. In addition, one Gillig hybrid diesel bus is shared with Route 76 (peak service) and local bus routes (mid-day service). The number of vehicles assigned to regional routes varies between one and five, with one for Route 76, four for Route 78, five for Route 80, one for Route 80S, two for Route 85, and one for Route 200, respectively. Thirteen (13) total vehicles operate in intercity service during the weekday peak. The remaining 13 vehicles are assigned as follows: 3 in the active reserve and 10 in contingency.

### **Paratransit and Dial-A-Ride Fleet**

The Dial-A-Ride fleet consists of five vehicles. The active fleet includes two 2007 Ford E-450 vehicles (16 passengers), one 2012 Ford E-450 vehicle (16 passengers), while the reserve fleet includes one 2006 and one 2008 Ford E-450 vehicle (both carrying 16 passengers). Nine (9) vehicles are used for SolTrans Paratransit, including seven 2011 Ford E450 El Dorado vehicles (16 passengers each) in active service and two inactive 2001 Ford E450 El Dorado vehicles (16 passengers each) in contingency.

### **Support Fleet**

SolTrans fleet presently includes five maintenance support vehicles and five administrative vehicles in various operating conditions. The support fleet is comprised of light duty vehicles (i.e., cars and trucks) of various makes and models including Ford Super Duty and for F150 vehicles, as well as three Ford Taurus vehicles. The five oldest vehicles will be retired in 2013.

Table 4 summarizes the existing, active SolTrans revenue vehicle fleet, while Table 5 provides a detailed inventory of these vehicles.

**Table 4: Summary of Existing SolTrans Revenue Vehicle Fleet  
(as of June 4, 2013)**

Vendor	Model	Service Type	Length (ft)	Seats	Purchase Year	Replacement Year <sup>B</sup>	Quantity <sup>C</sup>
Gillig <sup>A</sup>	Low-Floor Hybrid Diesel	Local	40	39	2011	2023	21
Orion	Orion V High Floor	Local	35	44	2001	2014	8
MCI	Over-the-Road Diesel	Intercity	45	57	2001	2013	3
MCI	Over-the-Road Diesel	Intercity	45	57	2003	2015	32
Ford	E450 El Dorado	Paratransit	-	16	2001	2008	2
Ford	E450 El Dorado	Paratransit	-	16	2011	2018	7
Ford	E-450	DAR	-	16	2006	2013	1
Ford	E-450	DAR	-	16	2008	2015	1
Ford	E-450	DAR	-	16	2007	2014	2
Ford	E-450	DAR	-	16	2012	2019	1

Source: SolTrans, 2013.

Note:

<sup>A</sup> One Gillig is shared with intercity Route 76 (peak service) and local bus routes (mid-day service).

<sup>B</sup> Useful life for DAR/paratransit vehicles is assumed to be seven years.

<sup>C</sup> The number of vehicles includes active, reserve, and leased vehicles.

**Table 5: Detailed SolTrans Revenue Vehicle Fleet Inventory  
(as of June 4, 2013)**

#	Vehicle ID	Vendor	Model	Service Type	Length (ft)	Seats	Purchase Year	Replacement Year
<b>ACTIVE FLEET</b>								
1	15GGD3010B1180275	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
2	15GGD3012B1180276	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
3	15GGD3014B1180277	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
4	15GGD3016B1180278	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
5	15GGD3018B1180279	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
6	15GGD3014B1180280	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
7	15GGD3016B1180281	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
8	15GGD3018B1180282	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
9	15GGD301XB1180283	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
10	15GGD3011B1180284	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
11	15GGD3013B1180285	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
12	15GGD3015B1180286	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
13	15GGD3017B1180287	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
14	15GGD3019B1180288	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
15	15GGD3010B1180289	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
16	15GGD3017B1180290	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
17	15GGD3019B1180291	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
18	15GGD3010B1180292	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
19	15GGD3012B1180293	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
20	15GGD3014B1180294	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
21	15GGD3016B1180295	Gillig <sup>A</sup>	Low-Floor Hybrid/Diesel	Local	40	39	2011	2023
22	1VH5H3H2616501628	Orion	Orion V High Floor Diesel	Local	35	44	2001	2014
23	1VH5H3H2816501629	Orion	Orion V High Floor Diesel	Local	35	44	2001	2014
24	1VH5H3H2116501634	Orion	Orion V High Floor Diesel	Local	35	44	2001	2014
25	1M8PDMPA63P055607	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
26	1M8PDMPA83P055608	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
27	1M8PDMPA3P055609	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
28	1M8PDMPA63P055610	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
29	1M8PDMPA3P055612	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
30	1M8PDMPA13P055613	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
31	1M8PDMPA73P055616	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
32	1M8PDMPA03P055618	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
33	1M8PDMPA03P055621	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
34	1M8PDMPA43P055623	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
35	1M8PDMPA83P055625	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
36	1M8PDMPA3P055626	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
37	1M8PDMPA53P055629	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
38	1M8PDMPA53P055632	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
39	1M8PDMPA03P055635	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
40	1FD4E4FS9BDA63472	Ford	E450 El Dorado	Paratransit	-	16	2011	2018
41	1FD4E4FS6BDA63476	Ford	E450 El Dorado	Paratransit	-	16	2011	2018
42	1FD4E4FS8BDA63477	Ford	E450 El Dorado	Paratransit	-	16	2011	2018
43	1FD4E4FSXBDA63478	Ford	E450 El Dorado	Paratransit	-	16	2011	2018
44	1FD4E4FS8BDA63480	Ford	E450 El Dorado	Paratransit	-	16	2011	2018
45	1FD4E4FSXBDA63481	Ford	E450 El Dorado	Paratransit	-	16	2011	2018
46	1FD4E4FS5BDA63484	Ford	E450 El Dorado	Paratransit	-	16	2011	2018
47	1FDXE45S37DB47610	Ford	E-450	DAR	-	16	2007	2014 <sup>B,C</sup>
48	1FDXE45S47DB47616	Ford	E-450	DAR	-	16	2007	2014 <sup>B,C</sup>
49	1FD4E4FS6CDA52544	Ford	E-450	DAR	-	16	2012	2019 <sup>B</sup>
<b>CONTINGENCY FLEET</b>								
1	IM8PDMPA71P053961	MCI	D4500 Diesel	Inter-city	45	57	2001	2013
2	IM8PDMPA91P053962	MCI	D4500 Diesel	Inter-city	45	57	2001	2013

#	Vehicle ID	Vendor	Model	Service Type	Length (ft)	Seats	Purchase Year	Replacement Year
3	1M8PDMPA83P055611	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
4	1M8PDMPA53P055615	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
5	1M8PDMPA23P055619	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
6	1M8PDMPA93P055620	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
7	1M8PDMPA23P055622	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
8	1M8PDMPA63P055624	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
9	1M8PDMPA73P055633	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
10	1M8PDMPA93P055634	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
11	1VH5H3H2416501627	Orion	Orion V High Floor Diesel	Local	35	44	2001	2013
12	1VH5H3H2416501630	Orion	Orion V High Floor Diesel	Local	35	44	2001	2013
13	1VH5H3H2616501631	Orion	Orion V High Floor Diesel	Local	35	44	2001	2013
14	1VH5H3H2816501632	Orion	Orion V High Floor Diesel	Local	35	44	2001	2013
15	1VH5H3H2X16501633	Orion	Orion V High Floor Diesel	Local	35	44	2001	2013
16	1FDXE45S91HB3322	Ford	E450 El Dorado	Paratransit	-	14	2001	2008 <sup>B</sup>
17	1FDXE45S21HB03324	Ford	E450 El Dorado	Paratransit	-	14	2001	2008 <sup>B</sup>
18	1FDXE45S26DB18808	Ford	E-450	DAR	-	16	2006	2013 <sup>B</sup>
19	1FD4E45S68DA18541	Ford	E-450	DAR	-	16	2008	2015 <sup>B</sup>
<b>VEHICLES LEASED TO CITY OF FAIRFIELD</b>								
1	1M8PDMPA13P053963	MCI	D4500 Diesel	Inter-city	45	57	2001	2013
2	1M8PDMPA13P055614	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
3	1M8PDMPA13P055617	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
4	1M8PDMPA13P055627	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
5	1M8PDMPA33P055628	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
6	1M8PDMPA13P055630	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
7	1M8PDMPA13P055631	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
8	1M8PDMPA13P055636	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
9	1M8PDMPA13P055637	MCI	D4500 Diesel	Inter-city	45	57	2003	2015
10	1M8PDMPA13P055639	MCI	D4500 Diesel	Inter-city	45	57	2003	2015

Source: SolTrans, 2013.

Note:

<sup>A</sup> One Gillig is shared with intercity Route 76 (peak service) and local bus routes (mid-day service).

<sup>B</sup> Useful life for DAR/paratransit vehicles is assumed to be seven years.

<sup>C</sup> The number of vehicles includes active, reserve, and leased vehicles.

## 1.9 Existing Facilities

Existing facilities include the following:

### Administrative/Maintenance

The SolTrans Board approved a resolution accepting the transfer of assets from the City of Vallejo to SolTrans. These assets include the Downtown Vallejo Transit Center and adjacent parking lots, Sereno Transit Center, and Curtola & Lemon Park-and-Ride. SolTrans maintains a long-term lease with the City of Vallejo for the use of the Bus Maintenance and Administrative Facility at 1850 Broadway Street including the land underlying the facility. The facility was constructed in 1988 and functions as the main transit maintenance office for SolTrans. Functions that are performed at this facility include fueling, bus storage, washing, fare handling and training, and bus operator customer service and dispatching.

### **Park-and-Rides**

Located at Curtola Parkway and Lemon Street, the Curtola & Lemon Park-and-Ride is owned by SolTrans. It is being expanded to three parking structures to address overcapacity issues. It sits at the northwest and southwest corner of Curtola Parkway and Lemon Street and is currently equipped with 485 parking spaces.

### **Major Stations and Stops**

Three major transit facilities are operated in the service areas:

- **Vallejo Transit Center** - Located at 311 Sacramento Street in downtown Vallejo, this newly constructed facility is the main hub for all Vallejo destined bus routes and also houses the SolTrans operations and administration offices. It has 12 bus bays, 20 bike lockers, passenger amenities and adjacent parking lots. The Center has 91 total parking spaces, with plans to dedicate 17 spaces in the lot south of the transit center for SolTrans employees only. Of the remaining spaces, eight are dedicated for disabled parking.
- **Vallejo Ferry Terminal** - The Vallejo Ferry Terminal is located at 289 Mare Island Way in Vallejo and functions as a ferry and bus terminal, where patrons can park and access either service. Additionally, patrons can purchase ferry tickets and passes and SFMTA stickers at the ticket office. The facility was constructed in 1996 and is owned by the City of Vallejo.
- **Sereno Transit Center** - Located between Sonoma Blvd and Broadway St on the north sides of Sereno; the Transit Center accommodates six bus bays and was constructed in 2004.

### **Bus Stops**

There are currently 405 bus stops in the SolTrans system; approximately 113 of these have a bench, while 66 have a shelter in addition to a standard bus stop sign. Of these, 351 signed stops exist in Vallejo, 37 in Benicia, 12 in Fairfield, two in El Cerrito, two in Pleasant Hill, and one in Walnut Creek, respectively. Survey efforts to update data on the amenities at each location are on-going.

### **Bicycle Facilities**

Bicycle facilities exist at the Vallejo Transit Center and Curtola & Lemon Park-and-Ride. No bicycle facilities exist at the Sereno Transit Center.

The Vallejo Transit Center has 10 bike cages and a total of 20 bike lockers. These are new bicycle facilities operated by eLock Technologies LLC (Bike Link); SolTrans pays for facility maintenance and the operator collects the revenue. Customers must pay a fee of 5 cents per hour (or 12 cents per hour if time used exceeds 10 days).

The Curtola and Lemon Park-and-Ride has four bike cages and a total of eight bike lockers. These facilities were previously operated by the City of Vallejo Transit and are currently not operated. The Curtola & Lemon Park-and-Ride Facility Expansion, to be completed by the spring of 2014, proposes new bicycle facilities.

Based on data from the agency's historical bus stop inventory from 2007 and from recent survey efforts, SolTrans staff has estimated that there are no bicycle facilities at bus stops throughout Vallejo. Data on bicycle amenities at Benicia bus stops is limited, although several stops have bike bollards. More data collection is needed to gather updated information on existing bicycle amenities at bus stops.

## 2 Goal, Objectives, Measures, and Standards

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### 2.1 Introduction

This section reviews and presents modifications to the adopted organizational goals, objectives, and performance measures and standards (GOMS) for SolTrans. GOMS modifications seek to provide a standard baseline to compare and enhance the goals, objectives, performance measures and standards for all operators as well as provide the basis for creating a comprehensive and consistent set of goals and objectives that respond to the individual needs and characteristics for all operators as part of the Solano County Coordinated Short Range Transit Plan (SCSRTP).

The goals, objectives, measures and standards that guide SolTrans are based on a performance measuring system grounded in the agency's Mission Statement as adopted on May 13, 2013:

“We deliver safe, reliable and efficient transportation services that link people, jobs, and our communities.”

### 2.2 Definition of Terms

Each operator uses unique terminology in structuring how their goals and objectives are organized. Some of the definitions are summarized below:

- **Goals** - Goals are broad and enduring statements of purpose that outline the reason for which transit services are operated. Goals are statements that qualify the desired results. They are the ends toward which effort is directed. They are general and timeless, but theoretically attainable.
- **Objectives** - Objectives are intended to be more specific statements of the methods proposed for accomplishing the goals. Objectives provide quantifiable measures of the goals. They are more precise and capable of both attainment and measurement.
- **Measures** - These are the criteria by which the achievement of the objectives is judged. They usually provide indications of efficiency or effectiveness. Measures and standards set quantifiable targets for achieving the objectives.
- **Standards** - Standards represent an acceptable level of accomplishment which demonstrates achievement of an objective. Standards may be quantitative or qualitative. Standards set quantifiable targets for achieving the adopted goals.

### 2.3 Prior SRTP Goals, Objectives, Measures and Standards

In addition to the mission statement, SolTrans developed seven guiding principles used to assist in the creation of the new agency. From the seven guiding principles are five core values which support the SolTrans mission and vision:

- Efficiency
- Effectiveness
- Responsiveness
- Inclusiveness
- Environmental Consciousness

The performance measuring system that forms the basis of the goals, objectives, measures and standards strive to reflect the mission, vision, guiding principles, and core values into quantifiable measures. The SolTrans Board approved new goals, objectives, and standards for FY2012-13; these are also included below. The related standards for the year are not included as these are in many cases based on the agency's progress (percentage of completion) and would therefore not be useful for this coordinated effort.

### 2.3.1 Goals

The following shows the goals for SolTrans:

**Table 6: SolTrans Goals**

<b>Service Goal</b>
Provide safe, reliable, and high quality transportation
Maximize the safety, reliability, and efficiency of transit services to allow for long-term system sustainability and competitiveness for grant funds (FY2012-13)
Stabilize and strengthen the SolTrans organization and team of staff for ensuring the long-term viability of the transit system (FY2012-13)
<b>Customer Focus Goal</b>
Undertake effective marketing, outreach, and public participation.
Enhance customer satisfaction and build community partnerships to increase transit system appeal and effectiveness (FY2012-13)
<b>Financial/Cost Effective Goal</b>
Operate an efficient and effective system that maximizes service and minimizes cost impacts.
Optimize the financial health of SolTrans as required for providing transit services that meet the needs of the citizens of the cities of Benicia and Vallejo (FY2012-13)

### 2.3.2 Objectives

The following shows the objectives for SolTrans.

**Table 7: SolTrans Objectives**

<b>Service Goal</b>
Provide safe service
Provide reliable transit service
On-going, mandatory enhancement
Ensure uninterrupted, and reliable delivery of fixed route, paratransit, and dial-a-ride services to maintain public trust (FY2012-13)
Establish process for developing service plans and implementing service enhancements for improving system performance (FY2012-13)
Improve system performance and efficiency of paratransit services (FY2012-13)
Establish process for developing service plans and implementing service enhancements for improving system performance (FY2012-13)
Establish clear organizational structure/staff roles and strengthen staff expertise and sense of ownership (FY2012-13)
Establish SolTrans' presence as a full-fledged JPA (FY2012-13)
<b>Ridership Goal</b>
Increase transit usage
Increase SolTrans' fixed route system performance including ridership (FY2012-13)
<b>Financial/Cost Effective Goal</b>
Minimize operating costs
Maximize use of transit funding
Obtain federal, state, and regional grants for SolTrans operations and capital projects (FY2012-13)
Ensure compliance with federal, state, and local fiscal regulations/mandates (FY2012-13)
Strategically align financial resources with operational and capital priorities (FY2012-13)
Influence and shape funding policies to maximize funding to SolTrans (FY2012-13)
Establish positive cash flow and a healthy TDA fund balance (FY2012-13)
Establish effective financial and budget management practices to ensure viability (FY2012-13)

<b>Customer Focus Goal</b>
Development of marketing plan
Encourage citizen participation
Implement technological/equipment/facility enhancements to enhance customer experience (FY2012-13)
Work with service contractor to ensure provision of excellent customer service by bus operators and customer service agents (FY2012-13)
Create outreach and marketing materials that appeal/speak to various sectors of the community and communicate SolTrans' success in providing reliable, convenient, safe, and affordable transit services in a cost-effective manner (FY2012-13)
Establish public outreach program and activities that are valued by the community and result in strong, mutually beneficial partnerships (FY2012-13)

### 2.3.3 Performance Measures and Standards

The following shows the performance measures and standards for SolTrans:

**Table 8: SolTrans Performance Measures and Standards**

Type	Measure	Standard
Service	Passengers/vehicle revenue mile (VRM)	Local Fixed Route: 1.0 Intercity Fixed Route: 1.0 Dial-a-Ride: 1.0 Paratransit: 1.0
	Passenger injuries	Fixed Route: Less than one passenger injury per 100,000 passenger boardings Dial-a-Ride: Less than one passenger injury per 100,000 passenger boardings
	Passengers/vehicle revenue hour (VRH)	Local Fixed Route: 12.0 Intercity Fixed Route: 25.0 Dial-a-Ride: 2.0 Paratransit: 2.0
	Preventable accidents	Fixed-Route: Minimum of 80,000 miles between preventable accidents Paratransit: Minimum of 80,000 miles between preventable accidents Dial-a-Ride: Minimum of 80,000 miles between preventable accidents
	On-time performance	Fixed-Route: 90% of all monthly trips operate on-time (defined as no later than 5 minutes and no earlier than published schedule) Intercity Fixed-Route: 94% on-time Paratransit: 90% of all monthly trips operate on-time (defined as within 15 minutes of the scheduled pick-up time) Dial-a-Ride: 90% of all monthly trips operate on-time (defined as within 15 minutes of the scheduled pick-up time)
	Missed trips	Fixed-Route: Less than 1% of monthly trips (defined as no later than 15 minutes past scheduled pick-up time or missed entirely) Dial-a-Ride: Less than 1% of monthly trips (defined as no later than 30 minutes past scheduled pick-up time or missed entirely)
	Transfer wait times	No more than 5 minutes for transfer wait times

Type	Measure	Standard
	Transit fleet	All regularly scheduled maintenance completed no later than 500 miles of scheduled cycle
	Transit facilities maintenance program	Implement Transit Facilities Maintenance Program
	Road calls	Fixed-Route: No less than 10,000 miles between road calls (defined as incidence where service is interrupted longer than 5 minutes due to a mechanical failure (except for flat tires)) Paratransit: No less than 10,000 miles between road calls (defined as incidence where service is interrupted longer than 5 minutes due to a mechanical failure (except for flat tires)) Dial-a-Ride: No less than 10,000 miles between road calls (defined as incidence where service is interrupted longer than 5 minutes due to a mechanical failure (except for flat tires))
	Demand-response trip reservations	90% of DAR customers and all ADA-eligible trips scheduled within 60 minutes of requested pick-up time
	Demand-response trip denials	Zero monthly trip requests result in a denial due to capacity constraints (as defined by the Americans with Disabilities Act of 1990) No more than 3% of total monthly trip requests result in a denial due to customer refusal of a scheduled trip offered within 60-minutes of the original, requested pick-up time.
	Regularly programmed service evaluations	Independent evaluations at intervals of no greater than five years
	Regularly programmed data collection and reporting	Monthly performance reports no later than the 15th of each month (including such information as vehicle service hours, vehicle service mileage, passenger data, fare revenue, ridership, road calls, on-time performance, complaints, missed trips, accidents, and injuries)
Ridership	Annual growth in ridership	Local Fixed-Route: 2.0% Intercity Fixed Route: 1.0% Dial-a-Ride: 1.0%
Customer Focus	Complaint resolution	Monthly reports detailing number and type of complaint as well as resolution status
	Professional development	Offer mandatory and optional training opportunities to improve safety and professional development

Type	Measure	Standard
	Marketing plan development (actual expenditures)	Not less than 1.0% of SolTrans' annual operating budget (note – specific marketing of SolanoExpress intercity commuter express routes is managed by the Solano Transportation Authority)
	Provide various opportunities for customer feedback (encourage citizen participation)	Conduct recurring surveys of transit customers Conduct annual outreach prior to meetings to encourage public input on unmet transit needs (TDA Article 8)
Financial/Cost Effectiveness	Operating cost / vehicle revenue hour (VRH)	Local Fixed-Route: \$103.00 Intercity Fixed Route: \$115.00 Demand Response: \$78.00
	Operating cost / vehicle revenue mile (VRM)	Local Fixed-Route: \$8.00 Intercity Fixed Route: \$5.00 Demand Response: \$4.50
	Operating cost / passenger	Local Fixed-Route: \$8.00 Intercity Fixed Route: \$7.00 Demand Responsive: \$35.00
	Farebox recovery	Local Fixed-Route: 20% Intercity Fixed Route: 50% Demand Response: 10%

### 2.3.4 Opportunities for Improvement

It is notable that SolTrans is the only operator in Solano County that has a Mission Statement that includes a role for transit to help reduce traffic congestion. Opportunities for improvement include the following:

- Establishment of ridership goals;
- Establishment of regional coordination goals, objectives, measures and standards;
- Establishment of land use goal, objectives, measures and standards; and
- Establishment of measures and standards for fixed route service frequency.

## 2.4 Modifications Incorporated in to this SRTP

The following modifications are incorporated to improve SolTrans's GOMS:

- Develop a ridership goal
  - Increase public transit ridership to productively utilize available service
    - Annually increase transit ridership
      - Local Fixed Route: 2.0%
      - Intercity Fixed Route: 1.0%
      - Dial-a-Ride: 1.0%
- Develop a regional coordination goal with corresponding objectives, measures and standards
  - Coordinate local and intercity public transit services
    - Coordinate fare collection and coordinate schedules at transit centers
      - Provide Clipper for transfers between local and intercity transit services
      - Transfer wait times should be no more than 5 minutes between local buses and no more than 15 minutes between local and intercity buses at transit centers
- Add measures and standards for fixed route service frequency
  - Provide attractive service
    - Fixed route service frequency should be 30 minutes during peak times and 60 minutes during off-peak times unless otherwise warranted by demand
- Add goals, objectives, measures, and standards for land use
  - Encourage integration of public transit and land use planning
    - Submit public transit needs during cities' development review and approval process
      - Follow cities' procedures for incorporating transit infrastructure

## 3 Service and System Performance Evaluation

### 3.1 Introduction

Since SolTrans was formed through a merger in 2011 of Benicia Breeze and Vallejo Transit, the following sub-sections describe the extent of historic and existing data available for this SRTP.

#### 3.1.1 Data Availability

Historic performance data for Vallejo Transit and Benicia Breeze between FY2008-09 and FY2010-11 were not recorded in a consistent manner between the two operators, making aggregated annual trend comparison both at the system and route levels difficult. The extent of data available to the team at the time of this SRTP is as follows:

**Table 9: Extent of Data Availability for SolTrans SRTP**

Operator	Fixed Route Local Service	Fixed Route Intercity Service	Dial-a-Ride (DAR)	ADA Paratransit
Benicia Transit	FY2008-11 fixed route data combines both local/intercity service		FY2008-11 data available (except fare revenues were combined with paratransit)	FY2008-11 data available (except fare revenues were combined with DAR)
Vallejo Transit	FY2008-09 fixed route data combines both local/intercity service		FY2008-11 DAR and paratransit data combined	
	FY2009-11 data available	FY2009-11 data available		
SolTrans	FY2011-12 data available	FY2011-12 data available	FY2011-12 DAR and paratransit data combined	

Also, some operating data in FY2010-11 and FY2011-12 to assess performance in accordance with SolTrans measures and standards were missing from the available records. Data assumptions will be reiterated during the analysis in subsequent sub-sections.

During FY2012-13, SolTrans staff placed a high priority on obtaining historical operating data from its predecessor municipal operators (the Cities of Vallejo and Benicia) and working with its service contractor (MV Transportation) to collect, compile, and report current operating data for SolTrans fixed route and demand response service. For FY2012-13 and future years, staff expects all necessary data to be available to monitor service performance consistent with its internal (SRTP based) performance monitoring system as well as that for TDA and NTD reporting.

### 3.1.2 Performance Analysis Approach and Framework

The 2012 SolTrans SRTP has already separately assessed performance of the Vallejo and Benicia systems up to FY2010-11. Thus, the focus of this SRTP analysis is on recent performance – particularly after the 2011 merger and service changes implemented in July 2012. The following approach is applied to SolTrans to accommodate its unique situation:

- Trend analysis over the four year period (FY2008-12), assessing ridership, fare revenue, revenue vehicle hours, and operating costs, uses combined Benicia Breeze and Vallejo Transit from FY2008-11 prior to the merger, and consolidated SolTrans information for FY2011-12.
- Quantitative SolTrans system and route level service data evaluated by assessing FY2010-11 and FY2011-12 performance compared to standards to show how SolTrans performed before and after the 2011 merger.
- Qualitative SolTrans service information evaluated by assessing FY2011-12 and to-date FY2012-13 performance compared to standards to show how SolTrans is currently performing before and after the July 2012 service change. FY2012-13 data includes the July-December 2012 period.
- STA Intercity and MTC Regional Express Bus services evaluated by assessing the most recent “full-year” of data (FY2011-12) to show how SolTrans intercity services perform against STA Intercity Transit Funding Agreement and regional TSP and RM2 standards.

## 3.2 System Trends

The analysis of fixed route local and intercity service as well as dial-a-ride (DAR) services for SolTrans from FY2008-09 through FY2011-12 includes consolidated performance for Vallejo Transit and Benicia Breeze for the first three years, and consolidated SolTrans performance for the last year (FY2011-12). Annual performance year-to-year is not always directly comparable (i.e., not strictly an apples-to-apples comparison) due to different accounting/recording procedures within Vallejo Transit and Benicia Breeze as noted in Table 9. Please see the notes on individual figures for assumptions underlying each performance metric.

### 3.2.1 Ridership

Figure 4 shows total system ridership on fixed route local and intercity service as well as general public dial-a-ride (DAR) and ADA Paratransit services for SolTrans from FY2008-09 through FY2011-12 (including combined Vallejo Transit and Benicia Breeze performance from FY2008-09 through FY2010-11 and SolTrans performance after the merger for FY2011-12). SolTrans ridership peaked at around 1.78 million in FY2008-09, and, in the two years prior to the 2011 merger, fell to just over 1.58 million, about an 11% decrease. After the merger, ridership fell to 1.47 million in FY2011-12, a decline in total ridership since FY2008-09 (of nearly 310,000 riders or 17.3%) due to general economic recession and the consolidation and elimination of routes.

Local fixed route service accounted for just over half of total ridership in FY2011-12, although this percentage was slightly higher in previous years (about 58%). Local fixed route ridership fell by nearly 168,000 after the merger to 768,000 in FY2011-12, a decrease of about 18%.<sup>1</sup> Over the four year period, ridership decreased from 1,731,000 to 768,203, a 56% decrease.

Intercity fixed route service accounted for about 46% of ridership in FY2011-12, which represented a higher proportion of total ridership compared to previous years when it account for slightly less than 40%. Intercity fixed route ridership grew steadily over the past three years, increasing by 50,000 after the merger to 674,000, an increase of about 8%.<sup>2</sup> Over the three year period, ridership increased from 604,636 to 674,026, an increase of 11%.

Combined DAR and paratransit service accounted for about 2%-3% of total ridership for SolTrans prior to the 2011 merger.<sup>3</sup> Combined DAR and paratransit demand fell by nearly 7,000 from FY2008-09 to FY2009-10 (a decrease of 14%), but held relatively steady in FY2010-11. In FY2011-12, combined DAR and paratransit service accounted for nearly 31,000 annual riders or about 2.1% of total ridership, which is 40% decrease from FY2008-09.

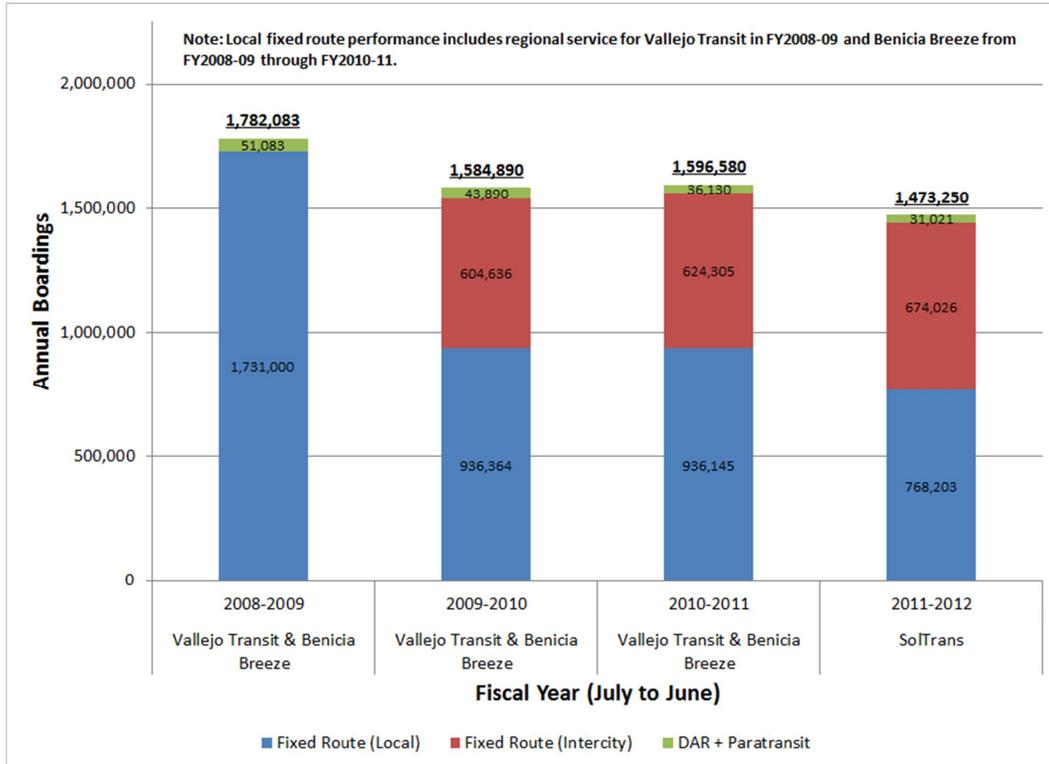
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<sup>1</sup> As noted in Table 9, regional services are recorded under local fixed route service for Vallejo Transit for FY2008-09 as well as for Benicia Breeze from FY2008-09 through FY2010-11. Also, fixed local performance in FY2010-12 was derived from fixed route totals from the TSP and the intercity data provided by SolTrans.

<sup>2</sup> See previous footnote.

<sup>3</sup> Available Vallejo Transit data combined DAR and paratransit ridership, while Benicia Breeze separated the two. To minimize confusion, DAR and paratransit data were combined in this analysis.

**Figure 4: SolTrans Ridership (FY2008-12)**



Sources: (i) FY2008-10 data (all modes) from SolTrans, January 2013; (ii) FY2010-12 (for intercity buses) from SolTrans, January 2013; and (iii) FY2010-12 data (all modes, except intercity bus) from Transit Sustainability Plan (TSP), 2012.

Notes:

<sup>A</sup> Bold, underlined numbers represent the total per fiscal year.

<sup>B</sup> Fixed local performance in FY2010-11 and FY2011-12 was derived from fixed route totals from the TSP and the intercity data provided by SolTrans.

### 3.2.2 Fare Revenue

Figure 5 shows total fare revenue on fixed route local and intercity service as well as dial-a-ride (DAR) services for SolTrans from FY2008-09 through FY2011-12 (including combined Vallejo Transit and Benicia Breeze performance from FY2008-09 through FY2010-11 and SolTrans performance after the merger for FY2011-12). SolTrans system revenue, as of FY2011-12, is at its peak, generating \$3.6 million annually. This upward trend started in FY2009-10 and fare revenues grew by almost \$375,000 in the two years since (or about 11.7%) despite declining ridership.

Local fixed route service accounted for less than one-third of total fare revenues as of FY2011-12 (or \$1.28 million). Local fixed route revenues have declined

since FY2009-10 (accounting for about \$140,000 less in fare revenue or about 9.9%).<sup>4</sup>

Intercity fixed route service accounted for 62.3% during this period or nearly \$2.25 million. Intercity fixed route fare revenues increased since FY2009-10, by nearly \$634,000 or 39.3% as of FY2011-12.<sup>5</sup>

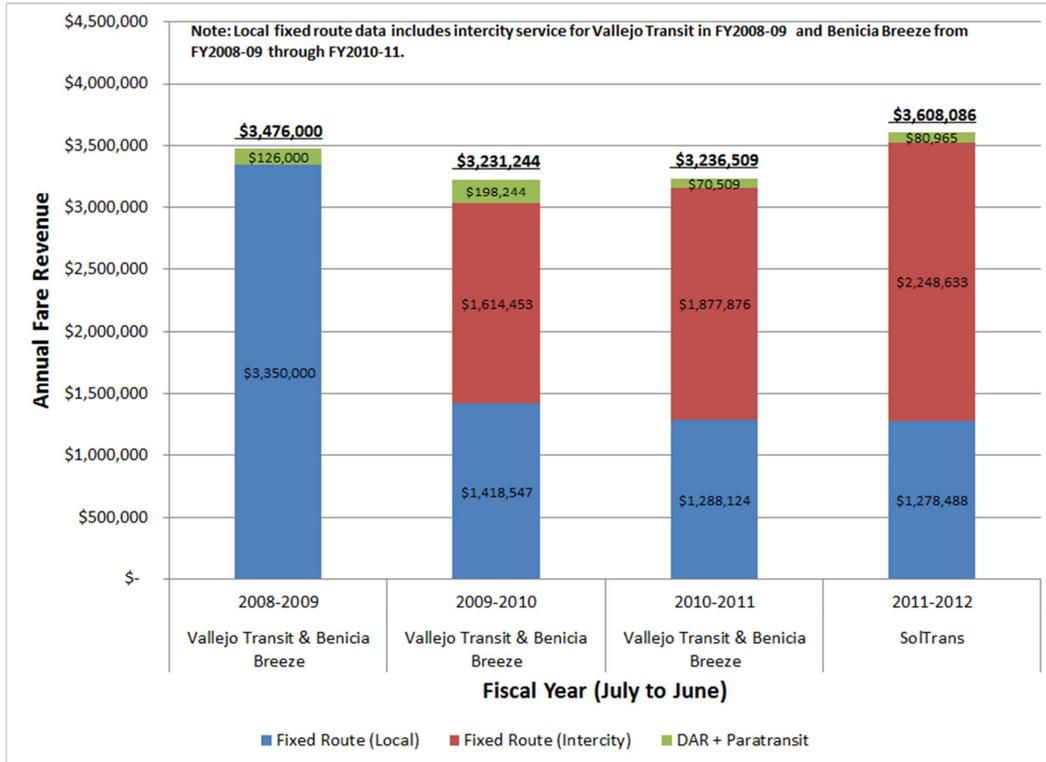
Benicia Breeze, Vallejo Transit, and SolTrans all operated DAR and paratransit services, but reported fare revenues differently. Benicia Breeze and Vallejo Transit reported combined DAR and paratransit fare revenues for FY2008-09 through FY2010-11. SolTrans also reported combined DAR and paratransit revenues for FY2011-12. On average, DAR/paratransit fare revenues accounted for between 2.0% to 4.0% of total fare revenues. In FY2011-12, DAR and paratransit accounted for about \$81,000 in fare revenues or 2.2% of the total. Revenues have significantly dropped since FY2009-10.

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<sup>4</sup> As noted in Table 9, regional services are recorded under local fixed route service for Vallejo Transit for FY2008-09 as well as for Benicia Breeze from FY2008-09 through FY2010-11.

<sup>5</sup> See previous footnote.

**Figure 5: SolTrans Fare Revenue (FY2008-12)**



Sources: (i) FY2008-10 data (all modes) from SolTrans, January 2013; (ii) FY2010-12 (for intercity buses) from SolTrans, January 2013; and (iii) FY2010-12 data (all modes, except intercity bus) from Transit Sustainability Plan (TSP), 2012.

Notes:

<sup>A</sup> Bold, underlined numbers represent the total per fiscal year.

<sup>B</sup> Fixed local performance in FY2010-11 and FY2011-12 was derived from fixed route totals from the TSP and the intercity data provided by SolTrans.

### 3.2.3 Vehicle Revenue Hours (VRH)

System vehicle revenue hours (VRH) have decreased annually over the four year period starting in FY2008-09, prior to the 2011 merger. As of FY2011-12, SolTrans provided a total of 113,119 VRH, about 14,000 VRH less than that provided by both Benicia Breeze and Vallejo Transit (or a drop of 10.9%) - the result of consolidation and elimination of routes after the merger.

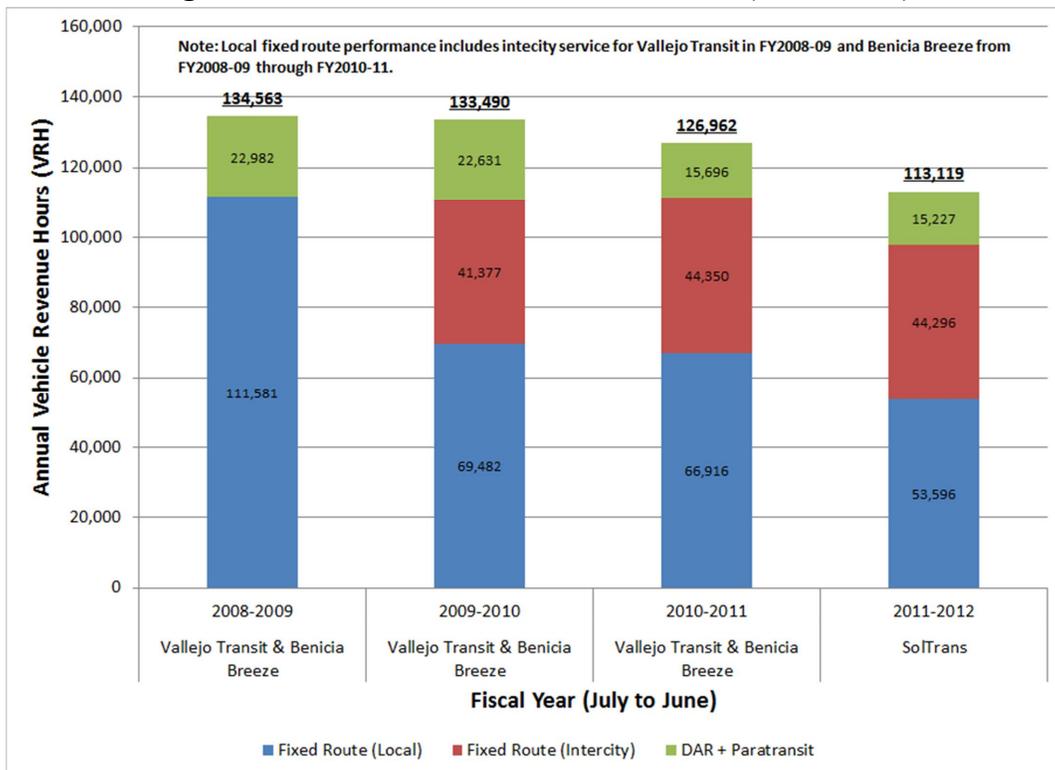
Local fixed route service typically accounted for just over half of total VRH between FY2008-09 and FY2010-11, but now accounted for less than half the total in FY2011-12. In overall terms, local fixed route VRH dropped by 16,000 VRH or 22.9% from FY2009-10 (69,482 VRH) to FY2011-12 (53,596 VRH).<sup>6</sup>

<sup>6</sup> As noted in Table 9, regional services are recorded under local fixed route service for Vallejo Transit for FY2008-09 as well as for Benicia Breeze from FY2008-09 through FY2010-11.

Intercity fixed route service accounted for between 30% to 40% of total VRH over the last three years (at 44,296 VRH out of 113,119 VRH in FY2011-12). VRH remained relatively steady since FY2010-11, when intercity service provision increased by 3,000 VRH (from 41,377 in FY2009-10 to 44,350 in FY2010-11).<sup>7</sup>

Benicia Breeze, Vallejo Transit, and SolTrans all operated DAR and paratransit services, but reported VRH differently. Vallejo Transit reported combined DAR and paratransit VRH for FY2008-09 through FY2010-11, while Benicia Breeze separated these two modes. SolTrans reported both DAR and paratransit VRH for FY2011-12. Collectively, DAR and paratransit service accounted for between 10-15% of total VRH over the last four years. DAR and paratransit VRH dropped from a high of 22,982 in FY2008-09 to 15,227 VRH in FY2011-12, a drop of nearly 6,500 VRH or about 33%.

**Figure 6: SolTrans Vehicle Revenue Hours (FY2008-12)**



Sources: (i) FY2008-10 data (all modes) from SolTrans, January 2013; (ii) FY2010-12 (for intercity buses) from SolTrans, January 2013; and (iii) FY2010-12 data (all modes, except intercity bus) from Transit Sustainability Plan (TSP), 2012.

Notes:

<sup>A</sup> Bold, underlined numbers represent the total per fiscal year.

<sup>B</sup> Fixed local performance in FY2010-11 and FY2011-12 was derived from fixed route totals from the TSP and the intercity data provided by SolTrans.

<sup>7</sup> See previous footnote.

### 3.2.4 Operating Cost

Total system operating costs have risen the past three years, from \$10.8 million in FY2009-10 to about \$12.3 million in FY2011-12, an increase of about 13.3% over the three year period despite a reduction in vehicle revenue hours. Between FY2010-11 and FY2011-12, system operating cost increased by about \$720,000 or 6.3%.

In FY2011-12, local fixed route service accounted for \$4.5 million or 36.4% of total operating costs. Since FY2009-10, local fixed route operating costs rose by about \$205,000 or about 4.8%.<sup>8</sup>

Intercity fixed route service accounted for over half of operating costs in FY2011-12 (\$6.3 million or 51.2% of the total). Intercity fixed route operating costs increased from FY2009-10 by about \$1.5 million or 31.7%.<sup>9</sup>

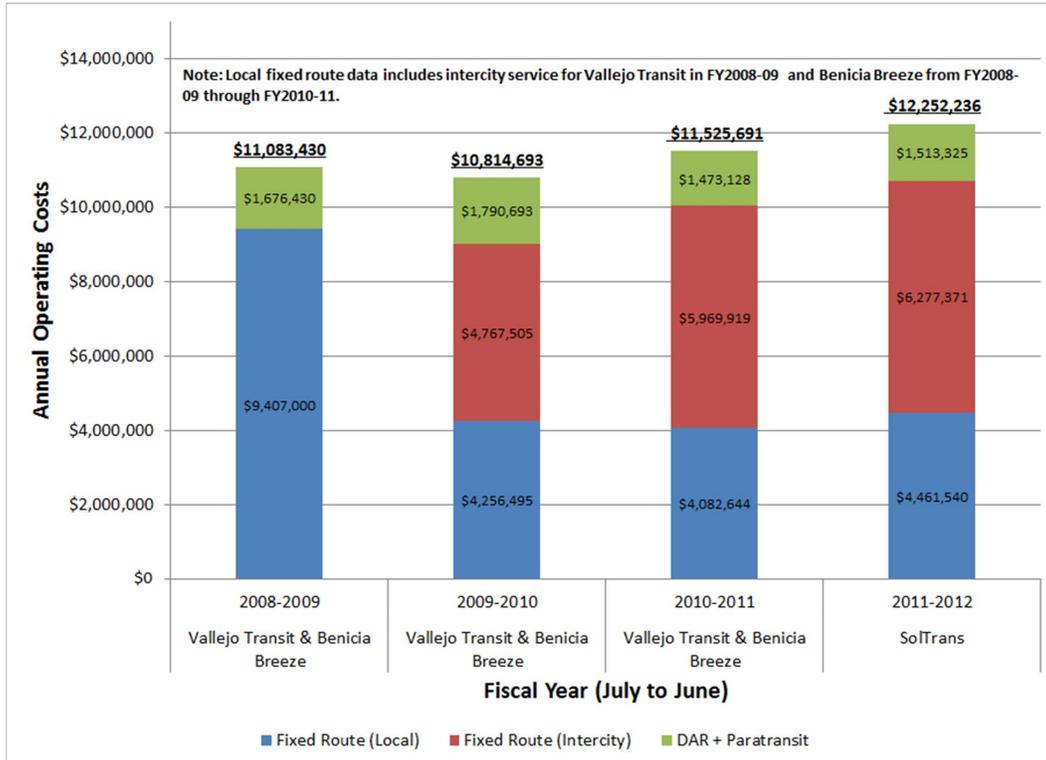
Benicia Breeze, Vallejo Transit, and SolTrans all operated DAR and paratransit services, but reported operating costs differently. Vallejo Transit reported combined DAR and paratransit fare revenues for FY2008-09 through FY2010-11, while Benicia Breeze separated the two modes. SolTrans also reported combined DAR and paratransit operating costs for FY2011-12. DAR and paratransit operating costs represented 12.3% of the total. Since the merger, SolTrans DAR and paratransit operating costs rose by \$40,000 to \$1.51 million (or a 2.7% increase).

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<sup>8</sup> As noted in Table 9, regional services are recorded under local fixed route service for Vallejo Transit for FY2008-09 as well as for Benicia Breeze from FY2008-09 through FY2010-11.

<sup>9</sup> See previous footnote.

**Figure 7: SolTrans Operating Cost (FY2008-12)**



Sources: (i) FY2008-10 data (all modes) from SolTrans, January 2013; (ii) FY2010-12 (for intercity buses) from SolTrans, January 2013; and (iii) FY2010-12 data (all modes, except intercity bus) from Transit Sustainability Plan (TSP), 2012.

Notes:

<sup>A</sup> Bold, underlined numbers represent the total per fiscal year.

<sup>B</sup> Fixed local performance in FY2010-11 and FY2011-12 was derived from fixed route totals from the TSP and the intercity data provided by SolTrans.

### 3.3 Service Performance

The following service performance measures for fixed route local and intercity and DAR services were evaluated using available quantitative data to determine whether or not the performance standard was met. As noted, historic performance data was not recorded in a consistent manner between the two operators prior to the merger in 2011, making consistent comparison both at the system and route levels difficult. Furthermore, the 2012 SolTrans SRTP has already separately assessed performance of the Benicia Breeze and Vallejo Transit systems up to FY2010-11.

This evaluation shows how SolTrans has performed against quantitative standards after the 2011 merger, comparing FY2010-11 with FY2011-12. Table 10 provides an overview of which system performance standards have been met from FY2010-11 to FY2011-12 (whereby FY2010-11 includes combined Benicia Breeze and Vallejo Transit performance and FY2011-12 includes consolidated

SolTrans performance). Table 10 provides an overview of which system performance standards have been met from FY2010-11 to FY2011-12.

Please note:

- For FY2010-11, combined DAR and paratransit is analyzed to bring consistency to Benicia Breeze and Vallejo Transit data; and
- For FY2011-12, combined DAR and paratransit data from SolTrans is analyzed.

## Service

- **Passenger Productivity (per Vehicle Revenue Mile (VRM)):** SolTrans did not meet its standard of 1.0 passenger/VRM for fixed route local service for either of the two years analyzed, both before and after the merger. SolTrans did not meet its combined DAR and paratransit standard of 1.0 passenger/VRM in either of the two years analyzed. SolTrans did not meet its intercity standard of 1.0 passenger/VRM after the merger (no data was available before the merger for intercity VRM).
- **Passenger Productivity (per Vehicle Revenue Mile (VRH)):** SolTrans met its standard of 12.0 passengers/VRH for fixed route service, and 2.0 passengers/VRH for combined DAR plus paratransit for the two analysis years (before and after the merger). SolTrans did not meet its standard of 25.0 passengers/VRH for intercity service for the two analysis years. Overall, SolTrans local fixed route service achieved 14.3 passengers/VRH, intercity service achieved 15.2 passengers/VRH, and combined DAR and paratransit achieved 2.0 passengers/VRH figure after the merger.
- **Safety:** No passenger injuries data were available to assess SolTrans performance against its safety standard of 1.0 passenger injuries per 100,000 boardings for fixed route (both local and intercity) service or for DAR and paratransit service, which has the same standard.
- **Preventable Accidents:** SolTrans met its standard of 80,000 miles between local and intercity fixed route preventable accidents in FY2011-12 after the merger (nearly 167,000 miles between preventable accidents). No prior accident data was available. SolTrans also applies the same standard to combined DAR and paratransit service, respectively, although data was unavailable.
- **Missed Trips:** No data was available to assess SolTrans performance against its standard of less than 1% of total monthly trips defined as missed for both fixed route (local and intercity) and combined DAR and paratransit service.
- **Road Calls:** In FY2011-12, SolTrans met its standard of 10,000 miles between road calls for fixed route (local and intercity), with nearly 286,000 miles between road calls. The prior year, SolTrans failed to meet this standard (but barely at 9,632 miles between road calls). Likewise, SolTrans met its combined DAR and paratransit standard with upwards of 87,000 miles between road calls, but failed to meet this standard the

previous year. It should be noted that road calls for paratransit were not available for FY2010-11 or FY2011-12.

## Ridership

- **Ridership Growth:** SolTrans met its intercity fixed route standard of 2.0% annual ridership growth both before and after the merger (achieving 3.3% and 8.0%, respectively). SolTrans did not meet its local fixed route standard of 1.0% either before or after the merger (coming in at -14.1% growth in FY2011-12). Combined DAR and paratransit service had even lower growth against the same 1.0% annual ridership growth standard both before and after the merger (with -17.7% and -14.1% growth in FY2010-11 and FY2011-12, respectively).

## Cost Effectiveness

- **Operating Cost / Vehicle Revenue Hour (VRH):** SolTrans met its local fixed route standard of \$103.00/VRH before and after the merger (\$61.01/VRH and \$83.24/VRH, respectively). SolTrans did not meet its intercity standard of \$115.00/VRH in either of the analysis years (\$141.71 per VRH in FY2011-12). SolTrans also did not meet its combined DAR and paratransit standard of \$78.00/VRH in either year (achieving \$99.38 in FY2011-12).
- **Operating Cost / Vehicle Revenue Mile (VRM):** SolTrans met its fixed route local standard of \$8.00/VRM for the year before and after the merger, achieving \$5.48/VRM for FY2011-12. Intercity service failed to meet its standard of \$5.00/VRM after the merger, but lacked data for FY2010-11. SolTrans failed to meet its combined DAR and paratransit standard of \$4.50/VRM for either year, achieving \$5.75/VRM in FY2011-12.
- **Operating Cost / Passenger:** SolTrans met its fixed route local standard of \$8.00/passenger in both analysis years before and after the merger. SolTrans failed to meet its intercity standard of \$7.00/passenger in either year, achieving \$9.56/passenger in FY2010-11 and \$9.31/passenger in FY2011-12. SolTrans also failed to achieve its combined DAR and paratransit standard of \$35.00/passenger in either of the analysis years, achieving \$48.78/passenger in FY2011-12.
- **Farebox Recovery:** SolTrans met its farebox recovery standards in both analysis years (before and after the merger) for fixed route local service (20.0% standard). SolTrans did not meet its standards for intercity service (50.0% standard) or for combined DAR and paratransit performance (10.0% standard).

Overall in FY2010-11 before the merger, SolTrans met only 7 of its 21 of its service performance standards, with most deficiencies in the financial cost effectiveness categories (note data was unavailable for 8 of the standards). Performance improved in FY2011-12 after the merger, as SolTrans met 10 of its 24 service performance standards, with deficiencies in similar categories (note data was unavailable for 5 of its standards).

**Table 10: SolTrans Quantified Service Performance (Gray Shading Represents Performance below the Defined Standard)**

Type	Category	Performance Metrics <sup>B</sup>	Type of Service	SolTrans Standard	Vallejo Transit & Benicia Breeze <sup>A</sup> 2010-2011	SolTrans 2011-2012
Service	Passenger Productivity	Passengers / Vehicle Revenue Mile	Fixed Route (Local)	1.0	0.5	0.9
			DAR + Paratransit	1.0	0.3	0.1
			Fixed Route (Intercity)	1.0	Data Not Available	0.6
	Passenger Productivity	Passenger / Vehicle Revenue Hour	Fixed Route (Local)	12.0	14.0	14.3
			DAR + Paratransit	2.0	2.3	2.0
			Fixed Route (Intercity)	25.0	14.1	15.2
	Safety	Passenger Injuries / 100,000 Boardings	Fixed Route (Local + Intercity)	1.0	Data Not Available	Data Not Available
			DAR + Paratransit	1.0	Data Not Available	Data Not Available
	Preventable Accidents	Miles between Preventable Accidents (VRM/Accidents)	Fixed Route (Local + Intercity)	80,000	Data Not Available	166,844
			DAR + Paratransit	80,000	Data Not Available	Data Not Available
	Missed Trips	Less than X % of Total Monthly Trips Defined as Missed	Fixed Route (Local + Intercity)	1%	Data Not Available	Data Not Available
			DAR + Paratransit	1%	Data Not Available	Data Not Available
	Road Calls	Miles between Road Calls (Vehicle Revenue Miles / Road Calls)	Fixed Route (Local + Intercity)	10,000	9,632	286,018
			DAR + Paratransit	10,000	3,809	87,686
Ridership	Ridership Growth	Fixed Route (Local)	1%	0.0%	-17.9%	
		DAR + Paratransit	1.0%	-17.7%	-14.1%	
		Fixed Route (Intercity)	2.0%	3.3%	8.0%	
Financial / Cost Effectiveness	Cost Effectiveness	Operating Costs / Vehicle Revenue Hours	Fixed Route (Local)	\$103.00	\$61.01	\$83.24
			DAR + Paratransit	\$78.00	\$93.85	\$99.38
			Fixed Route (Intercity)	\$115.00	\$134.61	\$141.71
		Operating Costs / Vehicle Revenue Mile	Fixed Route (Local)	\$8.00	\$1.97	\$5.48
			DAR + Paratransit	\$4.50	\$12.08	\$5.75
			Fixed Route (Intercity)	\$5.00	Data Not Available	\$5.28
	Operating Cost / Passenger	Fixed Route (Local)	\$8.00	\$4.36	\$5.81	
		DAR + Paratransit	\$35.00	\$40.77	\$48.78	
		Fixed Route (Intercity)	\$7.00	\$9.56	\$9.31	
	Farebox Recovery	Fixed Route (Local)	20.0%	31.6%	28.7%	
		DAR + Paratransit	10.0%	4.8%	5.4%	
		Fixed Route (Intercity)	50.0%	31.5%	35.8%	

Source: SolTrans, January 2013.

Notes: <sup>A</sup> FY2010-11 local performance includes Benicia Breeze intercity service; thus FY2010-11 intercity performance only includes Vallejo Transit intercity service. FY2011-12 SolTrans paratransit data were unavailable.

<sup>B</sup> Vehicle revenue miles and hours are referred to as vehicles service miles and hours by SolTrans.

### 3.4 System Performance

This section assesses system-level performance using both qualitative and quantitative data from SolTrans to determine whether or not the performance standard was met. Since the 2012 SolTrans SRTP already covered years prior to FY2010-11, the focus of this SRTP analysis is on recent performance in FY2011-12 and FY2012-13 to-date. This analysis in particular, will illustrate how well SolTrans performed in its second year of existence as well as since July 2012 service changes.

The two analysis years include: (i) FY2011-12, which is the year that SolTrans was formed from the merger; and (ii) FY2012-13, which includes data up to the end of December 2012 (thus half the fiscal year). Table 11 provides an overview of which system performance standards have been met from FY2011-12 to FY2012-13.

#### Service

- **On-Time Performance:** In FY2011-12, SolTrans did not meet its fixed route (local and intercity) standard of 90% of all monthly trips operating on-time (no later than 5 minutes and no earlier than the published schedule), but is meeting it since July 2012. Note that SolTrans proposes to establish a separate intercity on-time performance standard of 94%, although individual performance of intercity routes was not assessed in this SRTP. Prior to July 2012, SolTrans did not meet its paratransit or DAR standards of 90% of all monthly trips operating on-time (no earlier nor later than 15 minutes from the published schedule), but is meeting its paratransit standard since July 2012.
- **Transfer Wait Times:** SolTrans did not meet its standard of no more than a five minute average wait time for a transfer since July 2012. No information was available prior to July 2012.
- **Vehicle Maintenance:** Since July 2012, SolTrans is meeting its standard of completing regularly scheduled maintenance no later than 500 miles of the schedule cycle. No information was available prior to July 2012.
- **Transit Facility Maintenance Program:** No data is available currently or prior to July 2012.
- **Demand Response Trip Reservations:** Since July 2012, SolTrans is meeting its standard of 90% of DAR customers and all ADA-eligible trips scheduled within 60 minutes of requested pick-up time. No information was available prior to July 2012.
- **Demand Response Trip Denials** No data is available currently or prior to July 2012..
- **ADA Paratransit Trip Denials:** Since July 2012, SolTrans is meeting its standard that no trip requests are denied due to capacity constraints. No information was available prior to July 2012.
- **Service Evaluation:** No data is available currently or prior to July 2012.

- **Regular Data Collection and Reporting:** Since July 2012, SolTrans is meeting its standard of having monthly progress reports collected that include vehicle service hours, vehicle miles, fare revenue, ridership, accidents, and injuries. No information was available prior to July 2012.

### Customer Focus

- **Customer Focus:** Since July 2012, SolTrans is meeting its standard of having monthly reports that detail the number and type of complaints as well as the resolution status, collected no later than the 15<sup>th</sup> of each month. No information was available prior to July 2012.
- **Professional Development:** Since July 2012, SolTrans is meeting its standard of having mandatory and optional training opportunities offered to improve safety and professional development. No information was available prior to July 2012.
- **Marketing:** No data is available currently or prior to July 2012.
- **Customer Surveys:** Since July 2012, SolTrans is meeting its standard of conducting recurring transit customer surveys. No information was available prior to July 2012.
- **Outreach:** Since July 2012, SolTrans is meeting its standard of conducting annual outreach to encourage public input on unmet transit needs prior to meetings. No information was available prior to July 2012.
- **Fare Coordination:** Since July 2012,, SolTrans is meeting its standard of coordinating fares with intercity services provided at transit centers (through transfers, but not through Clipper yet). No information was available prior to July 2012.
- **Service Coordination:** Since July 2012, SolTrans is meeting its standard of coordinating schedules with intercity operators at transit centers (with an average wait time of less than 15 minutes). No information was available prior to July 2012.
- **Service Frequency:** SolTrans did not meet its standard that fixed route headways be no more than 30 minutes either before or since July 2012.
- **Land Use Coordination:** Since July 2012,, SolTrans is meeting its standard of submitting transit needs during city development planning review processes. No information was available prior to July 2012.

In FY2010-11 before the merger, SolTrans did not meet any of its system performance standards in which data was available (with 16 out of 20 standards lacking data). Key deficiencies were in on-time performance and service frequency. Data was more readily available after the merger, thus in FY2011-12, SolTrans met 13 of its 16 standards in which data was available (only four standards lacked data to evaluate). Key deficiencies were in DAR on-time performance, fixed route system transfer waiting time, and having 30 minute minimum fixed route headways.

**Table 11: SolTrans Qualitative System Performance (Gray Shading Represents Performance below the Defined Standard)**

Type	Category	Other Metrics/Statistics	Type of Service	Standard	SolTrans FY2011-12	SolTrans FY2012-13 (to 12/31/2013)
Service	On-Time Performance	Are 90% of all monthly trips operating on-time (no later than 5 minutes and no earlier than published schedule)? <sup>A</sup>	Fixed Route (Local + Intercity)	YES	NO	YES
		Are 90% of all monthly trips operating on-time (no earlier nor later than 15 minutes from published schedule)?	Paratransit	YES	NO	YES
		Are 90% of all monthly trips operating on-time (no earlier nor later than 15 minutes from published schedule)?	Dial-a-Ride (DAR)	YES	NO	NO
	Transfer Wait Times	Is average wait time no more than 5 minutes for transfers?	System	YES	Data Not Available	NO
	Maintenance	Is regularly schedule maintenance completed no later than 500 miles of scheduled cycle?	System	YES	Data Not Available	YES
	Transit Facilities Maintenance Program	Has a Transit Facilities Maintenance Program been implemented?	System	YES	Data Not Available	Data Not Available
	Demand Response Trip Denials	Are 90% of DAR customers and all ADA-eligible trips scheduled within 60 minutes of requested pick-up time	Dial-a-Ride (DAR)	YES	Data Not Available	YES
		Do no more than 3% of total monthly trip requests result in refusal when offered within 60 min of requested time?	Dial-a-Ride (DAR)	YES	Data Not Available	Data Not Available
	ADA Paratransit Trip Denials	Are no trip requests denied due to capacity constraints (as defined by ADA)?	Paratransit	YES	Data Not Available	YES
	Service Evaluation	Is independent evaluation of service conducted at intervals of no more than 5 years?	System	YES	Data Not Available	Data Not Available
	Regular Data Collection & Reporting	Are monthly performance reports collected that include vehicle service hours, vehicle miles, fare revenue, ridership, accidents, and injuries?	System	YES	Data Not Available	YES

Type	Category	Other Metrics/Statistics	Type of Service	Standard	SolTrans FY2011-12	SolTrans FY2012-13 (to 12/31/2013)
Customer Focus	Customer Focus	Are monthly reports detailing # of and type of complaint as well as resolution status collected no later than the 15th of each month?	System	YES	Data Not Available	YES
	Professional Development	Are mandatory and optional training opportunities offered to improve safety and professional development?	System	YES	Data Not Available	YES
	Marketing	Is the marketing plan budget no less than 1% of the annual operating budget?	System	YES	Data Not Available	Data Not Available
	Customer Surveys	Are recurring transit customer surveys conducted?	System	YES	Data Not Available	YES
	Outreach	Is annual outreach conducted to encourage public input on unmet transit needs prior to meetings (TDA Article 8)?	System	YES	Data Not Available	YES
	Fare Coordination	Are fares coordinated with intercity services provided at transit centers (transfers or Clipper)?	System	YES	Data Not Available	YES
	Service Coordination	Are schedules coordinated with intercity operators at transit centers (less than 15 min wait time)?	System	YES	Data Not Available	YES
	Service Frequency	Are fixed route headways no more than 30 minutes?	System	YES	NO	NO
	Land Use Coordination	Do you submit transit needs during the Cities' development planning review processes?	System	YES	Data Not Available	YES

Notes:

<sup>A</sup> SolTrans proposes to establish a separate intercity on-time performance standard of 94%, although individual performance of intercity routes was not assessed in this SRTP.

### 3.5 Route Performance<sup>10</sup>

This section compares SolTrans route-level operating statistics for local and intercity fixed route services. Since the 2012 SolTrans SRTP already assessed route-level performance up to FY2010-11, this analysis focuses on performance in FY2011-12 and to-date FY2012-13. The analysis is meant to highlight how well performance has fared since the July 2012 service changes as well as how SolTrans is performing in its second year of existence.

Available data limits the extent of the route-level analysis, primarily to productivity in terms of boardings per VRH or per VRM. Fare revenues and operating costs are also provided for inter-city or express routes only (Routes 78, 80 and 85) based on a cost allocation model developed under the Intercity Transit Funding Agreement. SolTrans does not break down total operating costs on a local route-level basis. While SolTrans does record route-level fare revenues, the contractor for SolTrans services notes that the usability of farebox estimates was limited due to human and mechanical recording issues.

Table 12 presents the performance standards for intercity and local fixed route routes (as defined in the SolTrans GOMS for this SRTP). DAR performance is not included in this route-level analysis.

**Table 12: SolTrans Intercity Fixed Route, Local Fixed Route and DAR Standards**

Standards	Boardings/ VRH	Boardings/ VRM	Farebox Recovery
Local	12.0	1.0	20.0%
Intercity	14.0	1.0	27.0%

Based on data above, a comparison of current fixed routes and their relative performance against service standards was completed for both FY2011-12 and to-date FY2012-13. Table 13 presents performance of each route, while Table 14 presents productivity in terms of boardings per VRH and VRM.

Key findings are below:

- Boardings per Vehicle Revenue Hour (VRH):** In FY2011-12, 9 out of 17 local routes and 1 out of 7 intercity routes surpassed the SolTrans GOMS thresholds of 12.0 and 14.0 boardings/VRH, respectively. Since July 2012, SolTrans performance has improved, with 10 out of 11 local routes and 2 out of 7 intercity routes currently surpassing the SolTrans GOMS threshold as of the end of December 2012. Among local routes, Route 17 has the best performance at 42.6 boardings/VRH and Route 4 has the lowest performance at 7.7 boardings/VRH. For intercity routes, Route 80 has the best performance at 23.5 boardings/VRH, while Routes 76 and 78 have the lowest performance at 7.5 and 7.9 boardings/VRH, respectively.

<sup>10</sup> Route-level data presented in this section may not collectively match the system-level data presented in Section 3.3 due to different recording and accounting procedures.

- **Boardings per Vehicle Revenue Mile (VRM):** In FY2011-12, 11 out of 17 local routes and 1 out of 7 intercity routes surpassed the SolTrans GOMS threshold of 1.0 boardings/VRM. Since July 2012, SolTrans performance has seen improved local, but worsened intercity performance. Although 8 out of 11 local routes currently meet the standard, the three routes not meeting this standard are just below this standard at 0.9 boardings/VRM. Route 17 has the best performance at 4.0 boardings/VRM. None of the 7 intercity routes are currently meeting the standard, with Route 80 close at 0.9 boardings/VRM and Routes 76 and 80S have the lowest performance at 0.3 boardings/VRM.
- **Farebox Recovery:** FY2011-12 operating costs and fare revenues have been broken down for SolTrans intercity routes funded by the Intercity Transit Funding Agreement – Routes 78, 80 and 85 (through a cost allocation model). Thus, in terms of achieving the SolTrans GOMS standard of 27% farebox recovery for intercity routes, Routes 80 and 85 achieved this standard (with 45% and 32% farebox recovery, respectively). Route 78 did not meet this standard with 19% farebox recovery. Fare recovery could not be calculated for local bus routes, since SolTrans does not allocate system costs to each individual local bus route,

Overall, it appears that since July 2012, performance has improved for local buses, although Route 4 still performs well below standard. Several intercity routes have low performance in terms of both boardings/VRH and boardings/VRM and could be candidates for modification, and/or consolidation such as Route 76, 78 and 80S.

**Table 13: SolTrans Route-Level Performance**

Type	Route <sup>A</sup>	FY2011-12 Performance			FY2012-13 Performance (thru 12/2012)			Notes and Major Service Changes
		Boardings	VRH	VRM	Boardings	VRH	VRM	
Local	1	189,230	14,215	195,495	51,546	2,831	38,880	South Vallejo service provided by Route 3 since July 2012.
	2	82,931	4,800	56,860	55,541	3,700	45,694	Route modified to service Gateway Plaza and Solano Community College with 45 minute headways since July 2012.
	3	6,614	755	7,650	29,154	2,399	30,310	Route modified to serve South Vallejo, Beverly Hills, and Glen Cove neighborhoods since July 2012 (taking over part of Route 1's route).
	4	56,717	3,599	39,355	16,568	2,141	17,859	No changes instituted in July 2012.
	5	161,432	20,055	129,436	30,714	2,462	34,022	Route serves Kaiser Hospital, Sereno Drive, and Discovery Kingdom and no longer serves Plaza Drive/Target since July 2012.
	6	66,149	3,959	56,340	32,208	2,467	34,473	Route modified to serve East Vallejo neighborhoods along Ascot Parkway and segment south of Benicia Road eliminated since July 2012.
	7	139,001	9,760 <sup>B</sup>	99,545	56,981	3,331	47,442	Route operates as a bidirectional route between the Vallejo Transit Center and Gateway Plaza since July 2012.
	11	5,834	136	1,333	0	0	0	Formerly operated weekday school trips; eliminated prior to July 2012 service changes.
	12	4,396	335	2,282	2,751	128	1,797	Currently operates weekday school trips.
	14	710	325	2,297	2,513	90	1,775	Currently operates weekday school trips.
	15	9,670	548	6,749	4,063	206	2,446	Currently operates weekday school trips; no service changes in July 2012.
	16	1,055	145	3,139	0	0	0	Formerly operated weekday school trips; eliminated prior to July 2012 service changes.
	17	18,654	655	6,495	9,182	216	2,269	Currently operates weekday school trips; no service changes in July 2012.
	18	115	110	2,583	0	0	0	Formerly operated weekday school trips; eliminated prior to July 2012 service changes.
20	2,883	425	1,985	0	0	0	Formerly operated weekday school trips; eliminated prior to July 2012 service changes.	
21	2,094	1,263	14,647	0	0	0	Replaced with DAR for FY2012-13 since July 2012.	
22	1,149	1,120	10,916	0	0	0	Replaced with DAR for FY2012-13 since July 2012.	

Type	Route <sup>A</sup>	FY2011-12 Performance			FY2012-13 Performance (thru 12/2012)			Notes and Major Service Changes
		Boardings	VRH	VRM	Boardings	VRH	VRM	
Intercity	76	9,134	1,919	26,416	2,264	302	7,323	Service reduced to only three daily roundtrips since July 2012.
	78	88,754	11,494	227,555	43,974	5,592	129,676	No changes instituted in July 2012.
	80	432,840	21,100	694,332	222,220	9,446	259,611	Sunday service discontinued since July 2012.
	80S (82)	0	0	0	1,836	215	6,082	Provides Sunday service to Benicia and Walnut Creek BART (internally referred to as Route 82) since July 2012.
	81	642	967	17,340	0	0	0	Eliminated prior to July 2012 service changes.
	85	152,432	11,700	266,634	53,381	4,639	102,824	Operates on an hourly headway, with reduced stops in Vallejo since July 2012.
	200	54,026	4,759	93,108	22,373	1,591	46,885	Operates AM weekday service from the Vallejo Ferry to the Ferry Building in San Francisco.
	400 <sup>C</sup>	733	99	468	628	51	1,038	Route 400 was cancelled in late FY2012-13 due to low ridership. Route 400 was a seasonal service operating from mid-May to late October.

Notes:

<sup>A</sup> Of the routes operated in FY2011-12, all were operated by Vallejo Transit except for Routes 15, 17, 21, 22, and 76 (operated by Benicia Breeze).

<sup>B</sup> The originally reported VRH for Route 7 was 1,452 VRH, which equated to 95.7 passengers/RVH. VRH was adjusted based on the average local bus speed of 10.2 mph.

<sup>C</sup> Route 400 was cancelled in late FY2012-13 due to low ridership.

**Table 14: SolTrans Route-Level Performance and Productivity**

Type	Route <sup>A</sup>	Boardings/VRH			Boardings/VRM			
		SolTrans Standard	FY2011-12 Performance	FY2012-13 Performance	SolTrans Standard	FY2011-12 Performance	FY2012-13 Performance	
Local	1	12.0	13.3	18.2	1.0	1.0	1.3	
	2	12.0	17.3	15.0	1.0	1.5	1.2	
	3	12.0	8.8	12.2	1.0	0.9	1.0	
	4	12.0	15.8	7.7	1.0	1.4	0.9	
	5	12.0	8.0	12.5	1.0	1.2	0.9	
	6	12.0	16.7	13.1	1.0	1.2	0.9	
	7	12.0	14.2	17.1	1.0	1.4	1.2	
	11	12.0	42.9	Not Operated	1.0	4.4	Not Operated	
	12	12.0	13.1	21.5	1.0	1.9	1.5	
	14	12.0	2.2	27.9	1.0	0.3	1.4	
	15	12.0	17.6	19.7	1.0	1.4	1.7	
	16	12.0	7.3	Not Operated	1.0	0.3	Not Operated	
	17	12.0	28.5	42.6	1.0	2.9	4.0	
	18	12.0	1.0	Not Operated	1.0	0.0	Not Operated	
	20	12.0	6.8	Not Operated	1.0	1.5	Not Operated	
	21	12.0	1.7	Not Operated	1.0	0.1	Not Operated	
	22	12.0	1.0	Not Operated	1.0	0.1	Not Operated	
	Intercity	76	14.0	4.8	7.5	1.0	0.3	0.3
		78	14.0	7.7	7.9	1.0	0.4	0.3
		80	14.0	20.5	23.5	1.0	0.6	0.9
		80S (82)	14.0	Not Operated	8.6	1.0	Not Operated	0.3
		81	14.0	0.7	Not Operated	1.0	0.0	Not Operated
85		14.0	13.0	11.5	1.0	0.6	0.5	
200		14.0	11.4	14.1	1.0	0.6	0.5	
400 <sup>C</sup>		14.0	7.4	12.2	1.0	1.6	0.6	

Notes:

<sup>A</sup> Of routes operated in FY2011-12, all were operated by Vallejo Transit except for Routes 15, 17, 21, 22, and 76 (operated by Benicia Breeze).

<sup>B</sup> The originally reported VRH for Route 7 was 1,452 VRH, which equated to 95.7 passengers/RVH. VRH was adjusted based on the average local bus speed of 10.2 mph.

<sup>C</sup> Route 400 was cancelled in late FY2012-13 due to low ridership.

## 3.6 Other Relevant Programmatic Evaluations

### 3.6.1 MTC Regional Express Bus and STA Intercity Transit Funding Agreement

This section discusses the proposed intercity fixed route performance benchmarks being considered in STA's Transit Corridor Study. These proposed benchmarks are presented below in Table 15.

**Table 15: Intercity Route Performance vs. GOMS Intercity Benchmarks**

<b>Service Productivity Measures</b>	<b>Benchmark</b>
Passengers per Vehicle Revenue Hour	25.0
Passengers per Trip	15.0
Passengers per Vehicle Revenue Mile	1.0
Peak Corridor Demand (Hourly Demand / Capacity) <sup>A</sup>	85.0%
Capacity Utilization (Passenger Miles / Seat Miles)	35.0%
<b>Cost Efficiency Measures</b>	<b>Benchmark</b>
Cost per Vehicle Revenue Hour	\$125.00
Cost per Vehicle Revenue Mile	\$5.00
Cost per Revenue Seat Mile	\$0.10
<b>Cost Effectiveness Measures</b>	<b>Benchmark</b>
Subsidy per Passenger Trip	\$3.50
Revenue per Revenue Seat Mile	\$0.04
Farebox Recovery Ratio (STA)	50%
Farebox Recovery Ratio (RM2 RC)	30%
Farebox Recovery Ratio (RM2 RAD)	20%

Based on current year forecasts, SolTrans intercity routes appear to be performing within most benchmarks. The best performing route is Route 80, followed by Route 85. Route 78 has the lowest performance. STA's Transit Corridor Study will make recommendations to improve performance across all intercity routes.

### 3.6.2 Community Based Transportation Plans

The most recent Community Based Transportation Plan was completed in July 2008 for the City of Vallejo. During the outreach process, which included community surveys, stakeholder interviews, stakeholder meetings, community meetings, and focus groups, the community identified the most frequently stated concerns regarding transit needs. The common themes from the outreach process are listed below:

#### **Transit—Route Service and Schedules**

- Service Gaps in Transit—Route Service and Schedules

- Route 2 bus only operates once per hour and service stops too early.
- Bus stops along Magazine and Admiral Callahan are too spread out.
- Difficult to access the following locations: Wal-Mart in Vallejo and American Canyon; Fairfield, in the evening; Solano Community College, Vallejo; Mare Island, including Touro University and social service sites; Glen Cove neighborhood; Industrial parks outside Vallejo; Marin County
- Transit service reductions on Sunday have resulted in residents missing religious services.
- Long headways are inconsistent with the one-hour transfer period.
- Buses, particularly on popular routes, often don't arrive on time.

### **Transit—Span of Service**

- Transit service span is limited: Bus service stops too early in the evening and is inadequate on the weekends and holidays. The limited service span is a barrier to employment, particularly for graveyard and swing shifts.

### **Transit—Costs**

- Transit fares are costly, especially for families with children.
- The ferry is too expensive.
- The cost to take transit to Fairfield, where many jobs are located, is too expensive.
- Elimination of free school bus service means that families now have to pay for their children to ride regular fixed-route public transit. If a family has more than one child, the cost of buses can be extremely high. The public transit buses for students are not as flexible as the yellow school bus.

### **Transit—Safety and Comfort**

- Many people are afraid of riding the bus because of safety issues on board the bus and at bus stops.
- Rowdy bus passengers sometimes intimidate other passengers and bus drivers.
- Transfer stations are perceived as dangerous.
- There are no garbage cans or bathroom facilities at Sereno Transit Station.
- Many bus stops are not equipped with benches, shelters, lighting or waste baskets.
- Some bus drivers and dispatchers are rude and unhelpful when asked for directions and transit information.

- Some passengers with disabilities feel unsafe on fixed-route buses as drivers don't always wait until riders are situated before moving the vehicle.
- Some drivers do not enforce rules about giving up seats to elderly and disabled riders. Grocery shopping is particularly difficult for public transportation users.

### **Transit—Coordination**

- While some intercity routes run until 11 p.m., there is no service into neighborhoods at night.
- Transit services throughout Solano County are not one operator's network.
- The cost of transferring to a different provider is expensive.
- Riders can become stranded if they expect all buses to end service at the same time.
- Bus connections are not timed properly. Riders have to wait a long time to transfer.

### **Transit—Accessibility and Convenience**

- It's hard to travel with strollers.
- Bus service to the WIC offices is too infrequent.
- Monthly bus passes are available in too few locations.
- Service agencies do not receive enough bus passes for all clients who need them.
- Shuttle service for seniors exists, but it does not extend beyond Vallejo or, for example, to get to the Cancer Society in Fairfield, riders must provide three to five days' notice.
- Frail seniors are homebound because they need door-through-door service.
- Some bus drivers do not know how to load wheelchairs, which results in delays and frustrated customers. Only two wheelchairs are permitted on buses.
- Riders can only make one stop using paratransit, even if they need to go to multiple destinations.

### **Education and Outreach**

- Many users are confused about routes, fares and hours of service. This is particularly true for non-English speakers. There are not enough posted bus schedules.

### **Alternatives to Public Transportation**

- Bicycling is unsafe. Bike lanes on Broadway are too narrow.
- There is not enough space on bus bike racks, and drivers do not always explain to riders how to load bicycles onto racks.

- Bikes get stolen because there are inadequate storage areas.
- Some taxi drivers don't pick up senior citizens.
- While many seniors use taxi scrip, the scrip program is currently threatened with reduction. Scrip is available in too few locations.

### 3.6.3 Title VI

SolTrans is committed to ensuring that no person shall, on the ground of race, color, national origin, religion age, marital status, sexual orientation, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity provided by SolTrans. SolTrans submitted the SolTrans' Title VI Program on November 15, 2011. This report is included in the Appendix. Elements of the program include SolTrans' LEP Plan, Public Outreach Summary, Signed Policy, Complaint, Procedures and Notice, and Analysis of Construction Projects.

### 3.6.4 Results of Most Recent FTA Triennial Review and TDA Audit

#### **FTA Triennial Review**

The last FTA Triennial Review of SolTrans' transit services covered FY2011-12. The audit found that there were deficiencies in 4 out of the 24 areas: Technical, Satisfactory Continuing Control, Americans with Disabilities Act, and ARRA. Deficiencies in the Technical area were related to ARRA grant. Deficiencies in Satisfactory Continuing Control are repeat deficiencies from the last review. The following were the deficiencies and corrective actions identified:

- The City has been receiving program income from bus advertising and incidental use of ferry terminal space. The City has not been reporting this income on its FFRs. The City's MPRs have not contained all FTA-required information including reasons for changes in milestones and identification of problem areas. By October 30, 2011, the City will submit to the FTA regional office FFRs and MPRs with all FTA required information.
- The City has a fleet of 54 fixed route vehicles and operates 37 in peak service. The result is a 45 percent spare ratio. The City has older vehicles that could be placed in a contingency fleet. By November 23, 2011, the City will provide a plan for reducing the spare ratio to 20 percent.
- The City's no-show policy for RideAbout indicates that three no-shows in a thirty-day period will result a 14-day suspension of service. FTA requires that a no-show policy recognize a true pattern or practice, ideally taking into account frequency of service, and not use only a simple number threshold. By December 23, 2011, the City will provide a revised no-show policy that meets FTA requirements.
- The City was awarded two ARRA grants (CA-96-X034 and CA-66-X014). Projects funded by these grants are: maintenance facility

rehabilitation, two ferry boat engines, Vallejo station parking structure construction, and ferry terminal rehabilitation. The finding related to MPRs lacking required information discussed in Technical applies to ARRA grants. By October 30, 2011, the City will submit MPRs with required information.

### **TDA Audit**

The last MTC Triennial Review and TDA audit was completed in May 2012. The audit focused on Vallejo Transit, covering the period of fiscal years 2009 through 2011 (from July 1, 2008 through June 30, 2011). During the audit period the City of Vallejo operated the bus service. The City also operated the Baylink Ferry service between Vallejo and San Francisco. Paratransit service, known as Vallejo Runabout, provided curb-to-curb services for persons with disabilities in the Vallejo service area. On July 1, 2011, Vallejo's bus and paratransit services were transferred to Solano County Transit (SolTrans). The Baylink Ferry, while still owned by the City and operated by Blue & Gold, will eventually be transferred to the San Francisco Bay Area Water Emergency Transportation Authority (WETA). The following key findings and conclusions from the report are summarized below. There were no recommendations suggested based on the results summarized below:

### **Data Collection**

- Vallejo is in compliance with the data collection and reporting requirements for all five TDA statistics.

### **TDA Performance Trends**

- Bus Service: Vallejo's fixed-route performance exhibited worsening trends over the six-year period of FY2006 through FY2011. Performance worsened in all areas: cost efficiency, passenger productivity, cost effectiveness and employee productivity.
- Paratransit Service: Vallejo's paratransit performance was mostly negative over the six-year period of FY2006 through FY2011. Although improvements in passenger productivity were observed, performance in cost efficiency, cost effectiveness, and employee productivity worsened.

### **PUC Compliance**

- Vallejo is in compliance with the five sections of the state PUC that were reviewed as part of this performance audit. These sections included CHP terminal inspections, requirements concerning labor contracts, reduced fares, revenue sharing, and evaluating passenger needs.

### **Status of Prior Audit Recommendations**

- In light of the recent transfer of bus and paratransit services from Vallejo to SolTrans, and the scheduled transfer of Vallejo's ferry service to WETA in the near future, all three recommendations have been closed. These

recommendations were related to improving Vallejo's performance measurement and monitoring activities.

- Vallejo staff reported that SolTrans is implementing a new performance measurement system based on its recently approved Short Range Transit Plan (SRTP). This system is being developed to include routine performance monitoring and take into consideration the current fiscal and operating environment.

### 3.7 Summary of Performance

Ridership has been falling since FY2008-09 and continued to fall after the merger in July 2011. Overall, the trend is attributed to the decrease in local fixed route ridership. As of FY2011-12, SolTrans ridership fell by about 310,000 or 17.3% since FY2008-09. This decrease is attributable to a 56% decrease in local fixed route ridership and a 40% decrease in dial-a-ride ridership. Intercity ridership actually increased over the same period by 11%.

Fare revenues on the other hand have been climbing since FY2009-10. In its first full year since the merger, SolTrans achieved its highest overall system revenues, generating about \$3.6 million annually – an increase of \$375,000 or about 11.7% over the last two years. This increase in revenue is attributable to the intercity service, which had an increase in fare revenues of about 39%, compared to the local fixed route service which saw a decrease in fare revenues of about 10%.

After the merger, the amount of service provided by SolTrans dropped significantly – by nearly 14,000 vehicle revenue hours - due to consolidation and elimination of routes. As of FY2011-12, SolTrans provided about 113,000 vehicle revenue hours in total. This overall decrease is attributable to the local service which experienced a 23% decrease in local fixed route revenue hours and a 33% decrease in dial-a-ride revenue hours. During this same period intercity routes experienced a 7% increase.

Total operating costs have risen, despite the decrease in amount of service provided, from \$10.8 million in FY2009-10 to about \$12.3 million in FY2011-12, an increase of over 13.3% over the three year period. Both intercity and local routes experienced an increase in operating costs, however, the intercity operating costs increased by about 32%, while the local route only increased by about 5%.

In FY2010-11 before the merger, SolTrans met only 7 of its 21 of its service performance standards, with most deficiencies in the financial cost effectiveness categories (note data was unavailable for 8 of the standards). Performance improved in FY2011-12 after the merger, as SolTrans met 10 of its 24 service performance standards, with deficiencies in similar categories (note data was unavailable for 5 of its standards).

In FY2010-11 before the merger, SolTrans did not meet any of its system performance standards in which data was available (with 16 out of 20 standards lacking data). Key deficiencies were in on-time performance and service frequency. Data was more readily available after the merger, thus in FY2011-12, SolTrans met 13 of its 16 standards in which data was available (only four

standards lacked data to evaluate). Key deficiencies were in DAR on-time performance, fixed route system transfer waiting time, and having 30 minute minimum fixed route headways.

Overall, it appears that since July 2012, performance has improved for local buses, although some still perform below the standard (Route 4 in particular). Several intercity routes are operating poorly in terms of both boardings/VRH and boardings/VRM and could be candidates for modification, and/or consolidation such as Route 76, 78 and 80S. Against proposed intercity fixed route performance standards being considered in STA's Transit Corridor study, SolTrans intercity routes are currently performing within most standards. Route 80 has the best performance followed by Route 85. Route 78 has the lowest performance. Routes 76 and 80S are not subject to the proposed STA standards.

The 2012 CBTP revealed that the top community needs involve transit routing, service span, and schedule, as well as cost, safety/comfort, coordination, and accessibility. SolTrans submitted a Title VI Program in November 2011. The FTA triennial review found that SolTrans was in accordance with FTA requirements in 20 of the 24 areas, with deficiencies in the Technical, Satisfactory Continuing Control, ADA, and ARRA categories. The March 2012 TDA Audit findings (for FY2006-2011) regarding SolTrans service performance trends were consistent with the performance evaluation conducted for this SRTP. The review noted that SolTrans was implementing a new performance management system based on its recently approved SRTP to rectify worsening bus and paratransit service performance.

## 4 Operating, Financial and Capital Plan

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### 4.1 Operations Plan

SolTrans will continue to provide fixed route local bus and complementary ADA paratransit services to the 116,000 residents of Vallejo and provide local dial-a-ride (DAR) services to the 26,000 residents of Benicia on Mondays through Saturdays. In both FY2013-14 and FY2014-15, staff proposes to add about 2,000 revenue hours each year, 4,000 hours total, on the most productive local bus routes which amounts to less than 5% fixed route service expansion.

SolTrans will continue to supplement ADA paratransit by subsidizing a local taxi scrip program. In addition to these local public transit services, SolTrans will continue its funding participation in the County's intercity taxi scrip program for ADA qualified persons. Finally, SolTrans will continue to operate a portion of SolanoExpress intercity bus services utilized by all residents of Solano County. The routes operated by SolTrans include:

- Route 76 connecting Vallejo and Benicia with Diablo Valley College, the Vallejo Transit Center, and Benicia City Park;
- Route 78 operating between Vallejo, Benicia, Pleasant Hill and Walnut Creek BART;
- Route 80 operating between Vallejo and El Cerrito del Norte BART;
- Route 80S operating between Vallejo, Benicia and the Walnut Creek BART station on Sundays;
- Route 85 operating between Vallejo and Westfield Solano Mall with stops in Fairfield at Solano Community College and Six Flags Discovery Kingdom; and
- Route 200 which is an express bus service from Vallejo to the Ferry Building in San Francisco (operated under an agreement with the Water Emergency Transit Authority).

In FY2012-13, SolTrans is expected to serve about 1.5 million riders systemwide with about 115,000 service hours, at a cost of about \$11.5 million with fare revenues of about \$3.3 million recovering about 29% of operating costs from fare revenues. Between FY2012-13 and FY2014-15, ridership on fixed route local service is expected to grow 3% due to the introduction of new services. After this initial increase, local ridership is forecast to be about 1% per year. Ridership on Intercity and all paratransit services is forecast to grow at 2% per year FY2021-22. Ridership increases on existing bus routes and DAR services should be able to be accommodated without any additional expansion of service.

### 4.2 Operating Budget and Financial Projection

The Operating Budget and Financial Projection shows that SolTrans will have declining annual operating surplus over most of the 10 year forecast period, with a

small operating deficit in the final year of the plan. The deficit can be covered with available TDA reserves. SolTrans will need to evaluate its expense and revenue trends and determine options for making the operating budget more sustainable over time.

A baseline FY2012-13 operating budget and financial projection through FY2021-22 is provided in Table 16 through Table 18, which present budgets for fixed route and paratransit services, as well as the cumulative systemwide totals.

#### **4.2.1 Operating Expenses**

SolTrans total costs will grow at a modest pace under a new operations contract that can be extended through FY2019-20. This contract provides labor and ancillary resources necessary to operate and maintain the entire SolTrans system and revenue vehicle fleet including local and intercity fixed routes, ADA complementary paratransit and Benicia DAR. One of the benefits to SolTrans of the new contract is that the cost is determined using a per revenue vehicle hour rate rather than the former per total vehicle hour rate.

SolTrans will continue to operate SolanoExpress intercity bus services utilized by all residents of Solano County and subsidized through the Intercity Transit Funding Agreement between SolTrans, FAST, Vacaville, Dixon, STA and County of Solano. The baseline financial projection assumes operating costs for intercity services will include modest inflation-based growth at the same general rate as the rest of the SolTrans operation.

SolTrans is working with STA and MTC to launch Clipper in Solano County. As of the time of this SRTP, information was not yet available on the ongoing operating and maintenance cost to the local transit operators for the use of the Clipper technology and third party revenue processing. In this operating plan, it is assumed that costs would be comparable to current expenses for fare collection & processing.

#### **4.2.2 Program Expenses**

SolTrans makes financial contributions to several programs that provide County-wide services on a shared-cost basis. Specifically, SolTrans participates in both the local taxi scrip program and the Intercity taxi scrip program and it is a funding partner in the SolanoExpress intercity bus services.

The Intercity taxi scrip program has recently been renewed through a new MOU that will be effective July 1, 2013 through June 30, 2015. SolTrans's costs for this program will be \$85,000 per year for the period of the MOU, which is more than four times higher than the contribution paid in FY2012-13. In future years, program costs are forecast to grow in line with TDA apportionments.

More detail about the financial transfers to reconcile the cost of intercity bus services is included below in Section 4.2.5.

### 4.2.3 Operating Revenues

The financial projection assumes no change from current SolTrans local passenger fares of \$1.75 for adults, \$1.50 for youth, ages 6-18, and \$0.85 for seniors age 65 and over and persons with disabilities, with day, 10 ride and monthly passes available. Transfers will not be issued except for continuing travel on intercity buses.

Clipper is expected to be implemented throughout Solano County as early as FY2013-14. The implementation plan includes installation on SolTrans, with a focus on improving inter-operator transfers. Specific business rules and pricing of Clipper will be determined in consultation with other Solano transit operators and MTC. Current fare media will likely continue to be offered, so the availability of Clipper as a new payment option is not expected to cause any significant changes in average fare per passenger or total fare revenues received by SolTrans.

### 4.2.4 Subsidy Revenues

SolTrans has historically relied on seven primary revenue sources to subsidize transit operations: TDA LTF apportionments, STAF revenue-based apportionments, Lifeline grants funded by STAF, Regional Measure 2, FTA's 5307 Urbanized Area funding program, and FTA's 5311 Non-Urbanized Area funding for Intercity Operations, and FTA's 5316 Job Access and Reverse Commute (JARC) program that supports Local Operations. The first two of these funding programs provide formula funding allocations for the exclusive use of SolTrans (as opposed to competitive grant programs or funds programmed by other agencies). The five remaining sources are awarded at the discretion of other funding partners, so funding levels could change in the future as new services come online and other needs emerge. The subsidy revenues shown in the operating plan are based on the following assumptions:

- **TDA-LTF Apportionments** – These are based on statewide sales tax collections, and subject to escalation due to natural inflation and increases due to underlying economic growth. TDA revenues are conservatively assumed to grow at 2% per year through FY2015-16 and 3% per year thereafter. Beginning in FY2012-13, the Benicia apportionment area is combined with Vallejo and 100% of the apportionment is available for SolTrans to claim. A little over 9% of the total SolTrans TDA allocation is dedicated to specific programs, including the local taxi scrip program, STA Planning activities, and Solano County-wide transportation programs (inter-city taxi scrip). As a simplifying assumption, the required contributions for these programs are all assumed to grow at the same rate as overall TDA apportionments.
- **STAF Funding: Revenue-Based Apportionments and Lifeline** – Both the formula apportionments and the Lifeline allocation come from the State Transit Assistance Fund, which is derived from taxes on fuel sales. The total amounts in the STAF tend to vary annually due to volatility in fuel sales and uncertainty around future State budget actions. As a result, no growth assumption was included for these two sources.

- **Regional Measure 2 (RM2)** – This funding source is derived from a portion of bridge tolls collected on the seven state-owned bridges in the Bay Area. It is designated for use on projects that relieve congestion or make improvements in the bridge corridors, including intercity express bus service such as SolanoExpress. The SolanoExpress bus routes receive operating support as part of the “Regional Express Bus North Pool”, which covers all services that cross the Carquinez and Benicia Bridges. It is assumed the level of funding will be consistent with historical levels; per MTC, no growth assumption was included.
- **FTA 5307 Urbanized Area Funding** – Funding is assumed to be stable during the period covered by this SRTP. SolTrans claims the majority of the funds apportioned to the Vallejo Urbanized Area (UZA), which had a population of 165,074 in the 2010 Census. Because the UZA population is less than 200,000, the allocation formula is based on population and population density, and SolTrans is permitted to use the funding for operations. SolTrans also receives approximately 2% of the funding from the ADA Paratransit Operating Set-aside for the San-Francisco-Oakland UZA, which is used to support paratransit services. Though MAP-21 and future re-authorizations may alter the structure of the FTA funding programs, it is assumed that operating assistance will continue to be provided and that the level of funding support for urbanized areas will not be significantly decreased in future federal programs.
- **FTA 5311 Non-Urbanized Area Funding** – The 5311 program formula is currently based on land area and the decennial census population, both of which are expected to remain unchanged for the majority of the forecast period. STA works with the Solano County operators to determine the appropriate sub-allocation, so the baseline assumption is that the amount of funding received will be stable during the period covered by this SRTP. Though MAP-21 and future re-authorizations may alter the structure of the FTA funding programs, it is assumed that operating assistance will continue to be provided and that the level of funding support for rural transit services will not be significantly decreased in future federal programs.
- **FTA 5316 Job Access and Reverse Commute (JARC) Funding** – The 5316 program historically provided additional operating support for transit that connects suburban employment centers. Funding was distributed based on factors such as the size of each urbanized/rural area and its proportional share of low-income residents and welfare recipients. The recent restructuring of federal funding programs under MAP-21 eliminated 5316 as a separate program, but the JARC factors are now included in the allocation formulas for funding under the 5311 Non-Urbanized Area program (described above). Accordingly, it is assumed that the Vallejo and Benicia areas will continue to receive some funding based on past eligibility. For clarity, funding related to the JARC factors is shown as a separate line item from the 5311 funding.

In addition to these on-going sources, SolTrans has periodically received allocations of discretionary funding from FTA sources in the past, including the 5303 Metropolitan & Long-Range Planning program and augmented 5307 funding available from the American Recovery and Reinvestment Act. Some of these funding programs have recently been re-organized under the MAP-21 re-authorization, but the activities funded under the SAFETEA-LU programs remain eligible in the new programs, and overall funding levels are reasonably equivalent to historical levels. However, given the significant competition for these funding sources, no additional support from one-time grants was assumed in the baseline financial forecast.

#### **4.2.5 SolanoExpress**

As described above in Section 4.1, SolTrans plans to continue operating the same level of service on the three SolanoExpress routes that are part of the Intercity Transit Funding Agreement: Routes 78, 80, and 85.

SolTrans determines the operating cost of its Intercity services using a fully allocated Cost Allocation Model (CAM) that assigns the combined local and intercity fixed route system costs to each bus route based on each route's share of RVH, Total Miles and Peak Buses. Fare revenues and committed subsidies are applied to compute the net operating deficit of each route. The Intercity Transit Funding Agreement specifies a population and ridership formula for distributing the net operating cost to each of the six participating agencies: SolTrans, FAST, Vacaville, Dixon, STA and County of Solano.

As one of two operators of the Intercity services, SolTrans receives contributions from the partner agencies, but also must pay its share of the services operated by FAST. Although the exact amounts can vary annually, the financial projection is based on the most recently approved annual budget for Intercity operations. The combined cost allocation plan for FY2012-13 required SolTrans to contribute a little less than 5% of its annual TDA apportionment towards its share of the net operating expenses for the FAST routes, and showed that SolTrans would receive contributions of TDA revenues from other funding partners that cover approximately 5% of the cost of SolTrans' Intercity operations.

A separate Transit Corridor Study is being prepared to develop possible improvements to intercity bus services. The Corridor Study will be completed later this summer. Financial impacts on transit operators will be evaluated as a part of the study.

**Table 16: SolTrans Operating Budget and Financial Projection – Fixed Route: Local & Intercity**

Solano County Transit (SolTrans)													
OPERATING BUDGET SUMMARY													
Fixed Route: Local + Intercity													
Date prepared: 10-Jun-2013													
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	Historical			Budget	Forecast								
	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
<b>OPERATING STATISTICS</b>													
Vehicle Miles: Local	[1]	2,073,455	2,070,864	813,608	813,608	843,969	874,330	874,330	874,330	874,330	874,330	874,330	874,330
Vehicle Miles: Intercity		Not Available	Not Available	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521
<b>Vehicle Miles: TOTAL Fixed Route</b>		<b>2,073,455</b>	<b>2,070,864</b>	<b>2,002,129</b>	<b>2,002,129</b>	<b>2,032,490</b>	<b>2,062,851</b>						
Vehicle Hours: Local	[1]	69,482	66,916	53,596	53,596	55,596	57,596	57,596	57,596	57,596	57,596	57,596	57,596
Vehicle Hours: Intercity		41,377	44,350	44,296	44,296	44,296	44,296	44,296	44,296	44,296	44,296	44,296	44,296
<b>Vehicle Hours: TOTAL Fixed Route</b>		<b>69,482</b>	<b>66,916</b>	<b>97,892</b>	<b>97,892</b>	<b>99,892</b>	<b>101,892</b>						
Ridership: Local	[2]	936,364	936,145	768,203	775,885	799,162	823,136	831,368	839,681	848,078	856,559	865,125	873,776
Ridership: Intercity	[3]	604,636	624,305	674,026	687,507	701,257	715,282	729,587	744,179	759,063	774,244	789,729	805,523
<b>Ridership: TOTAL Fixed Route</b>		<b>936,364</b>	<b>936,145</b>	<b>1,442,229</b>	<b>1,463,392</b>	<b>1,500,418</b>	<b>1,538,418</b>	<b>1,560,955</b>	<b>1,583,861</b>	<b>1,607,141</b>	<b>1,630,803</b>	<b>1,654,854</b>	<b>1,679,299</b>
<b>OPERATING EXPENSES</b>													
Operating & Maintenance Costs: Local	[4]	\$ 4,256,495	\$ 4,082,644	\$ 4,461,540	\$ 5,112,903	\$ 5,303,699	\$ 5,487,631	\$ 5,652,260	\$ 5,821,828	\$ 5,996,482	\$ 6,176,377	\$ 6,361,668	\$ 6,552,518
Operating & Maintenance Costs: Intercity	[5]	\$ 4,767,505	\$ 5,969,919	\$ 6,277,371	\$ 4,696,097	\$ 4,836,980	\$ 4,982,089	\$ 5,131,552	\$ 5,285,498	\$ 5,444,063	\$ 5,607,385	\$ 5,775,607	\$ 5,948,875
<b>Operating &amp; Maintenance Costs: Total Fixed Route</b>		<b>\$ 9,024,000</b>	<b>\$ 10,052,563</b>	<b>\$ 10,738,911</b>	<b>\$ 9,809,000</b>	<b>\$ 10,140,679</b>	<b>\$ 10,469,720</b>	<b>\$ 10,783,812</b>	<b>\$ 11,107,326</b>	<b>\$ 11,440,546</b>	<b>\$ 11,783,762</b>	<b>\$ 12,137,275</b>	<b>\$ 12,501,393</b>
Other Operating Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING EXPENSES</b>		<b>\$ 9,024,000</b>	<b>\$ 10,052,563</b>	<b>\$ 10,738,911</b>	<b>\$ 9,809,000</b>	<b>\$ 10,140,679</b>	<b>\$ 10,469,720</b>	<b>\$ 10,783,812</b>	<b>\$ 11,107,326</b>	<b>\$ 11,440,546</b>	<b>\$ 11,783,762</b>	<b>\$ 12,137,275</b>	<b>\$ 12,501,393</b>
<b>PROGRAM EXPENSES</b>													
Intercity Express Bus (contrib. to County-wide prog.): [6,7,8]				\$ 204,113	\$ 235,394	\$ 240,000	\$ 245,000	\$ 252,000	\$ 260,000	\$ 268,000	\$ 276,000	\$ 284,000	\$ 293,000
<b>TOTAL PROGRAM EXPENSES</b>				<b>\$ 204,113</b>	<b>\$ 235,394</b>	<b>\$ 240,000</b>	<b>\$ 245,000</b>	<b>\$ 252,000</b>	<b>\$ 260,000</b>	<b>\$ 268,000</b>	<b>\$ 276,000</b>	<b>\$ 284,000</b>	<b>\$ 293,000</b>
<b>TOTAL EXPENSES</b>		<b>\$ 9,024,000</b>	<b>\$ 10,052,563</b>	<b>\$ 10,738,911</b>	<b>\$ 10,013,113</b>	<b>\$ 10,376,072</b>	<b>\$ 10,709,720</b>	<b>\$ 11,028,812</b>	<b>\$ 11,359,326</b>	<b>\$ 11,700,546</b>	<b>\$ 12,051,762</b>	<b>\$ 12,413,275</b>	<b>\$ 12,785,393</b>
<b>OPERATING REVENUES</b>													
Fare Revenues: Local		\$ 1,418,547	\$ 1,288,124	\$ 1,278,488	\$ 1,223,384	\$ 1,272,319	\$ 1,322,111	\$ 1,335,332	\$ 1,348,686	\$ 1,362,172	\$ 1,375,794	\$ 1,389,552	\$ 1,403,448
Fare Revenues: Intercity		\$ 1,614,453	\$ 1,877,876	\$ 2,248,633	\$ 2,026,616	\$ 2,067,148	\$ 2,108,491	\$ 2,150,661	\$ 2,193,674	\$ 2,237,548	\$ 2,282,299	\$ 2,327,945	\$ 2,374,504
<b>Fare Revenues: Total Fixed Route</b>		<b>\$ 3,033,000</b>	<b>\$ 3,166,000</b>	<b>\$ 3,527,121</b>	<b>\$ 3,250,000</b>	<b>\$ 3,339,468</b>	<b>\$ 3,430,602</b>	<b>\$ 3,485,993</b>	<b>\$ 3,542,360</b>	<b>\$ 3,599,720</b>	<b>\$ 3,658,093</b>	<b>\$ 3,717,497</b>	<b>\$ 3,777,951</b>
Other Operating Revenues		\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
<b>TOTAL OPERATING REVENUES</b>		<b>\$ 3,033,000</b>	<b>\$ 3,166,000</b>	<b>\$ 3,527,121</b>	<b>\$ 3,255,000</b>	<b>\$ 3,344,468</b>	<b>\$ 3,435,602</b>	<b>\$ 3,490,993</b>	<b>\$ 3,547,360</b>	<b>\$ 3,604,720</b>	<b>\$ 3,663,093</b>	<b>\$ 3,722,497</b>	<b>\$ 3,782,951</b>
<b>SUBSIDY REVENUES</b>													
Local Sources		\$ -	\$ -	\$ -	\$ 1,224,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
State Sources		\$ -	\$ -	\$ -	\$ 6,854,079	\$ 4,875,829	\$ 4,733,851	\$ 4,816,869	\$ 4,944,821	\$ 5,076,372	\$ 5,211,678	\$ 5,350,818	\$ 5,494,948
Federal Sources		\$ -	\$ -	\$ -	\$ 4,992,000	\$ 4,797,000	\$ 3,378,000	\$ 3,350,000	\$ 3,350,000	\$ 3,350,000	\$ 3,324,000	\$ 3,311,000	\$ 3,299,000
<b>TOTAL SUBSIDY REVENUES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,070,079</b>	<b>\$ 10,872,829</b>	<b>\$ 9,311,851</b>	<b>\$ 9,366,869</b>	<b>\$ 9,494,821</b>	<b>\$ 9,626,372</b>	<b>\$ 9,748,678</b>	<b>\$ 9,874,818</b>	<b>\$ 10,005,948</b>
<b>TOTAL REVENUES</b>		<b>\$ 3,033,000</b>	<b>\$ 3,166,000</b>	<b>\$ 3,527,121</b>	<b>\$ 16,325,079</b>	<b>\$ 14,217,296</b>	<b>\$ 12,747,453</b>	<b>\$ 12,857,862</b>	<b>\$ 13,042,181</b>	<b>\$ 13,231,092</b>	<b>\$ 13,411,771</b>	<b>\$ 13,597,315</b>	<b>\$ 13,788,899</b>
<b>ANNUAL SURPLUS (DEFICIT)</b>		<b>\$ (5,991,000)</b>	<b>\$ (6,886,563)</b>	<b>\$ (7,211,790)</b>	<b>\$ 6,311,966</b>	<b>\$ 3,841,224</b>	<b>\$ 2,037,733</b>	<b>\$ 1,829,050</b>	<b>\$ 1,682,855</b>	<b>\$ 1,530,546</b>	<b>\$ 1,360,009</b>	<b>\$ 1,184,040</b>	<b>\$ 1,003,506</b>

Note: Table is continued on the next page.

Solano County Transit (SolTrans)													
OPERATING BUDGET SUMMARY													
Fixed Route: Local + Intercity													
Date prepared: 10-Jun-2013													
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	Historical			Budget	Forecast								
	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
<b>METRICS</b>													
Operating Expense Per Vehicle MILE: Local	\$ 2.05	\$ 1.97	\$ 5.48	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.46	\$ 6.66	\$ 6.86	\$ 7.06	\$ 7.28	\$ 7.49	\$ 7.72
Operating Expense Per Vehicle MILE: Intercity	n/a	n/a	\$ 5.28	\$ 3.95	\$ 4.07	\$ 4.19	\$ 4.32	\$ 4.45	\$ 4.58	\$ 4.72	\$ 4.86	\$ 5.01	\$ 5.16
<b>Operating Expense Per Vehicle MILE: All Fixed Route</b>	<b>\$ 4.35</b>	<b>\$ 4.85</b>	<b>\$ 5.36</b>	<b>\$ 4.90</b>	<b>\$ 4.99</b>	<b>\$ 5.08</b>	<b>\$ 5.23</b>	<b>\$ 5.38</b>	<b>\$ 5.55</b>	<b>\$ 5.71</b>	<b>\$ 5.88</b>	<b>\$ 6.06</b>	<b>\$ 6.24</b>
Operating Expense Per Vehicle HOUR: Local	\$ 61.26	\$ 61.01	\$ 83.24	\$ 95.40	\$ 95.40	\$ 95.28	\$ 98.14	\$ 101.08	\$ 104.11	\$ 107.24	\$ 110.45	\$ 113.77	\$ 117.18
Operating Expense Per Vehicle HOUR: Intercity	\$ 115.22	\$ 134.61	\$ 141.71	\$ 106.02	\$ 109.20	\$ 112.47	\$ 115.85	\$ 119.32	\$ 122.90	\$ 126.59	\$ 130.39	\$ 134.30	\$ 138.33
<b>Operating Expense Per Vehicle HOUR: All Fixed Route</b>	<b>\$ 129.88</b>	<b>\$ 150.23</b>	<b>\$ 109.70</b>	<b>\$ 100.20</b>	<b>\$ 101.52</b>	<b>\$ 102.75</b>	<b>\$ 105.84</b>	<b>\$ 109.01</b>	<b>\$ 112.28</b>	<b>\$ 115.65</b>	<b>\$ 119.12</b>	<b>\$ 122.69</b>	<b>\$ 126.37</b>
Operating Expense Per Passenger: Local	\$ 4.55	\$ 4.36	\$ 5.81	\$ 6.59	\$ 6.64	\$ 6.67	\$ 6.80	\$ 6.93	\$ 7.07	\$ 7.21	\$ 7.35	\$ 7.50	\$ 7.65
Operating Expense Per Passenger: Intercity	\$ 7.88	\$ 9.56	\$ 9.31	\$ 6.83	\$ 6.90	\$ 6.97	\$ 7.03	\$ 7.10	\$ 7.17	\$ 7.24	\$ 7.31	\$ 7.39	\$ 7.46
<b>Operating Expense Per Passenger: All Fixed Route</b>	<b>\$ 9.64</b>	<b>\$ 10.74</b>	<b>\$ 7.45</b>	<b>\$ 6.70</b>	<b>\$ 6.76</b>	<b>\$ 6.81</b>	<b>\$ 6.91</b>	<b>\$ 7.01</b>	<b>\$ 7.12</b>	<b>\$ 7.23</b>	<b>\$ 7.33</b>	<b>\$ 7.44</b>	<b>\$ 7.56</b>
Passengers Per Vehicle HOUR: Local	13.5	14.0	14.3	14.5	14.4	14.3	14.4	14.6	14.7	14.9	15.0	15.2	15.3
Passengers Per Vehicle HOUR: Intercity	14.6	14.1	15.2	15.5	15.8	16.1	16.5	16.8	17.1	17.5	17.8	18.2	18.5
<b>Passengers Per Vehicle HOUR: All Fixed Route</b>	<b>13.5</b>	<b>14.0</b>	<b>14.7</b>	<b>14.9</b>	<b>15.0</b>	<b>15.1</b>	<b>15.3</b>	<b>15.5</b>	<b>15.8</b>	<b>16.0</b>	<b>16.2</b>	<b>16.5</b>	<b>16.7</b>
Average Fare Per Passenger: Local	\$ 1.51	\$ 1.38	\$ 1.66	\$ 1.58	\$ 1.59	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61
Average Fare Per Passenger: Intercity	\$ 2.67	\$ 3.01	\$ 3.34	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95
<b>Average Fare Per Passenger: All Fixed Route</b>	<b>\$ 3.24</b>	<b>\$ 3.38</b>	<b>\$ 2.45</b>	<b>\$ 2.22</b>	<b>\$ 2.23</b>	<b>\$ 2.23</b>	<b>\$ 2.23</b>	<b>\$ 2.24</b>	<b>\$ 2.24</b>	<b>\$ 2.24</b>	<b>\$ 2.25</b>	<b>\$ 2.25</b>	<b>\$ 2.25</b>
Farebox Recovery (Fares as % of Oper. Exp.): Local	33.33%	31.55%	28.66%	23.93%	23.99%	24.09%	23.62%	23.17%	22.72%	22.28%	21.84%	21.42%	21.00%
Farebox Recovery (Fares as % of Oper. Exp.): Intercity	33.86%	31.46%	35.82%	43.16%	42.74%	42.32%	41.91%	41.50%	41.10%	40.70%	40.31%	39.92%	39.53%
<b>Farebox Recovery (Fares as % of Oper. Exp.): All FR</b>	<b>33.61%</b>	<b>31.49%</b>	<b>32.84%</b>	<b>33.13%</b>	<b>32.93%</b>	<b>32.77%</b>	<b>32.33%</b>	<b>31.89%</b>	<b>31.46%</b>	<b>31.04%</b>	<b>30.63%</b>	<b>30.22%</b>	<b>29.82%</b>
<b>Local Recovery (Fares+Local Sub. as % of Oper. Exp.)</b>	<b>33.61%</b>	<b>31.49%</b>	<b>32.84%</b>	<b>45.66%</b>	<b>44.81%</b>	<b>44.28%</b>	<b>43.50%</b>	<b>42.74%</b>	<b>42.00%</b>	<b>41.27%</b>	<b>40.56%</b>	<b>39.86%</b>	<b>39.18%</b>

[1] Assumes Local service adds 2,000 additional vehicle hours each year in FY2013/14 and FY2014/15 with proportional increase in vehicle miles. Service plan unchanged thereafter.  
 [2] Assumes Local ridership and fare growth of 3%/year due to each service expansion in FY2013/14 and FY2014/15. Thereafter, growth is at 1%, which is consistent with Solano County population forecast. (No change to fare structure.)  
 [3] Assumes Intercity ridership and transit fares grow at 2% per year. (No change to fare structure.)  
 [4] After near-term service increase, Local O&M costs assumed to increase at 3% per year. This includes average annual increase in vendor costs of 3.7% per year through FY2019/2020, combined with cost control measures on all other operations costs.  
 [5] Intercity O&M costs assumed to increase at 3% per year. This includes average annual increase in vendor costs of 3.7% per year through FY2019/2020, combined with cost control measures on all other operations costs.  
 [6] FY2012/13 amounts from Solano County TDA Matrix (June, 2012); sum of Vallejo & Benicia amounts.  
 [7] FY2013/14 amount from Intercity Funding Agreement calculations for FY2012/13 service (May-2012) +2% escalation.  
 [8] Assumes amounts increase consistent with growth in TDA apportionment, i.e., 2% annual growth through FY2015/16 and 3% annual growth thereafter.

**Table 17: SolTrans Operating Budget and Financial Projection– Paratransit & Dial-A-Ride**

Solano County Transit (SolTrans)													
<b>OPERATING BUDGET SUMMARY</b>													
Paratransit: ADA + DAR + All Taxi Scrip													
Date prepared: 10-Jun-2013													
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	Historical			Budget	Forecast								
	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
<b>OPERATING STATISTICS – without taxi programs</b>													
Vehicle Miles	214,088	121,900	263,057	298,990	298,990	298,990	298,990	298,990	298,990	298,990	298,990	298,990	298,990
Vehicle Hours	22,631	15,696	15,227	17,307	17,307	17,307	17,307	17,307	17,307	17,307	17,307	17,307	17,307
Ridership	43,890	36,130	31,021	40,548	41,359	42,186	43,030	43,890	44,768	45,664	46,577	47,508	48,459
<b>OPERATING EXPENSES - without taxi programs</b>													
Operating & Maintenance Costs	\$ 1,790,693	\$ 1,473,128	\$ 1,513,325	\$ 1,732,000	\$ 1,784,000	\$ 1,838,000	\$ 1,893,000	\$ 1,950,000	\$ 2,009,000	\$ 2,070,000	\$ 2,132,000	\$ 2,196,000	\$ 2,262,000
Other Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,790,693</b>	<b>\$ 1,473,128</b>	<b>\$ 1,513,325</b>	<b>\$ 1,732,000</b>	<b>\$ 1,784,000</b>	<b>\$ 1,838,000</b>	<b>\$ 1,893,000</b>	<b>\$ 1,950,000</b>	<b>\$ 2,009,000</b>	<b>\$ 2,070,000</b>	<b>\$ 2,132,000</b>	<b>\$ 2,196,000</b>	<b>\$ 2,262,000</b>
<b>PROGRAM EXPENSES</b>													
Local Taxi Scrip (net expense)	[1]			\$ 80,934	\$ 83,871	\$ 86,797	\$ 90,521	\$ 94,228	\$ 97,921	\$ 101,600	\$ 106,063	\$ 110,509	\$ 114,939
Intercity Taxi Scrip (contrib. to County-wide prog.)	[2,3]			\$ 18,066	\$ 85,000	\$ 85,000	\$ 86,700	\$ 89,300	\$ 92,000	\$ 94,800	\$ 97,600	\$ 100,500	\$ 103,500
<b>TOTAL PROGRAM EXPENSES</b>				<b>\$ 99,000</b>	<b>\$ 168,871</b>	<b>\$ 171,797</b>	<b>\$ 177,221</b>	<b>\$ 183,528</b>	<b>\$ 189,921</b>	<b>\$ 196,400</b>	<b>\$ 203,663</b>	<b>\$ 211,009</b>	<b>\$ 218,439</b>
<b>TOTAL EXPENSES</b>	<b>\$ 1,790,693</b>	<b>\$ 1,473,128</b>	<b>\$ 1,513,325</b>	<b>\$ 1,831,000</b>	<b>\$ 1,952,871</b>	<b>\$ 2,009,797</b>	<b>\$ 2,070,221</b>	<b>\$ 2,133,528</b>	<b>\$ 2,198,921</b>	<b>\$ 2,266,400</b>	<b>\$ 2,335,663</b>	<b>\$ 2,407,009</b>	<b>\$ 2,480,439</b>
<b>OPERATING REVENUES – without taxi programs</b>													
Fare Revenues	\$ 198,244	\$ 70,509	\$ 80,965	\$ 81,000	\$ 83,000	\$ 85,000	\$ 87,000	\$ 89,000	\$ 91,000	\$ 93,000	\$ 95,000	\$ 97,000	\$ 99,000
Other Operating Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 198,244</b>	<b>\$ 70,509</b>	<b>\$ 80,965</b>	<b>\$ 81,000</b>	<b>\$ 83,000</b>	<b>\$ 85,000</b>	<b>\$ 87,000</b>	<b>\$ 89,000</b>	<b>\$ 91,000</b>	<b>\$ 93,000</b>	<b>\$ 95,000</b>	<b>\$ 97,000</b>	<b>\$ 99,000</b>
<b>SUBSIDY REVENUES</b>													
Local Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Sources	\$ -	\$ -	\$ -	\$ 1,082,000	\$ 1,078,012	\$ 1,099,561	\$ 1,121,543	\$ 1,155,191	\$ 1,189,840	\$ 1,225,534	\$ 1,262,294	\$ 1,300,164	\$ 1,339,166
Federal Sources	\$ -	\$ -	\$ -	\$ 594,000	\$ 200,000	\$ 700,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
<b>TOTAL SUBSIDY REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,676,000</b>	<b>\$ 1,278,012</b>	<b>\$ 1,799,561</b>	<b>\$ 1,321,543</b>	<b>\$ 1,355,191</b>	<b>\$ 1,389,840</b>	<b>\$ 1,425,534</b>	<b>\$ 1,462,294</b>	<b>\$ 1,500,164</b>	<b>\$ 1,539,166</b>
<b>TOTAL REVENUES</b>	<b>\$ 198,244</b>	<b>\$ 70,509</b>	<b>\$ 80,965</b>	<b>\$ 1,757,000</b>	<b>\$ 1,361,012</b>	<b>\$ 1,884,561</b>	<b>\$ 1,408,543</b>	<b>\$ 1,444,191</b>	<b>\$ 1,480,840</b>	<b>\$ 1,518,534</b>	<b>\$ 1,557,294</b>	<b>\$ 1,597,164</b>	<b>\$ 1,638,166</b>
<b>ANNUAL SURPLUS (DEFICIT)</b>	<b>\$ (1,592,449)</b>	<b>\$ (1,402,619)</b>	<b>\$ (1,432,360)</b>	<b>\$ (74,000)</b>	<b>\$ (591,860)</b>	<b>\$ (125,236)</b>	<b>\$ (661,677)</b>	<b>\$ (689,337)</b>	<b>\$ (718,081)</b>	<b>\$ (747,866)</b>	<b>\$ (778,370)</b>	<b>\$ (809,845)</b>	<b>\$ (842,273)</b>
<b>METRICS</b>													
Operating Expense Per Vehicle HOUR	\$ 79.13	\$ 93.85	\$ 99.38	\$ 100.08	\$ 103.08	\$ 106.20	\$ 109.38	\$ 112.67	\$ 116.08	\$ 119.60	\$ 123.19	\$ 126.89	\$ 130.70
Operating Expense Per Vehicle MILE	\$ 8.36	\$ 12.08	\$ 5.75	\$ 5.79	\$ 5.97	\$ 6.15	\$ 6.33	\$ 6.52	\$ 6.72	\$ 6.92	\$ 7.13	\$ 7.34	\$ 7.57
Operating Expense Per Passenger	\$ 40.80	\$ 40.77	\$ 48.78	\$ 42.71	\$ 43.13	\$ 43.57	\$ 43.99	\$ 44.43	\$ 44.88	\$ 45.33	\$ 45.77	\$ 46.22	\$ 46.68
Average Fare Per Passenger	\$ 4.52	\$ 1.95	\$ 2.61	\$ 2.00	\$ 2.01	\$ 2.01	\$ 2.02	\$ 2.03	\$ 2.03	\$ 2.04	\$ 2.04	\$ 2.04	\$ 2.04
Passengers Per Vehicle HOUR	1.9	2.3	2.0	2.3	2.4	2.4	2.5	2.5	2.6	2.6	2.7	2.7	2.8
Farebox Recovery (Fares as % of Oper. Exp.)	11.07%	4.79%	5.35%	4.68%	4.65%	4.62%	4.60%	4.56%	4.53%	4.49%	4.46%	4.42%	4.38%
Local Recovery (Fares+Local as % of Oper. Exp.)	11.07%	4.79%	5.35%	4.88%	4.65%	4.62%	4.60%	4.56%	4.53%	4.49%	4.46%	4.42%	4.38%

[1] Net expense computed as expenses less fares. Total taxi expenses pro-rated to local (vs. intercity) based on forecast fare revenues for each service. Assume growth consistent with TDA funding, i.e., +2%/year through FY2015/16 and +3%/year thereafter.  
 [2] Amounts for FY2013/14 and FY2014/15 from new MOU (Draft dated 03-May-2013). Assume growth consistent with TDA funding, i.e., +2%/year through FY2015/16 and +3%/year thereafter.  
 [3] Assumes TDA amounts increase consistent with growth in TDA apportionment, i.e., 2% annual growth through FY2015/16 and 3% annual growth thereafter.

**Table 18: SolTrans Operating Budget and Financial Projection – Systemwide Total**

Solano County Transit (SolTrans)		Baseline Scenario												
OPERATING BUDGET SUMMARY		2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Systemwide Total		Historical	Budget			Forecast								
Date prepared: 10-Jun-2013		FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
<b>OPERATING STATISTICS</b>														
Vehicle Miles	[1]	2,287,543	2,192,764	2,265,186	2,301,119	2,331,480	2,361,841	2,361,841	2,361,841	2,361,841	2,361,841	2,361,841	2,361,841	2,361,841
Vehicle Hours	[1]	92,113	82,612	113,119	115,199	117,199	119,199	119,199	119,199	119,199	119,199	119,199	119,199	119,199
Ridership	[2]	980,254	972,275	1,473,250	1,503,940	1,541,777	1,580,604	1,603,985	1,627,751	1,651,909	1,676,467	1,701,430	1,726,808	1,752,606
<b>OPERATING EXPENSES</b>														
Operating & Maintenance Costs	[3]	\$ 10,814,693	\$ 11,525,691	\$ 12,252,236	\$ 11,541,000	\$ 11,924,679	\$ 12,307,720	\$ 12,676,812	\$ 13,057,326	\$ 13,449,546	\$ 13,853,762	\$ 14,269,275	\$ 14,697,393	\$ 15,138,435
Other Operating Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING EXPENSES</b>		<b>\$ 10,814,693</b>	<b>\$ 11,525,691</b>	<b>\$ 12,252,236</b>	<b>\$ 11,541,000</b>	<b>\$ 11,924,679</b>	<b>\$ 12,307,720</b>	<b>\$ 12,676,812</b>	<b>\$ 13,057,326</b>	<b>\$ 13,449,546</b>	<b>\$ 13,853,762</b>	<b>\$ 14,269,275</b>	<b>\$ 14,697,393</b>	<b>\$ 15,138,435</b>
<b>PROGRAM EXPENSES</b>														
Local Taxi Scrip (net expense)	[4]				\$ 80,934	\$ 83,871	\$ 86,797	\$ 90,521	\$ 94,228	\$ 97,921	\$ 101,600	\$ 106,063	\$ 110,509	\$ 114,939
Intercity Taxi Scrip (contrib. to County-wide prog.)	[4]				\$ 18,066	\$ 85,000	\$ 85,000	\$ 86,700	\$ 89,300	\$ 92,000	\$ 94,800	\$ 97,600	\$ 100,500	\$ 103,500
Intercity Express Bus (contrib. to County-wide prog.)	[4]				\$ 204,113	\$ 235,394	\$ 240,000	\$ 245,000	\$ 252,000	\$ 260,000	\$ 268,000	\$ 276,000	\$ 284,000	\$ 293,000
<b>TOTAL PROGRAM EXPENSES</b>					<b>\$ 303,113</b>	<b>\$ 404,265</b>	<b>\$ 411,797</b>	<b>\$ 422,221</b>	<b>\$ 435,528</b>	<b>\$ 449,921</b>	<b>\$ 464,400</b>	<b>\$ 479,663</b>	<b>\$ 495,009</b>	<b>\$ 511,439</b>
<b>TOTAL EXPENSES</b>		<b>\$ 10,814,693</b>	<b>\$ 11,525,691</b>	<b>\$ 12,252,236</b>	<b>\$ 11,844,113</b>	<b>\$ 12,328,944</b>	<b>\$ 12,719,517</b>	<b>\$ 13,099,032</b>	<b>\$ 13,492,854</b>	<b>\$ 13,899,467</b>	<b>\$ 14,318,162</b>	<b>\$ 14,748,938</b>	<b>\$ 15,192,403</b>	<b>\$ 15,649,874</b>
<b>OPERATING REVENUES</b>														
Fare Revenues	[2]	\$ 3,231,244	\$ 3,236,509	\$ 3,608,086	\$ 3,331,000	\$ 3,422,468	\$ 3,515,602	\$ 3,572,993	\$ 3,631,360	\$ 3,690,720	\$ 3,751,093	\$ 3,812,497	\$ 3,874,951	\$ 3,938,476
Other Operating Revenues		\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
<b>TOTAL OPERATING REVENUES</b>		<b>\$ 3,231,244</b>	<b>\$ 3,236,509</b>	<b>\$ 3,608,086</b>	<b>\$ 3,336,000</b>	<b>\$ 3,427,468</b>	<b>\$ 3,520,602</b>	<b>\$ 3,577,993</b>	<b>\$ 3,636,360</b>	<b>\$ 3,695,720</b>	<b>\$ 3,756,093</b>	<b>\$ 3,817,497</b>	<b>\$ 3,879,951</b>	<b>\$ 3,943,476</b>
<b>SUBSIDY REVENUES</b>														
Local Sources		\$ -	\$ -	\$ -	\$ 1,224,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
State Sources		\$ -	\$ -	\$ -	\$ 7,936,079	\$ 5,953,840	\$ 5,833,412	\$ 5,938,412	\$ 6,100,012	\$ 6,266,212	\$ 6,437,212	\$ 6,613,112	\$ 6,795,112	\$ 6,982,312
Federal Sources		\$ -	\$ -	\$ -	\$ 5,586,000	\$ 4,997,000	\$ 4,078,000	\$ 3,550,000	\$ 3,550,000	\$ 3,550,000	\$ 3,537,000	\$ 3,524,000	\$ 3,511,000	\$ 3,499,000
<b>TOTAL SUBSIDY REVENUES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,746,079</b>	<b>\$ 12,150,840</b>	<b>\$ 11,111,412</b>	<b>\$ 10,688,412</b>	<b>\$ 10,850,012</b>	<b>\$ 11,016,212</b>	<b>\$ 11,174,212</b>	<b>\$ 11,337,112</b>	<b>\$ 11,506,112</b>	<b>\$ 11,681,312</b>
<b>TOTAL REVENUES</b>		<b>\$ 3,231,244</b>	<b>\$ 3,236,509</b>	<b>\$ 3,608,086</b>	<b>\$ 18,082,079</b>	<b>\$ 15,578,308</b>	<b>\$ 14,632,014</b>	<b>\$ 14,266,405</b>	<b>\$ 14,486,372</b>	<b>\$ 14,711,932</b>	<b>\$ 14,930,305</b>	<b>\$ 15,154,609</b>	<b>\$ 15,386,063</b>	<b>\$ 15,624,788</b>
<b>ANNUAL SURPLUS (DEFICIT)</b>		<b>\$ (7,583,449)</b>	<b>\$ (8,289,182)</b>	<b>\$ (8,644,150)</b>	<b>\$ 6,237,966</b>	<b>\$ 3,249,364</b>	<b>\$ 1,912,497</b>	<b>\$ 1,167,373</b>	<b>\$ 993,518</b>	<b>\$ 812,465</b>	<b>\$ 612,143</b>	<b>\$ 405,670</b>	<b>\$ 193,661</b>	<b>\$ (25,086)</b>
<b>FINANCIAL CAPACITY</b>														
Opening Balance														
TDA Carryover	[5]				\$ 594,200									
<b>Annual Cash Flow</b>														
Beginning Balance					\$ 594,200	\$ 3,763,892	\$ 4,876,389	\$ 5,819,550	\$ 6,328,068	\$ 6,970,533	\$ 4,095,688	\$ 3,793,426	\$ 3,036,799	\$ 3,036,799
Add (Less): Annual Surplus (Deficit)					\$ 3,249,364	\$ 1,912,497	\$ 1,167,373	\$ 993,518	\$ 812,465	\$ 612,143	\$ 405,670	\$ 193,661	\$ (25,086)	\$ (25,086)
Less: TDA Capital Uses					\$ (79,672)	\$ (800,000)	\$ (224,212)	\$ (485,000)	\$ (170,000)	\$ (3,486,988)	\$ (707,933)	\$ (950,287)	\$ (1,374,088)	\$ (1,374,088)
<b>Equals: Cumulative Year-End Balance</b>					<b>\$ 3,763,892</b>	<b>\$ 4,876,389</b>	<b>\$ 5,819,550</b>	<b>\$ 6,328,068</b>	<b>\$ 6,970,533</b>	<b>\$ 4,095,688</b>	<b>\$ 3,793,426</b>	<b>\$ 3,036,799</b>	<b>\$ 3,036,799</b>	<b>\$ 3,036,799</b>
<b>Capital Needs</b>														
Annual Unfunded Capital Needs, if any		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total 10-Year Capital Funding Gap</b>														<b>\$ -</b>
<b>METRICS</b>														
Operating Expense Per Vehicle HOUR		\$ 117.41	\$ 139.52	\$ 108.31	\$ 100.18	\$ 101.75	\$ 103.25	\$ 106.35	\$ 109.54	\$ 112.83	\$ 116.22	\$ 119.71	\$ 123.30	\$ 127.00
Operating Expense Per Vehicle MILE		\$ 4.73	\$ 5.26	\$ 5.41	\$ 5.02	\$ 5.11	\$ 5.21	\$ 5.37	\$ 5.53	\$ 5.69	\$ 5.87	\$ 6.04	\$ 6.22	\$ 6.41
Operating Expense Per Passenger		\$ 11.03	\$ 11.85	\$ 8.32	\$ 7.67	\$ 7.73	\$ 7.79	\$ 7.90	\$ 8.02	\$ 8.14	\$ 8.26	\$ 8.39	\$ 8.51	\$ 8.64
Average Fare Per Passenger		\$ 3.30	\$ 3.33	\$ 2.45	\$ 2.21	\$ 2.22	\$ 2.22	\$ 2.23	\$ 2.23	\$ 2.23	\$ 2.24	\$ 2.24	\$ 2.24	\$ 2.25
Passengers Per Vehicle HOUR		10.6	11.8	13.0	13.1	13.2	13.3	13.5	13.7	13.9	14.1	14.3	14.5	14.7
Farebox Recovery (Fares as % of Oper. Exp.)		29.88%	28.08%	29.45%	28.86%	28.70%	28.56%	28.19%	27.81%	27.44%	27.08%	26.72%	26.36%	26.02%
Local Recovery (Fares+Local as % of Oper. Exp.)		59.76%	56.16%	58.90%	68.37%	67.51%	66.92%	65.88%	64.85%	63.84%	62.85%	61.88%	60.93%	59.99%

[1] Assumes fixed route local service will add 2,000 additional vehicle hours each year in FY2013/14 and FY2014/15 with proportional increase in vehicle miles. Remainder of service plan unchanged.  
 [2] Assumes ridership & fare growth of 3% per year on fixed route local due to each service expansion in FY2013/14 and FY2014/15, followed by fixed route local growth of 1% per year. All other services have ridership & fare growth of 2% per year. (No change to fare structure.)  
 [3] After near-term service increase, O&M costs assumed to increase at 3% per year. This includes average annual increase in vendor costs of 3.7% per year through FY2019/2020, combined with cost control measures on all other operations costs.  
 [4] Assumes program growth consistent with growth in TDA funding as specified in TSP, i.e. 2% per year through FY2015/16 and 3% per year thereafter.  
 [5] Source: MTC Fund Estimate (Reso. 4086, 2/27/2013).

## 4.3 Capital Improvements Plans

### 4.3.1 Planned and Proposed Capital Projects

The following are summary descriptions of the projects contained in SolTrans' ten year capital improvement plan that support local and intercity fixed route, ADA complementary paratransit and Benicia DAR services.

#### **Revenue Vehicle Rehab & Replacement**

SolTrans replaces local transit and over-the-road buses in accordance with either FTA standard service life of 12 years or MTC TCP service life of 14 years for OTR coaches. Cutaway vans are replaced on a 7 year cycle.

SolTrans local fixed route services are operated using 21 low floor, diesel-electric hybrid powered and 3 diesel powered 40' transit buses. The peak coach requirement is currently 19 vehicles. SolTrans recently reduced the active local bus fleet by shifting 5 retired diesel buses to a contingency fleet in FY2012-13. This number is sufficient to support existing local services plus the planned expansion. SolTrans will replace the three diesel buses with new purchases made during FY2015-16. In FY2016-17, the 21 hybrid buses may require rehabilitation of their medium sized diesel engines, as recommended by CARB, at a cost of \$75,000 each, or \$1.58 million total. The fleet replacement schedule for local fixed route buses is shown in Table 19.

Intercity fixed route services are operated using 15 higher capacity over-the-road coaches, and one diesel-electric hybrid that is shared with local fixed route service. The peak coach requirement is 13 buses. SolTrans has an additional 10 intercity buses available in a contingency fleet in case of emergency or to support any near-term service expansion that may be recommended as part of the current Transit Corridor Study. SolTrans also owns 10 more over-the-road coaches that are leased to FAST for their intercity services. The FAST-operated vehicles are not shown within the SolTrans fleet plan or budget. Over the ten years of this SRTP, a total of 15 over-the-road coaches will be replaced within the SolTrans intercity fleet. The fleet replacement schedule for fixed route intercity buses is shown in Table 20.

ADA paratransit uses 7 cutaway vans and Benicia DAR uses 3 cutaway vans. 4 vans are being held in a contingency fleet in case of emergency. Over the period covered by this SRTP, SolTrans will need to purchase a total of ten cutaway vans to maintain the same combined fleet size. The fleet replacement schedule for paratransit-DAR vehicles is shown in Table 21.

Vehicle purchases for the local fixed route and local paratransit-DAR are funded from a combination of State Proposition 1B PTMISEA funds and local TDA funds. The total cost of local service and paratransit vehicle replacement over 10 years is estimated to be \$4.0 million.

Vehicle purchases for the intercity fixed route bus services that are not included in the Intercity Transit Funding Agreement (Routes 76, 80S, and 200) are funded by SolTrans. Vehicle purchases for the intercity fixed route bus services that are

included in the Intercity Transit Funding Agreement (Routes 78, 80 and 85) are funded by all participating agencies based on inter-agency agreements negotiated through the Intercity Transit Funding Working Group. As formally agreed in February 2013, the three near term replacements for SolTrans will be funded with a combination of approved federal earmarks, Proposition 1B (Lifeline & Population-Based), and TDA-STAF funding.

For the longer term replacements beginning in FY2018-19, the total capital funding requirement is split 20% by STA, 20% by MTC, and 60% by the remaining Intercity funding partners: SolTrans, FAST, Vacaville, Dixon and the County. The distribution of the 60% share is based on the same formula that determines the subsidy shares for net operating expenses. SolTrans will use TDA to fund its share of intercity bus replacement. The total net cost to SolTrans for intercity service vehicle replacements is estimated to be \$6.5 million, of which \$5.6 million will come due during the period covered by this SRTP.

Finally, SolTrans is partnering with STA to conduct a study of alternative fuels for its vehicle fleet in 2013-14 to inform strategies for shaping the future fleet and support facilities to coordinate with local, regional, state and federal climate change initiatives. The cost of this study is estimated at about \$100,000.

#### **Non-Revenue Vehicle Replacement**

SolTrans currently has ten vehicles in its non-revenue fleet, but is retiring the five oldest vehicles this year (2013). Five are used primarily for administration, and five for road supervision and maintenance. Light duty cars and trucks are replaced every 7 years. Administration vehicles have low mileage. Estimated cost to replace the five remaining supervision and maintenance support vehicles over the 10 years is \$325,000. TDA revenue is the primary source of funding.

**Table 19: Vehicle Fleet Replacement Schedule – Fixed Route Local**

Number of Vehicles	Year	Model	Seats	Eligible Replacement Year	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22
<b>Existing Fleet</b>														
21	2011	Gillig Low-Floor Hybrid Electric <sup>1</sup>	39	FY 2023/24	21	21	21	21	21	21	21	21	21	21
3	2001	Orion V High Floor Diesel	44	FY 2013/14 *	3	3	3	3						
32	<i>Sub-Total Existing Fleet</i>				24	24	24	24	21	21	21	21	21	21
<b>Future Acquisitions</b>														
3	2016	Low-Floor Hybrid Electric	TBD	FY 2028/29					3	3	3	3	3	3
3	<i>Sub-Total: Acquisitions</i>				0	0	0	0	3	3	3	3	3	3
Sold/Salvaged					0	0	0	0	3	0	0	0	0	0
Contingency					5	5	5	5	5	5	5	5	5	5
<b>Total Fixed Route Fleet - Active Fleet</b>					<b>24</b>									
<b>Total Fixed Route Fleet - All vehicles</b>					<b>29</b>									
Peak Vehicle Requirement					19	19	19	19	19	19	19	19	19	19
Spare vehicles					5	5	5	5	5	5	5	5	5	5
Spare ratio					26%	26%	26%	26%	26%	26%	26%	26%	26%	26%
Notes: <sup>1</sup> One vehicle is shared between Intercity Route 76 (peak service) and Local bus routes (mid-day service). * Eligible replacement year listed; SolTrans plans to retain vehicle(s) beyond minimum useful life. Retired buses are sold/salvaged in their replacement year, unless retained for contingency.														

**Table 20: Vehicle Fleet Replacement Schedule – Fixed Route Intercity**

Number of Vehicles	Year	Model	Seats	Eligible Replacement Year	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22
<b>Existing Fleet</b>														
1	2011	Gillig Low-Floor Hybrid Electric <sup>1</sup>	39	FY 2023/24	1	1	1	1	1	1	1	1	1	1
15	2003	MCI Over-the-Road Diesel	57	FY 2015/16 *	15	15	15	13	13	12	12			
25	<b>Sub-Total Existing Fleet</b>				16	16	16	14	14	13	13	1	1	1
<b>Future Acquisitions</b>														
2	2015	Over-the-Road coach (fuel TBD)	New	FY 2029/30				2	2	2	2	2	2	2
1	2017	Over-the-Road coach (fuel TBD)	New	FY 2031/32						1	1	1	1	1
12	2019	Over-the-Road coach (fuel TBD)	New	FY 2033/34								12	12	12
15	<b>Sub-Total: Acquisitions</b>				0	0	0	2	2	3	3	15	15	15
Sold/Salvaged					0	0	0	2	0	1	0	12	0	0
Contingency					10	10	10	10	10	10	10	10	10	10
<b>Total Intercity Fleet - Active Vehicles</b>					<b>16</b>									
<b>Total Intercity Fleet - All Vehicles</b>					<b>26</b>									
Peak Vehicle Requirement					13	13	13	13	13	13	13	13	13	13
Spare vehicles <sup>1</sup>					3	3	3	3	3	3	3	3	3	3
Spare ratio					23%	23%	23%	23%	23%	23%	23%	23%	23%	23%

Notes: <sup>1</sup> This vehicle is shared between Intercity Route 76 (peak service) and Local bus routes (mid-day service).  
 \* FTA eligible replacement year listed; SolTrans has used mid-life engine replacement to extend vehicle life.  
 Retired buses are sold/salvaged in their replacement year, unless retained for contingency.

**Table 21: Vehicle Fleet Replacement Schedule – Paratransit-DAR**

Number of Vehicles	Year	Model	Current Service Type	Eligible Replacement Year	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22
<b>Existing Fleet</b>														
2	2007	Ford E-450	DAR	FY 2013/14	2	2								
1	2012	Ford E-450	DAR	FY 2018/19 *	1	1								
7	2011	Ford Starcraft Allstar	Paratransit	FY 2017/18 *	7	7	7	7	7	7	7			
18	<i>Sub-Total Existing Fleet</i>				10	10	7	7	7	7	7	0	0	0
<b>Future Acquisitions</b>														
3	2014	Cutaway	TBD	FY 2020/21			3	3	3	3	3	3	3	
7	2019	Cutaway	TBD	FY 2025/26								7	7	7
3	2020	Cutaway	TBD	FY 2026/27										3
13	<i>Sub-Total: Acquisitions</i>				0	0	3	3	3	3	3	10	10	10
Sold/Salvaged					0	0	3	0	0	0	0	8	0	0
Contingency					4	4	4	4	4	4	4	4	4	4
<b>Total Paratransit Fleet - Active Vehicles</b>					<b>10</b>									
<b>Total Paratransit Fleet - All Vehicles</b>					<b>14</b>									
Notes: * Eligible replacement year listed; SolTrans plans to retain vehicle(s) beyond minimum useful life. Retired buses are sold/salvaged in their replacement year, unless retained for contingency.														

### **Capitalized Preventive Maintenance**

The preventive maintenance category includes labor and parts associated with capitalized maintenance work (i.e. replacement of engines, transmissions, hybrid battery packs, and other capital work that would typically exceed \$5,000 in total) necessary for maintenance of federally funded assets. SolTrans has budgeted \$200,000 for FY2013-14 to support the transition to the new contract operator and \$125,000 per year thereafter. Unused funds in a given year will be carried-over to the next year. Therefore, actual required investment on an annual basis may be less than shown, if funding is carried-over year after year.

### **Facility Rehabilitation**

SolTrans plans to renovate and expand the existing central operations and maintenance facility on Broadway. The current project is budgeted at \$1.5 million in FY2013, which would be funded with a combination of FTA 5307 grants and a local match from TDA. In addition, the City of Vallejo has roughly \$500,000 in an existing FTA grant (including the local match) for the renovation, but this amount has yet to be formally transferred to SolTrans. Once the transfer is complete, additional desired elements will be added to the facility project, bringing the total cost to \$2 million.

### **Facility Security and Maintenance Upgrade**

Staff proposes to upgrade security and maintenance of the heavily used Curtola Park & Ride lot in FY2014-15 at an estimated cost of \$150,000. This project would be funded with TDA and federal 5307 revenues.

### **AVL Technology**

SolTrans proposes to purchase and install a new AVL-CAD system on its fixed route fleet to track on-time performance. The estimated cost is \$2.16 million in FY2013-14. The project will be funded with FTA 5307 (current year and carryover) and local match from TDA and Proposition 1B CalEMA. This project is included in the "Vehicle Technology" line item on the capital plan spreadsheets.

### **Radio Replacement**

The mobile radio and dispatch communications network needs to be replaced to conform to recent regulatory changes to available narrow band frequencies that have compromised the existing radio system, forcing drivers and dispatchers to rely on Nextel and cell phones. The cost of this project is estimated to be \$350,000 in FY2013-14, and will be funded with TDA.

### **Technology Enhancements**

SolTrans is making a variety of technology enhancements such as information technology equipment, communications, farebox upgrade, and security cameras. The following elements are contained in a single TIP project:

- **Security Cameras** – These are being replaced in FY2012-13 at a cost of over \$400,000. This project will be paid with multiple years' allocation of Proposition 1B CalEMA funding.
- **Fareboxes** - Fareboxes are being upgraded in FY2012-13. The estimated cost is \$309,000 to add trim units to the Odyssey fareboxes on three older

Gilligs used in fixed route local service, to support on-board pass sales. This project will be funded with FTA 5307 and local match from TDA.

- **Clipper** - Expenses have been budgeted at \$20,000 in FY2015-16 to support possible additional purchases of Clipper equipment that may be necessary as part of completing deployment on all of SolTrans' fleet. This would be funded with TDA.
- **IT Systems** – Expenses include \$150,000 in FY2012-13 for startup equipment and \$200,000 budgeted in FY2013-14 to invest in a comprehensive phone system for ADA compliance purposes and for improved customer service. Going forward, \$20,000 is budgeted each year for unforeseen technology needs such as routine replacement of computers and office equipment. All items would be paid with TDA.

### **Branding Activities**

\$250,000 is budgeted in FY2012-13 for SolanoExpress branding activities including bus decals and bus stop signage. These expenses are being funded with \$130,000 in Regional Measure 2 funding made available through STA, with the balance funded from TDA.

### **Curtola Transit Center Expansion**

Although not yet a Board-approved project, SolTrans staff proposes to reconfigure and expand the existing Curtola Park & Ride lot to create a full-featured transit center. A new bus hub would be developed to coordinate local and intercity bus services with an expanded park and ride function. Passenger amenities would be enhanced such as shelters, rest rooms, and security. Planning for this project is still at a very preliminary stage. Initial estimates suggest that engineering and design activities would cost approximately \$500,000 (in FY2012-13), with a construction budget of \$9.5 million shown in the draft budget for FY2013-14 and additional budget of \$20,000 in FY2014-15 for final finishes consistent with other bus stop amenities planned to be installed elsewhere in the SolTrans service area. This project would request funding from Regional Measure 2. If RM2 funding were not awarded, the project would be deferred or canceled.

### **Benicia Industrial Way Intermodal Center**

The Association of Bay Area Governments (ABAG) recently approved the City of Benicia's application to create a Priority Development Area (PDA) in the current Industrial Park on the eastern edge of the City. Preliminary plans for the area call for a new Intermodal Center that will serve as a park & ride lot and transit hub, primarily, for commuters to Contra Costa County. When completed, SolTrans' Routes 78 and 80S, as well as FAST's Route 40, could serve the facility. It may also create an opportunity to streamline and improve the efficiency of Routes 78 and 80S by shifting the routes off of Military in Benicia, where they also couple as a local route, and keeping buses primarily on the freeway between Vallejo and Walnut Creek. At this time, no specific timeline, scope, or budget for the Intermodal Center has been identified, so this project is not shown in the Capital Plan, and possible bus services are not included in the Operating Plan.

### 4.3.2 Ten-Year Capital Plan

Table 22 presents the capital projects discussed above in a spreadsheet layout, with anticipated funding amounts for the full program shown in sub-categories for local, state, and federal sources.

Many of the capital projects listed above already have committed funding plans from previously approved state and federal grants or designated funding programmed by STA and-or MTC. In particular, the cost of intercity vehicle replacements is subject to a pending inter-agency funding agreement that details the exact sources and uses. As shown in the table, committed revenues come from multiple sources including Regional Measure 2, Proposition 1B, FTA 5307 Urbanized Area formula allocations, and FTA discretionary grants. SolTrans also plans to use over \$9 million in TDA-LTF funding towards its share of the capital costs.

However, the capital plan also relies on \$14 million in future unspecified local and federal sources to complete several projects. For example, the current capital plan assumes SolTrans will request and receive \$10 million in future local/regional funds for the Curtola park-and-ride expansion. If the local funds are not received, the project would be deferred. Similarly, the plan assumes that SolTrans would apply for and receive \$4 million in funding to pay for 80% of the cost to replace local and paratransit vehicles in FY2015-16 through FY2021-22. If federal funding is not received, SolTrans has sufficient TDA reserves to pay the full cost of the vehicles scheduled for replacement through FY2018-19. However, TDA reserves would be completely depleted that year, compromising SolTrans' ability to pay for capital projects in later years. As a result, it is recommended that SolTrans continue to pursue external funding sources to maximize reserves of more flexible TDA funding.

## 4.4 Summary of Operating & Capital Plans

Under the current baseline assumptions, the operating plan generates an annual surplus every year until the last year of the plan. The operating deficit in the final year is small enough that it can be covered with available TDA reserves. However, the trend in operating results is for increasing deficits after the forecast horizon. At the same time, the capital plan relies on unspecified future funding sources to avoid depleting available TDA reserves. Beyond the horizon year, additional operating subsidy from TDA would be required, which could constrain SolTrans's ability to meet future capital needs.

**Table 22: SolTrans Capital Plan Budget**

Solano County Transit (SolTrans) <b>CAPITAL PLAN BUDGET</b> Prepared on 13-Jun-2013		Baseline Scenario									
		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
		Budget	Forecast								
		FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
<b>Capital Expenses By Project Type</b>											
Revenue Vehicles: Local Fleet Rehab/Overhaul	[1]	\$ -	\$ -	\$ -	\$ -	\$ 1,575,000	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Vehicles: Local Fleet Replacement	[2]	\$ -	\$ 246,000	\$ -	\$ 2,671,061	\$ -	\$ -	\$ 700,000	\$ -	\$ 360,000	\$ -
Revenue Vehicles: Intercity Fleet - Expense	[3]	\$ 1,900,000	\$ -	\$ -	\$ 980,556	\$ -	\$ -	\$ 12,242,048	\$ -	\$ -	\$ -
Revenue Vehicles: Intercity Fleet - Contribution	[4,5]	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,176,988	\$ 462,933	\$ 708,287	\$ 1,204,088
Non-Revenue Vehicles		\$ -	\$ 120,000	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -
Vehicle Technology (Farebox, APC, etc.)	[6]	\$ 308,750	\$ 1,888,876	\$ 135,562	\$ 155,562	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Preventive Maintenance - Bus	[7]	\$ -	\$ 200,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
Facilities: Stops / Stations	[8]	\$ 500,000	\$ 9,525,000	\$ 45,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Facilities: Maintenance / Yards	[9]	\$ 1,500,000	\$ 100,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Communications	[10]	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Security	[11]	\$ 406,686	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IT / Software	[12]	\$ 150,000	\$ 200,000	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Other: branding (SolanoExpress decals/signage)		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL EXPENSES</b>		<b>\$ 5,015,436</b>	<b>\$ 12,779,876</b>	<b>\$ 935,562</b>	<b>\$ 3,977,179</b>	<b>\$ 1,745,000</b>	<b>\$ 170,000</b>	<b>\$ 16,289,036</b>	<b>\$ 707,933</b>	<b>\$ 1,238,287</b>	<b>\$ 1,374,088</b>
<b>Capital Revenues -- Local</b>											
Regional Measure 2 Capital	[13]	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unspecified Local Funds (Source TBD)	[14]	\$ 500,000	\$ 9,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Subtotal: LOCAL Revenue</i>		<i>\$ 630,000</i>	<i>\$ 9,500,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<b>Capital Revenues -- State</b>											
TDA: LTF		\$ 1,142,626	\$ 79,672	\$ 800,000	\$ 224,212	\$ 485,000	\$ 170,000	\$ 3,486,988	\$ 707,933	\$ 950,287	\$ 1,374,088
TDA: STAF	[15,16]	\$ -	\$ -	\$ -	\$ 193,822	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prop 1B (e.g., PTMISEA, CTAF)	[16,17]	\$ 1,446,287	\$ 435,562	\$ 135,562	\$ 1,422,296	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ITFWG Fleet Replacement Contributions	[18]	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,242,048	\$ -	\$ -	\$ -
<i>Subtotal: STATE Revenue</i>		<i>\$ 2,588,913</i>	<i>\$ 515,234</i>	<i>\$ 935,562</i>	<i>\$ 1,840,330</i>	<i>\$ 485,000</i>	<i>\$ 170,000</i>	<i>\$ 15,729,036</i>	<i>\$ 707,933</i>	<i>\$ 950,287</i>	<i>\$ 1,374,088</i>
<b>Capital Revenues -- Federal</b>											
FTA5307: Urbanized Area (PM)		\$ 1,071,686	\$ 2,103,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FTA5307: ARRA (carryover)		\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FTA5309: Bus Program	[16,19]	\$ 860,399	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FTA5339: Bus & Bus Facilities		\$ -	\$ 541,328	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unspecified Federal Funds (Source TBD)	[20]	\$ -	\$ -	\$ -	\$ 2,136,848	\$ 1,260,000	\$ -	\$ 560,000	\$ -	\$ 288,000	\$ -
<i>Subtotal: FEDERAL Revenue</i>		<i>\$ 1,932,085</i>	<i>\$ 2,764,642</i>	<i>\$ -</i>	<i>\$ 2,136,848</i>	<i>\$ 1,260,000</i>	<i>\$ -</i>	<i>\$ 560,000</i>	<i>\$ -</i>	<i>\$ 288,000</i>	<i>\$ -</i>
<b>TOTAL EXPECTED REVENUES</b>		<b>\$ 5,150,998</b>	<b>\$ 12,779,876</b>	<b>\$ 935,562</b>	<b>\$ 3,977,179</b>	<b>\$ 1,745,000</b>	<b>\$ 170,000</b>	<b>\$ 16,289,036</b>	<b>\$ 707,933</b>	<b>\$ 1,238,287</b>	<b>\$ 1,374,088</b>
<b>ANNUAL CAPITAL SURPLUS (DEFICIT)</b>		<b>\$ 135,562</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CUMULATIVE CAPITAL SURPLUS (DEFICIT)</b>		<b>\$ 135,562</b>	<b>\$ 135,562</b>	<b>\$ 135,562</b>	<b>\$ 135,562</b>	<b>\$ 135,562</b>	<b>\$ 135,562</b>	<b>\$ 135,562</b>	<b>\$ 135,562</b>	<b>\$ 135,562</b>	<b>\$ 135,562</b>

Notes for this table are included on the next page.

- [1] Engine rebuilds on 21 Gillig hybrid buses (\$75,000 each).
- [2] Includes vehicles for local fixed route (FY2014/15) and paratransit (FY2013/14, FY2018/19, and FY2020/21).
- [3] Direct expense incurred by SolTrans; does not include costs for vehicles which may be purchased on behalf of others within single procurement.
- [4] As shown in STA letter to MTC (March 5, 2013) regarding plans to fund replacement of Intercity Solano Express Bus fleet.
- [5] Only includes contributions paid by SolTrans to FAST; SolTrans' obligation amount for FY2018/19 not shown to avoid double-counting with actual purchase cost in previous row.
- [6] Includes AVL project (\$2.16M), farebox upgrades for 3 Gilligs (\$309k in FY2012/13), and possible purchase of additional Clipper equipment for new vehicles (\$20k in FY2015/16)
- [7] \$200,000 budgeted in FY2013/14 as buffer for transition to new contract operator. \$125,000 annual budget in later years for major maintenance activities, as needed.
- [8] Includes \$25,000 annual budget for ongoing program to install/replace shelters, benches, etc. plus placeholder amounts for Curtola P&R (\$500k in FY2012/13, \$9.5M in FY2013/14, and \$20k in FY2014/15).
- [9] Upgrade/expansion of central operations & maintenance facility on Broadway.
- [10] New radios to comply with FCC narrow-banding requirements
- [11] Security cameras
- [12] Includes \$150k in FY2012/13 for SolTrans startup, \$200k in FY2013/14 for telephone system to support ADA/paratransit functions, and \$20k annual budget (beg. in FY2015/16) for routine replacements/upgrades.
- [13] Includes \$130,000 toward branding (approved by STA). Uncommitted RM2 to be requested for Curtola shown in "Other Local Funds (Unspecified)".
- [14] Amounts in FY2012/13 and FY2013/14 to be requested for Curtola Park-and-Ride. If RM2 not approved for Curtola, that project would be deferred/canceled.
- [15] Population-based funding approved by STA.
- [16] Only SolTrans' portion of total amount shown; balance of approved funding will go toward vehicles in FAST-operated fleet.
- [17] Includes funds from multiple Prop 1B programs: Lifeline, CalEMA, PTMISEA Revenue-Based, and PTMISEA Population-Based.
- [18] Total amount expected from Dixon, FAST, SolTrans, Vacaville, County, STA, and MTC. Upstream funding sources TBD.
- [19] Federal earmark for Intercity vehicle replacement
- [20] Assumes federal funding will be requested for 80% of replacement & rehab costs for local fixed route & paratransit vehicles.

## **Appendix A**

### Operating Budgets and Financial Projections

# A1 SolTrans Operating Budget – Fixed Route: Local & Intercity

Solano County Transit (SolTrans)													
DETAILED OPERATING PLAN & BUDGET													
Fixed Route: Local + Intercity													
Date prepared: 10-Jun-2013													
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	Historical			Budget	Forecast								
	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
<b>OPERATING STATISTICS</b>													
Vehicle Miles: Local	[1]	2,073,455	2,070,864	813,608	813,608	843,969	874,330	874,330	874,330	874,330	874,330	874,330	874,330
Vehicle Miles: Intercity		Not Available	Not Available	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521	1,188,521
<b>Vehicle Miles: TOTAL Fixed Route</b>		<b>2,073,455</b>	<b>2,070,864</b>	<b>2,002,129</b>	<b>2,002,129</b>	<b>2,032,490</b>	<b>2,062,851</b>						
Vehicle Hours: Local	[1]	69,482	66,916	53,596	53,596	55,596	57,596	57,596	57,596	57,596	57,596	57,596	57,596
Vehicle Hours: Intercity		41,377	44,350	44,296	44,296	44,296	44,296	44,296	44,296	44,296	44,296	44,296	44,296
<b>Vehicle Hours: TOTAL Fixed Route</b>		<b>69,482</b>	<b>66,916</b>	<b>97,892</b>	<b>97,892</b>	<b>99,892</b>	<b>101,892</b>						
Ridership: Local	[2]	936,364	936,145	768,203	775,885	799,162	823,136	831,368	839,681	848,078	856,559	865,125	873,776
Ridership: Intercity	[3]	604,636	624,305	674,026	687,507	701,257	715,282	729,587	744,179	759,063	774,244	789,729	805,523
<b>Ridership: TOTAL Fixed Route</b>		<b>936,364</b>	<b>936,145</b>	<b>1,442,229</b>	<b>1,463,392</b>	<b>1,500,418</b>	<b>1,538,418</b>	<b>1,560,955</b>	<b>1,583,861</b>	<b>1,607,141</b>	<b>1,630,803</b>	<b>1,654,854</b>	<b>1,679,299</b>
<b>OPERATING EXPENSES</b>													
<b>Operating &amp; Maintenance Costs</b>													
O&M Cost: Local - Baseline	[4]	\$ 4,256,495	\$ 4,082,644	\$ 4,461,540	\$ 5,112,903	\$ 5,112,903	\$ 5,303,699	\$ 5,652,260	\$ 5,821,828	\$ 5,996,482	\$ 6,176,377	\$ 6,361,668	\$ 6,552,518
O&M Cost: Local - due to change in level of service				\$ -	\$ -	\$ 190,796	\$ 183,932	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O&M Cost: Local - due to structural cost incr/decr				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal: LOCAL O&amp;M Expenses</b>		<b>\$ 4,256,495</b>	<b>\$ 4,082,644</b>	<b>\$ 4,461,540</b>	<b>\$ 5,112,903</b>	<b>\$ 5,303,699</b>	<b>\$ 5,487,631</b>	<b>\$ 5,652,260</b>	<b>\$ 5,821,828</b>	<b>\$ 5,996,482</b>	<b>\$ 6,176,377</b>	<b>\$ 6,361,668</b>	<b>\$ 6,552,518</b>
O&M Cost: Intercity - Baseline	[5]	\$ 4,767,505	\$ 5,969,919	\$ 6,277,371	\$ 4,696,097	\$ 4,836,980	\$ 4,982,089	\$ 5,131,552	\$ 5,285,498	\$ 5,444,063	\$ 5,607,385	\$ 5,775,607	\$ 5,948,875
O&M Cost: Intercity - due to change in level of service				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O&M Cost: Intercity - due to structural cost incr/decr				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal: INTERCITY O&amp;M Expenses</b>		<b>\$ 4,767,505</b>	<b>\$ 5,969,919</b>	<b>\$ 6,277,371</b>	<b>\$ 4,696,097</b>	<b>\$ 4,836,980</b>	<b>\$ 4,982,089</b>	<b>\$ 5,131,552</b>	<b>\$ 5,285,498</b>	<b>\$ 5,444,063</b>	<b>\$ 5,607,385</b>	<b>\$ 5,775,607</b>	<b>\$ 5,948,875</b>
O&M Cost: Total Fixed Route - Baseline		\$ 9,024,000	\$ 10,052,563	\$ 10,738,911	\$ 9,809,000	\$ 9,949,883	\$ 10,285,788	\$ 10,783,812	\$ 11,107,326	\$ 11,440,546	\$ 11,783,762	\$ 12,137,275	\$ 12,501,393
O&M Cost: Total Fixed Route - due to change in service				\$ -	\$ -	\$ 190,796	\$ 183,932	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O&M Cost: Total Fixed Route - due to cost incr/decr				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal: All FIXED ROUTE O&amp;M Expenses</b>		<b>\$ 9,024,000</b>	<b>\$ 10,052,563</b>	<b>\$ 10,738,911</b>	<b>\$ 9,809,000</b>	<b>\$ 10,140,679</b>	<b>\$ 10,469,720</b>	<b>\$ 10,783,812</b>	<b>\$ 11,107,326</b>	<b>\$ 11,440,546</b>	<b>\$ 11,783,762</b>	<b>\$ 12,137,275</b>	<b>\$ 12,501,393</b>
<b>Other Operating Expenses</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal: OTHER OPERATING Expenses</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL OPERATING EXPENSES</b>		<b>\$ 9,024,000</b>	<b>\$ 10,052,563</b>	<b>\$ 10,738,911</b>	<b>\$ 9,809,000</b>	<b>\$ 10,140,679</b>	<b>\$ 10,469,720</b>	<b>\$ 10,783,812</b>	<b>\$ 11,107,326</b>	<b>\$ 11,440,546</b>	<b>\$ 11,783,762</b>	<b>\$ 12,137,275</b>	<b>\$ 12,501,393</b>
<b>PROGRAM EXPENSES</b>													
Intercity Express Bus (contrib. to County-wide prog.) [6,7,8]				\$ 204,113	\$ 235,394	\$ 240,000	\$ 245,000	\$ 252,000	\$ 260,000	\$ 268,000	\$ 276,000	\$ 284,000	\$ 293,000
<b>TOTAL PROGRAM EXPENSES</b>				<b>\$ 204,113</b>	<b>\$ 235,394</b>	<b>\$ 240,000</b>	<b>\$ 245,000</b>	<b>\$ 252,000</b>	<b>\$ 260,000</b>	<b>\$ 268,000</b>	<b>\$ 276,000</b>	<b>\$ 284,000</b>	<b>\$ 293,000</b>
<b>TOTAL EXPENSES</b>		<b>\$ 9,024,000</b>	<b>\$ 10,052,563</b>	<b>\$ 10,738,911</b>	<b>\$ 10,013,113</b>	<b>\$ 10,376,072</b>	<b>\$ 10,709,720</b>	<b>\$ 11,028,812</b>	<b>\$ 11,359,326</b>	<b>\$ 11,700,546</b>	<b>\$ 12,051,762</b>	<b>\$ 12,413,275</b>	<b>\$ 12,785,393</b>

Note: Table is continued on the next page.

Solano County Transit (SolTrans)														
<b>DETAILED OPERATING PLAN &amp; BUDGET</b>														
<b>Fixed Route: Local + Intercity</b>														
Date prepared: 10-Jun-2013														
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	
	Historical			Budget	Forecast									
	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	
<b>OPERATING REVENUES</b>														
<b>Operating Revenues -- Fares</b>														
Transit Fares: Local - Baseline	[2]	\$ 1,418,547	\$ 1,288,124	\$ 1,278,488	\$ 1,223,384	\$ 1,235,618	\$ 1,285,043	\$ 1,335,332	\$ 1,348,686	\$ 1,362,172	\$ 1,375,794	\$ 1,389,552	\$ 1,403,448	\$ 1,417,482
Transit Fares: Local - due to change in level of svc	[2]				\$ -	\$ 36,702	\$ 37,069	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transit Fares: Local - due to proposed fare incr/decr					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal: LOCAL FARE Revenue</b>		<b>\$ 1,418,547</b>	<b>\$ 1,288,124</b>	<b>\$ 1,278,488</b>	<b>\$ 1,223,384</b>	<b>\$ 1,272,319</b>	<b>\$ 1,322,111</b>	<b>\$ 1,335,332</b>	<b>\$ 1,348,686</b>	<b>\$ 1,362,172</b>	<b>\$ 1,375,794</b>	<b>\$ 1,389,552</b>	<b>\$ 1,403,448</b>	<b>\$ 1,417,482</b>
Transit Fares: Intercity - Baseline	[3]	\$ 1,614,453	\$ 1,877,876	\$ 2,248,633	\$ 2,026,616	\$ 2,067,148	\$ 2,108,491	\$ 2,150,661	\$ 2,193,674	\$ 2,237,548	\$ 2,282,299	\$ 2,327,945	\$ 2,374,504	\$ 2,421,994
Transit Fares: Intercity - due to change in level of svc					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transit Fares: Intercity - due to proposed fare incr/decr					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal: INTERCITY FARE Revenue</b>		<b>\$ 1,614,453</b>	<b>\$ 1,877,876</b>	<b>\$ 2,248,633</b>	<b>\$ 2,026,616</b>	<b>\$ 2,067,148</b>	<b>\$ 2,108,491</b>	<b>\$ 2,150,661</b>	<b>\$ 2,193,674</b>	<b>\$ 2,237,548</b>	<b>\$ 2,282,299</b>	<b>\$ 2,327,945</b>	<b>\$ 2,374,504</b>	<b>\$ 2,421,994</b>
Transit Fares: Total Fixed Route - Baseline		\$ 3,033,000	\$ 3,166,000	\$ 3,527,121	\$ 3,250,000	\$ 3,302,766	\$ 3,393,534	\$ 3,485,993	\$ 3,542,360	\$ 3,599,720	\$ 3,658,093	\$ 3,717,497	\$ 3,777,951	\$ 3,839,476
Transit Fares: Total Fixed Route - due to change in svc					\$ -	\$ 36,702	\$ 37,069	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transit Fares: Total Fixed Route - due to fare incr/decr					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal: ALL FIXED ROUTE FARE Revenue</b>		<b>\$ 3,033,000</b>	<b>\$ 3,166,000</b>	<b>\$ 3,527,121</b>	<b>\$ 3,250,000</b>	<b>\$ 3,339,468</b>	<b>\$ 3,430,602</b>	<b>\$ 3,485,993</b>	<b>\$ 3,542,360</b>	<b>\$ 3,599,720</b>	<b>\$ 3,658,093</b>	<b>\$ 3,717,497</b>	<b>\$ 3,777,951</b>	<b>\$ 3,839,476</b>
<b>Other Operating Revenues</b>														
Other		\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
<b>Subtotal: OTHER OPERATING Revenue</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>									
<b>TOTAL OPERATING REVENUES</b>		<b>\$ 3,033,000</b>	<b>\$ 3,166,000</b>	<b>\$ 3,527,121</b>	<b>\$ 3,255,000</b>	<b>\$ 3,344,468</b>	<b>\$ 3,435,602</b>	<b>\$ 3,490,993</b>	<b>\$ 3,547,360</b>	<b>\$ 3,604,720</b>	<b>\$ 3,663,093</b>	<b>\$ 3,722,497</b>	<b>\$ 3,782,951</b>	<b>\$ 3,844,476</b>
<b>SUBSIDY REVENUES</b>														
<b>Subsidy Revenues -- Local</b>														
Regional Measure 2 Operating	[9,10]	\$ -	\$ -	\$ -	\$ 1,224,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
<b>Subtotal: LOCAL Revenue</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,224,000</b>	<b>\$ 1,200,000</b>								
<b>Subsidy Revenues -- State</b>														
TDA: net annual LTF apportionment (no carryover)	[8]	\$ -	\$ -	\$ -	\$ 3,889,413	\$ 3,875,076	\$ 3,952,539	\$ 4,031,557	\$ 4,152,509	\$ 4,277,060	\$ 4,405,366	\$ 4,537,506	\$ 4,673,636	\$ 4,813,834
TDA: contributions from others for Intercity Bus	[8]	\$ -	\$ -	\$ -	\$ 212,801	\$ 217,057	\$ 221,000	\$ 225,000	\$ 232,000	\$ 239,000	\$ 246,000	\$ 253,000	\$ 261,000	\$ 269,000
STAF: revenue-based apportionment	[9,11]	\$ -	\$ -	\$ -	\$ 586,000	\$ 213,941	\$ 185,312	\$ 185,312	\$ 185,312	\$ 185,312	\$ 185,312	\$ 185,312	\$ 185,312	\$ 185,312
STAF: Lifeline	[12]	\$ -	\$ -	\$ -	\$ 556,865	\$ 569,755	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000
Other State Funds -- One-Time STAF	[11]	\$ -	\$ -	\$ -	\$ 1,609,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal: STATE Revenue</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,854,079</b>	<b>\$ 4,875,829</b>	<b>\$ 4,733,851</b>	<b>\$ 4,816,869</b>	<b>\$ 4,944,821</b>	<b>\$ 5,076,372</b>	<b>\$ 5,211,678</b>	<b>\$ 5,350,818</b>	<b>\$ 5,494,948</b>	<b>\$ 5,643,146</b>
<b>Subsidy Revenues -- Federal</b>														
FTA5307: Urbanized Area (Operating)	[11]	\$ -	\$ -	\$ -	\$ 3,585,000	\$ 2,958,000	\$ 3,228,000	\$ 3,200,000	\$ 3,200,000	\$ 3,200,000	\$ 3,187,000	\$ 3,174,000	\$ 3,161,000	\$ 3,149,000
FTA5311: Non-Urbanized Area (Intercity Ops)	[9,10]	\$ -	\$ -	\$ -	\$ 107,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
FTA5316: JARC (Operating)	[9,11]	\$ -	\$ -	\$ -	\$ 300,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
FTA - Unused Vallejo Grants		\$ -	\$ -	\$ -	\$ -	\$ 1,689,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Federal Funds -- One-Time FTA PM		\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal: FEDERAL Revenue</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,992,000</b>	<b>\$ 4,797,000</b>	<b>\$ 3,378,000</b>	<b>\$ 3,350,000</b>	<b>\$ 3,350,000</b>	<b>\$ 3,350,000</b>	<b>\$ 3,337,000</b>	<b>\$ 3,324,000</b>	<b>\$ 3,311,000</b>	<b>\$ 3,299,000</b>
<b>TOTAL SUBSIDY REVENUES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,070,079</b>	<b>\$ 10,872,829</b>	<b>\$ 9,311,851</b>	<b>\$ 9,366,869</b>	<b>\$ 9,494,821</b>	<b>\$ 9,626,372</b>	<b>\$ 9,748,678</b>	<b>\$ 9,874,818</b>	<b>\$ 10,005,948</b>	<b>\$ 10,142,146</b>
<b>TOTAL REVENUES</b>		<b>\$ 3,033,000</b>	<b>\$ 3,166,000</b>	<b>\$ 3,527,121</b>	<b>\$ 16,325,079</b>	<b>\$ 14,217,296</b>	<b>\$ 12,747,453</b>	<b>\$ 12,857,862</b>	<b>\$ 13,042,181</b>	<b>\$ 13,231,092</b>	<b>\$ 13,411,771</b>	<b>\$ 13,597,315</b>	<b>\$ 13,788,899</b>	<b>\$ 13,986,622</b>
<b>ANNUAL SURPLUS (DEFICIT)</b>		<b>\$ (5,991,000)</b>	<b>\$ (6,886,563)</b>	<b>\$ (7,211,790)</b>	<b>\$ 6,311,966</b>	<b>\$ 3,841,224</b>	<b>\$ 2,037,733</b>	<b>\$ 1,829,050</b>	<b>\$ 1,682,855</b>	<b>\$ 1,530,546</b>	<b>\$ 1,360,009</b>	<b>\$ 1,184,040</b>	<b>\$ 1,003,506</b>	<b>\$ 817,187</b>

Note: Table is continued on the next page.

Solano County Transit (SolTrans)													
DETAILED OPERATING PLAN & BUDGET													
Fixed Route: Local + Intercity	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	Historical			Budget	Forecast								
Date prepared: 10-Jun-2013	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
<b>METRICS</b>													
Operating Expense Per Vehicle MILE: Local	\$ 2.05	\$ 1.97	\$ 5.48	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.46	\$ 6.66	\$ 6.86	\$ 7.06	\$ 7.28	\$ 7.49	\$ 7.72
Operating Expense Per Vehicle MILE: Intercity	n/a	n/a	\$ 5.28	\$ 3.95	\$ 4.07	\$ 4.19	\$ 4.32	\$ 4.45	\$ 4.58	\$ 4.72	\$ 4.86	\$ 5.01	\$ 5.16
<b>Operating Expense Per Vehicle MILE: All Fixed Route</b>	<b>\$ 4.35</b>	<b>\$ 4.85</b>	<b>\$ 5.36</b>	<b>\$ 4.90</b>	<b>\$ 4.99</b>	<b>\$ 5.08</b>	<b>\$ 5.23</b>	<b>\$ 5.38</b>	<b>\$ 5.55</b>	<b>\$ 5.71</b>	<b>\$ 5.88</b>	<b>\$ 6.06</b>	<b>\$ 6.24</b>
Operating Expense Per Vehicle HOUR: Local	\$ 61.26	\$ 61.01	\$ 83.24	\$ 95.40	\$ 95.40	\$ 95.28	\$ 98.14	\$ 101.08	\$ 104.11	\$ 107.24	\$ 110.45	\$ 113.77	\$ 117.18
Operating Expense Per Vehicle HOUR: Intercity	\$ 115.22	\$ 134.61	\$ 141.71	\$ 106.02	\$ 109.20	\$ 112.47	\$ 115.85	\$ 119.32	\$ 122.90	\$ 126.59	\$ 130.39	\$ 134.30	\$ 138.33
<b>Operating Expense Per Vehicle HOUR: All Fixed Route</b>	<b>\$ 129.88</b>	<b>\$ 150.23</b>	<b>\$ 109.70</b>	<b>\$ 100.20</b>	<b>\$ 101.52</b>	<b>\$ 102.75</b>	<b>\$ 105.84</b>	<b>\$ 109.01</b>	<b>\$ 112.28</b>	<b>\$ 115.65</b>	<b>\$ 119.12</b>	<b>\$ 122.69</b>	<b>\$ 126.37</b>
Operating Expense Per Passenger: Local	\$ 4.55	\$ 4.36	\$ 5.81	\$ 6.59	\$ 6.64	\$ 6.67	\$ 6.80	\$ 6.93	\$ 7.07	\$ 7.21	\$ 7.35	\$ 7.50	\$ 7.65
Operating Expense Per Passenger: Intercity	\$ 7.88	\$ 9.56	\$ 9.31	\$ 6.83	\$ 6.90	\$ 6.97	\$ 7.03	\$ 7.10	\$ 7.17	\$ 7.24	\$ 7.31	\$ 7.39	\$ 7.46
<b>Operating Expense Per Passenger: All Fixed Route</b>	<b>\$ 9.64</b>	<b>\$ 10.74</b>	<b>\$ 7.45</b>	<b>\$ 6.70</b>	<b>\$ 6.76</b>	<b>\$ 6.81</b>	<b>\$ 6.91</b>	<b>\$ 7.01</b>	<b>\$ 7.12</b>	<b>\$ 7.23</b>	<b>\$ 7.33</b>	<b>\$ 7.44</b>	<b>\$ 7.56</b>
Passengers Per Vehicle HOUR: Local	13.5	14.0	14.3	14.5	14.4	14.3	14.4	14.6	14.7	14.9	15.0	15.2	15.3
Passengers Per Vehicle HOUR: Intercity	14.6	14.1	15.2	15.5	15.8	16.1	16.5	16.8	17.1	17.5	17.8	18.2	18.5
<b>Passengers Per Vehicle HOUR: All Fixed Route</b>	<b>13.5</b>	<b>14.0</b>	<b>14.7</b>	<b>14.9</b>	<b>15.0</b>	<b>15.1</b>	<b>15.3</b>	<b>15.5</b>	<b>15.8</b>	<b>16.0</b>	<b>16.2</b>	<b>16.5</b>	<b>16.7</b>
Average Fare Per Passenger: Local	\$ 1.51	\$ 1.38	\$ 1.66	\$ 1.58	\$ 1.59	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61	\$ 1.61
Average Fare Per Passenger: Intercity	\$ 2.67	\$ 3.01	\$ 3.34	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95	\$ 2.95
<b>Average Fare Per Passenger: All Fixed Route</b>	<b>\$ 3.24</b>	<b>\$ 3.38</b>	<b>\$ 2.45</b>	<b>\$ 2.22</b>	<b>\$ 2.23</b>	<b>\$ 2.23</b>	<b>\$ 2.23</b>	<b>\$ 2.24</b>	<b>\$ 2.24</b>	<b>\$ 2.24</b>	<b>\$ 2.25</b>	<b>\$ 2.25</b>	<b>\$ 2.25</b>
Farebox Recovery (Fares as % of Oper. Exp.): Local	33.33%	31.55%	28.66%	23.93%	23.99%	24.09%	23.62%	23.17%	22.72%	22.28%	21.84%	21.42%	21.00%
Farebox Recovery (Fares as % of Oper. Exp.): Intercity	33.86%	31.46%	35.82%	43.16%	42.74%	42.32%	41.91%	41.50%	41.10%	40.70%	40.31%	39.92%	39.53%
<b>Farebox Recovery (Fares as % of Oper. Exp.): All FR</b>	<b>33.61%</b>	<b>31.49%</b>	<b>32.84%</b>	<b>33.13%</b>	<b>32.93%</b>	<b>32.77%</b>	<b>32.33%</b>	<b>31.89%</b>	<b>31.46%</b>	<b>31.04%</b>	<b>30.63%</b>	<b>30.22%</b>	<b>29.82%</b>
<b>Local Recovery (Fares+Local Sub. as % of Oper. Exp.)</b>	<b>33.61%</b>	<b>31.49%</b>	<b>32.84%</b>	<b>45.66%</b>	<b>44.81%</b>	<b>44.28%</b>	<b>43.50%</b>	<b>42.74%</b>	<b>42.00%</b>	<b>41.27%</b>	<b>40.56%</b>	<b>39.86%</b>	<b>39.18%</b>

- [1] Assumes Local service adds 2,000 additional vehicle hours each year in FY2013/14 and FY2014/15 with proportional increase in vehicle miles. Service plan unchanged thereafter.
- [2] Assumes Local ridership and fare growth of 3%/year due to each service expansion in FY2013/14 and FY2014/15. Thereafter, growth is at 1%, which is consistent with Solano County population forecast. (No change to fare structure.)
- [3] Assumes Intercity ridership and transit fares grow at 2% per year. (No change to fare structure.)
- [4] After near-term service increase, Local O&M costs assumed to increase at 3% per year. This includes average annual increase in vendor costs of 3.7% per year through FY2019/2020, combined with cost control measures on all other operations costs.
- [5] Intercity O&M costs assumed to increase at 3% per year. This includes average annual increase in vendor costs of 3.7% per year through FY2019/2020, combined with cost control measures on all other operations costs.
- [6] FY2012/13 amounts from Solano County TDA Matrix (June, 2012); sum of Vallejo & Benicia amounts.
- [7] FY2013/14 amount from Intercity Funding Agreement calculations for FY2012/13 service (May-2012) +2% escalation.
- [8] Assumes amounts increase consistent with growth in TDA apportionment, i.e., 2% annual growth through FY2015/16 and 3% annual growth thereafter.
- [9] No long-term growth assumption applied to this funding source.
- [10] This funding source designated for Intercity operations only.
- [11] This funding source designated for Local operations only.
- [12] Per Solano County 2012 Lifeline award: Route 1, Route 85, and Sustaining Span of Service. Assume subsidies for Routes 1 & 85 continue indefinitely.

# A2 SolTrans Operating Budget - Paratransit & Dial-A-Ride

Solano County Transit (SolTrans)		2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
DETAILED OPERATING PLAN & BUDGET		Historical			Budget	Forecast								
Paratransit: ADA + DAR + All Taxi Scrip														
Date prepared: 10-Jun-2013														
		FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
<b>OPERATING STATISTICS – without taxi programs</b>														
Vehicle Miles		214,088	121,900	263,057	298,990	298,990	298,990	298,990	298,990	298,990	298,990	298,990	298,990	298,990
Vehicle Hours		22,631	15,696	15,227	17,307	17,307	17,307	17,307	17,307	17,307	17,307	17,307	17,307	17,307
Ridership		43,890	36,130	31,021	40,548	41,359	42,186	43,030	43,890	44,768	45,664	46,577	47,508	48,459
<b>OPERATING EXPENSES - without taxi programs</b>														
<b>Operating &amp; Maintenance Costs</b>														
O&M Cost - baseline		\$ 1,790,693	\$ 1,473,128	\$ 1,513,325	\$ 1,732,000	\$ 1,784,000	\$ 1,838,000	\$ 1,893,000	\$ 1,950,000	\$ 2,009,000	\$ 2,070,000	\$ 2,132,000	\$ 2,196,000	\$ 2,262,000
O&M Cost - due to change in level of service					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O&M Cost - due to structural cost incr/decr					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal: O&M Expenses		\$ 1,790,693	\$ 1,473,128	\$ 1,513,325	\$ 1,732,000	\$ 1,784,000	\$ 1,838,000	\$ 1,893,000	\$ 1,950,000	\$ 2,009,000	\$ 2,070,000	\$ 2,132,000	\$ 2,196,000	\$ 2,262,000
<b>Other Operating Expenses</b>														
Subtotal: OTHER OPERATING Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING EXPENSES</b>		\$ 1,790,693	\$ 1,473,128	\$ 1,513,325	\$ 1,732,000	\$ 1,784,000	\$ 1,838,000	\$ 1,893,000	\$ 1,950,000	\$ 2,009,000	\$ 2,070,000	\$ 2,132,000	\$ 2,196,000	\$ 2,262,000
<b>PROGRAM EXPENSES</b>														
Local Taxi Scrip (net expense)	[1]				\$ 80,934	\$ 83,871	\$ 86,797	\$ 90,521	\$ 94,228	\$ 97,921	\$ 101,600	\$ 106,063	\$ 110,509	\$ 114,939
Intercity Taxi Scrip (contrib. to County-wide prog.)	[2,3]				\$ 18,066	\$ 85,000	\$ 85,000	\$ 86,700	\$ 89,300	\$ 92,000	\$ 94,800	\$ 97,600	\$ 100,500	\$ 103,500
<b>TOTAL PROGRAM EXPENSES</b>					\$ 99,000	\$ 168,871	\$ 171,797	\$ 177,221	\$ 183,528	\$ 189,921	\$ 196,400	\$ 203,663	\$ 211,009	\$ 218,439
<b>TOTAL EXPENSES</b>		\$ 1,790,693	\$ 1,473,128	\$ 1,513,325	\$ 1,831,000	\$ 1,952,871	\$ 2,009,797	\$ 2,070,221	\$ 2,133,528	\$ 2,198,921	\$ 2,266,400	\$ 2,335,663	\$ 2,407,009	\$ 2,480,439
<b>OPERATING REVENUES – without taxi programs</b>														
<b>Operating Revenues</b>														
Transit Fares - baseline		\$ 198,244	\$ 70,509	\$ 80,965	\$ 81,000	\$ 83,000	\$ 85,000	\$ 87,000	\$ 89,000	\$ 91,000	\$ 93,000	\$ 95,000	\$ 97,000	\$ 99,000
Transit Fares - due to change in service					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transit Fares - due to proposed fare incr/decr					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal: FARE Revenue		\$ 198,244	\$ 70,509	\$ 80,965	\$ 81,000	\$ 83,000	\$ 85,000	\$ 87,000	\$ 89,000	\$ 91,000	\$ 93,000	\$ 95,000	\$ 97,000	\$ 99,000
<b>Other Operating Revenues</b>														
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal: OTHER OPERATING Revenue		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING REVENUES</b>		\$ 198,244	\$ 70,509	\$ 80,965	\$ 81,000	\$ 83,000	\$ 85,000	\$ 87,000	\$ 89,000	\$ 91,000	\$ 93,000	\$ 95,000	\$ 97,000	\$ 99,000
<b>SUBSIDY REVENUES</b>														
<b>Subsidy Revenues – Local</b>														
Regional Measure 2 Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal: LOCAL Revenue		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subsidy Revenues – State</b>														
TDA: net annual LTF apportionment (no carryover)	[3]	\$ -	\$ -	\$ -	\$ 1,082,000	\$ 1,078,012	\$ 1,099,561	\$ 1,121,543	\$ 1,155,191	\$ 1,189,840	\$ 1,225,534	\$ 1,262,294	\$ 1,300,164	\$ 1,339,166
TDA: contributions from others for Intercity Bus		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STAF: revenue-based apportionment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STAF: Lifeline		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other State Funds – One-Time STAF		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal: STATE Revenue		\$ -	\$ -	\$ -	\$ 1,082,000	\$ 1,078,012	\$ 1,099,561	\$ 1,121,543	\$ 1,155,191	\$ 1,189,840	\$ 1,225,534	\$ 1,262,294	\$ 1,300,164	\$ 1,339,166
<b>Subsidy Revenues – Federal</b>														
FTA5307: Urbanized Area (ADA Set-Aside)	[4]	\$ -	\$ -	\$ -	\$ 594,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
FTA5311: Non-Urbanized Area (Intercity Ops)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FTA5316: JARC (Operating)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FTA - Unused Vallejo Grants		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Federal Funds	[5]	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal: FEDERAL Revenue		\$ -	\$ -	\$ -	\$ 594,000	\$ 200,000	\$ 700,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
<b>TOTAL SUBSIDY REVENUES</b>		\$ -	\$ -	\$ -	\$ 1,676,000	\$ 1,278,012	\$ 1,799,561	\$ 1,321,543	\$ 1,355,191	\$ 1,389,840	\$ 1,425,534	\$ 1,462,294	\$ 1,500,164	\$ 1,539,166
<b>TOTAL REVENUES</b>		\$ 198,244	\$ 70,509	\$ 80,965	\$ 1,757,000	\$ 1,361,012	\$ 1,884,561	\$ 1,408,543	\$ 1,444,191	\$ 1,480,840	\$ 1,518,534	\$ 1,557,294	\$ 1,597,164	\$ 1,638,166
<b>ANNUAL SURPLUS (DEFICIT)</b>		\$ (1,592,449)	\$ (1,402,619)	\$ (1,432,360)	\$ (74,000)	\$ (591,860)	\$ (125,236)	\$ (661,677)	\$ (689,337)	\$ (718,081)	\$ (747,866)	\$ (778,370)	\$ (809,845)	\$ (842,273)

Note: Table is continued on the next page.

Solano County Transit (SolTrans)													
<b>DETAILED OPERATING PLAN &amp; BUDGET</b>													
<b>Paratransit: ADA + DAR + All Taxi Scrip</b>													
Date prepared: 10-Jun-2013													
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	Historical			Budget	Forecast								
	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY2013/14	FY 2014/15	FY 2015/16	FY2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
<b>METRICS</b>													
Operating Expense Per Vehicle HOUR	\$ 79.13	\$ 93.85	\$ 99.38	\$ 100.08	\$ 103.08	\$ 106.20	\$ 109.38	\$ 112.67	\$ 116.08	\$ 119.60	\$ 123.19	\$ 126.89	\$ 130.70
Operating Expense Per Vehicle MILE	\$ 8.36	\$ 12.08	\$ 5.75	\$ 5.79	\$ 5.97	\$ 6.15	\$ 6.33	\$ 6.52	\$ 6.72	\$ 6.92	\$ 7.13	\$ 7.34	\$ 7.57
Operating Expense Per Passenger	\$ 40.80	\$ 40.77	\$ 48.78	\$ 42.71	\$ 43.13	\$ 43.57	\$ 43.99	\$ 44.43	\$ 44.88	\$ 45.33	\$ 45.77	\$ 46.22	\$ 46.68
Average Fare Per Passenger	\$ 4.52	\$ 1.95	\$ 2.61	\$ 2.00	\$ 2.01	\$ 2.01	\$ 2.02	\$ 2.03	\$ 2.03	\$ 2.04	\$ 2.04	\$ 2.04	\$ 2.04
Passengers Per Vehicle HOUR	1.9	2.3	2.0	2.3	2.4	2.4	2.5	2.5	2.6	2.6	2.7	2.7	2.8
Farebox Recovery (Fares as % of Oper. Exp.)	11.07%	4.79%	5.35%	4.68%	4.65%	4.62%	4.60%	4.56%	4.53%	4.49%	4.46%	4.42%	4.38%
Local Recovery (Fares+Local as % of Oper. Exp.)	11.07%	4.79%	5.35%	4.68%	4.65%	4.62%	4.60%	4.56%	4.53%	4.49%	4.46%	4.42%	4.38%

[1] Net expense computed as expenses less fares. Total taxi expenses pro-rated to local (vs. intercity) based on forecast fare revenues for each service. Assume growth consistent with TDA funding, i.e., +2%/year through FY2015/16 and +3%/year thereafter.  
 [2] Amounts for FY 2013/14 and FY2014/15 from new MOU (Draft dated 03-May-2013). Assume growth consistent with TDA funding, i.e., +2%/year through FY2015/16 and +3%/year thereafter.  
 [3] Assumes TDA amounts increase consistent with growth in TDA apportionment, i.e., 2% annual growth through FY2015/16 and 3% annual growth thereafter.  
 [4] No long-term growth assumption applied to this funding source.  
 [5] Pending FTA grants. Funds would be designated for ADA paratransit operations

# A3 SolTrans Operating Budget - Systemwide Total

Solano County Transit (SolTrans) <b>DETAILED OPERATING PLAN &amp; BUDGET</b> Systemwide Total Date prepared: 10-Jun-2013		Baseline Scenario												
		2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
		Historical			Budget	Forecast								
		FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
<b>OPERATING STATISTICS</b>														
Vehicle Miles	[1]	2,287,543	2,192,764	2,265,186	2,301,119	2,331,480	2,361,841	2,361,841	2,361,841	2,361,841	2,361,841	2,361,841	2,361,841	2,361,841
Vehicle Hours	[1]	92,113	82,612	113,119	115,199	117,199	119,199	119,199	119,199	119,199	119,199	119,199	119,199	119,199
Ridership	[2]	980,254	972,275	1,473,250	1,503,940	1,541,777	1,580,604	1,603,985	1,627,751	1,651,909	1,676,467	1,701,430	1,726,808	1,752,606
<b>OPERATING EXPENSES</b>														
<b>Operating &amp; Maintenance Costs</b>														
O&M Cost - baseline	[3]	\$ 10,814,693	\$ 11,525,691	\$ 12,252,236	\$ 11,541,000	\$ 11,733,883	\$ 12,123,788	\$ 12,676,812	\$ 13,057,326	\$ 13,449,546	\$ 13,853,762	\$ 14,269,275	\$ 14,697,393	\$ 15,138,435
O&M Cost - due to change in level of service					\$ -	\$ 190,796	\$ 183,932	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O&M Cost - due to structural cost incr/decr					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal: O&M Expenses		\$ 10,814,693	\$ 11,525,691	\$ 12,252,236	\$ 11,541,000	\$ 11,924,679	\$ 12,307,720	\$ 12,676,812	\$ 13,057,326	\$ 13,449,546	\$ 13,853,762	\$ 14,269,275	\$ 14,697,393	\$ 15,138,435
<b>Other Operating Expenses</b>														
Subtotal: OTHER OPERATING Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING EXPENSES</b>		\$ 10,814,693	\$ 11,525,691	\$ 12,252,236	\$ 11,541,000	\$ 11,924,679	\$ 12,307,720	\$ 12,676,812	\$ 13,057,326	\$ 13,449,546	\$ 13,853,762	\$ 14,269,275	\$ 14,697,393	\$ 15,138,435
<b>PROGRAM EXPENSES</b>														
Local Taxi Scrip (net expense)	[4,5]				\$ 80,934	\$ 83,871	\$ 86,797	\$ 90,521	\$ 94,228	\$ 97,921	\$ 101,600	\$ 106,063	\$ 110,509	\$ 114,939
Intercity Taxi Scrip (contrib. to County-wide prog.)	[4,5,6]				\$ 18,066	\$ 85,000	\$ 85,000	\$ 86,700	\$ 89,300	\$ 92,000	\$ 94,800	\$ 97,600	\$ 100,500	\$ 103,500
Intercity Express Bus (contrib. to County-wide prog.)	[4,5,7]				\$ 204,113	\$ 235,394	\$ 240,000	\$ 245,000	\$ 252,000	\$ 260,000	\$ 268,000	\$ 276,000	\$ 284,000	\$ 293,000
<b>TOTAL PROGRAM EXPENSES</b>					\$ 303,113	\$ 404,265	\$ 411,797	\$ 422,221	\$ 435,528	\$ 449,921	\$ 464,400	\$ 479,663	\$ 495,009	\$ 511,439
<b>TOTAL EXPENSES</b>		\$ 10,814,693	\$ 11,525,691	\$ 12,252,236	\$ 11,844,113	\$ 12,328,944	\$ 12,719,517	\$ 13,099,032	\$ 13,492,854	\$ 13,899,467	\$ 14,318,162	\$ 14,748,938	\$ 15,192,403	\$ 15,649,874
<b>OPERATING REVENUES</b>														
<b>Operating Revenues - Fares</b>														
Transit Fares - baseline	[2]	\$ 3,231,244	\$ 3,236,509	\$ 3,608,086	\$ 3,331,000	\$ 3,385,766	\$ 3,478,534	\$ 3,572,993	\$ 3,631,360	\$ 3,690,720	\$ 3,751,093	\$ 3,812,497	\$ 3,874,951	\$ 3,938,476
Transit Fares - due to change in service					\$ -	\$ 36,702	\$ 37,069	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transit Fares - due to proposed fare incr/decr					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal: FARE Revenue		\$ 3,231,244	\$ 3,236,509	\$ 3,608,086	\$ 3,331,000	\$ 3,422,468	\$ 3,515,602	\$ 3,572,993	\$ 3,631,360	\$ 3,690,720	\$ 3,751,093	\$ 3,812,497	\$ 3,874,951	\$ 3,938,476
<b>Other Operating Revenues</b>														
Other		\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Subtotal: OTHER OPERATING Revenue		\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
<b>TOTAL OPERATING REVENUES</b>		\$ 3,231,244	\$ 3,236,509	\$ 3,608,086	\$ 3,336,000	\$ 3,427,468	\$ 3,520,602	\$ 3,577,993	\$ 3,636,360	\$ 3,695,720	\$ 3,756,093	\$ 3,817,497	\$ 3,879,951	\$ 3,943,476
<b>SUBSIDY REVENUES</b>														
<b>Subsidy Revenues - Local</b>														
Regional Measure 2 Operating	[8]	\$ -	\$ -	\$ -	\$ 1,224,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
Subtotal: LOCAL Revenue		\$ -	\$ -	\$ -	\$ 1,224,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
<b>Subsidy Revenues - State</b>														
TDA: net annual LTF apportionment (no carryover)	[5,9]	\$ -	\$ -	\$ -	\$ 4,971,413	\$ 4,953,087	\$ 5,052,100	\$ 5,153,100	\$ 5,307,700	\$ 5,466,900	\$ 5,630,900	\$ 5,799,800	\$ 5,973,800	\$ 6,153,000
TDA: contributions from others for Intercity Bus	[4,5,7]	\$ -	\$ -	\$ -	\$ 212,801	\$ 217,057	\$ 221,000	\$ 225,000	\$ 232,000	\$ 239,000	\$ 246,000	\$ 253,000	\$ 261,000	\$ 269,000
STAF: revenue-based apportionment	[8,9]	\$ -	\$ -	\$ -	\$ 586,000	\$ 213,941	\$ 185,312	\$ 185,312	\$ 185,312	\$ 185,312	\$ 185,312	\$ 185,312	\$ 185,312	\$ 185,312
STAF: Lifeline	[10]	\$ -	\$ -	\$ -	\$ 556,865	\$ 569,755	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000
Other State Funds - One-Time STAF		\$ -	\$ -	\$ -	\$ 1,609,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal: STATE Revenue		\$ -	\$ -	\$ -	\$ 7,936,079	\$ 5,953,840	\$ 5,833,412	\$ 5,938,412	\$ 6,100,012	\$ 6,266,212	\$ 6,437,212	\$ 6,613,112	\$ 6,795,112	\$ 6,982,312
<b>Subsidy Revenues - Federal</b>														
FTA5307: Urbanized Area (Operating)	[8]	\$ -	\$ -	\$ -	\$ 4,179,000	\$ 3,158,000	\$ 3,428,000	\$ 3,400,000	\$ 3,400,000	\$ 3,400,000	\$ 3,387,000	\$ 3,374,000	\$ 3,361,000	\$ 3,349,000
FTA5311: Non-Urbanized Area (Intercity Ops)	[8]	\$ -	\$ -	\$ -	\$ 107,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
FTA5316: JARC (Operating)		\$ -	\$ -	\$ -	\$ 300,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
FTA - Unused Vallejo Grants		\$ -	\$ -	\$ -	\$ -	\$ 1,689,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Federal Funds - One-Time FTA PM		\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal: FEDERAL Revenue		\$ -	\$ -	\$ -	\$ 5,586,000	\$ 4,997,000	\$ 4,078,000	\$ 3,550,000	\$ 3,550,000	\$ 3,550,000	\$ 3,537,000	\$ 3,524,000	\$ 3,511,000	\$ 3,499,000
<b>TOTAL SUBSIDY REVENUES</b>		\$ -	\$ -	\$ -	\$ 14,746,079	\$ 12,150,840	\$ 11,111,412	\$ 10,688,412	\$ 10,850,012	\$ 11,016,212	\$ 11,174,212	\$ 11,337,112	\$ 11,506,112	\$ 11,681,312
<b>TOTAL REVENUES</b>		\$ 3,231,244	\$ 3,236,509	\$ 3,608,086	\$ 18,082,079	\$ 15,578,308	\$ 14,632,014	\$ 14,266,405	\$ 14,486,372	\$ 14,711,932	\$ 14,930,305	\$ 15,154,609	\$ 15,386,063	\$ 15,624,788
<b>ANNUAL SURPLUS (DEFICIT)</b>		\$ (7,583,449)	\$ (8,289,182)	\$ (8,644,150)	\$ 6,237,966	\$ 3,249,364	\$ 1,912,497	\$ 1,167,373	\$ 993,518	\$ 812,465	\$ 612,143	\$ 405,670	\$ 193,661	\$ (25,086)

Note: Table is continued on the next page.

Solano County Transit (SolTrans) <b>DETAILED OPERATING PLAN &amp; BUDGET</b>		Baseline Scenario												
		2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>Systemwide Total</b>		Historical	Budget			Forecast								
Date prepared: 10-Jun-2013		FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
<b>FINANCIAL CAPACITY</b>														
<b>Opening Balance</b>														
TDA Carryover	[11]					\$ 594,200								
<b>Annual Cash Flow</b>														
Beginning Balance					\$ 594,200	\$ 3,763,892	\$ 4,876,389	\$ 5,819,550	\$ 6,328,068	\$ 6,970,533	\$ 4,095,688	\$ 3,793,426	\$ 3,036,799	
Add (Less): Annual Surplus (Deficit)					\$ 3,249,364	\$ 1,912,497	\$ 1,167,373	\$ 993,518	\$ 812,465	\$ 612,143	\$ 405,670	\$ 193,661	\$ (25,086)	
Less: TDA Capital Uses					\$ (79,672)	\$ (800,000)	\$ (224,212)	\$ (485,000)	\$ (170,000)	\$ (3,486,988)	\$ (707,933)	\$ (950,287)	\$ (1,374,088)	
<b>Equals: Cumulative Year-End Balance</b>					<b>\$ 3,763,892</b>	<b>\$ 4,876,389</b>	<b>\$ 5,819,550</b>	<b>\$ 6,328,068</b>	<b>\$ 6,970,533</b>	<b>\$ 4,095,688</b>	<b>\$ 3,793,426</b>	<b>\$ 3,036,799</b>	<b>\$ 1,637,625</b>	
<b>Capital Needs</b>														
Annual Unfunded Capital Needs, if any					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total 10-Year Capital Funding Surplus (Gap)</b>														\$ -
<b>METRICS</b>														
Operating Expense Per Vehicle HOUR	\$ 117.41	\$ 139.52	\$ 108.31	\$ 100.18	\$ 101.75	\$ 103.25	\$ 106.35	\$ 109.54	\$ 112.83	\$ 116.22	\$ 119.71	\$ 123.30	\$ 127.00	
Operating Expense Per Vehicle MILE	\$ 4.73	\$ 5.26	\$ 5.41	\$ 5.02	\$ 5.11	\$ 5.21	\$ 5.37	\$ 5.53	\$ 5.69	\$ 5.87	\$ 6.04	\$ 6.22	\$ 6.41	
Operating Expense Per Passenger	\$ 11.03	\$ 11.85	\$ 8.32	\$ 7.67	\$ 7.73	\$ 7.79	\$ 7.90	\$ 8.02	\$ 8.14	\$ 8.26	\$ 8.39	\$ 8.51	\$ 8.64	
Average Fare Per Passenger	\$ 3.30	\$ 3.33	\$ 2.45	\$ 2.21	\$ 2.22	\$ 2.22	\$ 2.23	\$ 2.23	\$ 2.23	\$ 2.24	\$ 2.24	\$ 2.24	\$ 2.25	
Passengers Per Vehicle HOUR	10.6	11.8	13.0	13.1	13.2	13.3	13.5	13.7	13.9	14.1	14.3	14.5	14.7	
Farebox Recovery (Fares as % of Oper. Exp.)	29.88%	28.08%	29.45%	28.86%	28.70%	28.56%	28.19%	27.81%	27.44%	27.08%	26.72%	26.36%	26.02%	
Local Recovery (Fares+Local as % of Oper. Exp.)	29.88%	28.08%	29.45%	39.51%	38.81%	38.35%	37.69%	37.04%	36.40%	35.77%	35.16%	34.56%	33.98%	
<p>[1] Assumes fixed route local service will add 2,000 additional vehicle hours each year in FY2013/14 and FY2014/15 with proportional increase in vehicle miles. Remainder of service plan unchanged.</p> <p>[2] Assumes ridership &amp; fare growth of 3% per year on fixed route local due to each service expansion in FY2013/14 and FY2014/15, followed by fixed route local growth of 1% per year. All other services have ridership &amp; fare growth of 2% per year. (No change to fare structure.)</p> <p>[3] After near-term service increase, O&amp;M costs assumed to increase at 3% per year. This includes average annual increase in vendor costs of 3.7% per year through FY2019/2020, combined with cost control measures on all other operations costs.</p> <p>[4] FY2012/13 amounts from Solano County TDA Matrix (June, 2012); sum of Vallejo &amp; Benicia amounts.</p> <p>[5] Assumes program growth consistent with growth in TDA funding as specified in TSP, i.e. 2% per year through FY2015/16 and 3% per year thereafter.</p> <p>[6] Amounts for FY2013/14 and FY2014/15 from new MOU (Draft dated 03-May-2013). Assume growth consistent with TDA funding, i.e., +2%/year through FY2015/16 and +3%/year thereafter.</p> <p>[7] FY2013/14 amount from Intercity Funding Agreement calculations (May-2012); net subsidies paid by Vallejo &amp; Benicia to FAST.</p> <p>[8] No long-term growth assumption applied to this funding source.</p> <p>[9] FY2013/14 amount based on MTC Fund Estimate (Reso. 4086, 2/27/2013). Sum of Vallejo &amp; Benicia amounts. TDA-LTF is net of deduction for STA Planning/Countywide.</p> <p>[10] Per Solano County 2012 Lifeline award. STAF Lifeline split between local and intercity in proportion to allocation in FY12-13 Budget Cost Allocation Model.</p> <p>[11] Source: MTC Fund Estimate (Reso. 4086, 2/27/2013).</p>														

## **Appendix B**

### Title VI Report

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U.S. Department  
of Transportation  
**Federal Transit  
Administration**

REGION IX  
Arizona, California,  
Hawaii, Nevada, Guam  
American Samoa,  
Northern Mariana Islands

201 Mission Street  
Suite 1650  
San Francisco, CA 94105-1839

May 31, 2013

Philip Kamhi  
Planning and Operations Manager  
Solano County Transit  
311 Sacramento Street  
Vallejo, CA 94590

Re: Title VI Program Concurrence – Recipient ID #7100

Dear Mr. Kamhi:

This letter is to confirm that we received the Solano County Transit (SolTrans) Title VI program on May 30, 2013. This submission is for the triennial cycle of April 1, 2013 to April 1, 2016, and replaces the program expiring on May 31, 2013. A Title VI Program submission is required pursuant to Title VI of the Civil Rights Act of 1964; Title 49, Chapter 53, Section 5332 of the United States Code; and the Federal Transit Administration's (FTA) Circular 4702.1B, "Title VI Program Guidelines for Federal Transit Administration Recipients," effective October 1, 2012.

Upon reviewing your program, we have determined that it meets the requirements set out in the FTA's Title VI Circular, 4702.1B. Please plan to submit a Title VI program by the next program due date of April 1, 2016, by attaching it to your Recipient Profile in FTA's TEAM-Web. Please delete any version of the program in TEAM that this submission is replacing. Your Title VI program will expire 60 days after the due date, on May 31, 2016. If we have not received all required information by the time your Title VI program expires, the SolTrans may experience delays in processing grants or draw-down restrictions.

Thank you for your ongoing cooperation in meeting all of the FTA civil rights program requirements. A copy of this letter has been attached to your Recipient Profile in TEAM for your reference.

Should you need assistance or if you have any questions regarding the comments above, please do not hesitate to contact me directly at (415) 744-2729 or at [Derrin.Jourdan@dot.gov](mailto:Derrin.Jourdan@dot.gov).

Sincerely,

A handwritten signature in black ink that reads "Derrin Jourdan". The signature is written in a cursive, flowing style.

Derrin Jourdan  
Regional Civil Rights Officer

cc: Mona Babauta, Executive Director  
Leslie Rogers, Regional Administrator, Region 9  
Monica McCallum, Regional Division Chief, FTA Civil Rights  
TEAM Recipient Profile #7100



---

311 Sacramento Street, Vallejo, CA 94590 ~ Main Tel. (707) 648-4046 ~ Fax (707) 648-4260

May 30, 2013

Mr. Derrin Jourdan  
Civil Rights Officer Region IX  
Federal Transit Administration  
201 Mission Street, Suite 2210  
San Francisco, California 94105

SUBJECT: Title VI Submittal

Dear Mr. Jourdan:

This letter transmits SolTrans's Title VI Program as required under FTA C 4702.1B. Pursuant to Federal Transit Administration Circular FTA C 4702.1B, the SolTrans Title VI Program is attached and includes:

- Public Notice, Complaint Process and Policy, and Community Outreach
- LEP Program, Language Assistance Plan
- Public Outreach Summary
- Public Participation Plan and Public Outreach Flyer

Please contact me at (707) 648-4048 if you require additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Philip Kamhi".

Philip Kamhi  
Planning and Operations Manager  
Attachments

CC: Christopher Macneith, FTA Regional Civil Rights Officer  
Mona Babauta, Executive Director  
Title VI file



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311 Sacramento Street, Vallejo, CA 94590 ~ Main Tel. (707) 648-4046 ~ Fax (707) 648-4260

# SolTrans

## Title VI Program

Approved: 06-27-2013

### **Introduction**

This program reflects SolTrans' commitment to ensuring that no person shall, on the ground of race, color, national origin, religion, age, marital status, sexual orientation, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity provided by SolTrans.

### **Signed Policy Statement**

A policy statement assuring SolTrans' compliance with Title VI of the Civil Rights Act of 1964 can be found in **Attachment A**.

### **Title VI Complaint Procedures**

SolTrans has a standard process for investigating all complaints. Members of the public may file a signed, written complaint up to one hundred and eighty days (180) days from the date of alleged discrimination. Full procedures for filing a complaint and SolTrans' procedures (in English and Spanish) for investigating complaints can be found as **Attachment A**.

### **Record of Title VI Investigations, Complaints, or Lawsuits**

As a new Grantee, SolTrans has had no Title VI complaints, investigations or lawsuits filed against it. SolTrans is not aware of any other such complaints filed by the jurisdictions that preceded SolTrans' existence that were previously responsible for transit service in the service area.

### **SolTrans' Limited English Proficiency (LEP) Outreach Plan**

A full copy of SolTrans' outreach plan for individuals with limited English proficiency can be found in **Attachment B**.

### **Notification of SolTrans Title VI Obligations**

SolTrans publicizes its Title VI program by posting its commitment to providing services without regard to race, color or national origin in all SolTrans-owned facilities. Further SolTrans provides information regarding its obligations on the website, and at its main transit center (the Vallejo Transit Center).

The postings are included as **Attachment A**.

**A Table depicting the membership of non-elected committees and councils, the membership of which is selected by the recipient, broken down by race, and a description of the process the agency uses to encourage the participation of minorities on such committees.**

Refer to **Attachment B** for tables showing composition of SolTrans Board Appointees, Technical Advisory Committee and Public Advisory Committee members.

**Primary recipients shall include a description of how the agency monitors its subrecipients for compliance with Title VI, and a schedule of subrecipient Title VI Program submissions**

N/A

**A Title VI equity analysis if the recipient has constructed a facility, such as a vehicle storage facility, maintenance facility, operation center, etc.**

N/A

### **Analysis of Construction Projects**

SolTrans has not completed a construction project requiring an environmental assessment (EA) or environmental impact statement (EIS). SolTrans maintains a list of all construction projects and will summarize them in this report every three years. In addition, it will integrate the following components into its EA and EIS documents:

- a. A description of the low-income and minority population within the study area affected by the project, and a discussion of the method used to identify this population (e.g., analysis of Census data, minority business directories, direct observation, or a public involvement process).
- b. A discussion of all adverse effects of the project both during and after construction that would affect the identified minority and low-income population.
- c. A discussion of all positive effects that would affect the identified minority and low-income population, such as an improvement in transit service, mobility, or accessibility.
- d. A description of all mitigation and environmental enhancement actions incorporated into the project to address the adverse effects, including, but not limited to, any special features of the relocation program that go beyond the requirements of the Uniform Relocation Act and address adverse community effects such as separation or cohesion issues, and the replacement of the community resources destroyed by the project.
- e. A discussion of the remaining effects, if any, and why further mitigation is not proposed.
- f. For projects that traverse predominantly minority and low-income and predominantly non-minority and non-low-income areas, a comparison of mitigation and environmental enhancement actions that affect predominantly low-income and minority areas with mitigation implemented in predominantly non-minority or non-low-income areas. Recipients and subrecipients that determine there is no basis for such a comparison should describe why that is so.

**Copy of Board Meeting Minutes Showing the Board of Directors Reviewed and Approved the Title VI Program.**

SolTrans' updated Title VI plan was submitted for approval at the SolTrans Board Meeting on June 27, 2013.

### **Summary of Public Participation Efforts**

SolTrans has made a concerted effort during the agency's brief history to participate with and provide outreach to the diverse communities within the SolTrans service area. SolTrans has partnered with and supported the following organizations and activities:

- Area Agency on Aging volunteer driver program
- Paratransit Coordination Council discussions regarding county-wide mobility management programs
- Benicia and Vallejo City Unified School Districts providing travel training for the new school year and collecting school supplies at our Back to School Fair
- Community organization "Better Vallejo" providing transportation for seniors to their annual Thanksgiving luncheon
- California Maritime Academy Career and Community Partner Expo with travel and transit career information
- Florence Douglas Senior Center Health Fair with mobility option information
- Business communities in Benicia and Vallejo at their Chamber of Commerce meetings to discuss support for potential passenger promotional programs
- Earth Day celebrations at the Solano Community College and Vallejo Farmer's Market promoting our local fleet of diesel/electric hybrid buses,
- General information booth at the Benicia Farmer's Market
- Phillipine Cultrual Committee with their annual Pista Sa Nayon festival
- African American Family Reunion Committee for their annual Juneteenth celebration
- Active 20-30 Career and Life Expo
- Bike to Work Day "Energizer Station" promoting the use of transit with biking as a healthy lifestyle choice for commuting
- Monthly Senior Roundtable meetings in Vallejo and periodic Senior Center meetings in Benicia
- Community meetings informing the public regarding periodic service changes and gathering information for system planning efforts
- Various seasonal ridership promotions to educate about new services and to provide incentives to try transit options

Public participation efforts have been spread out geographically across the service area, and held at different times of the day to allow for people with various schedules to participate. Bilingual flyers were posted in all of the SolTrans operations centers, on buses, and published in the newspaper.

### **Service Standards**

A table showing vehicle headways by route is attached as **Attachment D**

**ATTACHMENT A**

**Appendix A - Title VI Policy Statement**

**Notice to the Public**

**Complaint Process**

**English and Spanish Complaint Forms**

**Community Outreach and Title VI Contact List**

**Appendix A – Revised (Proposed)**  
**Title VI Policy Statement**  
**2/11/2013**

**SolTrans Title VI Organizational Commitment**

Solano County, nestled between the bustling international city of San Francisco and the wine country of Sonoma and Napa, is home to one of the most diverse communities in the country. With a combined population of 416,000 people, more than one-third of the County's residents speak a language other than English at home, compared to 20% of the United States population in that same demographic. SolTrans' service area covers the Cities of Vallejo and Benicia, with over 133,000 people.

Because of its multicultural customer base, SolTrans recognizes its opportunities and obligations by proactively ensuring that its policies, services and programs are delivered by communications tools and processes that are inclusive and effective. By these actions, we can make certain that no person, because of their race, color or national origin is denied meaningful access to our transportation services, programs and information.

SolTrans supports the goal of Title VI and its Executive Orders on Limited English Proficiency (LEP) and Environmental Justice to provide meaningful access to its services, projects and activities by low-income, minority, and limited-English-proficient persons.

SolTrans is strongly committed to meeting its regulatory requirements under Title VI. The organization is structured so that oversight and management of policy development, training, regulatory compliance, reporting and monitoring of all anti-discrimination policies as it relates to Title VI and LEP are centralized in one department: the Office of Civil Rights. Employees from every division within the organization work cooperatively to contribute to the success of our Title VI program.

With respect to Title VI, SolTrans will:

- Ensure that the level and quality of transportation service is provided without regard to race, color, or national origin.
- Identify and address, as appropriate, disproportionately high and adverse human health and environmental effects, including social and economic effects of programs and activities on minority populations and low-income populations.

- Promote full and fair participation of all affected populations in transportation decision-making.
- Prevent the denial, reduction, or delay in benefits related to programs and activities that benefit minority populations or low-income populations.
- Ensure meaningful access to programs and activities by persons with limited English proficiency.

## **Notice to The Public**

The Solano County Transit (SolTrans) gives public notice of its policy to assure full compliance with Title VI of the Civil Rights Act of 1964 and all related statutes. Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any SolTrans program or activity.

To request additional information on SolTrans' Title VI and other anti-discrimination obligations, or to inquire about SolTrans' transportation services, projects and studies, please contact the SolTrans Administrative Office at (707) 648-4046 or [via SolTransride.com](http://www.soltransride.com). Documents can be provided in languages other than English or in formats made accessible for persons with disabilities.

Any person who believes that he or she has been excluded from participation in, been denied the benefits of, or otherwise subjected to discrimination under any SolTrans service, program or activity, and believes the discrimination is based upon race, color, or national origin, may file a formal complaint. This anti-discrimination protection also extends to activities and programs of SolTrans' third-party contractors.

Complaints against SolTrans or its third party contractors may be filed in writing using the Complaint Form, <http://www.soltransride.com/wp-content/uploads/2012/06/Title-VI-Notice.pdf> or by calling (707) 648-4046. Completed and signed forms can be mailed to:

### **Title VI Coordinator**

Office of Civil Rights  
Solano County Transit  
311 Sacramento Street  
Vallejo, CA 94590

If you are unable to file a complaint in writing, your verbal complaint will be accepted and transcribed by the Title VI Coordinator. To make a verbal

complaint, call (707) 648-4046. Complaints must be submitted within 180 days of the alleged discriminatory act (or latest occurrence).

Complaints may also be directly filed with the [Equal Employment Opportunity Commission \(EEOC\)](#); [Federal Transit Administration \(FTA\)](#); or [Department of Fair Employment and Housing \(DFEH\)](#). Please review information on the respective agency websites for details on filing Title VI complaints.

## **Complaint Process** (Internet posting)

The Solano County Transit Authority (SolTrans) grants all citizens equal access to all its transportation services. It is further the intent of SolTrans that all citizens are aware of their rights to such access. The site <http://www.SolTransride.com> is designed to serve as an educational tool for citizens so that they may understand one of the civil rights laws that protects their benefit of SolTrans programs and services, specifically, as it relates to Title VI of the Civil Rights Act of 1964.

### **What is Title VI?**

Title VI is a section of the Civil Rights Act of 1964 requiring that “No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” Note that Title VI does not address gender discrimination. It only covers race, color and national origin. Other civil rights laws prohibit gender discrimination.

### **Who are Limited English Proficient Persons?**

Persons who do not speak English as their primary language and who have limited ability to read, speak, write, or understand English can be limited-English-proficient, or “LEP.” These individuals may be entitled to language assistance with respect to a particular type of service, benefit or encounter.

Different treatment based on a person’s inability to speak, read, write or understand English may be a type of national origin discrimination.

### **How do I file a complaint?**

If you believe that you have received discriminatory treatment by SolTrans on the basis of your race, color or national origin, you have the right to file a complaint with the SolTrans Title VI Coordinator. The complaint must be filed no later than 180 calendar days of the alleged discriminatory incident.

Title VI Complaint Forms:



---

311 Sacramento Street, Vallejo, CA 94590 ~ Main Tel. (707) 648-4046 ~ Fax (707) 648-4260

SolTrans Title VI Civil Rights  
Complaint Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Telephone No: (      ) \_\_\_\_\_

Work Telephone No: (      ) \_\_\_\_\_

Were you discriminated against because of (please check one):

Race     National Origin     Color     Other

\_\_\_\_\_

Date of Alleged Incident: \_\_\_\_\_

In the space provided below, please explain as clearly as possible what happened and how you were discriminated against. Indicate who was involved. Be sure to include the names and contact information of any witnesses. If more space is needed please use the back of the form.

Have you filed this complaint with any other federal, state, or local agency; or with any federal or state court? [ ]Yes [ ]No

If yes, check all that apply:

Federal agency  Federal Court  State Agency  State Court  
 Local Agency

Please provide information about a contact person at the agency/court where the complaint was filed.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Please sign below. You may attach any written materials or other information that you think is relevant to your complaint.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Please mail this form to:

Title VI Coordinator, Office of Civil Rights  
311 Sacramento Street  
Vallejo, CA 94590



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311 Sacramento Street, Vallejo, CA 94590 ~ Main Tel. (707) 648-4046 ~ Fax (707) 648-4260

## Título VI de los Derechos Civiles

### Formulario de Queja

Nombre: \_\_\_\_\_

Dirección: \_\_\_\_\_

Ciudad: \_\_\_\_\_ Estado: \_\_\_\_\_ Código Postal: \_\_\_\_\_  
\_\_\_\_\_

Teléfono de la casa: () \_\_\_\_\_

Trabajo No Teléfono: () \_\_\_\_\_

¿Estaba usted discriminado debido a (marque uno):

Raza  Origen Nacional  Color  Otro \_\_\_\_\_

Fecha del incidente Presunta: \_\_\_\_\_

En el espacio de abajo, por favor, explicar lo más claramente posible lo que pasó y cómo se discriminó contra usted. Indican que estuvo involucrado. Asegúrese de incluir los nombres e información de contacto de cualquier testigo. Si necesita más espacio, utilice el reverso del formulario.

¿Ha presentado esta queja ante cualquier otro federal, estatal, o local, o con cualquier corte federal o estatal?  Sí  No

En caso afirmativo, marque lo que corresponda:

Agencia federal del Tribunal Federal   agencia estatal de la corte del Estado

La Agencia Local de

Sírvanse proporcionar información sobre una persona de contacto en la agencia / tribunal donde se presentó la queja.

Nombre \_\_\_\_\_

Dirección \_\_\_\_\_

Ciudad, estado y código postal \_\_\_\_\_

Número de Teléfono \_\_\_\_\_

Por favor firme abajo. Usted puede agregar cualquier material escrito o cualquier otra información que considere relevante para su queja.

**Firma** \_\_\_\_\_ **Fecha** \_\_\_\_\_

Por favor, envíe este formulario a:

SolTrans Gerente de Operaciones

311 Sacramento Street

Vallejo, CA 94590

## **Methods of Filing a Complaint**

The preferred method is to file your complaint in writing using the Title VI Complaint Form, and sending it to:

### **Title VI Coordinator**

Office of Civil Rights  
SolTrans  
311 Sacramento Street  
Vallejo, CA 94590

Verbal complaints will be accepted and transcribed by the Title VI Coordinator. To make a verbal complaint, call (707) 648-4046 and ask for the Title VI Coordinator. Complaints may also be filed with external entities such as the [Equal Employment Opportunity Commission \(EEOC\)](#); [Federal Transit Administration \(FTA\)](#); or [Department of Fair Employment and Housing \(DFEH\)](#). Please review information on the respective agency websites for details on filing Title VI complaints.

Should a complaint be filed with SolTrans and an external entity simultaneously, the external complaint shall supersede the SolTrans complaint and the SolTrans complaint procedures will be suspended pending the external entity's findings.

## **Investigations**

Within 10 working days of receipt of the formal complaint, the Title VI Coordinator will notify the complainant and begin an investigation (unless the complaint is filed with an external entity first, or simultaneously).

The investigations will address complaints against any SolTrans department(s). The investigation will be conducted in conjunction with and under the advice of the Employee Relations Department.

The investigation may include discussion(s) of the complaint with all affected parties to determine the problem. The complainant may be represented by an attorney or other representative of his/her own choosing, and may bring witnesses and present testimony and evidence in the course of the investigation.

The investigation will be conducted and completed within 60 days of the receipt of the formal complaint.

Based upon all the information received, an investigation report will be written by the Title VI Coordinator for submittal to the Executive Director.

The complainant will receive a letter stating that final decision by the end of the 60 day time limit. Most investigations are completed within 30 days.

The complainant shall be notified of his/her right to appeal the decision. Appeals may be made to the Federal Transit Administration, the Equal Employment Opportunity Commission, or the California Department of Fair Employment and Housing.

## **Community Outreach and Title VI Contact List**

To comply with Title VI of the Civil Rights Act of 1964, SolTrans provides all persons non-discriminatory and equitable access to all its transportation services and information. SolTrans maintains a subscription list, which is used to notify individuals or organizations that provide services to disabled, minority, low-income or limited English proficient persons, of proposed programs or changes to transportation services. SolTrans encourages organizations or individuals to voluntarily enter their contact information on the subscription list. Please visit [www.soltransride.com/subscribe](http://www.soltransride.com/subscribe) and complete the form in English, to be added to the subscription list. If you have any questions, please contact SolTrans at (707) 648-4046.

## SolTrans LEP Community Based Organizations

Address	Phone Number	Contact Name	E-Mail Address	Client Composition	Comments
3495 Sonoma Blvd. inside the Seafood City Marketplace Mall in Vallejo, CA.	909-525-9500 for Corporate in LA to reserve a room	Pink at Seafood City (707) 654-1972		The Filipino Senior Meals Program, run by the Meals on Wheels of Solano County, offers classes and donation-only nutritious meals five days a week, Monday through Friday, at 11:30 a.m.	SolTrans had a booth there last year too.
PO Box 1165, Vallejo CA 94590-0116	(707) 319-7535	Annie Frias Ramos	<a href="mailto:mav.briosos@gmail.com">mav.briosos@gmail.com</a>	Holds a cultural fair every year in June in Vallejo. PISTA SA NAYON Celebration. Good place for a booth.	
125 Corporate Pl # A, Vallejo, CA 94590	(707) 649-1615	Teresa Alonzo ext 210 Citizenship classes		Dream map, immigration, Spanish speaking services, low income housing assistance. M-Th 9am to 5pm, Fridays 9am to noon.	No longer has citizenship classes, but what kind of class has LEP participants?
1039 Tennessee St, Vallejo, CA 94590	707-648-7263	Carolina Kiel	<a href="mailto:Ckiel@eastbaygoodwill.org">Ckiel@eastbaygoodwill.org</a>	Holds classes on employment readiness and training. Serves mostly women in mid-20's who want to go to Napa and Solano Community Colleges. Mostly Spanish, some Tagalog. Can speak English OK	Presentation to 25+ people on 2/08
City of Benicia offices 250 L Street East, Benicia	(707) 745-2071	Julie P	<a href="http://JulieP@Beniciahousingauthority.org">JulieP@Beniciahousingauthority.org</a>	Manages low income housing projects with multi-lingual tenants	Spoke with Julie on 2/08 and sent e
505 Santa Clara Street Vallejo, CA 94590	(707) 648-5230	Calisa Travis	<a href="http://Ttravis@fight-back.com">Ttravis@fight-back.com</a>	Non-profit partnership for neighborhood improvement/safety/youth. Above JFK Library. Family resource center. Low income and minority. Has basic needs meetings once a month. Left message.	Calisa is very busy, voicemail box is full. This is the best approach. E-mailed her and let her know on 2/08.
975 Sereno Drive Vallejo, CA 94589	707-651-5255	Michelle Arnold, Office Coordinator		Does outreach for low income populations. Mel Orpilla is leaving on 2/11.	Mel's cell number for statewide res
2833 Tennessee Street, Vallejo 94591	(707) 556-8620	Sparrow McCurriel, Paul Jacobs, Barbara Luck	<a href="mailto:smcurriel@comcast.net">smcurriel@comcast.net</a> , <a href="mailto:ptjacobs@gmail.com">ptjacobs@gmail.com</a> , <a href="mailto:brluck@sbcglobal.net">brluck@sbcglobal.net</a>	Offers ESL classes at local elementary schools from 9:00am to 12:00 noon. Contact to coordinate. Through the Vallejo Unified School District.	E-mailed all 3 teachers and sent brochure. Waiting for class time commitment
1 Positive Place, Vallejo, CA 94589	(707) 643-1728	Wendy Jones	<a href="mailto:Ericac.omega@yahoo.com">Ericac.omega@yahoo.com</a>	Member parent meetings once a month. Maybe 8-10 parents are non-English speaking. Erica Candido is coordinator	Vallejo ESL teacher is Carla Norris. Spoke with her about GED class to HS students. Spoke with her about back.
545 Columbus Parkway, Vallejo, 94591	(707) 864-7000	Shemila Johnson	707.642.8188	ESL Class at Vallejo Campus would be a good one.	
272 Gillcrest Ave, Vallejo, CA 94591	(707) 558-0691			Contact for Korean Outreach	
				Share a booth with Elizabeth doing paratransit outreach.	

**ATTACHMENT B**

**Language Assistance Plan**

**LEP Program**

**SolTrans Board Appointees**

**SolTrans Title VI Outreach Efforts**



**Solano County Transit 311 Sacramento Street, Vallejo, CA**

## **Language Assistance Plan**

February 2013

### **Purpose of This Plan**

Under FTA program requirements, recipients of Section 5307 monies are expected to have a written locally-developed process of conducting outreach to persons who speak English less than very well. Section 601 of Title VI of the Civil Rights Act of 1964 states the following:

*"No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."*

SolTrans must ensure that federally-supported transit services, programs and related benefits are distributed in an equitable manner. SolTrans Title VI Policy and Complaint Procedures are posted on the SolTrans website and included in Attachment "A" of this document.

### **Requirement to Provide Meaningful Access to LEP Persons**

Consistent with Title VI of the Civil Rights Act of 1964, DOT's implementing regulations, and Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency" (65 FR 50121, Aug. 11, 2000), recipients shall take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of their programs and activities for individuals who are limited-English-proficient (LEP).

### **Analysis Using the Four-Factor Framework**

SolTrans has conducted the following analysis using the four-factor analysis identified in the DOT LEP Guidance. The four factors are:

**Factor 1:** The Number and Proportion of LEP Persons Served or Encountered in the Eligible Service Population.

**Factor 2:** The Frequency with Which LEP Individuals Come into Contact with Your Programs, Activities, and Services

**Factor 3:** The Importance to LEP Persons of Your Program, Activities and Services

#### **Factor 4:** The Resources Available to the Recipient and Costs

#### **Factor 1: The number and proportion of LEP persons served or encountered in the eligible service population.**

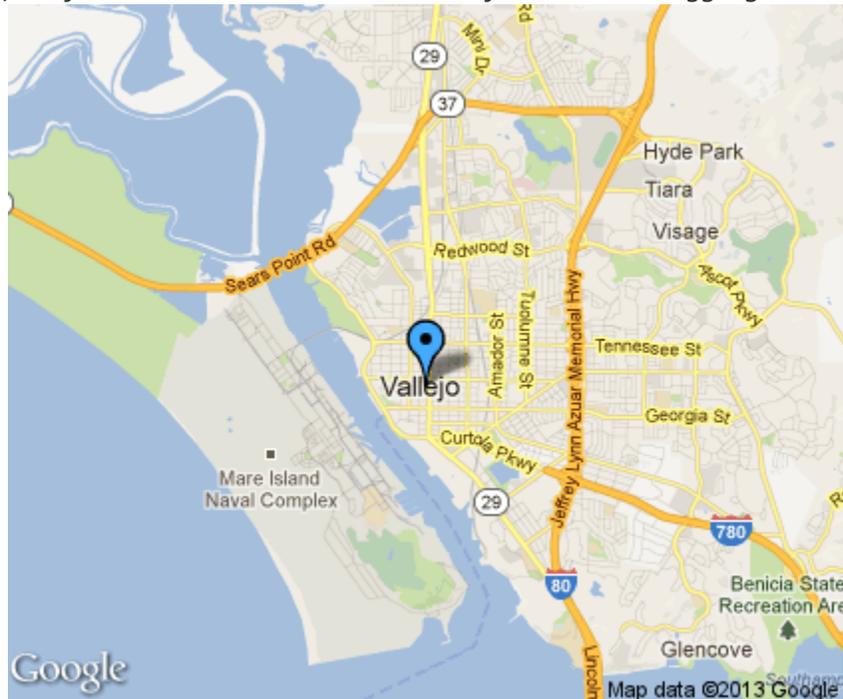
The SolTrans agency is a new combined transit agency serving the cities of Vallejo and Benicia. It wasn't until July 1<sup>st</sup> of 2011 that the new SolTrans agency began operating with a consolidated service plan, restructured routes and a comprehensive fare structure. Prior to this time, the City of Vallejo and the City of Benicia were operating separate transit services for their very different populations. Vallejo and Benicia, despite being neighboring cities, have very different demographic and socio-economic conditions.

#### The City of Vallejo

Vallejo's economy has struggled since the 1996 closing of the Mare Island Navy ship building facility, representing a loss of 6,000 jobs since the end of WWII. Vallejo has been struggling with the highest

unemployment rate in Solano County – varying from 9% to 11% over the past year.

About 14% of Vallejo's population lives in poverty, representing about 17,000 persons. Vallejo's residents are fairly well educated, as an estimated 24% have college or graduate degrees, and another 36% have attended college and/or received two-year associate degrees. The community is ethnically and racially diverse — Hispanics comprise 20% of the local population; 30% are White; 22% are Black; 25% are Asian; and 3% are



of mixed or other heritage. Census data for 2010 identifies half of all Vallejo residents speak some language other than English at home. The median household income in Vallejo in 2010 was \$65,384, just slightly higher than the State average of \$61,632. The American Community Survey estimates that over 4,000 households either don't have access to a car or must share a car between two workers.

#### Vallejo's Hispanic Community

Vallejo's Latino population exploded in the last two decades, in sharp contrast to the decline of its overall population. Latinos now number more than 26,000, making up

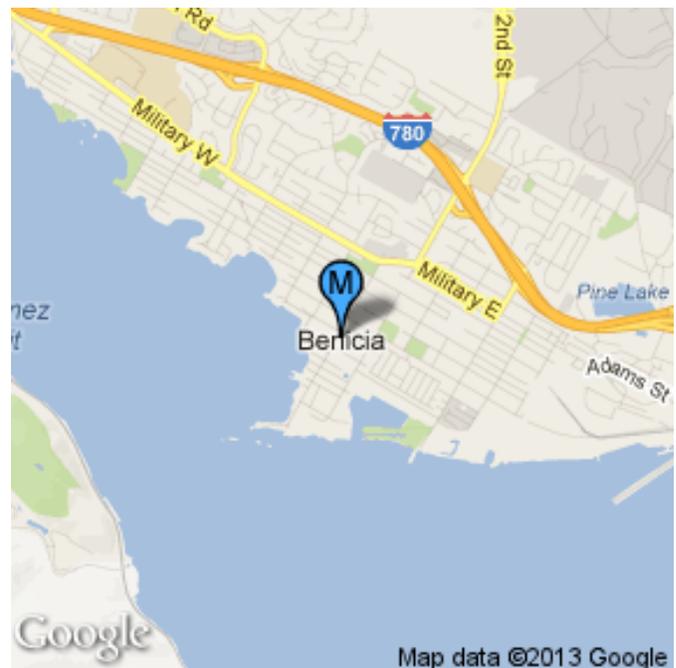
more than 22 % of Vallejo's population, according to the U.S. Census Bureau data. That's a staggering 40 % increase from the 2000 Census, and a jump of more than 122 % increase since the 1990 census. But the growth is more obvious in the influx of Latino businesses into Vallejo, largely concentrated in the area around Broadway and Nebraska Streets. Despite the growth in the Latino population, Vallejo's overall population dropped 0.7 % since 2000. The White population fell 9.4 % from 2000 and almost 31 % from 1990. Whites now make up just under a third of the population, compared to more than half 20 years ago. In California, the Latino population has grown by nearly 28 % since 2000.

### Vallejo's Philippine Community

Vallejo is home to over 120,000 people, including 30,000 Filipino-Americans. Vallejo's ties to the Philippines date back to 1898, when ships that fought in the Battle of Manila Bay left Mare Island for their long journey across the Pacific Ocean. Since then, Filipinos have come to Vallejo to work, buy homes, raise families and start businesses. Filipinos are a vital economic force in Vallejo with one of the highest household incomes among ethnic groups and a high rate of home ownership.

### The City of Benicia

By comparison, Benicia enjoys a very low unemployment rate (3.7%) largely a result of being located next to a regional oil refinery with steady employment opportunities. Benicia residents are also well educated - 37% have a Bachelor's Degree or higher, and 13% have a graduate or professional degree. By comparison, the City of Benicia is more predominantly White (72.5%) with a smaller percentage of Blacks (5.6%) and a fairly equal mix of Hispanics (12%) and Asians (11%). The remaining 10% of the population is represented by Pacific Islanders and two or more races. About 14% of Benicia residents speak a language other than English at home, with 5% speaking Spanish as the predominant language, and other languages combined representing 8%. Mean household income in Benicia in 2010 was \$90,338, a significant 32% above the State average of \$61,632. About 5.6% of Benicia residents live below the poverty limit, representing about 1,500 persons. About 4.5% of Benicia's population, or 1,215 persons, are estimated to have no access to a car.



US Census Data for Vallejo and Benicia

The following data table was compiled using the American Community Survey data 5-year averages from 2001 to 2011, Data set B16001: LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER - Universe: Population 5 years and over. The respondents identified themselves as being able to speak English "Not Very Well" or "Not at All".

Out of the combined estimated 2011 population of 133,368 within the Vallejo and Benicia service area boundaries, The ACS estimates that 34% of those people, about 45,478 individuals, speak some language other than English as their native language. Of those, 16,949 individuals claim they speak English "not very well" or "not at all". These people are SolTrans' LEP population. The largest subgroup language is Spanish, followed closely by Tagalog, with thousands of members. The next group needing language assistance includes Chinese, Vietnamese, Hindi and Korean, with hundreds of people in each group. The smaller language groups still needing assistance are Japanese and Arabic speakers. The larger language subgroups of Pacific Island, Indic and Asian languages have many hundreds of members but also include many unidentified languages within those groups.

**Table 1: Language Spoken at Home, Less than Very Well**

<b>Number and Percent by Language for Persons Over Age 5 Who Speak English Less Than Very Well</b>	<b>Benicia City</b>		<b>Vallejo City</b>		<b>SolTrans Combined</b>	
	<b>Est.</b>	<b>%</b>	<b>Est.</b>	<b>%</b>	<b>Est.</b>	<b>%</b>
Total Population	25,895	100%	107,473	100%	133,368	100%
Speak only English:	22,285	86.06%	65,608	61.05%	87,893	65.90%
Spanish or Spanish Creole:	421	1.63%	8,313	7.73%	8,734	6.55%
Tagalog:	111	0.43%	5,487	5.11%	5,598	4.20%
Chinese:	109	0.42%	643	0.60%	752	0.56%
Vietnamese:	9	0.03%	533	0.50%	542	0.41%
Hindi:	20	0.08%	324	0.30%	344	0.26%
Korean:	35	0.14%	219	0.20%	254	0.19%
Japanese:	29	0.11%	44	0.04%	73	0.05%
Arabic:	7	0.03%	65	0.06%	72	0.05%
Other Pacific Island languages:	11	0.04%	449	0.42%	460	0.34%
Other Indic languages:	18	0.07%	374	0.35%	392	0.29%
Other Asian languages:	66	0.25%	143	0.13%	209	0.16%

Source: 2007-2011 ACS Data, 2010 US Census

For the SolTrans combined service area of Vallejo and Benicia, eight languages meet the FTA "Safe Harbor" threshold. These are: Spanish, Tagalog, Chinese, Vietnamese, Hindi, Korean, Japanese and Arabic.

It will be assumed that the following groups do not meet the FTA Safe Harbor threshold of "1,000 persons or .05% of the population whichever is less" until such evidence comes to light to the contrary:

Other Pacific Island Languages: This category includes 25 countries and dozens of languages and dialects.

Other Indic Languages: Includes Gujarati, Hindi, Bengali, Urdu and Marathi and many others.

Other Asian Languages: Includes 13 language groups with dozens of languages falling within those groupings.

<b>English Learners by Language</b>		<b>2011/2012</b>
<b>Language</b>	<b>English Learners</b>	<b>Percent of Total</b>
Spanish	1,921	9.49%
Filipino (Tagalog)	368	1.82%
Punjabi	50	0.25%
Vietnamese	26	0.13%
Arabic	22	0.11%
Hindi	12	0.06%
Mandarin	14	0.07%
Cantonese	12	0.06%
French	6	0.03%
Korean	5	0.02%
Lao	4	0.02%
<u>Thai</u>	<u>4</u>	<u>0.02%</u>
<b>Combined total:</b>	2,489	12.30%
<b>All Students:</b>	20,236	

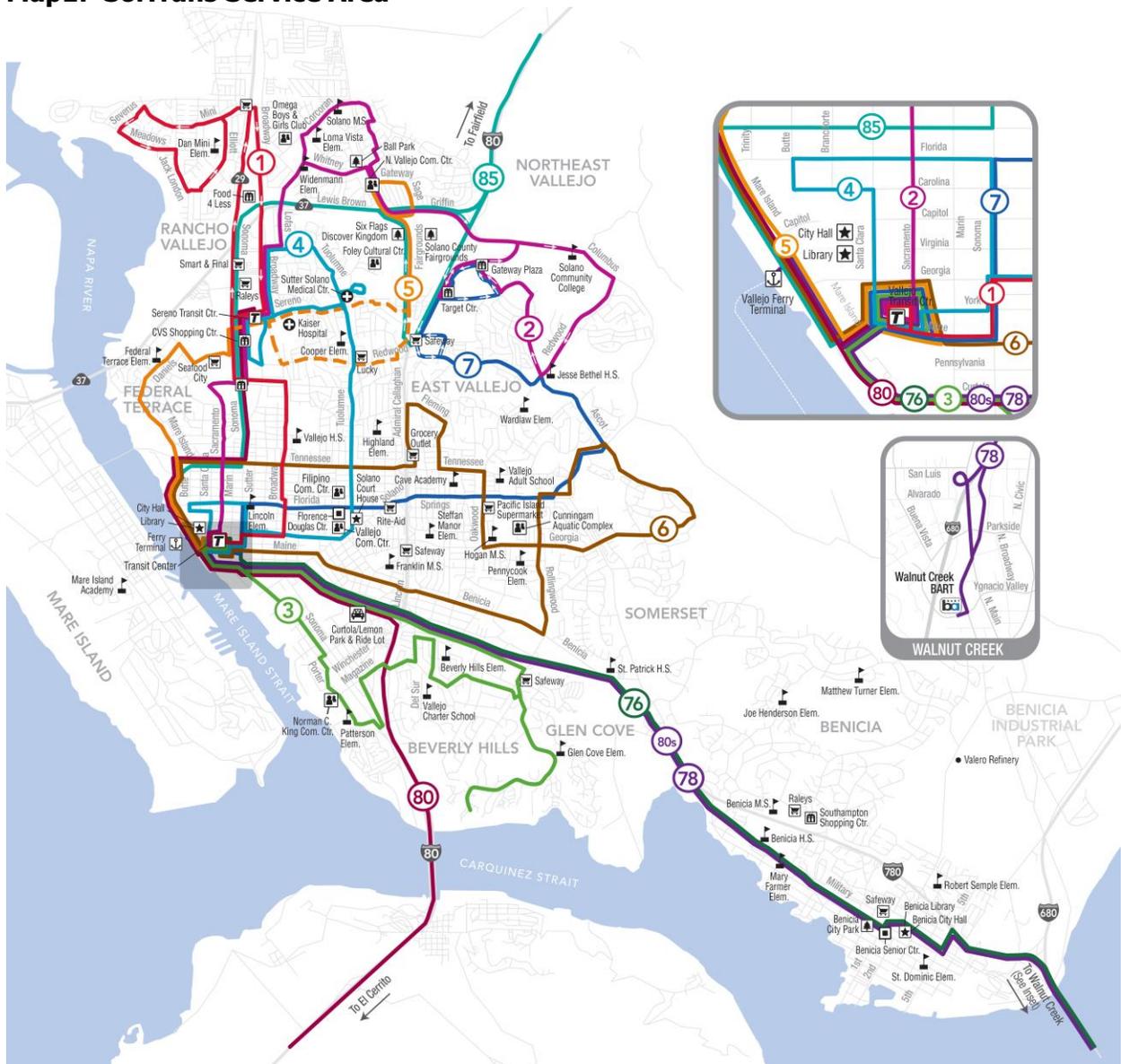
Table 2 illustrates the language barriers of children in the Vallejo and Benicia school districts. The children, identified as "English Learners" by the California Board of Education, represent 12.3% of all school children in grades K-12 in the SolTrans service area. Of the nearly 2,500 children who don't speak English well, 77% (1,921 students) speak Spanish. The second most common language is Filipino (Tagalog) with 15% (368 students). The remaining languages (Punjabi, Vietnamese, Arabic, Hindi, Mandarin, Cantonese, French, Korean, Lao and Thai) comprise 23% of the combined English Learners.

This language comparison between the US Census data and the school district data tells us that where the older generation of parents and grandparents are still speaking their native languages, their children and grandchildren are assimilating into the English language and culture fairly quickly. Except for Spanish, the frequencies of children with limited language abilities are about half that of their parents for each language. This comparison also informs SolTrans' public outreach efforts. Older citizens are less likely to use computers and smart phones and are more likely to need one-on-one verbal translation and interpretation services from the transit agency. Older citizens may also be illiterate in their own language if they have come from a third world country, underscoring the need for oral presentations and the use of interpreters.

#### Geographic Boundaries of the SolTrans Service Area

The SolTrans service area is a total of 64.4 square miles within the cities of Vallejo and Benicia. Four regional service routes connect residents to Diablo Valley College in Benicia (Route 76); Pleasant Hill, Walnut Creek and El Cerrito Del Norte BART stations (Routes 78 and 80), and Solano Community College and Solano Mall in neighboring Fairfield (Route 85).

**Map1: SolTrans Service Area**



See [www.SolTransride.com](http://www.SolTransride.com) for updates on service changes and routes.

**Factor 2: The Frequency with Which LEP Individuals Come in Contact With the Program, Activity, or Service**

In the informal survey of transit staff, of the 24 responses, 11 (the modal response) said that they encountered someone with limited English proficiency “once per week”. Of those staff that responded that they encountered someone with LEP once per week, nine said that the language they encountered most often was Spanish, one said Filipino (Tagalog), and another said Chinese. Eight responders said that they encountered LEP individuals either once per month or once per year, while five responded that they encountered LEP individuals on a daily basis. Of those who said that they encountered

LEP individuals on a daily basis, all responded that they most often encountered Spanish only speakers in their contact with individuals who encounter language barriers.

These results are backed up by the previously mentioned ACS data and indicate that the language barrier is most commonly experienced in the population by Spanish speakers.

### **Factor 3: The Nature and Importance of the Program, Activity, or Service Provided by the Program**

SolTrans provides transportation to and from work, school, and entertainment activities for the entire Vallejo Urbanized Area. For many, especially those who don't have the means to purchase a car or other forms of transportation, without this service they would not be able to live where they live and support a family. This is especially true in a commute-to-work situation.

Another important aspect of public transportation is how it can react in emergency situations, especially in providing the ability to move mass numbers of people efficiently and effectively.

### **Factor 4: The Resources Available to the Recipient and Costs**

SolTrans' approach to providing LEP access will always look, first of all, to need, and then to the resources available and cost. In consideration of the three previous factors outlined above, SolTrans has determined that there is a reasonable need to provide Spanish translations of vital documents to fulfill the Title VI LEP requirements.

The only other language that was considered for translation of documents was Tagalog. Several factors weighed into the decision not to provide vital documents translated into Tagalog. The following two factors were key:

1. Section 7 of the 1987 Constitution of the Philippines recognizes Tagalog and English as official languages of the country.
2. Census Data and our own informal survey that do not indicate any substantial LEP population within the Urbanized Area Filipino population.

The first factor indicates that English is a widely utilized language in the country of origin for the last 20 years. The second factor indicates that the Filipino population in The Urbanized Area has integrated into the culture to such an extent that the LEP individuals present in the population is so small that the LEP populations of many other LEP language groups (such as Chinese) probably approach the same relative number of people.

As SolTrans considers the resources available, there is recognition that supplying written translation material for every LEP individual in the Urbanized Area would tax resources beyond reason, considering the sheer number of languages and dialects present (per the Census Data).

Resources available to SolTrans include:

- Bi-lingual staff and line personnel (especially Tagalog)
- Access to federal, state, and regional funding and support

- Upcoming redesign of route maps and schedules
- Relatively inexpensive translation services available through telephone and internet services

In particular, the telephone and internet translation services provide a broad base of languages available at a reasonable price.

In recognition of the resources available and the cost involved, SolTrans proposes the following plan for implementation.

## **PLAN FOR IMPLEMENTING ORAL AND WRITTEN LEP SERVICES**

### **A. Oral Language Services**

#### **Assessment of Current Services**

Interpretation is the act of listening to something in one language (source language) and orally translating it into another language (target language).

Currently, when an LEP SolTrans user attempts to access the system, the SolTrans representative follows procedures outlined below in **LIMITED ENGLISH PROFICIENCY (LEP) PROCEDURES**.

#### **Policy Directives to Meet LEP Requirements**

**Attachment B** – Limited English Proficiency (LEP) Policy is provided to address the gap in oral services. It provides for a safeguard of utilizing AT&T's language services as well as other internet based service, including Google Translate, and providing training and oversight to the customer service staff regarding the use of the services.

The availability of mobile telephone technology makes this strategy for providing service attractive from a usability and cost effectiveness standpoint.

### **B. Written Language Services**

#### **Efforts Made by SolTrans to Encourage Communication and Meaningful Understanding by the Limited English Proficient Community:**

February 2013: Google Translate was added to the SolTrans website to allow machine translation of all documents and pages posted online.

February 8, 2013: Handouts with key information were created and translated into Spanish. These informational pieces include:

"How to Ride the Bus"

"Senior Disabled Medicare Flyer"

#### **Policy Directives to Meet LEP Requirements**

Staff has identified the following documents as "vital" and will provide bi-lingual or equivalent documents as they are made available to the public:

- Ride Guide
- Standard Rider Policies and Procedures
- System Map
- Route Maps, Fare Structures, and Safety Sensitive information
- Title VI Complaint Procedures

SolTrans will review this list on a biannual basis to determine its adequacy. Translated documents will be displayed along with the English versions if they are not combined in the same document.

### **LIMITED ENGLISH PROFICIENCY (LEP) PROCEDURES**

1. SolTrans is committed to delivering high quality customer services to clients regardless of language or cultural background. Language barriers prevent meaningful communication, thereby inhibiting the quality of service delivery to such clients.
2. SolTrans recognizes that many persons who seek its services are not proficient in the English language. Many are "limited English proficient" (LEP) in that they are unable to speak, read, write or understand the English language at a level that permits them to interact effectively with SolTrans staff, drivers and other consumers, as well as individuals who are hearing or visually impaired.
3. SolTrans is committed to ensuring that all SolTrans customers who are hearing and/or visually impaired are provided free access to competent employee communications with SolTrans.

### **C. Use of Interpreters**

1. SolTrans is committed to providing trained and competent interpreters at each stage of representation where oral communication is needed, through the connection with AT&T USADirect, and will continue to seek improvements to this system by identifying and utilizing other better technologies as they become available.
2. It is the general procedure of SolTrans not to rely on family members or friends to interpret for clients for several reasons: (a) this undermines the confidentiality and privacy required of all representations; (b) they generally are not trained in interpreting; (c) they may not understand technical or legal terms; (d) there is a risk of bias in the interpretation process through intentional or inadvertent selective filtering; and (e) the presence of a family member or a friend may inhibit the open flow of information between the customer and SolTrans staff, due to discomfort or embarrassment on the part of the customer.
3. SolTrans' procedures are to use its bi-lingual staff whenever possible. Bi-lingual staff members understand the confidentiality requirements of interpreting matters and other ethical considerations.
4. When an interpreter is needed for a telephone communication with an LEP individual, SolTrans will use AT&T USADirect In-Language services, or incorporate other language technologies as they are identified and become available .

### **D. Staff Training**

1. All customer service staff will be trained in the use of interpreters, translators and AT&T USADirect In-Language services.
2. Newly hired customer service staff and drivers will be trained in the use of interpreters, translators and AT&T USADirect In-Language services during orientation.
3. Refresher training will be periodically conducted.
4. All staff will receive the LEP Plan, and will be trained in the policies of SolTrans concerning assisting SolTrans customers.
5. All staff will be trained in the program resources available to serve LEP populations.
6. Additional information about interpreting may be provided to staff throughout the year.

## E. Oversight

1. The Executive Director will oversee the LEP Plan. Questions concerning the need for or use of interpreters should be directed to her.
2. Any changes or updates to the LEP Plan will be sent to all staff. Any recommendations for changes in the LEP Plan should be directed to the Administrative Manager.
3. If a staff member discovers that an interpreter or a translator is not fluent in English or the second language, that the interpreter is not interpreting accurately, or believes that an interpreter is having side conversations with the customer, such person should be reported immediately to the Administrative Manager for follow-up.
4. Periodic assessments of the LEP Plan and procedures will be conducted as needed.

## SolTrans Board Appointees

The FTA October 2011 LEP Guidance states: (Chapter III.6) “Recipients that have transit-related, non-elected planning boards, advisory councils or committees, or similar bodies, the membership of which is selected by the recipient, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees or councils.”

SolTrans Board members are appointed according to the member agency’s process (City Councils of both cities and the STA appointment process). The SolTrans Board and Technical Committee are typically staff members with appointments made by the City Managers of the member agencies and the Executive Director of the STA and of SolTrans. The positions of the Public Advisory Committee are filled through a public application and interview process. Representatives appointed to these committees are chosen because of their contributions and interest in improving transit for the citizens of Vallejo and Benicia. Minorities and women are encouraged to apply.

## SolTrans Board Appointees

Mayor Osby Davis, City of Vallejo	African American
Hermie Sunga, Councilmember, Vallejo	Filipino American
Mayor Elizabeth Patterson, City of Benicia	White - Caucasian
Mark Hughes, Councilmember, Benicia	White - Caucasian
Mayor Pete Sanchez, STA	Filipino American
Supervisor Jim Spring, MTC	White - Caucasian

Stephanie Gomes, Vallejo Alternate Director	White - Caucasian
Alan Schwartzman, Benicia Alternate Director	White - Caucasian

**SolTrans Technical Advisory Committee**

Melissa Morton, Director of Public Works, Benicia	White - Caucasian
Karan Reid, Finance Director, Benicia	White - Caucasian
Mike Roberts, Benicia Alternate	White - Caucasian
Philip Kamhi, SolTrans	White - Caucasian
2 <sup>nd</sup> SolTrans representative	Vacant
Liz Niedziela, Transit Program Manager, STA	White - Caucasian
Judy Leaks, SNCI Program Manager, STA	White - Caucasian
David Kleinschmidt, Public Works Director, Vallejo	White - Caucasian
2 <sup>nd</sup> Vallejo representative	Vacant
Jill Mercurio, Vallejo Alternate	White - Caucasian

**SolTrans Public Advisory Committee**

James Cook, Benicia	African American
Daniel Smith, Benicia	White - Caucasian
Kathy Walsh, Benicia	White - Caucasian
Tom Bartee, STA	White - Caucasian
David Jones, STA	White - Caucasian
Cori LaBrado, STA	White - Caucasian
Richard Burnett, Vallejo	White - Caucasian
Keith Ward, Vallejo	White - Caucasian
3 <sup>rd</sup> Vallejo representative	Vacant

**Efforts Made by SolTrans to Encourage Communication and Meaningful Understanding by the Limited English Proficient Community:**

February 2013: Google Translate was added to the SolTrans website to allow machine translation of all documents and pages posted online.

February 8, 2013: Handouts with key information were created and translated into Spanish. These informational pieces include:  
 "How to Ride the Bus"  
 "Senior Disabled Medicare Flyer"

<b>Soltrans Title VI Outreach Efforts by date</b>					
<b>Date</b>	<b>Location Name</b>	<b>Time</b>	<b>Meeting Purpose</b>	<b>Attendance Count</b>	<b>Ethnic makeup, low income, LEP description</b>
3/6/2012	South Vallejo Community Center	4:00 -6:00 pm	Service Reductions and Fare Restructure	7	General Public
3/6/2012	Vallejo City Council Chambers	6:00 - 8:00 pm	Service Reductions and Fare Restructure	22	General Public
3/7/2012	North Vallejo Community Center	6:00 - 8:00 pm	Service Reductions and Fare Restructure	4	General Public
3/8/2012	Florence Douglas Senior Center, Vallejo	4:00 -6:00 pm	Service Reductions and Fare Restructure	15	Low income, seniors, minority
3/14/2012	Benicia City Council Chambers	6:00 - 8:00 pm	Service Reductions and Fare Restructure	12	General Public
3/20/2012	Benicia Senior Center	4:30 - 6:30 pm	Service Reductions and Fare Restructure	19	Seniors, Low Income
6/27/2012	Vista Senior Apartments	10:00 - 11:30 am	Service Reductions and Fare Restructure	8	Seniors, Low Income
6/28/2012	Ascension Arms Senior Complex	1:30 - 2:30 pm	Service Reductions and Fare Restructure	11	Seniors, Low Income
6/29/2012	Redwood Shores Senior Apartments	10:00 - 11:30 am	Service Reductions and Fare Restructure	10	Seniors, Low Income
6/29/2012	Casa de Villarasa	1:30 - 3:00 pm	Service Reductions and Fare Restructure	13	Hispanic, Low income
2/8/2013	Goodwill Ready Center	10:00 - 11:00am	LEP outreach	27	Hispanic, Low income

**ATTACHMENT C**

**Public Participation Plan**

**Public Outreach Flyer**

# Public Participation Plan

## **Purpose**

The purpose of this Public Participation Plan (PPP) is to establish policies and procedures that allow for, encourage and monitor participation of all citizens in the SolTrans service area, including but not limited to, low-income and minority individuals, and those with limited English Proficiency. This agency acknowledges that traditional methods of outreach are often not adequate to reach these populations, and might not allow for meaningful input to planning and service-related decisions. The intent of this document is to outline and then take reasonable actions throughout the planning process to provide opportunities for historically under-served populations to participate.

This document will lay out procedures to provide opportunities for all area citizens to participate in the development of the Transit Development Plan (TDP) for the SolTrans service area defined as the city boundaries of the Cities of Vallejo and Benicia, California. The TDP is a short range plan (of roughly five years) which analyzes all aspects of transit operations. Where appropriate, and within existing budget constraints, recommendations are made to improve these aspects of transit operations.

A notice will be posted in the local newspaper noting the existence of the Public Participation Plan and a copy of the Plan will be placed on the SolTrans website sent to the stakeholders identified in Appendix "A". Additional copies will be made available on request. A draft of this Plan was sent to the SolTrans Board for approval on \_\_\_\_, and the Final Public Participation Plan was adopted at the \_\_\_\_ Board meeting.

## **Goals and Objectives for the Public Participation Plan**

Goal: The goal of the PPP is to offer real opportunities for the engagement of all citizens of the SolTrans service area to participate in the development of a Transit Development Plan (TDP).

Objectives:

- To determine what non-English languages and other cultural barriers exist to public participation within the SolTrans service area.
- To provide timely notification of meetings, particularly forums for public input, in a manner that is understandable to all populations in the area.
- To hold meetings in locations and times which are accessible and reasonably welcoming to all area residents, including, but not limited to, low-income and minority members of the public.
- To provide avenues for two-way flow of information and input from populations which are not likely to attend meetings.
- To provide a framework of actions appropriate to various types of plans and programs, as well as amendments or alterations to any such plan or program.
- To use various illustrative visualization techniques to convey the information, including but not limited to, the use of symbols or graphics, charts, photos, maps, and PowerPoint presentations.

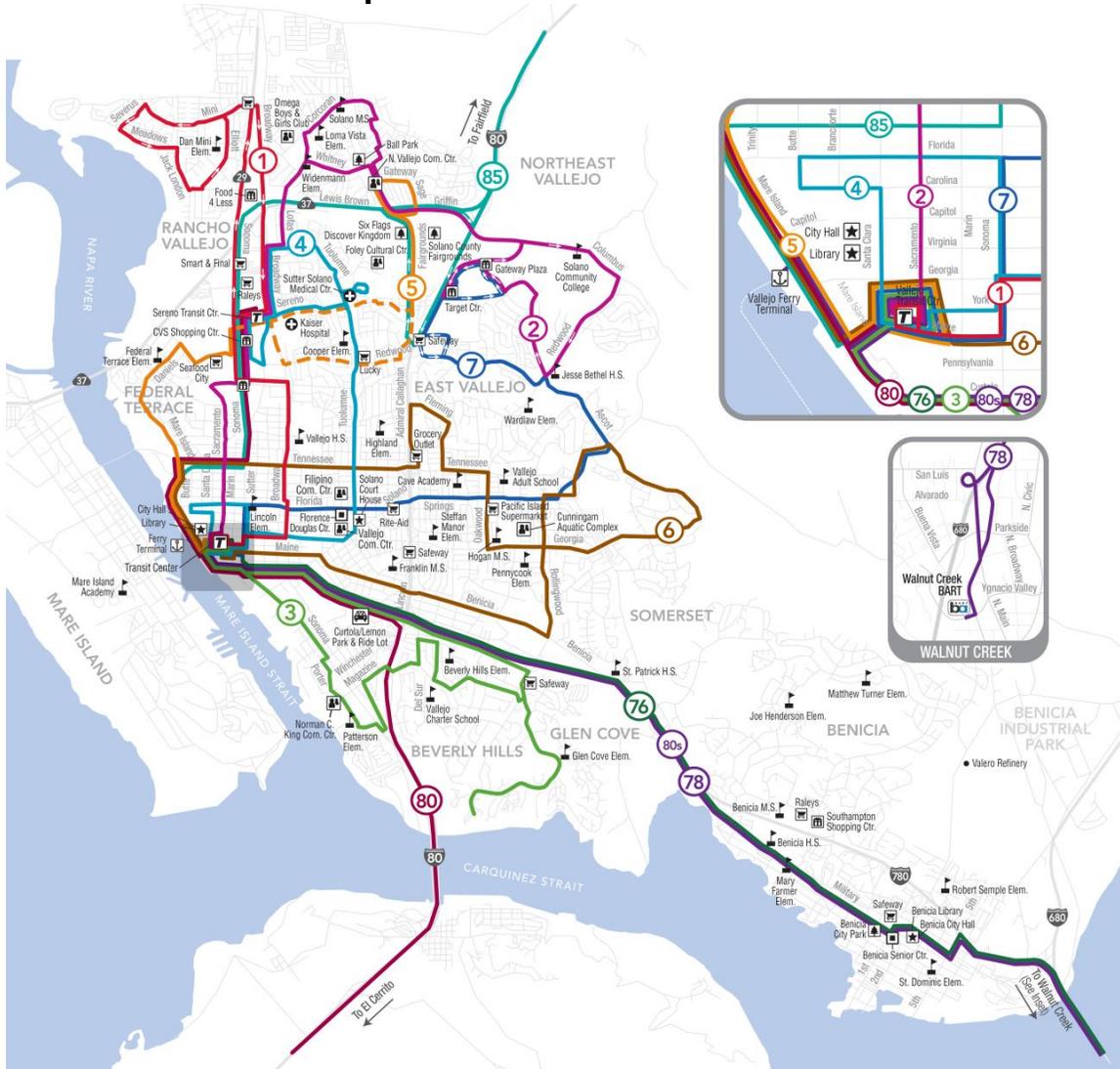
- To incorporate various social media interactive communication techniques into outreach efforts for broader audiences, including the SolTrans website, Twitter feeds, Facebook, transit user blogs, YouTube, etc.

### **The SolTrans Service Area Definition and Characteristics**

The Solano County Transit (SolTrans) organization was created by a Joint Powers Agreement (JPA) in November of 2010 combining the former Vallejo Transit and Benicia Breeze transit systems with a goal to improve operating efficiencies and reduce operating contract costs. The new SolTrans agency officially commenced operations and opened its doors for business on July 1<sup>st</sup> 2011. However, it wasn't until July 1<sup>st</sup> of 2012 that the new agency existed in an operational sense, with consolidated and restructured routes, fares and an operating system. The new combined SolTrans agency provides service to the residents of the City of Vallejo (117,000 population and 30.2 square miles) and the City of Benicia (27,000 population and 13 square miles), California. SolTrans offers a total of seven local and four regional connecting routes, serving some 144,000 people according to the 2010 Census. It was envisioned that this new combined transit agency may include other smaller transit operations in Solano County in the future.

Benicia and Vallejo have long been considered "married" cities, sharing a common border and linked by Highway 780. The two cities were named after General Mariano Vallejo and his wife Benicia, who led the early Mexican colonization of the Northern California area from 1808 to 1890. However, as development and industrialization of the area took place over the next century, the two cities grew to have very different economic and demographic profiles.

## SolTrans service area map



### The City of Vallejo

Vallejo's economy has struggled since the 1996 closing of the Mare Island Navy ship building facility, representing a loss of 6,000 jobs since the end of WWII. Vallejo has been struggling with the highest unemployment rate in Solano County – varying from 9% to 11% over the past year. About 14% of Vallejo's 115,942 population lives in poverty, representing about 16,000 persons. Vallejo's residents are fairly well-educated, as an estimated 24% have college or graduate degrees, and another 36% have attended college and/or received two-year associate degrees. The community is ethnically and racially diverse — Hispanics comprise 22% of the local population; 29% are White; 22% are Black; 27% are Asian; and 22% are of mixed or other heritage. Census data for 2010 identifies about 35% of Vallejo residents are foreign born and 13% speak English less than very well. The median household income in Vallejo in 2010 was \$62,325, consistent with the State average of \$61,632. The American Community Survey estimates that 5.1% of Vallejo's residents take public transit and 2.5%, or nearly 3,000 people, don't have access to a car.

### The City of Benicia

By comparison, Benicia enjoys a very low unemployment rate (3.7%) largely a result of being located next to a regional oil refinery with steady employment opportunities. Benicia's 26,997 residents are also well-educated - 37% have a Bachelor's Degree or higher, and 13% have a graduate or professional degree. By comparison, the City of Benicia is more predominantly White (65%) with a smaller percentage of Blacks (7%), and a fairly equal mix of Hispanics (13%) and Asians (13%). The remaining 2% of the population is represented by Pacific Islanders and two or more races. About 14% of Benicia residents speak a language other than English at home, with 5% speaking Spanish as the predominant language, and other languages combined representing 8%. Mean household income in Benicia in 2010 was \$69,661, above the State average of \$61,632. About 5.6% of Benicia residents live below the poverty limit, representing about 1,500 persons. About 1.2% of Benicia's population, about 60 people, are estimated to have no access to a car and 3.7% take public transportation.

### Vallejo and Benicia Commuting Transit Riders

<b>Transit Rider Statistics</b>	<b>Vallejo</b>	<b>Benicia</b>
Number of workers (commuters)	49,735	13,384
Percent of commuters who take transit	5% = 2,525 riders	3.4% = 501 riders
Percent females	60%	43%
Percent Black	44%	3.6%
Percent Hispanic	13%	9%
Percent foreign born	35%	13.4%
Percent who speak English "less than well"	13%	10%
Median Income	\$39,393	\$69,661
Percent who work outside of Solano County	71%	79%
Percent who have no access to a car	8.2%	4.2%
Percent who travel more than one hour to work	65%	81%

Source: 2011 American Community Survey, US Census.

### Identification of Key Stakeholders

Stakeholders in the combined SolTrans service area are defined as those who are either directly or indirectly affected by a plan or the recommendations of that plan. Those who may be adversely affected, or who may be denied the benefits of a plan's recommendations, are of particular interest in the identification of specific stakeholders. For the purpose of this Plan, stakeholders are broken into the following five groups: general public, minorities and low-income persons, public agencies, and private organizations and businesses. The identification of persons who speak English "not well" or "not at all" will be addressed in a separate Language Assistance Plan for the Limited English Proficient (LEP) population.

## General Public

The General Public is defined as the 144,000 people living in the SolTrans service area. Outreach techniques suitable for the general public audience include advertised public meetings and hearings, newspaper articles and press releases, website postings and flyers distributed on the buses and posted at bus stops. This level of outreach represents the basic or minimum level of public information dissemination.

## Minorities and Low Income

Addressing the communication needs of minority and low-income individuals can be more challenging than those of the general public. These populations often have limited resources to attend meetings during regular business hours and they may have limited English language abilities. And often, no transit service is operating or only limited service operates during nights and weekends when they may be able to attend. Low-income persons also include seniors and the disabled with limited mobility and financial resources. Every effort will be made to engage these persons in the planning process.

Outreach techniques suitable for these groups include attending existing meetings at Community Based Organizations (CBO's), in low-income neighborhoods and housing projects. Holding focus group meetings with the organizing support and language translation abilities of the CBO staff is often a very effective and low-cost option for transit agencies. Additional outreach opportunities exist with culturally-based newspapers and radio stations. Flyers and posters distributed on the buses and on CBO locations should be made available in the language(s) of the clients they serve. More details on outreach strategies to Limited English Persons can be found in the Language Access Plan.

Reasonable efforts will be made to engage minority populations using techniques such as including notations in public notices in appropriate non-English languages that will provide a contact where individuals can be informed of the process/project, and will have opportunity to give input. Focus groups may also be established for the purpose of gaining input from a particular defined portion of the community. Also, advocacy groups can be a good resource for contacts and dissemination of information to minority and low-English-proficient populations. Such advocacy groups or agencies can provide insight into the needs of the under-represented populations, as well as providing valuable contacts or avenues for input.

Title VI of the Civil Rights Act requires public notice and outreach to be conducted in the event of anticipated transit fare changes, route and schedule changes, and the location of new transit facility construction. Effective outreach practices recommended by the FTA include:

- a. Scheduling meetings at times and locations that are convenient and accessible for minority and LEP communities.
- b. Employing different meeting sizes and formats.
- c. Coordinating with community and faith-based organizations, educational institutions, and other organizations to implement public engagement strategies that reach out specifically to members of affected minority and/or LEP communities.
- d. Considering radio, television, or newspaper ads on stations and in publications that serve LEP populations.

- e. Providing opportunities for public participation through means other than written communication, such as personal interviews or the use of audio programming available on podcasts.

### Public Agencies

For the purpose of the Public Participation Plan, SolTrans is defining public agencies as the Community Based Organizations (CBO's) that specifically provide services and outreach to minority, low-income and limited-English-proficient populations. A list of the CBO's identified as key to SolTrans' outreach efforts are included here as **Attachment A**.

### Private Organizations and Businesses

A number of private organizations and businesses provide valuable services to low-income and minority populations. Among these are translation and interpretation services, local Chambers of Commerce, media outlets consulting public outreach firms and individuals. In addition, many private employers recognize the importance of good public transportation service to their employment sites and are willing to help disseminate information. A list of private organizations and businesses who can assist SolTrans with public outreach are included as **Attachment A**.

### **Creation of a New Transit Agency**

After a year of analysis on the mechanics of creating a combined transit agency, SolTrans staff proposed a broad program of service and fare structural changes to its Board of Directors in March of 2012. The proposed changes had been recommended by consultants who were tasked with the mechanics of merging two transit systems in order to meet the directive of saving \$1.0 million in combined annual operating costs. Each system had very different fare structures and the combined service created areas with route redundancies and service inefficiencies. The proposed route and fare changes were taken out for public comments over a series of meetings between March and May of 2012. The new simplified fare structure and consolidated route was adopted by the SolTrans Board of Directors on May 24<sup>th</sup>, 2012. The new route and fare structures were implemented on July 1<sup>st</sup> of 2012, creating the new agency's operating baseline for future equity and impact analysis of route and fare changes.

### **Creating SolTrans Public Participation Policies**

Under FTA program requirements, recipients of Section 5307 monies are expected to have a written locally-developed process for soliciting and considering public comments before raising a fare or carrying out a major transportation service reduction. Section 601 of Title VI of the Civil Rights Act of 1964 states the following:

*"No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."*

SolTrans must ensure that federally-supported transit services, programs and related benefits are distributed in an equitable manner.

## SolTrans Title VI Complaint Procedure

The contents of the following Title VI Complaint Procedure will be posted prominently on SolTrans Buses and at the SolTrans ticket office located at 311 Sacramento Street, Vallejo. The complaint procedure will also be posted on the agency's website, translated into the prominent language groups in the SolTrans service area (Spanish and Tagalog).

"Solano County Transit (SolTrans) operates programs without regard to race, color, and national origin. SolTrans established this Title VI Complaint Procedure, which outlines a process for local disposition of Title VI complaints and is consistent with guidelines found in Chapter IX of the Federal Transit Administration Circular 4702.1B, effective October 1, 2012.

The Complaint Procedure has five steps, outlined below:

1. **Submission of Complaint:** Any person who feels that he or she, individually, or as a member of any class of persons, on the basis of race, color, national origin, age, sex, disability, religion, or low-income status has been excluded from or denied the benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance through SolTrans, may file a written complaint with the SolTrans Office – 311 Sacramento Street, Vallejo, CA 94590. Such complaint must be filed within 180 calendar days after the date the person believes the discrimination occurred.
2. **Referral to Review Officer:** Upon receipt of the complaint, SolTrans shall appoint one or more staff review officers, as appropriate, to evaluate and investigate the complaint, in consultation with the SolTrans General Counsel. The staff review officer(s) shall complete their review no later than 60 calendar days after the date SolTrans received the complaint. If more time is required, SolTrans shall notify the complainant of the estimated time-frame for completing the review. Upon completion of the review, the staff review officer(s) shall make a recommendation regarding the merits of the complaint and whether remedial actions are available to provide redress. Additionally, the staff review officer(s) may recommend improvements to the SolTrans' processes relative to Title VI and environmental justice, as appropriate. The staff review officer(s) shall forward their recommendations to the Planning and Operations Manager, for concurrence. If the Planning and Operations Manager concurs, he or she shall issue SolTrans' written response to the complainant.
3. **Request for Reconsideration:** If the complainant disagrees with the Planning and Operation Manager's response, he or she may request reconsideration by submitting the request, in writing, to the Executive Director or Executive Director's designee, within 10 calendar days after receipt of the Planning and Operations Manager's response. The request for reconsideration shall be sufficiently detailed to contain any items the complainant feels were not fully understood by the Planning and Operations Manager. The Executive Director or Executive Director's designee will notify the complainant of the decision either to accept or reject the request for reconsideration within 10 calendar days. In cases where the Executive Director or Executive Director's Designee agrees to reconsider, the matter shall be returned to the staff review officer(s) to re-evaluate, in accordance with Paragraph 2, above.
4. **Appeal:** If the request for reconsideration is denied, the complainant may also submit a complaint to the Department of Transportation for investigation, at FTA's Region IX headquarters:

Attn: Civil Rights Officer  
201 Mission Street  
Suite 1650  
San Francisco, CA 94105-1839

Telephone: (415) 744-3133  
Fax: (415) 744-2726

In accordance with Chapter IX, Title VI Discrimination Complaints, of FTA Circular 4702.1B, such a complaint must be submitted within 180 calendar days after the date of the alleged discrimination. Chapter IX of the FTA Circular 4702.1B, which outlines the complaint process to the Department of Transportation, may be obtained by requesting a copy from the SolTrans Office (707) 648-4046.

5. **Record:** The Clerk of the Board shall be responsible for preparing and maintaining a list of any active investigations conducted by entities other than FTA, lawsuits, or complaints naming the recipient and/or subrecipient that allege discrimination on the basis of race, color, or national origin. This list shall include the date of the investigation, lawsuit, or complaint was filed; a summary of the allegation(s); the status of the investigation, lawsuit, or complaint; and actions taken by the recipient or subrecipient in response to the investigation, lawsuit, or complaint.
6. **For more information via the internet go to:**  
[http://www.fta.dot.gov/civilrights/civil\\_rights\\_5088.html](http://www.fta.dot.gov/civilrights/civil_rights_5088.html) .”

#### SolTrans Public Outreach Policy

SolTrans will conduct public outreach meetings in anticipation of proposed fare and service changes beginning at least 60 days prior to the planned implementation date. A public hearing will be held at least 30 days prior to a qualifying service or fare change to allow ample time for public comments and responses.

#### **Distribution of Public Notices**

Notices of anticipated and proposed route and fare changes are distributed through the following methods and locations:

Vallejo Times Herald – public notices posting  
Benicia Herald – public notices posting  
Vallejo JFK Library, Benicia Library  
Senior Centers in both cities  
SolTrans website  
Twitter feeds and Facebook page  
Seat drops on buses (targeting specific routes)  
Rider alerts posted on buses  
Ticket offices at SolTrans offices and 1850 Broadway in Vallejo  
Vallejo and Benicia City Halls

In-person public outreach to target audiences (low-income, minority, and limited-English-proficient) will be conducted as appropriate, depending on the message and the significance of the proposed change. Not all changes are considered significant enough to warrant the expense

of a full-blown public outreach campaign. Community Based Organizations contacted in person are listed in **Attachment A** in the Appendix. Public hearings are typically held for major changes in services, fares or operating policies.

For SolTrans, public hearings are required for:

- The establishment of a new bus route to include initial service alignment and headway parameters for that route.
- A substantial geographical alteration: Addition or deletion of more than one-and-one-half (1.5) directional miles on a given bus route.
- The elimination of any bus service not under “demonstration project” status.
- A major modification which causes a 25 % or greater reduction in the number of daily trips provided on a given bus route.
- Implementation of a new bus service.
- Implementation of a change in fares, transfer policy or media policy.

### **Planning for Future Service and Fare Changes**

Over the coming year, there will be several route analyses conducted by SolTrans’ staff, to fully and effectively merge the former City of Vallejo and City of Benicia transit systems. In addition, keeping up with the ever-increasing operating costs of gas and labor, SolTrans must consider the possibility of future fare changes in order to maintain service and federally-required farebox recovery ratios. To better understand how our planning process works, we have described a typical route analysis and fare change analysis process below.

#### SolTrans Service Change Process

The potential need for service changes are identified when ridership drops below 12 passengers per revenue hour of service for local fixed routes, 14 passengers per revenue hour of service for intercity fixed routes; and when farebox recovery ratios fall below the federally-mandated 20% of operating revenue. Over time, older neighborhoods lose population and new development takes place in areas that are underserved by transit. Requests for new service are also submitted by the public, elected officials, employers and route operators. Once a service challenge is identified, Staff will ride the bus route being analyzed and collect data by: field surveying, counting passengers, assessing the bus’ travel time, measuring distance, timing traffic delays, speaking with passengers and bus operators.

At this point, the refinement period begins, and the initial proposal is adjusted and solidified. If the needed changes are significant, staff will seek official public comments regarding the proposed changes. SolTrans will document their outreach efforts to include Title VI populations, including low-income, minority and limited-English-proficient persons. A record of the public outreach meetings conducted since the last Title VI Plan submitted in 2012 is included in **Attachment B**. Input from the public is vital to staff in determining how best to structure the route, and how each proposed change will affect passengers. Each public comment received

during the official comment period, will be recorded and reviewed by SolTrans' Planning staff. Although all requests may not be accommodated, all requests will be considered and are appreciated.

While public comments are being submitted, staff may seek input from the SolTrans Public And Technical Advisory Committees, and the SolTrans Board of Directors. If a proposed change requires a considerably different routing or running time, a test trip will be conducted in order to assess how the changes will work in the actual bus that is driven on the route.

After staff has honed their proposal, a decision will be made as to whether a new official public comment period is needed. If so, the refinement period begins again. If not, final approval from relevant agencies is obtained, and the proposal is communicated to the public, before being implemented. Once a schedule or routing change has taken place, staff continues to observe the route in order to determine whether or not the process has been successful, or if further changes are needed.

### SolTrans Fare Change Process

According to SolTrans policy, notices will go out to established distribution points and public meetings will be conducted within 60 days and a public hearing will be held within 30 days of a proposed fare increase or major service change. SolTrans will document their efforts to include Title VI populations, including low-income, minority and limited-English-proficient persons.

Fare changes are implemented based on a number of considerations. SolTrans implemented a simpler fare structure in the Spring of when the Vallejo and Benicia transit systems were being merged. Additional fare changes or increases will be evaluated as part of the Short Range Transit Planning (SRTP) process when SolTrans fares are compared to other transit agency fares in the area, in an effort to keep up with ever-increasing costs in fuel and labor. The following table depicts the current fare structure at SolTrans.

### SolTrans Fare Structure – Spring 2013

<b>Cash Fares</b>	<b>Local</b>	<b>Multi-Zone</b>
Adult	\$1.75	\$5.00
Youth (6 – 18)	\$1.50	\$4.00
Senior (Age 65+) / Medicare / Disabled	\$0.85	\$2.50
<b>Day Passes</b>		
Adult	\$4.00	\$10.00
Youth	\$3.00	\$8.00
Senior / Disabled / Medicare	\$2.00	\$5.00
<b>10-Ride Passes</b>		

Adult	\$15.00	\$45.00
Youth	\$12.00	N/A
Senior / Disabled / Medicare	\$7.00	N/A
<b>Monthly Passes</b>		
Adult	\$56.00	\$114.00
Youth	\$44.00	N/A
Senior / Disabled / Medicare	\$28.00	N/A
<b>SoITrans Paratransit (ADA Certified)</b>		
Cash Fare*	\$3.00	\$5.50
10-Ride Pass	\$30.00	N/A
SoITrans Dial-A-Ride (General Public – Benicia Only)		
Cash Fare	\$2.00	N/A
10-Ride Pass	\$20.00	N/A

### **Children**

Up to two children age 5 and under ride free per fare-paying passenger. Additional children pay youth fare.

### **Discount Fare Eligibility**

#### **Senior 65+ / Disabled / Medicare Recipients**

To qualify you must present one of the following:

- Photo ID with Birthdate Indicating 65+
- Valid Medicare Card with Photo ID
- Regional Transit Connection (RTC) Discount Card
- DMV Disabled License Plate Registration
- DMV Disabled Parking Placard Printout

#### **Regional Transit Connection (RTC) Discount Card**

The RTC Discount Card is available to qualified persons with disabilities and senior citizens 65 years of age or older. The card makes it easier for you to demonstrate your eligibility for reduced fares on fixed route bus, rail and ferry systems throughout the San Francisco Bay Area. To see if you are eligible for the Regional Transit Connection (RTC) Discount Card and to apply, visit <http://transit.511.org/disabled/RTDC.aspx> or call Customer Service at (707) 648-4666.

SAMPLE

Public Outreach Flyer

Share your opinion regarding the future of public transit service in your community.

*Comparta su opinión con respecto al futuro del servicio de transporte público en su comunidad.*

Join us for a meeting in your neighborhood and let your voice be heard.

*Únase a nosotros para una reunión en su vecindad y deje que su voz suene.*

Wednesday | Miércoles 10/26

- 2 - 3 p.m. Vallejo Senior Center  
333 Amador Street
- 7 - 8 p.m. Vallejo City Council Chambers  
555 Santa Clara Street

Thursday | Jueves 10/27

- 2 - 3 p.m. Norman C. King Community Center in South Vallejo  
545 Magazine Street
- 7 - 8 p.m. Benicia Library  
150 East L. Street

Friday | Viernes 10/28

- 4 - 5 p.m. North Vallejo Community Center  
1121 Whitney Avenue



For more information, call : (707) 553-7269  
Para más información, llame :

**ATTACHMENT D**

**Vehicle Headways by Route**

**Vehicle Headways by Route**

<u>Route</u>	<u>Description</u>	<u>Headway</u>	<u>Times</u>	<u>Days</u>
2	NE Vallejo /Vallejo Transit Center	45 mins	5:59am - 8:19pm	M-F
2	NE Vallejo /Vallejo Transit Center	90 mins	6:30am - 6:45pm	Sat-Sun
3	Glen Cove/South Vallejo/Beverly Hills/Vallejo Transit Center	30 mins	6:31am - 8:44am and 4:00pm - 7:14pm	M-F
3	Glen Cove/South Vallejo/Beverly Hills/Vallejo Transit Center	60 mins	8:00am - 4:00pm	M-F
3	Glen Cove/South Vallejo/Beverly Hills/Vallejo Transit Center	30 mins	6:45am - 6:14pm	Saturday
4	Tuolumne Street/Vallejo Transit Center	30 mins	6:51am - 8:50am	M-F
4	Tuolumne Street/Vallejo Transit Center	60 mins	9:00am - 4:50pm	M-F
4	Tuolumne Street/Vallejo Transit Center	60 mins	7:51am - 6:51pm	Saturday
5	Discovery Kingdom/Vallejo Transit Center	30 mins	6:30am - 8:52am and 4:00pm -7:24pm	M-F
5	Discovery Kingdom/Vallejo Transit Center	60 mins	9:00am-3:52pm	M-F
5	Discovery Kingdom/Vallejo Transit Center	60 mins	6:45am -6:24pm	Saturday
6	Vallejo Transit Center/Benicia Road/Ascot Parkway/Tennessee Street	30 mins	6:30am-8:49am and 4:00pm to 7:19pm	M-F
6	Vallejo Transit Center/Benicia Road/Ascot Parkway/Tennessee Street	60 mins	8:00am- 3:49am	M-F
6	Vallejo Transit Center/Benicia Road/Ascot Parkway/Tennessee Street	30 mins	6:41am-6:19pm	Saturday
7	Gateway Plaza Shopping Center/Vallejo Transit Center	30 mins	6:30am-10:00am and 4:00pm-8:50pm	M-F
7	Gateway Plaza Shopping Center/Vallejo Transit Center	60 mins	10:00am-4:00pm	M-F
7	Gateway Plaza Shopping Center/Vallejo Transit Center	30 mins	6:30am-6:50pm	Saturday
7	Gateway Plaza Shopping Center/Vallejo Transit Center	90 mins	8:30am-7:50pm	Sunday
12,14	Solano Middle School/Jesse Bethel	3 buses/day	School Charter Service	School Days Only
15,17	Benicia Middle School/Benicia High School/Mary Farmer	3 buses/day	School Charter Service	School Days Only
76	Vallejo/Benicia/Diablo Valley College	2 buses/day	6:00am and 4:21pm	M-F
78	Vallejo/Benicia/Walnut Creek	20 mins	6:00am- 7:00am	M-F
78	Vallejo/Benicia/Walnut Creek	40,80,85,120 mins	7:00am - 7:10pm	M-F
78	Vallejo/Benicia/Walnut Creek	120 mins	6:35am - 10:13pm	Saturday
80	Vallejo/El Cerrito/Del Norte BART	15 mins	4:27am-8:30am and 2:00pm-7:32pm	M-F
80	Vallejo/El Cerrito/Del Norte BART	30 mins	8:30am-2:00pm	M-F
80	Vallejo/El Cerrito/Del Norte BART	30 mins	6:05am-10:25pm	Saturday
80 South	Vallejo/Benicia/Walnut Creek BART	60 mins	7:58am-7:57pm	Sunday
85	Vallejo Transit Center/Fairfield	60 mins	5:35am-11:01pm	M-F
85	Vallejo Transit Center/Fairfield	120 mins	6:35am-10:18pm	Saturday