



**INTERCITY TRANSIT CONSORTIUM
AGENDA**

**1:30 p.m., Tuesday, March 25, 2014
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585**

ITEM

STAFF PERSON

1. CALL TO ORDER

Judy Leaks, Chair,

2. APPROVAL OF AGENDA

3. OPPORTUNITY FOR PUBLIC COMMENT
(1:30 –1:35 p.m.)

4. REPORTS FROM STA STAFF AND OTHER AGENCIES
(1:35 –1:40 p.m.)

5. CONSENT CALENDAR
Recommendation: Approve the following consent items in one motion.
(1:40 –1:45 p.m.)

A. Minutes of the Consortium Meeting of February 25, 2014 Johanna Masielct
Recommendation:
Approve the Consortium Meeting Minutes of February 25, 2014.
Pg. 7

CONSORTIUM MEMBERS

<u>Janet Koster</u> (Vice Chair) Dixon Readi-Ride	<u>Wayne Lewis</u> Fairfield and Suisun Transit (FAST)	<u>John Harris</u> Rio Vista Delta Breeze	<u>Mona Babauta</u> Solano County Transit (SolTrans)	<u>Brian McLean</u> Vacaville City Coach	<u>Matt Tuggle</u> County of Solano	<u>Judy Leaks</u> (Chair) SNCI	<u>Liz Niedziela</u> STA
--	---	---	---	--	---	--------------------------------------	-----------------------------

- B. SolanoExpress Intercity Transit Consortium 2014 Work Plan** Liz Niedziela
Recommendation:
Forward a recommendation to the STA TAC and STA Board to approve the SolanoExpress Intercity Transit Consortium 2014 Work Plan as shown on Attachment A.
Pg. ;

6. ACTION FINANCIAL

- A. None.**

7. ACTION NON-FINANCIAL

- A. Draft Solano County Mobility Management Plan** Elizabeth Richards
Recommendation:
Forward a recommendation to the STA TAC and STA Board to adopt the Solano County Mobility Management Plan as shown in Attachment A.
(1:45 – 1:55 p.m.)
Pg. 37

- B. Mobility Management: Consolidated Transportation Services Agency (CTSA) Designation** Elizabeth Richards
Recommendation:
Review and forward a summary of Consortium comments regarding CTSA designation to the STA TAC and STA Board as shown in Attachment E.
(1:55 – 2:10 p.m.)
Pg. 3;

8. INFORMATIONAL ITEMS – DISCUSSION ITEMS

- A. Transit Corridor Summary of Comments from STA Board Workshop** Nancy Whelan
(2:10 – 2:20 p.m.)
Pg. 57
- B. Regional Transportation Impact Fee: Consortium Discussion of Transit Centers Priorities** Robert Guerrero
(2:20 – 2:40 p.m.)
Pg. 59
- C. History of State Transit Assistance Funds (STAF) – Allocations** Daryl Halls/
(2:40 – 2:50 p.m.) Liz Niedziela
Pg. 63

D. Mobility Management Program Update Anthony Adams
1. ADA In Person Eligibility
2. Call Center/Website
3. Travel Training Programs
(2:50 – 2:55 p.m.)
Pg. 83

F. Intercity Paratransit/Taxi Program Assessment Update Nancy Whelan/
(2:55 – 3:00 p.m.) Daryl Halls
Pg. 93

G. Clipper Implementation Update Wayne Lewis, FAST
(3:00 – 3:05 p.m.)
Pg.

9. TRANSIT CONSORTIUM OPERATOR UPDATES AND COORDINATION ISSUES Group

10. FUTURE INTERCITY TRANSIT CONSORTIUM AGENDA ITEMS Group

April

- A. Transit Corridor Study Service Options
- B. Discussion of Regional Cap and Trade Program – Small Transit Operating Category
- C. Intercity Fund Working Group – Agreement for FY 2014-15
- D. CTP – Transit Element – Initial Review
- E. CTSA Designation
- F. P3 Plan Adoption
- G. Status of Intercity Paratransit/Taxi Script Program Assessment
- H. Mobility Management Website Update

May

- A. CTP - Transit Element Update
- B. Intercity Capital Bus Replacement Plan
- A. STA's Overall Work Plan FY 2014-15 and FY 2015-16
- C. Mobility Management – Travel Training Update
- D. Review of Intercity Ridership Survey Results

June

- A. Adoption of CTP - Transit Element
- B. Review and Discussion of SolanoExpress Marketing Plan

11. ADJOURNMENT

The next regular meeting of the SolanoExpress Intercity Transit Consortium is scheduled at **1:30 p.m. on Tuesday, April 29, 2014.**

This page intentionally left blank.



**INTERCITY TRANSIT CONSORTIUM
Meeting Minutes of February 25, 2014**

1. CALL TO ORDER

Judy Leaks called the regular meeting of the SolanoExpress Intercity Transit Consortium to order at approximately 1:30 p.m. in the Solano Transportation Authority Conference Room.

Members Present:	Debbie Whitbeck John Harris Elizabeth Romero Brian McLean Judy Leaks, Chair Liz Niedziela Matt Tuggle	Fairfield and Suisun Transit Rio Vista Delta Breeze SolTrans Vacaville City Coach SNCI STA County of Solano
-------------------------	---	---

Members Absent:	Janet Koster Wayne Lewis Mona Babauta	Dixon Read-Ride FAST SolTrans
------------------------	---	-------------------------------------

Also Present:	Daryl Halls Robert Guerrero Anthony Adams Sofia Recalde Johanna Masiclat	STA STA STA STA STA
----------------------	--	---------------------------------

Others Present:	<i>(In Alphabetical Order by Last Name)</i> Nathan Newell Wilford Norion Elizabeth Richards Susan Rotchy Edith Thomas Nancy Whelan	County of Solano Member of the Public STA Project Manager Independent Living Resources Connections 4 Life STA Project Manager
------------------------	--	--

2. APPROVAL OF THE AGENDA

On a motion by Brian McLean and a second by John Harris, the SolanoExpress Intercity Transit Consortium approved the agenda.

3. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

4. REPORTS FROM CALTRANS, MTC, AND STA STAFF

Robert Guerrero announced that he is currently working with the Planning Directors to refine the revenue estimates for the Regional Transportation Impact Fee (RTIF). He noted the transit group will be re-engaged after the revenue estimates have been completed.

5. CONSENT CALENDAR

On a motion by Brian McLean, and a second by John Harris, the SolanoExpress Intercity Transit Consortium approved Consent Calendar Item A.

A. Minutes of the Consortium Meeting of January 28, 2014

Recommendation:

Approve the Consortium Meeting Minutes of January 28, 2014.

6. ACTION FINANCIAL ITEMS

A. Partnerships for Travel Training

Liz Niedziela noted that the STA staff met with seven non-profits to discuss Mobility Manager Service and Programs and received proposals from Connection 4 Life and Independent Living Resource Center for travel training and Action North Bay for providing transportation for low income seniors.

Edith Thomas, Connections 4 Life, distributed program brochures and reported that they currently provide travel training for the developmental disabled populations and noted that their proposal includes expanding their travel training program to include a full time person dedicated to providing one to one travel training for the developmentally disabled. This would include Solano County residents for intercity travel training, Solano County residents for local fixed route systems, provide support for Dixon and Rio Vista's Ambassador Programs, and for a first year cost of approximately \$90,000 (includes start-up costs).

Susan Rotchy, Independent Living Resource Center, also distributed brochures and reported that they currently provide travel training for people with disabilities and that their proposal includes expanding their travel training program to include a half time person dedicated in providing one to one travel training for people with disabilities at annual cost of approximately \$35,000.

Recommendation:

Forward a recommendation to the STA TAC and STA Board to approve the following:

1. Authorize the Executive Director to enter into an agreement with Connections 4 Life for Travel Training Services for an amount not-to-exceed \$90,000 a year for FY 2013-14 and FY 2014-15;
2. Authorize the Executive Director to enter into an agreement with the Independent Living Resource Center for Travel Training Services for an amount \$35,000 a year for FY 2013-14 and FY 2014-15.

On a motion by Brian McLean, and a second by Matt Tuggle, the SolanoExpress Intercity Transit Consortium unanimously approved the recommendation.

7. ACTION NON-FINANCIAL

A. **Fairfield and Suisun Transit Fare Proposal Update**

Liz Niedziela distributed and reported on STA's recommendation for SolanoExpress Routes 30 and 40 fare proposal. She noted that the direction from Fairfield City Council at their City Council meeting of February 18th was not to raise local and intercity fares at this time, but to bring back a discussion of paid parking and potential fare adjustments to facilitate the implementation of Clipper on 30 and 40. She commented that the fare proposal will introduce the Short Hop and keep the fares for the one way trips to \$2.75. She simplified by stating that the fare structure, adjustments were made to Route 30 (slightly higher) and Route 40 (slightly lower) and to develop the same fare structure for all FAST SolanoExpress routes.

Recommendation:

Forward a recommendation to the STA TAC and STA Board pertaining to modifications of multi-zone fare structure to one fare for SolanoExpress Routes 30 and Route 40 to accomplish Clipper Implementation in Solano County (to be provided under separate cover).

On a motion by Brian McLean, and a second by Debbie Whitbeck, the SolanoExpress Intercity Transit Consortium unanimously approved the recommendation.

8. INFORMATIONAL ITEMS – DISCUSSION ITEMS

A. **SolanoExpress Intercity Transit Consortium 2014 Draft Work Plan**

Liz Niedziela noted that in the 2014 Draft Consortium Work Plan, several completed items have been removed and new projects have been added. She asked the Consortium members to provide comments no later than March 11th in order to prepare the draft Plan for approval at the March Consortium meeting.

B. **SolanoExpress Ridership and Performance Update**

Liz Niedziela reported that FAST and SolTrans have provided STA staff the FY 2013-14 second quarter ridership and performance reports on the SolanoExpress Routes 20, 30, 40, 78, 80, 85, and 90. Since the second quarter reports are presented, the measurement tool is at 50%. These reports show that overall, SolanoExpress routes mid-year performance are measuring close, if not better than last year.

C. **Transit Corridor Study Update**

Nancy Whelan presented and reviewed the existing intercity service, service design goals, best practices, demand forecasting, and the proposed transit corridor alternatives of the Draft Final Transit Corridor Study. She noted that the updated alternatives and their performance against the adopted service design goals and criteria as well as the results to the Corridor Study will be presented to the STA Board at a workshop scheduled for March 12, 2014.

D. Mobility Management: Consolidated Transportation Services Agency (CTSA) Designation

Elizabeth Richards reviewed and provided a brief summary of several service delivery structure options for a CTSA and examples of each of the different structures of their services and funding sources.

After discussion, the Consortium members requested more time to review the options and provide any comments by March 11, 2014.

E. Mobility Management Program Update

- 1. Mobility Transportation Guide**
- 2. Countywide In Person ADA Program**
- 3. Mobility Management Website**
- 4. Countywide Travel Training Program**

Anthony Adams provided an update on the items listed above.

F. Clipper Implementation Update

No discussion.

NO DISCUSSION ITEMS

G. Legislative Update

H. Air Quality Fund Update

9. FUTURE INTERCITY TRANSIT CONSORTIUM AGENDA ITEMS

A list of upcoming agenda topics was provided.

10. TRANSIT CONSORTIUM OPERATOR COORDINATION ISSUES

11. ADJOURNMENT

The meeting adjourned at 2:50 p.m. The next regular meeting of the SolanoExpress Intercity Transit Consortium is scheduled at **1:30 p.m. on Tuesday, March 25, 2014.**



DATE: March 17, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager
RE: SolanoExpress Intercity Transit Consortium 2014 Work Plan

Background:

The SolanoExpress Intercity Transit Consortium has regularly prepared an annual Work Plan. In 2013, there was a number of key local and regional transit planning activities and projects that the Consortium was involved with ranging from transit service and funding to planning and marketing.

Discussion:

In the 2014 Work Plan (Attachment A), several completed items have been removed and new projects have been added. The 2013 Work Plan (Attachment B) is presented for comparison. STA staff presented the SolanoExpress Intercity Transit Consortium Work Plan at the February 2014 Consortium meeting for review and comments. STA staff requested comments by March 11th in order to prepare the draft Work Plan for approval at March's meeting. STA staff did not receive any comments. Therefore, STA staff is presenting the SolanoExpress Intercity Transit Consortium Work Plan 2014 for the Consortium and TAC's to forward a recommendation to the STA Board. If approved by the Consortium and TAC, the Work Plan will be presented to the STA Board in April 2014 for approval.

Fiscal Impact:

None.

Recommendation:

Forward a recommendation to the STA TAC and STA Board to approve the SolanoExpress Intercity Transit Consortium 2014 Work Plan as shown on Attachment A.

Attachments:

- A. SolanoExpress Intercity Transit Consortium 2014 Work Plan
- B. SolanoExpress Intercity Transit Consortium 2013 Work Plan

This page intentionally left blank.

2014 SolanoExpress Intercity Transit Consortium
Draft Work Plan

(February 2014)

Transit Service:

- Evaluation of intercity transit services performance; prioritize, and implement intercity transit service changes.
- Monitor SolanoExpress intercity transit services
- Monitor facilities development that support SolanoExpress intercity transit services
- Discuss local transit issues and be mindful of harmonizing local and intercity transit needs
- Implement Lifeline project priorities.
- Identify and facilitate joint agency transit projects
- Monitor implementation of new intercity ADA paratransit services Phase I and identify funding opportunities for Phase II
- Implement ~~Early~~ Delivery of Clipper

Transit Planning and Coordination

- Update I-80/I-680/I-780/Hwy 12 Transit Corridor Study
- Conduct a Intercity Ridership Survey as per the Intercity Funding Agreement
- ~~Conduct a Countywide Coordinated SRTP~~
- **Transit Coordination**
 - ✓ Different Fare Structure and Discounts/Standard Fare Structure/Fare Reconciliation;
 - ✓ ~~Separate ADA Contractors, Eligibility and Rules/Joint Contracting/Eligibility Determination of ADA Paratransit;~~
 - ✓ Enhanced Transit Coordination of Capital Planning
 - ✓ Enhanced Coordination of Transit Service Planning; and
 - ✓ An analysis of transit connectivity to the Colleges in Solano County. The Colleges would include Touro University, Maritime Academy, and the three Solano Community Colleges in Solano County (Fairfield, Vacaville, and Vallejo).
 - ✓ Integrate bus/rail scheduling software to facilitate schedule coordination and customer travel planning. Establish a regional schedule change calendar.
- ~~Complete a Solano Transit Sustainability Plan of All Operators~~
- Conduct a CNG Feasibility Study for SolTrans and Benicia and assist with Dixon's Study
- Complete a Countywide Mobility Management Plan
- Provide and update survey and input into Comprehensive Transportation Plan update including other studies
- Participate in the implementation of MTC's Transit Connectivity Study, specifically the Transit Element
- Monitor and coordinate with the new transit entity, SolTrans
- Implement coordination strategies following completion of Transit Sustainability and Transit Corridor Studies
- Monitor MTC's Regional Transit Sustainability Project
- Provide input into other county and regional transit planning efforts
- Update countywide transit capital inventory
- Implement **and monitor** Seniors and People with Disabilities Priorities
 - ✓ Intercity Taxi Script Phase II
 - ✓ Mobility Management Plan
 - ✓ Countywide ADA Eligibility
 - ✓ Travel Training/Ambassador Program
 - ✓ Older Driver Safety Program information system
 - ✓ **Coordination with** Dialysis Centers
 - ✓ One Stop Transportation Call Center **and Website**

The highlighted sections are new items added to the list

Funding

- ~~Finalize the FY 2012-2013 Intercity Transit Funding Agreement~~
- Monitor the implementation of the Intercity Transit Funding Agreement
- Maximize Regional Measure (RM) 2, Prop 1B, 5310, 5311, Lifeline and other funding opportunities and work with STA to set priorities for capital and operating
- Implement and monitor Lifeline Funding Program
- Monitor and provide input into legislation to ensure adequate levels of transit funding
- Monitor and provide input into regional policy development to ensure adequate levels of transit funding.
- Update TDA matrix
- Work with Solano County to identify priorities for future County TDA funds to be dedicated to transit.
- ~~Develop a~~ Update the funding strategy plan for SolanoExpress Bus Replacements as needed
- Prioritize projects for the transit component for the Regional Transportation Impact Fee (RTIF)
- Develop Funding List to assist in funding transit priorities projects
 - ✓ Federal Section 5311
 - ✓ Lifeline Funding
 - ✓ STAF (Population Based)
 - ✓ STAF Regional
 - ✓ Prop 1B (Population Based)
 - ✓ TDA Solano County

Marketing of Transit Services and Programs

- Participate in the updating of SolanoExpress marketing.
- Plan, prioritize, and implement marketing support for intercity transit services including display of intercity route schedule information at key bus stops.
- Coordinate and participate in countywide and regional transit marketing activities.
- Update, print, and distribute SolanoExpress brochure, wall maps, website and other materials.

The highlighted sections are new items added to the list

2013 SolanoExpress Intercity Transit Consortium
Draft Work Plan

(February 2013)

Transit Service:

- Evaluation of intercity transit services performance; prioritize, and implement intercity transit service changes.
- Monitor SolanoExpress intercity transit services
- Monitor facilities development that support SolanoExpress intercity transit services
- Discuss local transit issues and be mindful of harmonizing local and intercity transit needs
- Implement Lifeline project priorities.
- Identify and facilitate joint agency transit projects
- Monitor implementation of new intercity ADA paratransit services Phase I and identify funding opportunities for Phase II
- Implement Early Delivery of Clipper

Transit Planning

- Update I-80/I-680/I-780/Hwy 12 Transit Corridor Study
- Conduct a Countywide Coordinated SRTP
 - ✓ Different Fare Structure and Discounts/Standard Fare Structure/Fare Reconciliation;
 - ✓ Separate ADA Contractors, Eligibility and Rules/Joint Contracting/Eligibility Determination of ADA Paratransit;
 - ✓ Enhanced Transit Coordination of Capitol Planning
 - ✓ Enhanced Coordination of Transit Service Planning; and
 - ✓ An analysis of transit connectivity to the Colleges in Solano County. The Colleges would include Touro University, Maritime Academy, and the three Solano Community Colleges in Solano County (Fairfield, Vacaville, and Vallejo).
 - ✓ Integrate bus/rail scheduling software to facilitate schedule coordination and customer travel planning. Establish a regional schedule change calendar.
- Complete a Solano Transit Sustainability Plan of All Operators
- Complete a Countywide Mobility Management Plan
- Provide and update survey and input into Comprehensive Transportation Plan update including other studies
- Participate in the implementation of MTC's Transit Connectivity Study, specifically the Transit Element
- Monitor and coordinate with the new transit entity, SolTrans
- Implement coordination strategies following completion of Transit Sustainability and Transit Corridor Studies
- Monitor MTC's Regional Transit Sustainability Project
- Provide input into other county and regional transit planning efforts
- Update countywide transit capital inventory
- Implement Seniors and People with Disabilities Priorities
 - ✓ Intercity Taxi Script Phase II
 - ✓ Mobility Management Plan
 - ✓ Countywide ADA Eligibility
 - ✓ Travel Training/Ambassador Program
 - ✓ Older Driver Safety Program information system
 - ✓ Dialysis Centers
 - ✓ One Stop Transportation Call Center

The highlighted sections are new items added to the list

Funding

- Finalize the FY 2012-2013 Intercity Transit Funding Agreement
- Monitor the implementation of the Intercity Transit Funding Agreement
- Maximize Regional Measure (RM) 2, Prop 1B, 5310, 5311, Lifeline and other funding opportunities and work with STA to set priorities for capital and operating
- Implement and monitor Lifeline Funding Program
- Monitor and provide input into legislation to ensure adequate levels of transit funding
- Monitor and provide input into regional policy development to ensure adequate levels of transit funding.
- Update TDA matrix
- Work with Solano County to identify priorities for future County TDA funds to be dedicated to transit.
- Develop a funding strategy for SolanoExpress Bus Replacements
- Develop Funding List to assist in funding transit priorities projects
 - ✓ Federal Section 5311
 - ✓ Lifeline Funding
 - ✓ STAF (Population Based)
 - ✓ STAF Regional
 - ✓ Prop 1B (Population Based)
 - ✓ TDA Solano County

Marketing of Transit Services and Programs

- Participate in the updating of SolanoExpress marketing.
- Plan, prioritize, and implement marketing support for intercity transit services including display of intercity route schedule information at key bus stops.
- Coordinate and participate in countywide and regional transit marketing activities.
- Update, print, and distribute SolanoExpress brochure, wall maps, website and other materials.



DATE: March 14, 2014
TO: STA SolanoExpress Intercity Transit Consortium
FROM: Elizabeth Richards, Mobility Management Project Manager
RE: Draft Solano County Mobility Management Plan

Background:

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

The Solano Mobility Management Plan addresses four key elements to assist seniors, people with disabilities, and low income and transit dependent individuals with their transportation needs. These four elements are:

- One Stop Transportation Call Center
- Travel Training
- Countywide In-Person ADA Eligibility and Certification Process
- Older Driver Safety Information.

All of these strategies were included in the scope of work for the Solano Mobility Management Program and were identified as priorities in the Senior and People with Disabilities Study. These four elements have been presented to the Solano Seniors and People with Disabilities Transportation Advisory Committee, the Paratransit Coordinating Council (PCC), the Intercity Transit Consortium, the STA Board and the Senior Coalition.

Prior to the release of the first draft, the Mobility Management Plan was presented and discussed multiple times at each of the STA Advisory Committees. Initially, an overview of the study and its elements were presented as well as to solicit comments. As the elements were developed with more detail, the groups were presented to again and more detailed input was received. There has been good discussion and valuable input provided. Transit operators were in attendance at many of these meetings and were interviewed as well for more detailed discussion.

An initial draft Mobility Management Plan was presented in early 2013. Many, but not all, of the committees' and transit operators' input had been incorporated into the draft report prepared and presented at the March 2013 Consortium meeting. After the March 2013 Consortium meeting, the Mobility Management (MM) Plan was revised to incorporate the modified recommendations, comments from other committee meetings as well as the remaining transit operator comments.

Discussion:

Since Spring of 2013 when the last draft of the Mobility Management Plan circulated, the STA Board directed that several of the programs move into initial steps of implementation. This has been possible in large part due to the availability of grant funding secured by the STA to implement mobility management services. The most urgent program to implement was the countywide ADA in-person assessment program. This was driven by a request by SolTrans. ADA eligibility processing was part of the SolTrans Scope of Work for the operating contract that expired June 2013. SolTrans went to bid for a new operating contractor. The Request for Proposals (RFP) for this service deleted this task from the paratransit operator portion of the contract. The concept was that the transit agency would work with other agencies in the county to implement the in-person eligibility as soon as possible. On December 12, 2012, the STA Board authorized STA to issue a RFP for the provision of a countywide ADA eligibility program. STA released an RFP to secure a contractor to implement an in-person ADA Eligibility Assessment Program countywide. A contractor, CARE Evaluators, was selected and a countywide ADA in-person assessment program began in July 2013. This has been developed as a two-year pilot program and during the first six months over 600 assessments have been completed throughout the county.

Since the last draft of the Mobility Management Plan, the approach to a countywide Travel Training program was discussed further with the transit operators and a consensus reached: a countywide Travel Training program would be implemented through various operators. In summary, Vacaville City Coach will continue with their existing program, FAST and SolTrans would benefit from start-up assistance, and the balance of the county would utilize a centralized Travel Training program developed and administered by the STA. Travel Training complements the ADA in-person assessment program and there was interest in moving toward implementation once the in-person assessments began. In the Fall of 2013, a Travel Training scope of work was presented to the Consortium for review and a recommendation of approval by the STA Board. With the STA Board's approval, a Request for Proposals (RFP) was released in December 2013 and a contractor (Nelson/Nygaard) was selected in February 2014. Two local non-profits have also been selected to assist with delivering Travel Training services as approved by the STA Board in March. Funding has been secured for countywide Travel Training to begin as a 3-year pilot program.

Stakeholders involved with the Mobility Management plan expressed a strong interest in being able to access and share information about a wide range of transportation services delivered by not only transit operators but also non-profits, social services, private entities and others. A Mobility Management website had been identified as the forum for this information exchange. Working with the transit operators, a draft scope of work was prepared in anticipation of securing a contractor to create this website. In September 2013, the STA Board approved the scope of work, an RFP was released and the selected consultant (MIG) has begun work. The information presented on the Mobility Management website would be similar to the information used by the Mobility Management Call Center. In October 2013, the STA Board authorized the Mobility Management Call Center be established through an expansion of the Solano Napa Commuter Information program call center as a pilot program for three years. Staffing and equipment are in the process of being secured to launch the Mobility Management Call Center. The Call Center staff will also manage the Mobility Management website as well as the Older Driver Safety information program.

The draft Solano County Mobility Management Plan was updated to reflect the activity described above and was presented to the Consortium for information and review at its January 2014 meeting. After a month review period, comments were received to clarify and correct various areas of the Plan. Without changing the structure of the Plan, the Plan has been updated further (see enclosed March 6, 2014 Plan). The draft Plan will be presented to the Solano Senior and People with Disabilities meeting and PCC on March 20 prior to its return to the Consortium at the end of March for a recommendation to the STA Board. At this time the Plan is being presented to the Consortium for review and approval.

Fiscal Impact:

In March 2012, the STA Board approved allocating \$150,000 in State Transit Assistance funds (STAF) for Mobility Management Plan.

Recommendation:

Forward a recommendation to the STA TAC and STA Board to adopt the Solano County Mobility Management Plan as shown in Attachment A.

Enclosure:

A. Draft Mobility Management Plan (v. March 6, 2014)

For review and print, please visit STA's Website:

<http://www.sta.ca.gov/cal.php?event=1&oid=1000004269&ogid=9996&event=1>

This page intentionally left blank.



DATE: March 14, 2014
TO: STA SolanoExpress Intercity Transit Consortium
FROM: Elizabeth Richards, Mobility Management Project Manager
RE: Mobility Management: Consolidated Transportation Services Agency (CTSA) Designation

Background:

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

The draft Solano Mobility Management Plan identified four key elements to assist seniors, people with disabilities, low income and transit dependent individuals with their transportation needs. These four elements are:

- One Stop Transportation Call Center
- Travel Training
- Countywide In-Person ADA Eligibility and Certification Process
- Older Driver Safety Information.

While the overall draft Mobility Management Plan document is being refined, three components have been approved for implementation by the STA Board: ADA In-Person Eligibility Process, Travel Training and a Call Center. The draft Mobility Management Plan presents how the four key programs could be implemented. In addition, various organizational options were discussed on where Mobility Management programs could be housed. Non-profits, transit operators, cities/counties and other public agencies could take on various functions or programs.

History of and what is a Consolidated Transportation Service Agencies (CTSA)

In 1979, the State of California passed AB120, sometimes discussed as the Social Services Transportation Improvement Act, which allowed county or regional transportation planning agencies to designate one or more organizations within their areas as Consolidated Transportation Services Agencies (CTSAs). CTSAs are intended to promote the coordination of social service transportation for the benefit of human service clients including the elderly, people with disabilities and people with low income. An effective CTSA functions as a proactive facilitator of transportation coordination among multiple agencies creating solutions to travel needs. This could be done by directly providing services or through cooperative agreements to coordinate and/or share funding, procurement, training, services, capital assets, facilities and other functions.

In the Bay Area, the Metropolitan Transportation Commission (MTC) is the agency responsible for designating county CTSA's. In the 1990s, MTC became more focused on American with Disabilities Act (ADA) required paratransit service and they deferred or stop designating designating CTSA's within the region to focus on the implementation of paratransit service. In recent years, MTC has become increasingly interested in mobility management and the establishment of CTSA's to coordinate services in the region. In their recently updated Coordinated Public Transit-Human Service Transportation Plan ("Coordinated Plan"), MTC elaborates on why Mobility Management and CTSA's are coming back to the forefront. MTC's Coordinated Plan points out the need to improve coordination between human service and public transportation providers has been well documented over the past ten years at the federal and state level. MTC describes mobility management as a strategic, cost-effective approach to connecting people needing transportation to available transportation resources within a community. Its focus is the person, the individual with specific needs, rather than a particular transportation mode.

To strengthen mobility management in the Bay Area, the Coordinated Plan identifies three major points:

- Identifying and designating Consolidated Transportation Service Agencies (CTSA's) to facilitate subregional mobility management and transportation coordination efforts.
- Providing information and manage demand across a family of transportation services.
- Promoting coordinated advocacy with human service agencies to identify resources to sustain ongoing coordination activities.

MTC also incorporated seven regional priority strategies from the 2011 Transit Sustainability Project ADA Paratransit Study. The strategies include Travel Training and promotion to seniors, enhanced ADA paratransit certification process such as in-person eligibility and subregional mobility managers such as CTSA's. See Attachment A for the complete list

The Federal Transit Administration (FTA) has recognized Mobility Management by issuing guidance stating what eligible Mobility Management activities may include (Attachment B). In California, Caltrans developed a Draft Strategic Implementation Plan of their Mobility Action Plan that recommended a stronger role for CTSA's as local or regional coordinating bodies as well as preference in certain statewide funding processes for CTSA's.

In May 2013, MTC approved Resolution 4097 (Attachment C) extending CTSA designation of the only CTSA in the Bay Area (the non-profit Outreach in Santa Clara county) for another four years. Resolution 4097 also outlined MTC's process for designating CTSA's. The six steps and how agencies are evaluated are shown on Attachment D. One of the steps is "MTC staff evaluates candidates for consistency with mobility management activities as outlined in the Coordinated Public Transit-Human Services Transportation Plan.

Discussion:

The draft Solano Mobility Management Plan outlines several options for designating a CTSA for Solano. These include:

1. Establishing a new non-profit or separate joint powers agency for this specific purpose.
2. Designating an existing agency such as a countywide transit operator or the county Congestion Management Agency to serve as the CTSA.

The recent mobility management efforts of the STA are consistent with MTC's Coordinated Public Transit Human Service Transportation Plan.

This includes the following:

1. Countywide in-person eligibility ADA assessment process was funded and initiated on July 2013.
2. The STA Board approved a RFP for a Travel Training program and selected a consultant to develop the program. STA will also be working with two local non-profits to expand and complement their existing Travel Training programs so that they complement Travel Training countywide and duplication of services is avoided.
3. In October 2013, the STA Board also approved the implementation of a Mobility Management Call Center as an expansion of the STA's Solano Napa Commuter Information (SNCI) program. The Call Center will also be responsible for maintaining the Mobility Management website. An RFP to create a Mobility Management website was approved by the STA Board and a consultant has been selected.

Other priority projects that would benefit seniors, people with disabilities and/or low-income are outlined in the STA's Solano Senior and People with Disabilities Transportation Study and the numerous Community Based Transportation Plans.

MTC staff has been monitoring Solano's development of the Mobility Management Plan and has been pleased with the progress made and the direction it is taking. The STA was invited to present Solano County process and progress on mobility management at a region-wide mobility management summit sponsored by MTC last fiscal year.

CTSA designation is typically granted for a finite period at which point it needs to be evaluated. In essence, this creates a pilot period for CTSA designation and the end of which an evaluation could occur to determine if CTSA designation should be continued.

At the November 2013 Consortium meeting, transit operators discussed the idea of a CTSA in Solano. The Consortium expressed that if a CTSA is formed, or designated, that it must bring value to the county and to the operators. With the right mix of services, a CTSA could provide more personalized services to individuals who have mobility challenges that are difficult for transit operators to serve thus improving mobility for clients while freeing up transit resources to be reallocated more cost-effectively. Transit operators emphasized that the funding of a CTSA should protect existing transit funding dedicated to transit service. There was an interest in a CTSA structure that was inclusive of transit operators in terms of decision-making. The Consortium requested that examples of CSAAs be brought back to Consortium for discussion.

The draft Mobility Management Plan included a discussion and examples of various organizational structures for a CTSA. CSAAs can be designated upon stand-alone (non-profit or public) organizations, new or existing organizations, or multiple organizations. Staff has supplemented the information in the Plan and the combined information is shown on Attachment E. This was presented at the February 2014 Consortium meeting.

Fiscal Impact:

Designation as a CTSA is anticipated to open up future funding opportunities as mobility management is becoming a higher priority regionally and nationally.

Recommendation:

Review and forward a summary of Consortium comments regarding CTSA designation to the STA TAC and STA Board as shown in Attachment E.

Attachments:

- A. MTC Transit Sustainability Project ADA Paratransit Study Recommendations
- B. FTA View of Mobility Management
- C. MTC Resolution 4097
- D. MTC Process for Designating CTSA's
- E. CTSA's Summary of Additional Comments

**MTC Transit Sustainability Project
ADA Paratransit Study Recommendations
(incorporated into Coordinated Plan)**

1. Consider fixed-route travel training and promotion to seniors
2. Consider charging premium fares for trips that exceed ADA requirements.
3. Consider enhanced ADA paratransit certification process which may include in-person interviews and evaluation of applicant's functional mobility to confirm rider eligibility.
4. Implement conditional eligibility for paratransit users who are able to use fixed-route service for some trips.
5. Create one or more sub-regional mobility managers (e.g.CTSAs) to better coordinate resources and service to customers.
6. Improve fixed-route transit to provide features that accommodate more trips that are currently taken on paratransit.
7. Implement Plan Bay Area programs that improve access and mobility options for ADA-eligible transit riders.

**FTA View
of
Mobility Management**

According to guidance issue by FTA, eligible mobility management activities may include:

- The promotion, enhancement, and facilitation of access to transportation services including the integration and coordination of services for individuals with disabilities, older adults, and low income individuals.
- Support for short term management activities to plan and implement coordinated services;
- The support of State and local coordination policy bodies and councils;
- The operation of transportation brokerages to coordinate providers, funding agencies and customers;
- The development and operation of one-stop transportation call centers to coordinate transportation information on all travel modes and to manage transportation program eligibility requirements and arrangements for customers among supporting programs;
- Operational planning for the acquisition of intelligent transportation technologies to help plan and operate coordinated systems;
- Testing and implementing technology that could account for individual client activity on a vehicle supported with multiple fund sources.

**Metropolitan Transportation Commission
Programming and Allocations Committee**

May 8, 2013

Item Number 2d

Resolution No. 4097

Subject: Renewal of Consolidated Transportation Service Agency (CTSA)
Designation for Outreach & Escort, Inc. in Santa Clara County

Background: In 1979, the California Legislature enacted AB 120, the Social Service Transportation Improvement Act. The Social Service Transportation Improvement Act of 1979 (AB 120) mandated improvements to social services transportation, and led to the creation and designation of Consolidated Transportation Service Agencies (CTSAs).

Currently, CTSAs are a mechanism for promoting the concept of mobility management. By law, CTSAs in the San Francisco Bay Area are designated by MTC to identify and consolidate all funding sources and maximize the services of public and private transportation providers within their geographic area. Benefits of CTSA designations for non-profits in particular include the ability to purchase using state contracts, and reduced DMV fees.

In January 2013, MTC received a request from Outreach and Escort, Inc. (Outreach) for CTSA re-designation. Outreach is a private, non-profit organization that has a long history of providing human service transportation services and coordination in Santa Clara County. Outreach was designated as a CTSA for Santa Clara County in 2011. The current designation expires on June 30, 2013.

Consistent with the Coordinated Public Transit—Human Services Transportation Plan Update for the San Francisco Bay Area (MTC Resolution No. 4085), MTC notified the County Board of Supervisors, Santa Clara PCC, and Santa Clara Valley Transportation Agency (VTA) of Outreach’s request. VTA responded with a letter of support; no other responses were received as of this mailing. Outreach has provided materials to support their request, including a description of their services and coordination activities.

Over the past two years Outreach has successfully demonstrated countywide consolidation and coordination activities that involve multiple stakeholders aimed at improving mobility and transportation outcomes for Santa Clara’s transportation-disadvantaged populations.

Staff recommends extending CTSA status to Outreach until June 30, 2017 with the understanding that Outreach will be precluded from receiving either Transportation Development Act or State Transit Assistance funding except as awarded via competitive process through MTC’s Lifeline Transportation Program. A four-year long designation will provide Outreach with planning and procurement advantages and is in line with the Coordinated Plan’s expected update cycle.

Issues: None.

Recommendation: Refer MTC Resolution No. 4097 to the Commission for approval.

Attachments: VTA Support Letter
MTC Resolution No. 4097

J:\SECTION\ALLSTAFF\Resolution\TEMP-RES\MTC\May PAC\tmp-4097.doc



February 22, 2013

Mr. Steve Heminger, Executive Director
Metropolitan Transportation Commission
101 Eighth Street, 3rd Floor
Oakland, CA 94607-4700

RECEIVED
FEB 27 2013
MTC

RE: Support for Designation of Outreach and Escort, Inc. as a Consolidated Transportation Service Agency

Dear Mr. Heminger:

The Santa Clara Valley Transportation Authority (VTA) has received a request from Outreach and Escort, Inc. (OUTREACH) to support its' re-designation as a Consolidated Transportation Service Agency (CTSA).

OUTREACH held CTSA designation between 1982 and 1995 and then in 2011 OUTREACH again received designation for a two-year period that expires June 2013. Given their extensive efforts in providing transportation programs for seniors and persons with disabilities, we support a re-designation on an ongoing basis similar to that provided to other non-profit agencies in the state.

OUTREACH has been VTA's paratransit services broker since 1993. During this time, they have provided high quality, cost effective paratransit with exemplary customer service, broad community support and a commitment to pursuing non-VTA funds to support the program. The CTSA designation enables OUTREACH as a non-profit to reduce DMV fees and procure using the State contract, which in turn helps sustain a cost effective paratransit program.

VTA's ongoing support is conditioned on MTC's stipulation that OUTREACH will be precluded from receiving either Transportation Development Act or State Transit Assistance funding except as awarded via competitive process through MTC's Lifeline Transportation Program. This is an important issue as these funds are used by VTA to support our ADA mandated paratransit services. Further, if new grant fund programs are developed in the future, we request that MTC review and determine their applicability for CTSA use.

Please call Jim Unites, Deputy Director, Service and Operations Planning, at (408) 321-7032 if you require any additional information.

Sincerely,

Michael T. Burns
General Manager

- c: VTA Board of Directors
- VTA Committee for Transit Accessibility
- Katie Heatley, President/CEO, OUTREACH
- Michael Hursh, Chief Operating Officer
- John Ristow, Chief CMA Officer
- Marcella Rensi, Programming & Grants Manager
- Jim Unites, Deputy Director, Service and Operations Planning

Date: May 22, 2013
W.I.: 1311
Referred By: PAC

ABSTRACT

Resolution No. 4097

This resolution adopts Consolidated Transportation Service Agency (CTSA) Designations for the San Francisco Bay Area.

The following attachments are provided with this resolution:

Attachment A — Consolidated Transportation Service Agency (CTSA) Designation Process for the San Francisco Bay Area

Attachment B — Designations of Consolidated Transportation Service Agencies (CTSAs) within the San Francisco Bay Area

Further discussion of this action is included in the Programming and Allocations Summary sheet dated May 8, 2013.

Date: May 22, 2013
W.I.: 1311
Referred By: PAC

Re: Consolidated Transportation Service Agency (CTSA) Designation for the San Francisco Bay Area

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4097

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code 66500 *et seq.*; and

WHEREAS, the California Legislature enacted the Social Service Transportation Improvement Act (Chapter 1120, Statutes of 1979) (hereafter referred to as AB 120) with the intent to improve transportation service required by social service recipients; and

WHEREAS, AB 120 requires that each transportation planning agency shall prepare, adopt and submit to the Secretary of the Business, Transportation and Housing Agency an Action Plan for coordination of social service transportation services in their respective geographic area (Government Code Section 15975); and

WHEREAS, the Action Plan must include the designation of one or more Consolidated Transportation Service Agency(ies) within the geographic area of jurisdiction of the transportation planning agency (Government Code Section 15975(a)); and

WHEREAS, the Metropolitan Transportation Commission adopted the MTC Regional Action Plan for the coordination of Social Service Transportation (MTC Resolution 1076, Revised); and

WHEREAS, the Coordinated Public Transit—Human Services Transportation Plan Update (MTC Resolution No. 4085) includes the steps for designating Consolidated Transportation Service Agencies within the San Francisco Bay Area; now, therefore, be it

RESOLVED, that MTC designates the agency(ies) listed on Exhibit B, which is incorporated herein as though set forth at length, as Consolidated Transportation Service Agency(ies); and be it further

RESOLVED, that the Executive Director may forward this resolution to the California Department of Transportation (Caltrans), and such agencies as may be appropriate.

METROPOLITAN TRANSPORTATION COMMISSION

Amy Rein Worth, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California on May 22, 2013.

Date: May 22, 2013
W.I.: 1311
Referred By: PAC

Attachment A
Resolution No. 4097
Page 1 of 1

Consolidated Transportation Service Agency (CTSA) Designation Process for the San Francisco Bay Area

MTC's process and conditions for designating CTSA's are set forth in the Coordinated Public Transit—Human Services Transportation Plan Update for the San Francisco Bay Area, MTC Resolution 4085. The process is as follows:

1. Applicant makes request.
2. MTC notifies the County Board of Supervisors, the PCCs, and transit operators of its intent to designate a CTSA in the County.
3. MTC staff evaluates candidates for consistency with mobility management activities as outlined in the Coordinated Public Transit-Human Services Transportation Plan.
4. MTC's Programming and Allocations Committee reviews and recommends CTSA designation.
5. Commission adopts CTSA designation.
6. MTC notifies CTSA, transit operators, State of California and PCC of CTSA designation.

Under this process, MTC's evaluation of CTSA candidates take into account various factors, including but not limited to:

- Past CTSA designations and performance; relevance of activities to current coordination objectives.
- Scale of geography covered by designation request.
- Extent to which the applicant was identified as the result of a county or subregionally based process involving multiple stakeholders aimed at improving mobility and transportation coordination for transportation-disadvantaged populations.
- The applicant's existing and potential capacity for carrying out mobility management functions described in this chapter as well as other requirements of CTSA's as defined by statute.
- Institutional relationships and support, both financial and in-kind, including evidence of coordination efforts with other public and private transportation and human services providers.

Date: May 22, 2013
W.I.: 1311
Referred By: PAC

Attachment B
Resolution No. 4097
Page 1 of 1

**Designations of Consolidated Transportation Service Agencies (CTSAs)
within the San Francisco Bay Area**

Date of Designation	Period of Designation	Name of Agency	Geographic Area
5/22/2013	7/1/2013 – 6/30/2017	Outreach & Escort, Inc. ¹	Santa Clara County

¹ This designation was approved for a four-year period ending June 20, 2017. This designation limits claimant eligibility under California Public Utilities Code Section 99275 and California Code of Regulations (CCR) 6681 and 6731.1 to allow Outreach & Escort, Inc. to only claim STA funds programmed as part of MTC's Lifeline program. Access to Transportation Development Act (TDA) funds and other STA funds is not permitted. Other benefits available to CTSAs are granted through this designation.

**MTC's Process for Designating CTSA
(Reso 1076 revised and Reso. 4097)**

1. Applicant makes request.
2. MTC notifies the County Board of Supervisors, the PCCs, and transit operators of its intent to designate a CTSA in the County.
3. MTC staff evaluates candidates for constancy with mobility management activities as outline in the Coordinated Public Transit-Human Services Transportation Plan.
4. MTC's Programming and Allocations Committee reviews and recommends CTSA designation.
5. Commission adopts CTSA designation.
6. MTC notifies CTSA, transit operators, State of California and PCC of CTSA designation.

MTC's evaluation of CTSA candidates takes into account various factors, including but not limited to:

- Past CTSA designations and performance
- Scale of geography covered by designation request
- Extent to which the applicant was identified as the result of a county or subregionally based process involving multiple stakeholders
- Applicant's existing and potential capacity for carrying out mobility management functions
- Institutional relationships and support, both financial and in-kind, including evidence of coordination efforts with other public and private transportation and human services providers.

At the February Consortium meeting, additional time for review and comment by the Consortium was given. At this time, the information is being re-presented along with new comments received and summarized below.

- If a CTSA is formed or designated, that it must bring value to the county and to the operators.
- It is important that funding of a CTSA not impact operator TDA and diminish an operator's ability to provide fixed route, ADA paratransit and General public dial-a-ride service.
- With the uncertainty of future federal funding for mobility management programs, there should be a more comprehensive discussion of funding.
- Supports one lead CTSA agency in Solano and STA could serve that purpose, however governance for the CTSA should be more clearly defined.
- Why is there an immediate concern to set up a CTSA with no clear benefit as the STA already facilitates various agencies to coordinate services.
- If social services are brought to the table, should be cautious about transportation funds being used to subsidize social services. Funding from new partners should help pay for services.
- Agree that discussions between social services and transportation providers should be encouraged so that specific areas and opportunities can be identified to work together and share best practices; STA is in a good position to facilitate these discussions.
- One of the reasons STA has been able to facilitate implementation of innovative programs and commendable transit services is that it has been perceived as relatively neutral as it was not a transit operator itself. The more operational responsibilities STA takes on, the more difficult it will be for it to be the "impartial facilitator".
- If there comes a time when there are specific reasons a CTSA should be established in Solano County, it seems there would be an advantage to having it be a non-profit entity that could compete in different areas for resources and contributions.
- A non-profit CTSA with a primary focus on social services transportation issues could be an excellent partner for STA and the local jurisdictions to work with to identify synergies and opportunities.
- If a transportation sales tax is ever passed in Solano County the CTSA could be one of the recipients if that is one of the features that polling indicates the population will vote for.
- Language in the Mobility Management Plan that suggested without a CTSA mobility management programs will not be implemented despite there being existing programs in some jurisdictions.

In response to the last comment, the Plan was modified to acknowledge existing programs such as Travel Training being offered by Vacaville City Coach and non-profit organizations.

The other comments raise valid points worth further analysis and discussion particularly as they do not represent a consensus. Recommendations 8.2 and 8.3 in the Mobility Management Plan addressing structural models provide the opportunity for this.

Recommendation 8.2: STA to conduct a further analysis and evaluate mobility management structural models for implementation in Solano County. The evaluation will involve STA staff, county transit agencies, and human services organizations.

Recommendation 8.3: STA to function as mobility management center until an evaluation to determine a structural model is completed.



DATE: March 14, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Nancy Whelan, Transit Consultant
RE: Transit Corridor Study Update

Background:

The I-80/I-680/I-780/State Route (SR) 12 Transit Corridor Study (“Transit Corridor Study”) updates the Transit Corridor Studies completed in 2004 (I-80/I-680/I-780) and 2006 (SR 12) and will address current and future travel demand in the corridor, existing service and alternatives for serving the corridor, and a recommended phased implementation plan. The Transit Corridor Study will not only address transit services, but also update the facilities and connections needed to support these services into the future. The Transit Corridor Plan will provide guidance and coordination for future investments.

Discussion:

Preparation of the I-80/I-680/I-780/State Route (SR) 12 Transit Corridor Study was initiated at the same time as the Coordinated Short Range Transit Plan (SRTP) for Solano County. On September 11, 2013, the STA Board approved the Solano County Coordinated Short Range Transit Plan and adopted performance benchmarks for intercity transit service.

The Consortium has reviewed key elements of the Corridor Study as it has been developed. The consulting team has presented service design goals and objectives, review of other studies and best practices, service performance in the transit corridor, demand forecasting, and potential on-line freeway stations. At the September 24, 2013 Consortium meeting, the consulting team presented the alternative service designs, how they meet the service design goals and criteria, and the pros and cons of each. Based on the input of the Consortium members the alternatives were refined, focusing on the following 3 alternatives:

- A. Modest Change to the existing system; some consolidation of routes
- B. BART-like Trunk system; consolidates current 7 route system to 4 routes
- C. Alternative Trunk System; an alternative 4 route consolidated system.

STA staff and the consultant team presented the Corridor Study results to date and routing alternatives in a workshop with the STA Board on March 12, 2014. A copy of the draft Board presentation materials was provided to the Consortium at the February 25, 2014 meeting. The final presentation is available on the STA’s website at <http://www.sta.ca.gov/cal.php?event=1&oid=1000004536>. A summary of the STA Board comments from the March 12 workshop will be provided at the Consortium meeting on March 25, 2014.

The Draft Final Transit Corridor Study will be presented to the Consortium and TAC in April and the recommendation will be presented to the STA Board in May. The summary schedule (presented to the Consortium at the January 28, 2014 meeting) is shown below.

Board/Committee	Topics	Action/Information
Solano Express Consortium Meetings January 28 and February 25 and March 25, 2014 (as needed)	<ul style="list-style-type: none"> • Status update 	Information
STA Board Workshop, March 12, 2014	<ul style="list-style-type: none"> • Study status review • Presentation and discussion of alternatives 	Information
Solano Express Consortium and TAC Meetings, April 29 and 30, 2014	<ul style="list-style-type: none"> • STA Board discussion/input • Alternatives and performance • Cost/funding and phasing plan • Capital requirements • Implementation steps • Draft Final Report 	Action: Recommendation to approve Study
STA Board Meeting, May 14, 2014	<ul style="list-style-type: none"> • Draft Final Report 	Action: Recommendation to approve Study

Recommendation:

Informational.



DATE: March 17, 2014
TO: Solano Express Intercity Transit Consortium
FROM: Robert Guerrero, Project Manager
RE: Regional Transportation Impact Fee: Consortium Discussion of Transit Centers Priorities

Background:

On December 3rd, The County Board of Supervisors unanimously approved the Public Facility Fee (PFF) Update with \$1,500 per dwelling unit equivalent allocated toward the STA's RTIF. The County is anticipated to begin collecting the RTIF on February 3rd. A total of 5% of the total RTIF revenue was decided by the STA Board to be dedicated towards transit projects under Package 6- Express Bus Transit Centers and Train Stations. The transit project category is one of seven project categories.

Each project category has a dedicated working group to assist in selecting projects within their category. The Express Bus Transit Centers and Train Stations Working Group met on January 28th to discuss early steps to begin implementing the STA's RTIF program. The primary meeting discussion topics included:

1. Estimated RTIF revenue
2. RTIF Project prioritization
3. Policies for shifting and/or loaning of funds between working groups
4. RTIF implementation schedule

The Express Bus Transit Centers and Train Stations Working Group unanimously suggested and agreed to have STA staff include the Solano Express Intercity Transit Consortium in developing priority projects for the RTIF. STA staff presented an information item on this topic at the January 28th Consortium Meeting. The STA staff suggested the Safe Routes to Transit Plan completed in 2012 with specific capital and safety projects for each of the regional transit facilities be considered. FAST staff suggested focusing all the RTIF investment in the Fairfield Transportation Center given the shortfall expressed by the City of Fairfield for planned improvements.

Discussion:

Since the January 28th Consortium meeting, STA staff has collected local growth projections from each planning department to refine the RTIF revenue estimate. This was a key task requested by each RTIF Working Group in order to assist in determining their priority projects. There was a slight delay in develop the revenue projections from three planning departments; however, STA staff was able to obtain the final projections as of last week and revised the revenue projection (Attachment A). The revenue projected for Express Bus Transit Centers and Train Stations Working Group had a modest increase as a result of local agency input. Previously, the revenue project for this Working Group totaled \$400,000 over the next 5 years. The new estimate is \$498,171.

STA staff intends to work with the Express Bus Transit Centers and Train Stations Working Group and the Consortium to finalize their project recommendation in April. The goal is to have a list of projects in priority order from all seven Working Groups by the end of April for TAC discussion in May followed by June STA Board consideration.

Fiscal Impact:

No impact to the STA Budget at this time.

Recommendation:

Informational.

Attachment:

- A. March 2014 Five Year Projections for Solano Regional Transportation Impact Fee Revenue Overall Summary

March 2014

Five-Year Projections for Solano Regional Transportation Impact Fee**Overall Summary**

Estimated Fee Revenue						
Area	2014	2015	2016	2017	2018	Five-year Total
District 1	\$497,420	\$653,503	\$1,059,101	\$1,087,507	\$1,075,383	\$4,372,914
District 2	\$374,624	\$405,005	\$410,276	\$452,971	\$487,422	\$2,130,298
District 3	\$136,871	\$55,580	\$52,409	\$31,015	\$33,435	\$309,310
District 4	\$99,359	\$233,465	\$451,604	\$311,725	\$209,817	\$1,305,970
District 5	\$86,453	\$201,290	\$254,099	\$192,844	\$113,895	\$848,581
Dedicated to Transit	\$66,374	\$86,047	\$123,749	\$115,337	\$106,664	\$498,171
Dedicated to County Roads	\$66,374	\$86,047	\$123,749	\$115,337	\$106,664	\$498,171
Total	\$1,327,474	\$1,720,935	\$2,474,988	\$2,306,737	\$2,133,281	\$9,963,414

Notes:

- 1) 5% of all RTIF revenues are dedicated to County roads, and 5% are dedicated to transit projects. The Districts receive the remaining 90%.
- 2) These estimates are based on projections of future building permit activity provided by local jurisdictions; these estimates are subject to change over time as new information becomes available about the timing and location of new developments.

This page intentionally left blank.



DATE: March 14, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager
RE: History of State Transit Assistance Funds (STAF) – Allocations

Background:

State Transit Assistance funds (known as STAF in Solano County) are derived from revenue generated from statewide sales tax on diesel fuel. STAF funds are to be used to provide financial assistance for public transportation including funding for transit planning, operations and capital acquisition projects.

From the state level to the local level, the STAF are distributed through a variety channels. To begin with, 50% is distributed based on revenue factors. The other 50% is distributed to regions by population. In the Bay Area, the latter 50% is directed to Metropolitan Transportation Commission (MTC).

MTC maintains a portion of the funds for transit coordination projects such as Clipper, 511, Transit Connectivity. MTC apportions the balance via three broad categories: Northern Counties/Small Operators, Regional Paratransit, and Lifeline. Solano receives STAF funds via all three categories. For the past fifteen years, MTC distributes the Northern Counties and Regional Paratransit funds for Solano County based on recommendations from the Solano Transportation Authority (STA). Solano also receives a portion of the Lifeline funds. This is a newer STAF category established over five years ago to fund projects for low-income populations. Lifeline projects have typically been priority projects identified through Community Based Transportation Plans (CBTPs) and been selected for funding through a competitive process overseen by the STA.

For many years, Solano's Northern County STAF share fluctuated and was often less than \$500,000 annually. Although STAF may be used for operating, given the small amount the county received and its wide swings of funding levels, it has typically been used for one-time investment such as local matches for vehicle purchases, planning and one time projects and start-up programs. On occasion, it has been used to cover short-term intercity service operating funding shortfalls.

Regional Paratransit STAF revenue is typically smaller – approximately \$200,000 annually. Regional Paratransit STAF revenue has primarily used for one time capital expenses for the two largest intercity paratransit services operated by FAST and SolTrans (formerly Vallejo Transit), occasionally to fill operating funding gaps, and recently for Mobility Management.

The Consortium requested a history of programmed STAF funds. This staff report focuses first on Northern Counties STAF Solano share and then on Regional Paratransit funds.

Discussion:

Although Benicia Breeze, Fairfield, and Vallejo Transit have long used their TDA funds for transit only, it was not until the last seven years that the remaining four agencies in Solano (and also the last jurisdictions in the Bay Area) discontinued using TDA funds for streets and roads. While local jurisdictions used TDA for streets and roads, the county was subject to the Unmet Transit Needs process. In FY2008 three jurisdictions (Suisun City, Rio Vista, and the County of Solano) continued to use TDA for streets and roads; Vacaville had just discontinued this practice. MTC relied on STA to manage the Unmet Transit Needs process each year which continued until FY2011.

As transit operators' operating and capital replacement costs became more challenging, particularly for the larger intercity operators who were already using all their transit funds for transit, the Northern Counties STAF became more important. Despite three separate attempts, Solano is the only Bay Area County that does not benefit from a local transportation sales tax. As a result, STAF has been a valuable funding source in Solano to assist with operating shortfalls on intercity routes as well as to advance multi-jurisdictional transit projects and begin replacing SolanoExpress buses.

Small Operators/Northern County

Since the mid-1990s, the STA has managed the county's STAF funds. In the mid-1990s, the STA began operating Solano Paratransit as a result of a non-profit suddenly being unable to operate the service and the County of Solano requesting STA takes over the service. Following the previous service model, it began as a countywide ADA plus paratransit service managed by the STA and operated under contract by Fairfield Suisun Transit (now FAST); Vallejo Transit assumed the south county intercity ADA paratransit operations with Benicia subsequent to taking over the service from Vallejo for Benicia. STA claimed the TDA funds for the service contracted to FAST for operation while STAF was used for the local match to fund vehicle replacements. TDA claims were based on an inter-city funding agreement specifically for Solano Paratransit that served five jurisdictions. For many years, both Northern County and Regional Paratransit STAF funds were primarily used for the local match for vehicle replacements for the two largest operators (Vallejo Transit and Fairfield Suisun Transit) who both were using all their local TDA funds for transit operations.

To maintain Yolo Solano air district funding, in 1997, STA assumed management of Rt. 30 (Fairfield-Sacramento) from FAST and contracted operations with YoloBus who could operate the service with alternative fuel vehicles. As the air district funding gradually reduced, Northern County STAF helped sustain the route while the service was promoted and the route matured with increased ridership. In 2000, STA transferred the operators of the service back to FAST. STAF funds also supported Vallejo Transit Rt. 85 (Vallejo-Fairfield via SCC) for several years.

In 2006, Northern County STAF exceeded \$500,000 for the first time. This allowed not only funding for operating assistance to Rts. 30 and 85, but also the ability to fund some transit operator priority projects and some intercity jurisdictional transit studies and marketing. Fuel prices had been rapidly increasing and there was a concern about relying on STAF too much for operating. The Intercity Transit Funding (ITF) agreement was initiated at the request of Vallejo Transit and FAST to address the issue of stabilizing funding for intercity routes and to phase out reliance upon STAF given its volatility. This was similar to the Solano Paratransit funding agreement. The STA Board approved a set of priorities for STAF funds (see Attachment B).

With a sudden increase in STAF funds in 2007 (which was not expected to be sustained), STAF was directed to transit capital. Funds began to be reserved for intercity bus replacement and a county wide multi-year transit capital plan was created. Over \$500,000 was also directed to intercity routes' operations to help with the unexpected increased costs associated with the fuel price increase. MTC passed Resolution 3814 stating that concurrence from STA for would be needed for STAF allocations.

In 2008 and 2009, STAF significantly decreased, but fuel prices had fortunately also declined. The majority of the STAF was still allocated to intercity operations which reduced the financial burden on all operators who participate in the ITF. Funding was available for other projects requested from transit agencies using all their TDA for transit purposes. In 2010, STAF was suspended by the State of California due to the state fiscal crisis.

In 2011, STAF returned thanks to a successful lawsuit and a restructuring of the fund. Proposition 22 and follow up legislation has resulted in a stabilization of STAF by continuing the "historic" sales tax rate of 4.75% on diesel fuel (of which half goes into the STAF and the other half is available for appropriation from the Public Transportation Account) and enactment of the "gas tax swap" resulting in a new increment of state excise tax on diesel fuel dedicated to STAF. With all of the RM 2 funded SolanoExpress buses scheduled to retire in the next ten years, rebuilding the intercity transit vehicle replacement local match reserve has become a priority. With the inauguration of the newly consolidated transit agency SolTrans, supporting its transition and start-up was another priority. Other new projects that supported the intercity routes' operations were also received funding.

In 2012, STAF was focused on new projects and services such as supporting the new SolTrans agency, local match for new transit route on Hwy 12/Jameson Canyon, transit capital improvement for the new County building opened in Vacaville, and a new SolanoExpress marketing campaign.

In 2013, the focus was on coordination countywide with funding of the first Coordinated SRTP local match, Intercity Ridership Study, Public Private Partnership Study for ten transit centers, Intercity transit marketing, intercity transit capital replacement local match reserve, Mobility Management, provide transit support to Dixon Read-Ride and Rio Vista Delta Breeze, and funding assist the Benicia Intermodal Station.

For FY 2014, focus on the future continues with additional STAF funds reserved for intercity transit capital replacement local match, Clipper implementation, a transit alternative fuel study, and improvements to the Suisun Amtrak Station.

Regional Paratransit

Until quite recently, Solano's STAF Regional Paratransit annual allocation has been less than \$200,000. From the mid-1990s until 2008 when intercity ADA paratransit services were replaced by a subsidized intercity taxi program for ambulatory only, the majority of Regional Paratransit funds were dispersed to the two intercity ADA paratransit providers. Vallejo Transit provided the service in the Vallejo/Benicia area and STA/FAST delivered intercity ADA-plus paratransit service in the rest of the county. About half of the revenue (\$88,000) was annually directed to Vallejo Transit (see Attachment D) until STAF was suspended. The balance was used for Solano Paratransit local match for vehicle replacements, vehicle improvements, and some towards operations. Management of the PCC was also funded with Regional Paratransit funds.

STAF/Regional Paratransit funds have also been used to assist Benicia Transit with an operating shortfall for a period when they offered their own intercity paratransit service. After concerns were raised by funding partners about escalating costs for Solano Paratransit, funds were allocated for an assessment study of Solano Paratransit.

By the time STAF was restored in 2011, Solano Paratransit was dissolved by STA at the request of FAST and a new subsidized intercity taxi program for ambulatory ADA paratransit riders had been implemented countywide by the transit operators with Vacaville initiating the lead agency managing the program. Regional Paratransit annual allocations were higher. They were directed to a countywide transportation study for seniors and people with disabilities as well as committee outreach. Two Senior Summits had been held and a new committee formed, Solano Seniors and People with Disabilities Transportation Advisory Committee.

Following the completion of the countywide study, a mobility management planning effort was begun to prepare for implementation of priority projects. The Mobility Management Plan has been funded by Regional Paratransit funds as have projects such as the non-profit's Faith in Action Volunteer Driver Program and Intercity Subsidized Taxi Program.

In 2014, Regional Paratransit funds were used to fund the implementation of a new countywide ADA In-Person Eligibility Assessment program. These funds have been reserved by STA to implement Mobility Management Travel Training Program, a Website and Call Center for Seniors and People with Disabilities and to develop sustainability after short term grant funding expires.

Summary Conclusion

In summary, although the STA has not been a direct operator of transit service, the agency has been involved with transit operations since the mid-1990s when oversight of Solano Paratransit Service by STA was requested by the County of Solano. To stabilize that service, STA began its often repeated task of developing a funding agreement among transit operators to sustain this important service. Over the years, STAF funds have been increasingly used to be proactive in funding processes to stabilize intercity fixed-route and paratransit services and avoid service disruptions as well as to proactively prepare for the future. With multiple smaller operators and no countywide transit operator, MTC has relied upon the STA to coordinate and work with local transit operators to distribute regional, State, and Federal transit funds consistent with the funding source policies and Solano County's transit priorities identified in the Solano Countywide Transportation Plan. This has been a longstanding successful process for the distribution of Small Operators/Northern Counties and Regional Paratransit State Transit Assistance Funds among various priorities, programs, projects and transit services.

Recommendation:

Informational.

Attachments:

- A. Historical Highlights for Small Operators/Northern County
- B. Historical Narrative for Small Operators/Northern County
- C. Historical Allocations for STAF
- D. Historical Highlights of Regional Paratransit
- E. Historical Allocations for Regional Paratransit

Historical Highlights
(Small Operator/Northern County)

<u>Fiscal Year</u>	<u>Activity</u>
1998	STA operates Rt. 30 under contract with YoloBus with alternative fuel vehicle and funding from YSAQMD and STAF. Begin transition away from YSAQMD funds with support of STAF.
2000	STA transfers Route 70 service contract to FAST.
2004	Bay Area voters approve RM 2 which provided Express Bus operating funding.
2005	STAF remains under \$500,000. Largest allocation to Vallejo Transit's Rt. 85 (\$175,000) for operating assistance to route connecting Vallejo and Fairfield via Solano Community College. RM 2 Express Service implementation by Vallejo Transit 91 and 92.
2005 or 2006	MTC provides new Express Buses to Vallejo Transit and FAST.
2006	<p>STAF exceeds \$500,000.</p> <p>Operating assistance to VT Rt. 85 and FAST Rt. 30.</p> <p>Route 78 started new service.</p> <p>Routes 91 and 92 were eliminated due to poor ridership performance.</p> <p>Funds to FAST ITS equipment and planned Central Transit Center</p> <p>Funds to Dixon for CBTP priority projects: medical shuttle and subsidized taxi scrip for low-income</p> <p>Funds to SolanoExpress marketing and multi-jurisdictional studies.</p> <p>STA begins managing MTC Lifeline funds.</p> <p>STA develops RM 2 funding agreement with Vallejo Transit and FAST.</p> <p>Fuel prices rapidly increasing significantly impacting cost of bus operations. Uncertainty of when prices will plateau.</p> <p>Intercity Transit Funding (ITF) agreement initiated at request of Vallejo Transit and FASTS to avoid recurring funding shortfalls on key intercity routes and reducing dependency on volatile STAF.</p>

2007	<p>STAF revenue significantly increases to over \$2 million due to State Proposition 42 and spillover funds.</p> <p>First \$1million reserve created for intercity vehicle replacement to cover several years in future.</p> <p>Over \$500,000 directed to Vallejo Transit and FAST for intercity operating assistance to assist in development of Intercity Funding Agreement.</p> <p>\$150,000 directed to intercity ridership study and a transit finance assessment to support new ITF.</p> <p>Initial multi-year transit capital plan for transit vehicles and other capital needs created.</p> <p>Early FY2007 (Oct 2006), a major intercity route (Rt. 90) was transferred from Vallejo Transit to FAST for operation. County RM2 funds and STAF redistributed. Rt. 90 managed by STA at request of FASTS.</p> <p>Prop. 1B approved creating a new short term funding opportunity for vehicle replacements.</p> <p>MTC Reso 3814 directs that Solano Prop 1B allocations be agreed to by the STA Board to aid in coordination and consolidation efforts.</p> <p>Early State budget indications that STAF would significantly decrease in FY 2008.</p>
2008	<p>Significant decrease in funding. Estimate less than \$700,000 Over \$400,000 to intercity operations.</p> <p>Funding limited for local and intercity transit studies</p>
2009	<p>STAF decreases Vallejo Transit apportionment incorporated into countywide allocation</p> <p>\$600,000 STAF directed to Vallejo Transit to replace their historical direct apportionment.</p> <p>\$500,000 directed to other county operators who used all their TDA for transit (Benicia, Dixon, FAST, Vacaville).</p> <p>Reserve funding for intercity transit vehicles was eliminated due to lack of funds.</p>
2010	<p>STAF suspended due to State budget crises.</p>

2011	<p>Two years of STAF funds received following lawsuit and legislation were approved.</p> <p>\$500,000 reserved for intercity transit vehicle replacement.</p> <p>Funding for SolTrans transitional costs, and various studies.</p> <p>STA intentionally did not allocate all funds given volatility of past few years.</p> <p>Route 30 extended by FAST to Sacramento.</p>
2012	<p>New revenue estimate of \$1.5million</p> <p>Funds directed to transition costs for newly forming SolTrans JPA, SolanoExpress marketing, matching grant request for potential new service on Hwy 12/Jameson Canyon.</p> <p>Bus Turnout/Transit Plaza at new County Building in Vacaville.</p>
2013	<p>\$2.1 million estimate.</p> <p>\$1.2 million reserved for future intercity bus replacement local match</p> <p>Funding directed to:</p> <ol style="list-style-type: none"> 1. Coordinated SRTP 2. Intercity Ridership Study 3. Intercity Transit Corridor Study 4. SolanoExpress Marketing 5. Mobility Management 6. Transit Assistance to Dixon and Rio Vista
2014	<p>\$5.2 million available estimate (new and carryover)</p> <p>\$2.9 million accumulated for intercity transit bus replacement local match and \$600,00 in pending projects.</p> <p>Funding directed to:</p> <ol style="list-style-type: none"> 1. Suisun City Amtrak Station improvements 2. Clipper Implementation 3. Alternative Fuel Study match for Benicia and SolTrans 4. Benicia Intermodal Station 5. Mobility Management

This page intentionally left blank.

Historical Narrative

By FY2005 the Solano's Northern Counties STAF share was still under \$500,000. The largest allocation approved by the STA was for operating assistance to Vallejo's Rt. 85 (\$175,000). Funds were also allocated for Solano Paratransit bus wraps to better identify the vehicles and marketing of intercity bus routes at the time referred to as SolanoLinks routes. The balance was allocated to other one-time expenses primarily studies of multi-jurisdictional relevance.

In FY2006, Solano's Northern Counties share exceeded \$500,000. It continued to support Rt. 85 operating costs as well as fill a FAST Rt. 30 operating shortfall. Funds were also directed to SolanoLinks marketing and multi-jurisdictional transit studies. FAST received funds for ITS equipment as well as to study the planned Central Transit Center and Dixon for a medical shuttle and taxi scrip programs identified as priorities through a recent CBTP.

In FY2006 marked the beginning of STA managing the STAF Lifeline funds. Lifeline funds were distributed through a competitive process. Project proposals were submitted by transit operators and non-profits for transportation projects to meet the needs for the low-income population. A committee reviewed the proposals, interviewed project proponents and made a recommendation to the STA Board for approval. The STA Board approved project list was used by MTC to distribute Lifeline STAF funds. This process continues to remain in place.

Also in FY2006, the Intercity Transit Funding (ITF) Agreement was initiated. Prior to the ITF there had been informal arrangements for intercity routes operated by Vallejo Transit and FAST with funding assistance from other operators. Too frequently, funding shortfalls would arise and the STA was approached to fill the gaps. The purpose of the ITF agreement was to create an agreed upon methodology to determine shared funding of intercity routes that were financially sustainable, gave funding certainty to both the routes' operators and funding partners, and created a shared process for service planning these routes. This was a time when fuel prices had been steadily increasing and concerns were that they would continue seriously impacting the viability of fuel-hungry inter-city routes. Given STAF's volatility, the ITF agreement was also intended to gradually discontinue the use of STAF as an on-going funding source for these important intercity routes.

The initial FY2007 STAF revenue estimate was significantly higher than usual and increased to over \$1million. This was primarily due to Proposition 42 revenue generated in FY2006 and applied in FY2007. In addition there were spillover funds from the State's Public Transportation Account (PTA). Much of the increase was used for intercity routes. Almost \$500,000 was directed to Vallejo Transit and FAST for intercity operating assistance. Another \$150,000 was to conduct the first countywide (local and intercity) on-board ridership survey which also included on/off counts; the upcoming ITF funding agreement formula was to be based on ridership data collected on the intercity routes every three years. Another STAF funded study associated with the ITF was the intercity transit finance assessment study. One of its main tasks was to determine how to assign costs, revenues and performance measures at a route level versus a system level. Other transit projects, marketing, and planning efforts also received STAF funds.

In FY2007 STA continued to provide management oversight for Rt. 30 and Solano Paratransit that were operated by FAST. STA secured funding and managed funding agreements for these multi-jurisdictional services. STA had managed Solano Paratransit since the mid-1990s when the previous operator (a non-profit) could no longer sustain service. STA began managing Rt. 30 in FY 2001 and contracted with YoloBus to operate the service with CNG vehicles as required to maintain air district funding for the route. Several years later Rt. 30 came back under the operation of FAST. As Solano Paratransit fares were in part tied to Rt. 30 fares due to ADA requirements, the STA approved a fare increase in FY2007 for both Solano Paratransit and Rt. 30. STAF had been used to transition Rt. 30 from depending upon air district funds once they expired. STA's management of Solano Paratransit continued until 2009.

Early in FY2007, MTC approved an even higher STAF revenue estimate region wide resulting in nearly \$2 million more for Solano to program as a result from Proposition 42 repayment and spillover. Transit operators and the STA agreed that as these were one-time funds that should not be used for transit operating. The largest allocation (\$1 million) of these funds was for Intercity Vehicles. This recognized the substantial future cost of replacing the nearly fifty over the road coaches used for the intercity routes that were nearing the middle of their lifecycle. The intent was to begin to build a reserve for the local funding match for these vehicles' replacements. Other transit capital requests were submitted. STA worked with the operators to create a multi-year transit capital plan for vehicles and other capital needs.

The Fall of 2006 also marked the transfer of a major intercity route (Rt. 90) from Vallejo Transit to FAST operation. Along with this restructuring and redistributing of Regional Measure 2 (RM2) funds, about \$400,000 of STAF for operating was allocated to these two transit operators. An agreement was approved that FAST would operate the route with STA management.

In the process of developing the countywide transit capital funding plan, a set of priorities were outlined for Northern Counties/STAF:

- STA core transit functions – transit planning, marketing and management/coordination
- Intercity capital matching funds for fleet replacements on Routes 30 and 90
- Intercity operating support and fleet replacements for Routes 30, 90 and other routes
- Other transit needs dependent on available funding

In February 2007, the STA Board approved the allocation of \$1million of STAF to Rt. 30 and 90 vehicle replacement with the caveat to revisit the issue. Recently approved Proposition 1B funding had created a new funding opportunity to fund bus replacements. There was also concern about the direction STAF funding was about to take. Early estimates for FY2008 suggested there would be a significant decrease. At the same time high fuel prices remained and their detrimental impact on intercity transit operators remained a concern into FY 2008. The FY2007 spike in STAF funds was over and the revenue estimate for FY2008 was less than \$700,000.

The STA Board took action in July 2007 to allocate \$230,000 to FAST and \$266,000 to Vallejo Transit as a local match needed to replace local buses. As the STAF revenues were decreasing, few new projects were funded but STAF was still directed to intercity operations (over \$400,000) and various local and inter-city transit studies.

In June 2007, MTC approved modifications to Resolution 3814 that addressed programming framework for Proposition 1B Regional Transit Funding. In this Resolution 3814, that “allocations to Solano county operators in the Small Operators/Northern Counties category shall follow concurrences by the Solano Transportation Authority to aid in transit service coordination and potential agency consolidation efforts.” To advance regional policies and improve transit coordination this meant that STA approval was needed for the annual release of both capital and augmented STAF operating assistance to all STAF-eligible transit operators in Solano. One result of this was the aggregation of Vallejo Transit’s direct apportionment into the Solano total.

FY2009 was the first year that Vallejo Transit did not receive an apportionment of Northern Counties/STAF funds which at the time was about \$600,000 annually. Vallejo Transit received over \$600,000 to replace their historically direct apportionment due to operating shortfalls. \$500,000 was programmed for the other Solano operators who used all their TDA funds for transit (Benicia, Dixon, FAST, Vacaville). Funds were also allocated for the Vallejo Baylink Ferry. Studies supporting the countywide Comprehensive Transportation Plan were approved for funding.

The State Budget approved for FY 2009-10 included a provision to completely suspend all STAF funding in FY 2009-10 and for several years forward. After a lawsuit and several pieces of legislation were approved, STAF funding for FY 2009-10 and FY 2010-11 was made available in late FY 2010.

About \$3 million was available for programming of this FY 2010/FY 2011 STAF. A third of this was carryover. Note that capital replacement reserves are typically not claimed immediately and will show up as projected carryover. About half of the funds were approved for new projects such as the Benicia Transit Site Plan, countywide Public/Private Partnerships at Transit Facilities Study, SolTrans Transitional costs, Transit Freeway Corridors Study Update as well as \$500,000 for the intercity transit vehicle replacement match reserve (for Vallejo and FAST) that had previously been eliminated due to lack of funds. Given the volatility of STAF over the past few years, a conservative approach was taken by not approving a greater portion of the STAF be approved for spending.

For FY 2012, the new revenue estimate for STAF was \$1.5 million. New projects approved for funding included an SR-12 Jameson Canyon grant match, Bus Turnout and Transit Plaza at a new County Building, Transition cost for the newly formed SolTrans, and SolanoExpress Marketing.

STA continued to provide financial and staff support to SolTrans during the initial year of SolTrans formation. As SolTrans transitioned its functions and transit service from the Cities of Benicia and Vallejo, SolTrans requested a \$1 million from Lifeline Proposition 1B to be swapped with STAF then redirecting the funds to SolTrans operating. The Proposition 1B funds would then be used for intercity bus replacement. This proposal was part of MTC's proposed implementation plan to fund the transitional cost for SolTrans with total targeted amount of \$2.4 million. The STAF funds swapped were already programmed for the intercity bus replacement.

In FY 2013, new projects approved for funding such as the Coordinated SRTP (local match), Mobility Management implementation, SolanoExpress Marketing, Intercity Ridership Study update and other activities. Of the \$2.1 million STAF estimate, \$1.2 million is for intercity bus replacement local match reserved for the future for SolTrans and FAST.

The FY 2014 STAF total available revenue estimate was projected to be \$5.2 million in September 2013. Of this amount, \$2.7 million is programmed in future years which includes \$2.3 for intercity bus replacement local match and \$400,000 in pending projects. The new STAF funds for FY2013-14 in the amount of \$1.8 million were approved for projects by the STA Board July 2013. This included \$600,000 to FAST/SolTrans for Intercity Bus Replacement funds for improvements at the Suisun City Amtrak Station, Clipper Implementation, Alternative Fuel Study match for Benicia and SolTrans among other items. Additional projects were approved by the STA Board after July 2013 in the amount of \$600,000 that included the Solano Passenger Rail Study, Solano-Napa Activity Based, Ridership Survey, Benicia Intermodal among other items (Attachment C).

Year	Allocation #	Claimant	Description	Allocated	Programmed in Future Years
2004-2005	05002002	Vallejo	Operating Assistance Route 85	\$ 175,000	
	05002053	STA	Transit Planning and Coordination	\$ 98,000	
	05002053	STA	Marketing	\$ 98,000	
			Countywide Transit Consolidation		
	05002053	STA	Feasibility Study	\$ 35,000	
	05002053	STA	SR12 Transit Study	\$ 25,000	
	05002057	STA	Solano Paratransit Bus Wrap	\$ 34,050	
	02343013	STA	Match for LIFT Grant	\$ 16,264	
04-05 Total				\$ 481,314	
2005-2006	06002034	Fairfield	Operating Assistance Route 30	\$ 34,845	
	06002038	Vallejo	Operating Assistance Route 85	\$ 175,000	
	06002062	Dixon	Medical Shuttle/Taxi Scrip	\$ 28,000	
	06002063	STA	Transit Planning and Coordination	\$ 105,000	
	06002063	STA	Solano Links Marketing	\$ 98,000	
	06002063	STA	Transit Consolidation Study	\$ 40,000	
	06002063	STA	Lifeline	\$ 15,000	
	06002063	STA	Expenditure Plan	\$ 28,000	
	06002063	STA	Study for FF Central Transit Center	\$ 60,000	
	06002063	STA	Safe Route School/Transit Contract	\$ 12,000	
	06002063	STA	Modeling Needs for Auburn-Oakland Rail Study	\$ 10,000	
	06002049	Fairfield	ITS Equipment	\$ 75,000	
	05-06 Total				\$ 680,845

Year	Allocation #	Claimant	Description	Allocated	Programmed in Future Years
2006-2007	07002037	Benicia	Operations	\$ 35,000	
	07002039	Vallejo	Operations	\$ 140,250	
	07002040	Vallejo/STA	Transit Planning and Coordination	\$ 140,000	
	07002040	Vallejo/STA	Solano Links Marketing	\$ 113,000	
	07002040	Vallejo/STA	Expenditure Plan	\$ 38,000	
	07002040	Vallejo/STA	Ridership Survey	\$ 150,000	
	07002040	Vallejo/STA	Transit Consolidation Study	\$ 40,000	
	07002040	Vallejo/STA	HOV Lane	\$ 80,000	
		Vallejo/STA	Intercity Bus Match		\$ 1,000,000
	07002040	Vallejo	<i>Intercity Ops</i>	\$ 220,000	
	07002070	Fairfield	<i>Intercity Ops</i>	\$ 277,560	
06-07 Total				\$ 1,233,810	
2007-2008			Intercity bus match		\$ 100,000
	08002068	Fairfield	FAST 40/90 Operation	\$ 230,000	
	08002069	Fairfield	FF Transit Study	\$ 60,000	
	08002070	Vallejo	Vallejo Transit 70/80/85	\$ 165,000	
	08002071	Vallejo	Vallejo Ops	\$ 9,561	
	08002072	Vallejo/STA	Transit Planning and Coordination	\$ 242,711	
	08002072	Vallejo/STA	SolanoExpress Marketing	\$ 125,000	
	08002072	Vallejo/STA	Lifeline	\$ 15,000	
	08002072	Vallejo/STA	Expenditure/Implementation Plan	\$ 38,000	
	08002072	Vallejo/STA	I80/I680/I-780 Corridor Plan Match	\$ 62,500	
	08002072	Vallejo/STA	I-80 HOV/Turner PSR	\$ 65,000	
	08002072	Vallejo/STA	Safe Route to Transit Study	\$ 20,000	
	08002072	Vallejo/STA	Transit Consolidation	\$ 60,000	
	08002072	Vallejo/STA	Reprogrammed	\$ 41,261	
	08002073	Vallejo	Vallejo Transit Study	\$ 60,000	
	08002093	Dixon	Medical Shuttle/Taxi Scrip	\$ 30,000	
	08002096	Vallejo	Operations (TDA)	\$ 30,000	
	08002097	Vallejo	Operations (TDA)	\$ 60,000	
	08002137	Benicia	Operations	\$ 30,000	
	08002083	Fairfield	Bus replacement Match	\$ 230,000	
	08002084	Vallejo	Bus replacement Match	\$ 266,000	
07-08 Total				\$ 1,840,033	

Year	Allocation #	Claimant	Description	Allocated	Programmed in Future Years
2008-2009	09002008	Vallejo	Vallejo Transit 70/80/85	165,000.00	
	09002008	Vallejo	Vallejo Transitional (Cap & Ops)	632,038.00	
	09002046	Fairfield	FAST 40/90 Operation	\$ 230,000	
	09002047	Fairfield	Solano Paratransit	\$ 192,000	
	09002052	Dixon	Dixon Transitional Assistance	\$ 50,000	
	09002079	Vallejo/STA	Transit Planning and Coordination	\$ 294,696	
	09002079	Vallejo/STA	Lifeline Program	\$ 5,000	
	09002079	Vallejo/STA	Alternative Fuel Strategy	\$ 10,000	
	09002079	Vallejo/STA	Transit Study (Transit Element)	\$ 100,000	
	09002079	Vallejo/STA	Rail Crossing Study	\$ 40,000	
	09002079	Vallejo/STA	Water Travel Study	\$ 20,000	
	09002079	Vallejo/STA	CTP Study	\$ 40,000	
	09002080	Vacaville	Vacaville marketing	\$ 60,000	
	09002092	Benicia	Benicia Transitional Assistance	\$ 91,630	
	09002093	Vallejo	Ferry	\$ 150,000	
	09002093	Vallejo	Vallejo Transitional Cost	\$ 120,405	
	09002093	Vallejo	Proposed Service Plan Route 78	\$ 40,000	
	09002094	Vallejo	SB976 Transition Plan	\$ 70,000	
08-09 Total				\$ 2,310,769	
2009-2010	100002061	Benicia	Benicia Transitional Assistance	\$ 90,000	
	10002024	Vallejo	Paratransit Buses Local Match	\$ 20,976	\$ 1,925
09-10 Total				\$ 110,976	
2010-2011	11002074	Vallejo/STA	P3 Study	\$ 150,000	
	11002074	Vallejo/STA	SolTrans Transitional Cost	\$ 75,000	
	11002074	Vallejo/STA	Transit Corridor Study	\$ 150,000	
		Vallejo/STA	Benicia Transit Site Plan		\$ 25,000
		Vallejo/STA	Intercity Bus Replacement		\$ 500,000
		Vallejo/STA	SR 12 Jameson Canyon Match		\$ 240,000
10-11 Total				\$ 375,000	

Year	Allocation #	Claimant	Description	Allocated	Programmed in Future Years
2011-2012	12002065	SolTrans	SolTrans Transition	\$ 395,800	
	12002066	SolTrans	Transitional Cost/Prop 1B Swap		\$ (1,000,000)
	12002068	Solano County	Solano County Bus Turnabout	\$ 100,000	
	12002050	STA	SolTrans Transit Planning and Coordination	\$ 334,689	
	12002050	STA	Solano Express Marketing	\$ 50,000	
	12202050	STA	Lifeline Program Administration	\$ 16,000	
	12202050	STA	P3 Feasibility Study -Reclaim	\$ 141,691	
	12202050	STA	SolTrans Transition & Marketing	\$ 300,000	
	12202050	STA	Transit Consolidation	\$ 6,000	
	12202050	STA	I-80/I-680/I-780/SR12 Transit Corridor	\$ 150,000	
		STA	Intercity Bus Replacement		\$ 500,000
		STA	SR 12 Jameson Canyon Match		\$ 92,690

11-12 Total \$ 1,494,180

2012- 2013	13002079	STA	Public Private Partnership (P3) Feasibility	\$ 150,000	
	13002079	STA	P3 Study Reclaim	\$ 127,694	
	13406213	STA	Transit Planning and Coordination	\$ 260,857	
	13406213	STA	Coordinated SRTP Local Match	\$ 90,000	
	13406213	STA	Transit Coordination	\$ 80,000	
	13406213	STA	Mobility Management (Seniors)	\$ 100,000	
	13406213	STA	Solano Express Marketing (20 & 30)	\$ 75,000	
	13406213	STA	Lifeline	\$ 16,000	
	13406213	STA	Water Transportation Plan	\$ 50,000	
	13406213	STA	Rail Facility Plan Update	\$ 50,000	
		STA	Intercity Bus Match reserve		\$ 1,210,224
	13406213	STA	Intercity Ridership Study	\$ 150,000	
	13406213	STA	Alternative Fuel Study	\$ 75,000	
	13406213	STA	Project Management	\$ 60,000	
	13406213	STA	Mobility Management Plan	\$ 50,000	
	13406213	STA	Solano Express Marketing	\$ 50,000	
	13002045	Rio Vista	Local Match for 2 Buses	\$ 30,000	\$ -
		SolTrans	Brochures, Schedule, Fare Media		\$ 7,000

12-13 Total \$ 1,414,551

Year	Allocation #	Claimant	Description	Allocated	Programmed in Future Years
2013-2014		STA	Intercity Bus Replacement		\$ 600,000
		STA	Transit Planning & Coordination	\$ 280,333	
		STA	Alt Fuel Study/CNG Feasibility Study Match	\$ 70,000	
		STA	P3 at Transit Facility Study (Phase 2)	\$ 75,000	
		STA	Suisun City Amtrak Station Rehab & Signage	\$ 150,000	
		STA	Transit Coordination Clipper Implementation	\$ 100,000	
		STA	Transit Coordination Implementation Rio Vista	\$ 50,000	
		STA	Lifeline	\$ 17,000	
		STA	Solano Express Marketing	\$ 150,000	
		STA	Coordinate SRTP/Transit Corridor/Transit Analysis	\$ 150,000	
		STA	Mobility Management Program Implementation		\$ 153,129
13-14 Total				\$ 1,042,333	\$ 753,129
2013-2014		STA	Solano Passenger Rail Plan		\$ 45,000
		STA	Solano-Napa Activity Based Model	\$ 20,000	
		STA	Intercity Ridership Survey	\$ 175,000	
		STA	Alt Fuel Study/CNG Feasibility Study Match		\$ 9,500
		STA	Benicia Intermodal	\$ 300,000	
		STA	FAST Feasibility Analysis	\$ 45,000	
13-14 Mid-Year Claim Total				\$ 540,000	\$ 54,500
STAF Est - 2/28/2014		\$ 5,374,197			
Programmed Total		\$ (3,484,468)		TOTAL	\$ 3,484,468
Remaining Balance		\$ 1,889,729			
Bus Replacement		\$ (600,000)	Intercity Bus Replacement Total	\$ 2,910,224	
Benicia Intermodal		\$ (200,000)	Projects still Pending	\$ 574,244	
Transit Plan & Coord (Est)		\$ (370,000)		\$ 3,484,468	
Balance		\$ 719,729			

This page intentionally left blank.

Regional Paratransit Highlights

Fiscal Year	Highlights
2005	<p>\$88,000 (approximately half of new revenue) to Vallejo Transit for intercity paratransit service for Vallejo/Benicia</p> <p>\$76,000 for STA/FAST intercity Solano Paratransit operating and local match for vehicle replacement</p> <p>\$20,000 for STA to manage PCC</p>
2006	<p>\$ 88,000 to Vallejo Transit</p> <p>\$ 34,000 to wrap Solano Paratransit vehicles</p> <p>\$ 35,000 for Solano Paratransit Assessment Study</p> <p>\$ 37,000 for PCC management</p>
2007	<p>\$ 88,000 to Vallejo Transit</p> <p>\$ 15,000 for Benicia Paratransit Operations</p> <p>\$ 10,000 Solano Paratransit Shortfall</p> <p>\$ 40,000 Solano Paratransit Assessment Study</p> <p>\$ 40,000 PCC management</p>
2008	<p>\$88,000 to Vallejo Transit</p> <p>\$75,000 Solano Paratransit Operations and Vehicles</p> <p>\$40,000 PCC Management</p> <p>Solano Paratransit dissolved. Replaced by subsidized Intercity Taxi program for ambulatory ADA paratransit riders (Phase I)</p>
2010 & 2011	<p>2010 Funding suspended due to State Budget crisis</p> <p>When funds reinstated \$494,000 made available</p> <p>\$50,000 for Transportation Study for Seniors and People with Disabilities and Committee Outreach</p> <p>\$50,000 SB83 Expenditure Plan</p> <p>TBD Subsidized Intercity Taxi Program Phase I and II</p>
2012	<p>\$311,924 Projects for Seniors and People with Disabilities</p> <p>\$ 40,000 Faith in Action Volunteer Driver Program</p> <p>\$ 25,000 Subsidized Taxi Program</p> <p>\$100,000 Mobility Management Plan</p> <p>\$100, 534 Projects for Srs and Pple w/Disabilities</p> <p>\$ 45,000 PCC Management</p>

STA began reserving funds for the Mobility Management Program for sustainability.

	\$289,343	Mobility Management Implementation
	\$100,000	Projects for Srs and People w/Disabilities
	\$ 25,000	Mobility Management Project Management
	\$ 45,000	PCC Management
2014	\$150,000	ADA In-Person Eligibility Assessment Implementation
	\$129,194	Mobility Management Program Implementation
	\$ 30,000	Solano Sr&Pple w Disabilities Transp Advisory Comm.
	\$ 50,000	PCC Management



DATE: March 14, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Anthony Adams, Projects Assistant
RE: Mobility Management Program Update

Background:

The Solano County Mobility Management Program is a culmination of public input provided at two mobility summits held in 2009 and the 2011 Solano Transportation Study for Seniors and People with Disabilities. STA has been working with consultants, the Solano Transit Operators, the Paratransit Coordinating Council (PCC), and the Senior and People with Disabilities Transportation Advisory Committee since July 2012 to develop a Mobility Management Plan for Solano County. Mobility Management was identified as a priority strategy to address the transportation needs of seniors, people with disabilities, low income and transit dependent individuals in the 2011 Solano Transportation Study for Seniors and People with Disabilities.

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

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

All of these strategies were included in the scope of work for the Solano Mobility Management Program and were identified as priorities in the Senior and People with Disabilities Study. These four elements have been presented to the Solano Seniors and People with Disabilities Transportation Advisory Committee, the Paratransit Coordinating Council (PCC), the Intercity Transit Consortium, the STA Board and the Senior Coalition.

Discussion:

Mobility Transportation Guide Update

The Mobility Guide for Seniors and People with Disabilities summarizes public, private, and medical transportation options the community. The guide has been recently revised and updated with the most current information and is now available.

Countywide In-Person ADA Eligibility Program Update

The month of February was the 8th month of the contract between STA and CARE Evaluators. There were 138 scheduled appointments, with 98 people showing up for their assessment (71%). The performance measures of the program are showing improvement during the last two months in comparison to the first four months of the contract. On average, the time between an applicant call to schedule an in-person assessment and the date of their assessment for the month of February was approximately six (6) days; this is a slight

increase in wait time from January when the average was five (5) days. For the amount of time between the applicant's assessment and receipt of the eligibility determination letter, the average was 11 days; an increase from 10 days in January. There were no violations of the 21 day ADA assessment letter policy during the month of February. STA staff has produced a more in-depth summary report for the month of February (Attachment A).

There were a total of 1 ADA Comment Cards received by the STA during the month of February. Below is a summary of the scores provided by clients and the number each transit operator received. STA staff will contact CARE to confirm that they are handing out the comment cards accurately.

Mobility Management Website Update

STA staff is currently working with the selected consultant, MIG, to finalize the terms of the contract and scope of work for developing the Solano Mobility Management Website. The project is scheduled to commence in March 2014 and is scheduled to be implemented by June 2014.

Countywide Travel Ambassador Program Update

The Travel Training Request for Proposal (RFP) was reviewed and approved by Caltrans and was released by STA in early December 2013. Proposals were due to the STA on January 15, 2014. The STA received 3 proposals. The interview panel unanimously selected Nelson/Nygaard as the consultant to develop the Countywide Travel Ambassador Program for Solano County. The project is scheduled to commence in March 2014 and is expected to be implemented by June 2014.

Potential Partnerships Update

Since mid-September, STA has met with seven (7) existing social services organizations about the possibility of fostering partnerships. This strategy is intended to identify existing transportation services that serve the senior, people with disabilities, and low-income population, which may be able to expand their reach and scope with additional resources. Potential partner agencies were requested to provide STA with a proposal for opportunities to expand upon the services they currently offer, or new services they could offer, with further financial or logistical support from STA.

To date, STA has received three proposals from the following agencies: Community Action North Bay, Connections 4 Life, and Independent Living Resource Center. Connections 4 Life and Independent Living Resource Center provided proposals for travel training services for Solano County residents. STA Board approved partnership agreements with Connections 4 Life and ILRC at their March 12th meeting. While no funding has yet been identified, STA staff will continue to seek matching funds for Community Action North Bay's "Mobility Your Way" low-income shuttle program proposal.

One-Stop Call Center

The expansion of the SNCI Program's Call Center into the One-Stop Mobility Management Call Center is progressing with the call center moving to their new office location across the hall from STA during the week of February 7th. One-full time customer service staff and two part-time staff have been hired as of the time of this report. The SNCI trip planning program will remain, but will evolve into the One-Stop Call Center by expanding the services they offer to include program referrals such as travel training or volunteer driver programs and providing transportation options to seniors, people with disabilities and low income.

Recommendation:

Informational

Attachments:

- A. Countywide ADA In-Person Eligibility – February Progress Report

This page intentionally left blank.

Countywide In-Person ADA Eligibility Program February 2014 Progress Report

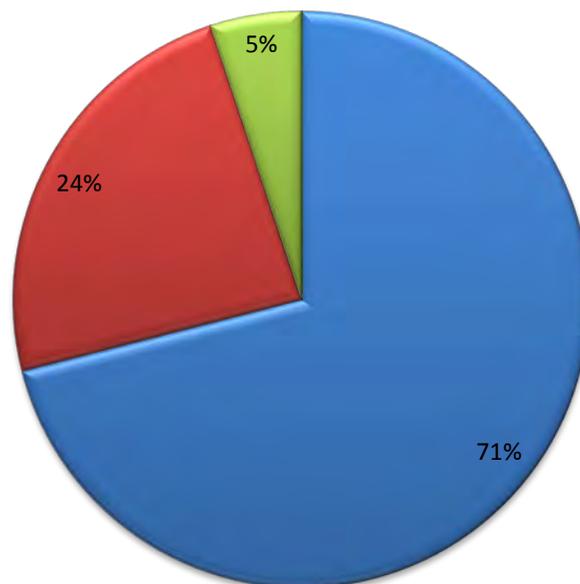
Applicant Volume and Productivity: Applicant volume and assessments for the month of February increased from January. Between February 1st and February 28th, the Call Center scheduled 138 appointments, with a total 98 assessments taking place. Of the 138 scheduled appointments, 98 (71%) of the applicants appeared for their in-person assessment, seven (5%) applicants were a no show, and 33 (24%) were cancellations. No shows and cancellations provides an incompleteness rate of 29%, which is slightly lower than last month, and above the 20% national standard for in-person ADA certification assessments incompleteness rate.

Applicant Volume and Productivity by Location

	Countywide	Dixon Readi- Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Completed	98	3	31	3	38	23
Cancellations	33	0	9	0	16	8
No-Shows	7	0	4	0	3	0
Incompletion Rate	29%	0%	30%	0%	33%	26%

Countywide Applicant Volume and Productivity

■ Completed
 ■ Cancellations
 ■ No-Shows

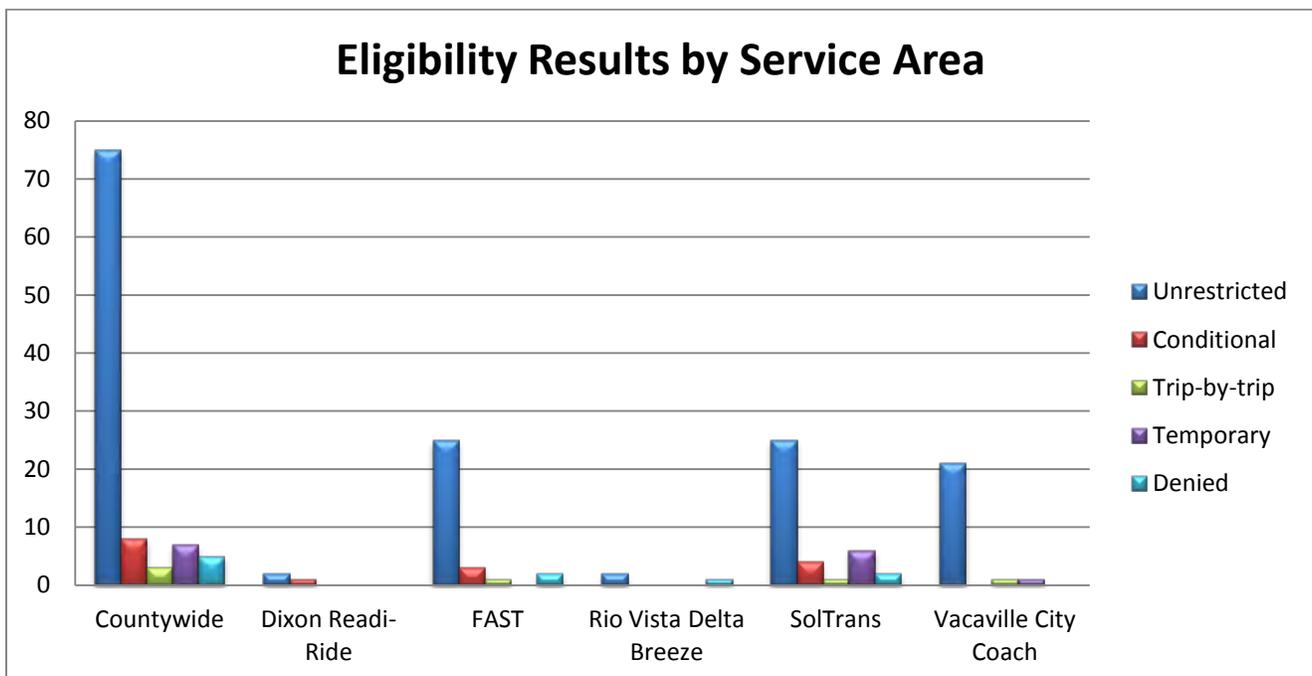


New versus re-certification: The percentage of new applicants has gone down to roughly the average of the previous 6 months. 87 of the 98 applicants (89%) were new applicants and 11 (11%) were applicants seeking recertification. All five (5) denials from the 98 completed applications came from the new applicant category and none came from the recertification category.

Countywide Eligibility Results by Application Type					
NEW		Percentage	RECERTIFICATION		Percentage
Unrestricted	65	75%	Unrestricted	10	91%
Conditional	7	8%	Conditional	1	9%
Trip-by-trip	3	3%	Trip-by-trip	0	0%
Temporary	7	8%	Temporary	0	0%
Denied	5	6%	Denied	0	0%
TOTAL	87	89%	TOTAL	11	11%

Eligibility determinations: Of the 98 assessments that took place in the month of January, 75 (77%) were given unrestricted eligibility, 5 (5%) were denied, 3 (3%) were given trip-by-trip eligibility, 8 (8%) were given conditional eligibility, and 7 (7%) were given temporary eligibility.

Eligibility Results by Service Area						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Unrestricted	75	2	25	2	25	21
Conditional	8	1	3	0	4	0
Trip-by-trip	3	0	1	0	1	1
Temporary	7	0	0	0	6	1
Denied	5	0	2	1	2	0
TOTAL	98	3	31	3	38	23

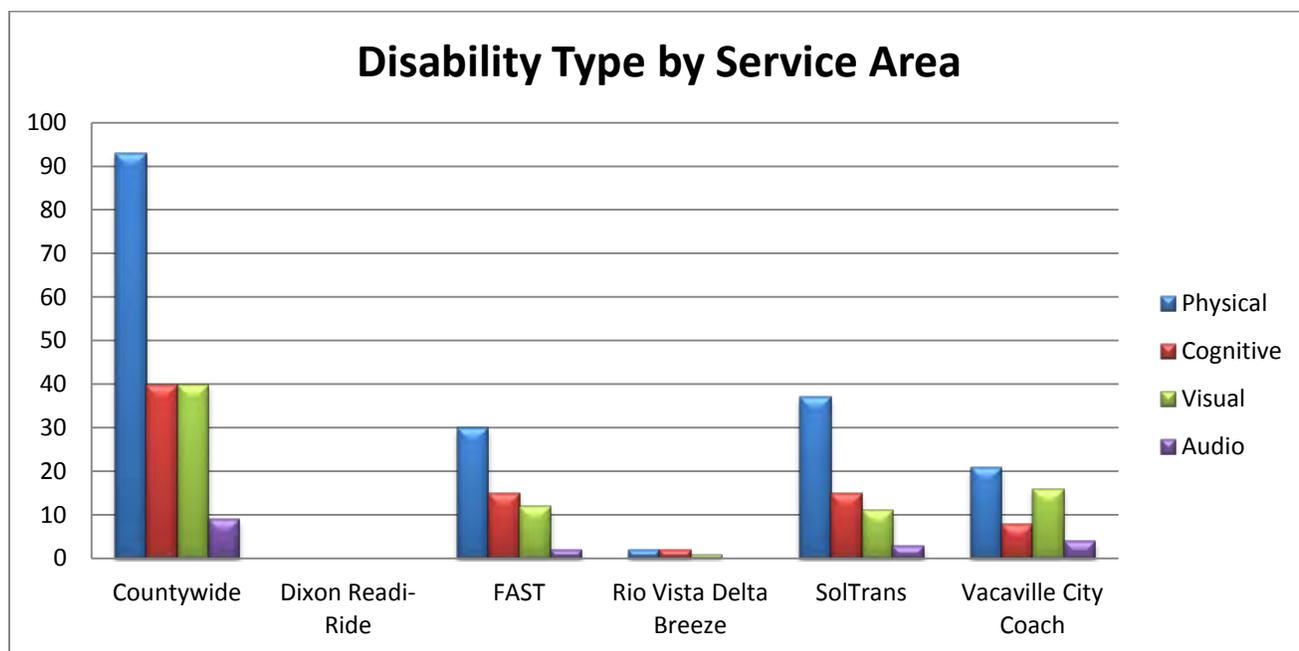


Impact on paratransit: As part of the new countywide in-person assessment program, applicants are provided a complimentary trip on paratransit for the applicant and the applicant’s Personal Care Attendant (PCA) upon request. Sixty-five percent (65%) of all assessments requested a paratransit trip to the assessment site in February; this is an increase from forty-five percent (45%) in January.

Transportation to and from In-Person Assessment						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Own Transportation	34	2	9	3	10	10
Complementary Paratransit	64	1	22	0	28	13
Paratransit %	65%	33%	71%	0%	74%	57%

Type of Disability: Many of the applicants who completed the in-person assessment presented with more than one type of disability. Nonetheless, the most common type of disability reported was a physical disability (51%) with visual disability (22%) and cognitive disability (22%) showing the same percentage of clients. An auditory disability was the least commonly reported disability, with (5%) of the total. Visual disabilities reported, on average, have been increasing during the past 8 months of the program, especially in Vacaville.

Disability Type Countywide and by Service Area						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Physical	93	0	30	2	37	21
Cognitive	40	0	15	2	15	8
Visual	40	0	12	1	11	16
Audio	9	0	2	0	3	4



Time to scheduled assessment: On average, the time between an applicant call to schedule an in-person assessment and the date of their assessment for the month of February was approximately six (6) days; this is an increase in wait time from January when the average was five (5) days. The longest amount of time clients had to wait for an appointment in January was 27 calendar days, though that was only one client who rescheduled her appointment more than once. The number of clients waiting more than 10 business days for their assessment decreased in February (8%) from last month (11%). The goal is for clients to receive an appointment within 2 weeks of their phone call.

Time (Days) from Scheduling to Appointment						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Average for Period	6	11	7	0	5	7
Longest	27	13	27	0	18	13
Past 10 Business Days	8	0	4	0	2	2
% of Clients Past 10 Business Days	8%	0%	13%	0%	5%	9%

Time to receipt of eligibility determination letter: On average, the time between the applicant’s assessment and the receipt of the eligibility determination letter in the month of January was 11 days; an increase from 10 days in January. The longest an applicant had to wait for their determination letter was 17 days. Five clients, (5%) of all clients, had to wait more than 15 days for their determination letter. STA staff will continue to work with CARE and monitor performance in order to ensure compliance with terms of the contract.

Time (Days) from Evaluation to Letter						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Average for Period	11	10	14	0	10	10
Longest	17	10	17	0	14	13
# of Clients Past 21 Days	0	0	0	0	0	0
# of Clients Past 15 Days	5	0	5	0	0	0
% of Clients Past 15 Days	5%	0%	16%	0%	0%	0%
% of Clients Under 15 Days	95%	100%	84%	100%	100%	100%

Comment Card Summary: There were a total of 1 ADA Comment Cards received by the STA during the month of February. Below is a summary of the scores provided by clients and the number each transit operator received. STA will contact CARE to confirm that they are handing out the comment cards accurately.

February Comment Card Summary		
Very Satisfied	1	(FAST 1)
Satisfied	0	
Neutral	0	
Dissatisfied	0	
Very Dissatisfied	0	
Total Received	1	

Total Number of SolTrans Reminder Cards Mailed out in February: There were a total of thirty-three (33) reminder cards mailed out in the month of February. This is higher than the January total of 23.

This page intentionally left blank.



DATE: March 14, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Nancy Whelan, Transit Consultant
RE: Intercity Paratransit/Taxi Program Assessment Update

Background:

On July 12, 2013, the STA, the local transit agencies, and Solano County entered into a Memorandum of Understanding (MOU) to fund a new Countywide taxi-based intercity paratransit service. The proposed new service will provide trips from city to city, to both ambulatory and non-ambulatory ADA-eligible riders and has been deemed an ADA Plus service. Solano County is currently the lead agency coordinating on behalf of the cities in preparing to solicit proposals from contractors to provide Countywide taxi-based intercity paratransit service. A draft of the Request for Proposals (RFP) has been developed and reviewed by the parties to the MOU.

The potential for this service to grow passenger demand and cost in the future prompted Solano County to consider whether Solano County Department of Resource Management - Engineering Division is the best agency for delivery of the service. With the authorization of the County Board of Supervisors, on December 16, 2013 the Solano County Director of Resource Management requested that STA explore the feasibility of oversight and long term operation of the Countywide intercity paratransit service. In response to this request, in mid-January 2014 STA asked Nelson\Nygaard to develop and evaluate intercity paratransit service delivery models and asked Nancy Whelan Consulting (NWC) to prepare a financial analysis of the options.

Discussion:

The purpose of STA's assessment is to fully understand how riders currently use the program, explore if there are efficiencies that can be built into the program, and/or explore if there are alternative service delivery models that may provide the service more efficiently and cost-effectively, while also providing wheelchair-accessibility.

The consultants' scope of work includes:

- meeting with key stakeholders,
- reviewing and evaluating current travel practices (data analysis),
- developing conceptual service delivery models and identifying the pros and cons of each, and
- preparing financial scenarios.

The results of the assessment will be documented in draft and final reports.

To date the consultants had completed the following tasks:

- Met with or had conference calls with representatives of Solano County, City of Dixon, City of Fairfield, SolTrans, City of Vacaville, and the STA to confirm the objectives of the assessment, to discuss various service models, and to request data.
- Gathered and summarized travel practices data including:
 - When trips are taken
 - Common origins and destinations
 - Travel patterns of heavy users
 - Average trip costs.
- Prepared a draft memo on conceptual service models
- Initiated development of a financial model to test the financial impacts of the various models under different assumptions.

A summary of the data analysis task is shown in Attachment A.

The draft final assessment report and recommendation will be presented at the April 22, 2014 Consortium meeting.

Recommendation:

Informational.

Attachment:

- A. Memo regarding Statistical Review of the Intercity Taxi Scrip Program



To: Solano Transportation Authority
From: David Koffman
Date: March 14, 2014
Subject: Statistical Review of the Intercity Taxi Scrip Program

This memo provides a statistical snapshot of the Intercity Taxi Scrip Program based on data provided by Solano County and the participating cities, including:

- Monthly summary data for July 2011 through June 2013
- Analysis of invoices, showing individual trips, for July through November 2013

Using this data, a review has been prepared showing how many trips are taken:

- In each hour of the day
- Within various ranges of trip fares
- By each user
- To common destinations

Limitations of the Analysis

Invoices were available in a form convenient for analysis from taxi companies serving all of the cities except Vacaville and Dixon. As a result, trip data was available for trips originating in all cities except Vacaville and Dixon. Since the program only allows trips between cities, it was possible to infer information about trips originating in Vacaville and Dixon by assuming that all trips from other cities going to destinations in Vacaville or Dixon had corresponding trips in the other direction. This procedure allowed for a full accounting of trip destinations and fares. It was not possible, however, to infer time of day for the missing trips.

For five of the seven taxi companies for which invoices could be analyzed, the most recent complete invoices were for the period September through November 2013. For the other two, the most recent complete invoices were for the period July through August 2013 in one case and for July through September 2013 in the other case.

Summary Data

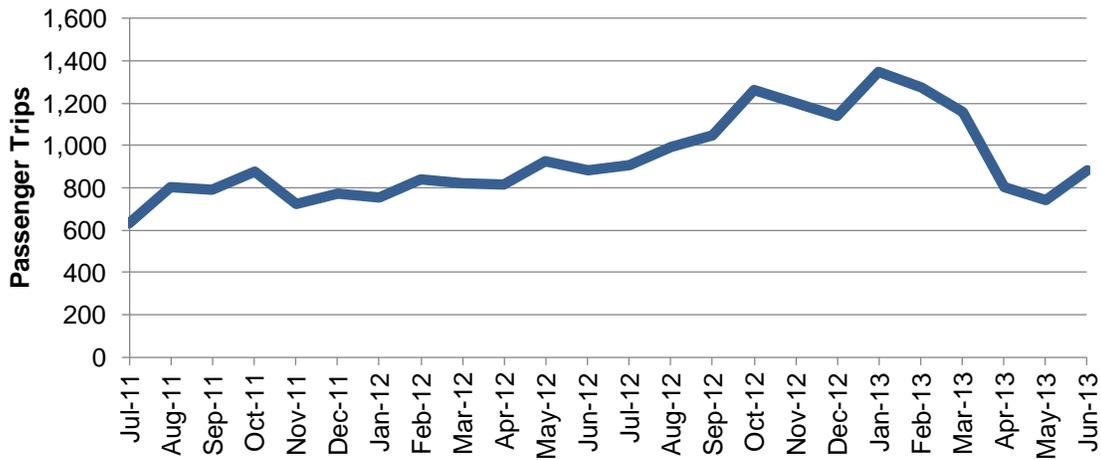
Full-year statistics for 2012-13 were:

Trips provided	12,780
Cost (paid to taxi companies)	\$529,865
Average trip length	14.9 miles
Average cost per trip	\$41.46

The number of trips and the cost of service increased markedly compared to 2011-12 when 9,643 trips were provided at a cost of \$364,045, or \$37.75 per trip. By comparison, the Solano Paratransit program, in its final year, cost \$612,793 to provide 7,557 trips, at an average cost per trip of \$81.09.

Monthly ridership data, shown in Figure 1, show that usage trended slightly upwards in 2011-12, accelerating in 2012-13, before falling rapidly beginning in April 2013. The drop off at the end of the fiscal year is said to stem from a shortage of scrip as rising trip making ran up against budget constraints.

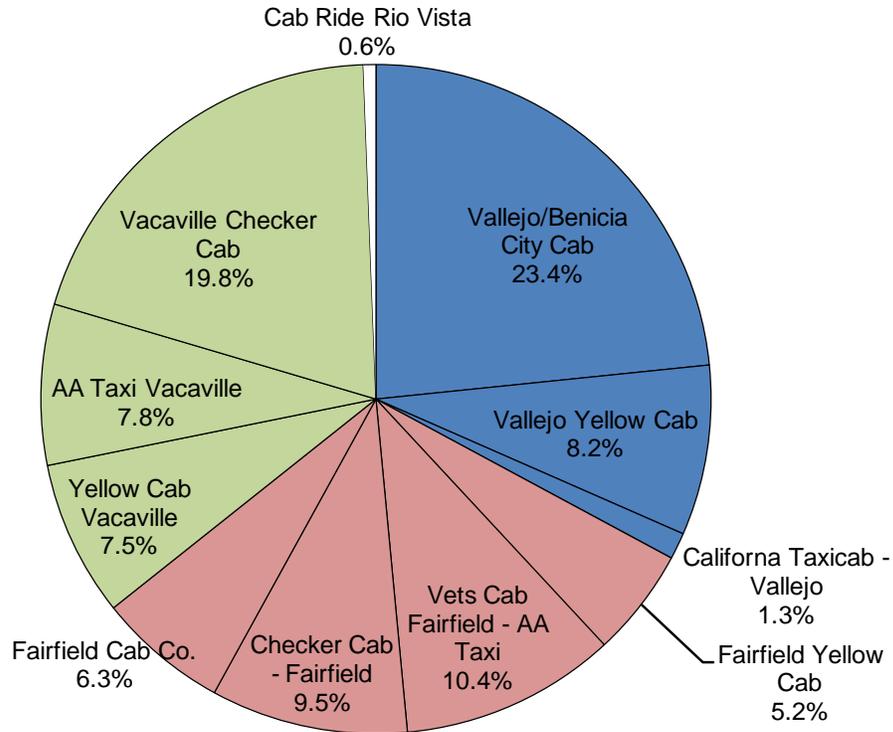
Figure 1 Intercity Taxi Trips per Month



Of the 11 participating taxi companies, two, Vacaville Checker Cab and Vallejo-Benicia City Cab, provide almost half of the trips (see Figure 2). Color coding in Figure 2 indicates the cities in which the companies are based. The shares are about equally divided among companies based in Vallejo and Benicia, Fairfield and Suisun, and Vacaville and Dixon.

Figure 2 Shares of Taxi Companies

(Percentage of Trips in 2012-13)

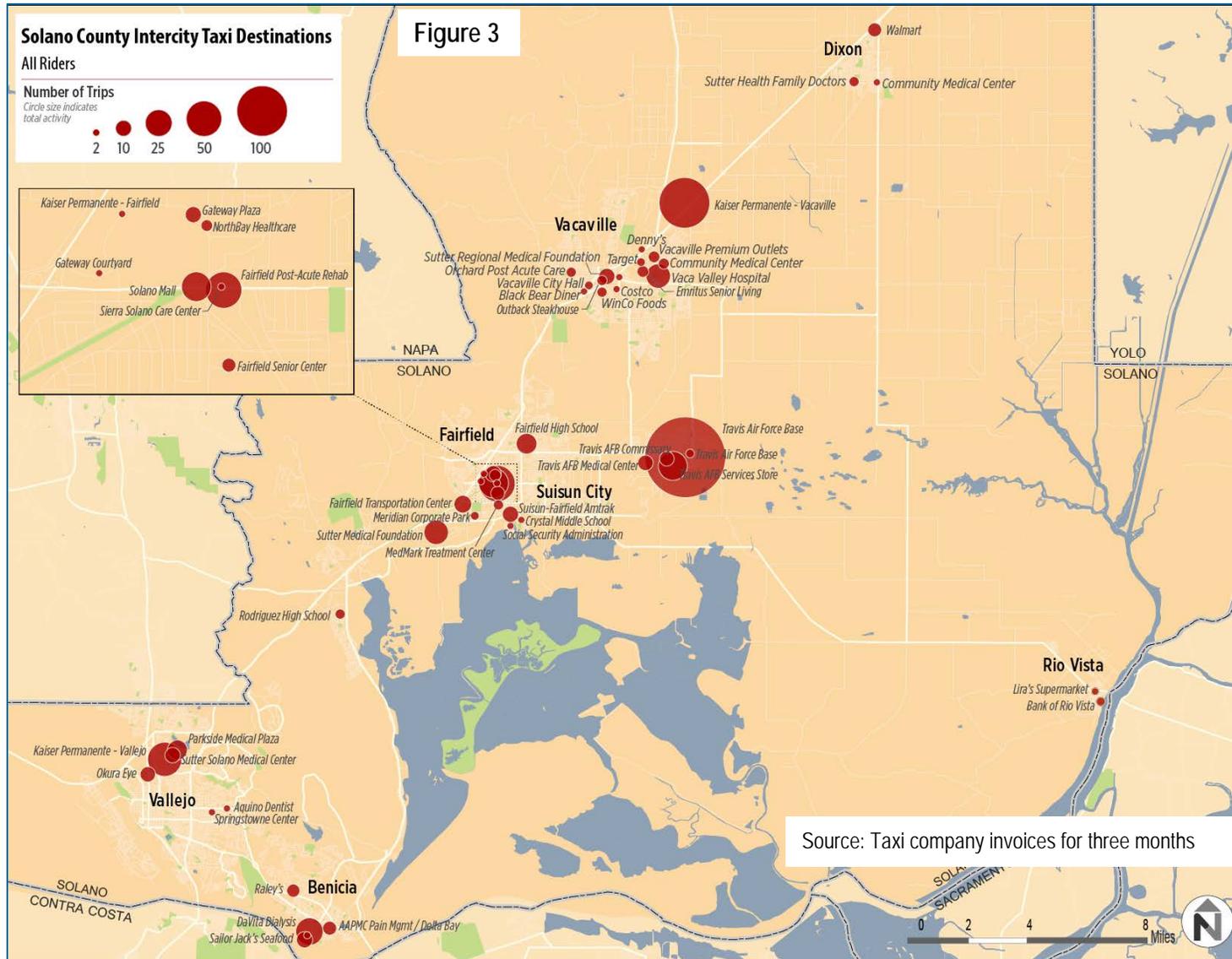


Common Destinations

The most common non-home destinations of taxi scrip users are locations within Travis Air Force Base, especially one location said to house a call center, and Kaiser Permanente in Vacaville. These locations and others are shown in Figure 3. (A “non-home destination” is one that a rider travels to from their home; return trips to home are not shown.) Other popular destinations include the Solano Mall, Sutter Medical Center, and various medical offices in Fairfield; the Vaca Valley Hospital; Kaiser Permanente in Vallejo; and DaVita Dialysis in Benicia. The size of the circles represent the number of trips to each location in three months of taxi company invoices. Maps showing the destinations of riders according to their area of origin are provided at the end of this memo. There is one map for riders originating in Vallejo and Benicia, one for riders originating in Fairfield and Suisun, and one for riders originating in Vacaville and Dixon.

This page intentionally left blank.

Statistical Review of the Intercity Taxi Scrip Program

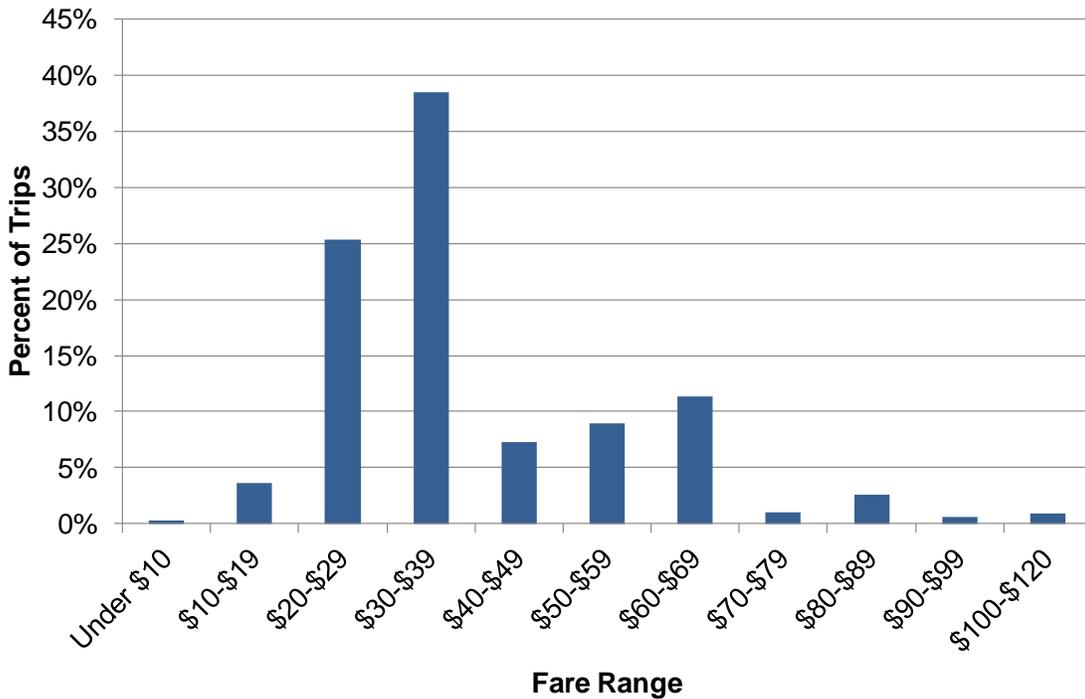


This page intentionally left blank.

Trip Fares

Most trips have a fare between \$20 and \$39, but there are substantial numbers of trips with fares over \$60. Figure 4 provides detail. Typical trips in the \$20 range (around eight miles) include trips between Vacaville and Travis Air Force Base and between Benicia and Vallejo. Typical trips in the \$30 range (around 12 miles) include some longer trips between Benicia and Vallejo and trips between Vacaville and central Fairfield. Typical trips in the \$60 range (over 20 miles) are those between Vallejo and Fairfield, including Travis Air Force Base.

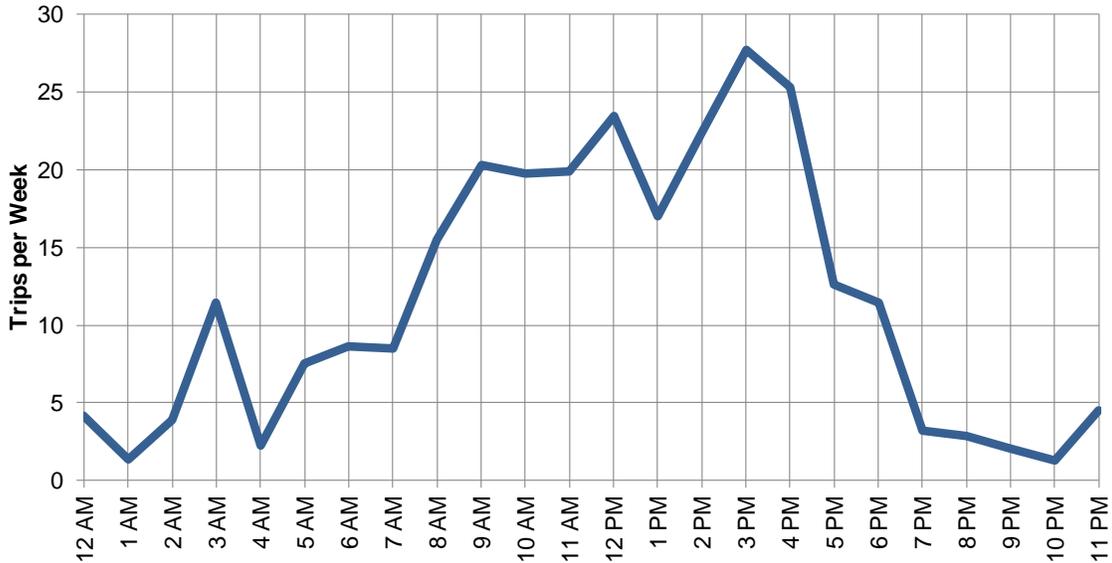
Figure 4 Percent of Trips in Fare Ranges



Time of Day of Travel

Most taxi scrip trips take place between 8 AM and 4 PM. An early peak at 3 AM and a peak at 3 PM appear to be largely due to trips to and from the call center in Travis Air Force Base. Figure 5 shows estimated weekly trips per hour of day, assuming that total travel is about 1,200 trips per month, as it was in the middle of 2012-13. The taxi invoices analyzed included about 875 trips per month. If this is accurate and complete (possibly reflecting continue scrip limits), then the trip levels in Figure 5 should be adjusted downward by about one-fourth.

Figure 5 Time of Day of Taxi Scrip Trips

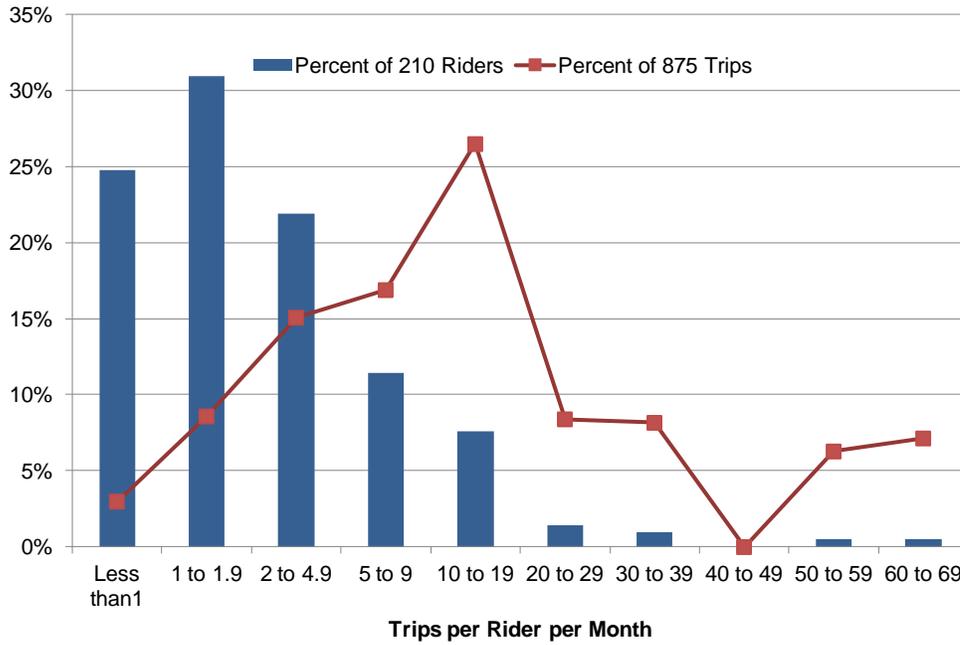


Estimated from taxi company invoices, assuming approximately 1,200 trips per month.

Frequency of Travel by Riders

During the months for which invoices were analyzed, a total of 210 distinct individuals used taxi scrip. The average rider made between four and six trips per month, depending on overall trip volumes. Using the actual 875 trips per month represented in the invoices that were analyzed, 56% of riders used the program for less than two trips per month, on average, as shown in Figure 6, accounting for 12% of all trips provided. Since these are one-way trips, this means that a typical scrip purchaser takes one round trip every month or two. About 13% of all trips were taken by two riders who made more than 50 trips per month. Another 16% of trips were taken by five riders who made between 20 and 39 trips per month.

Figure 6 Trips per Rider per Month



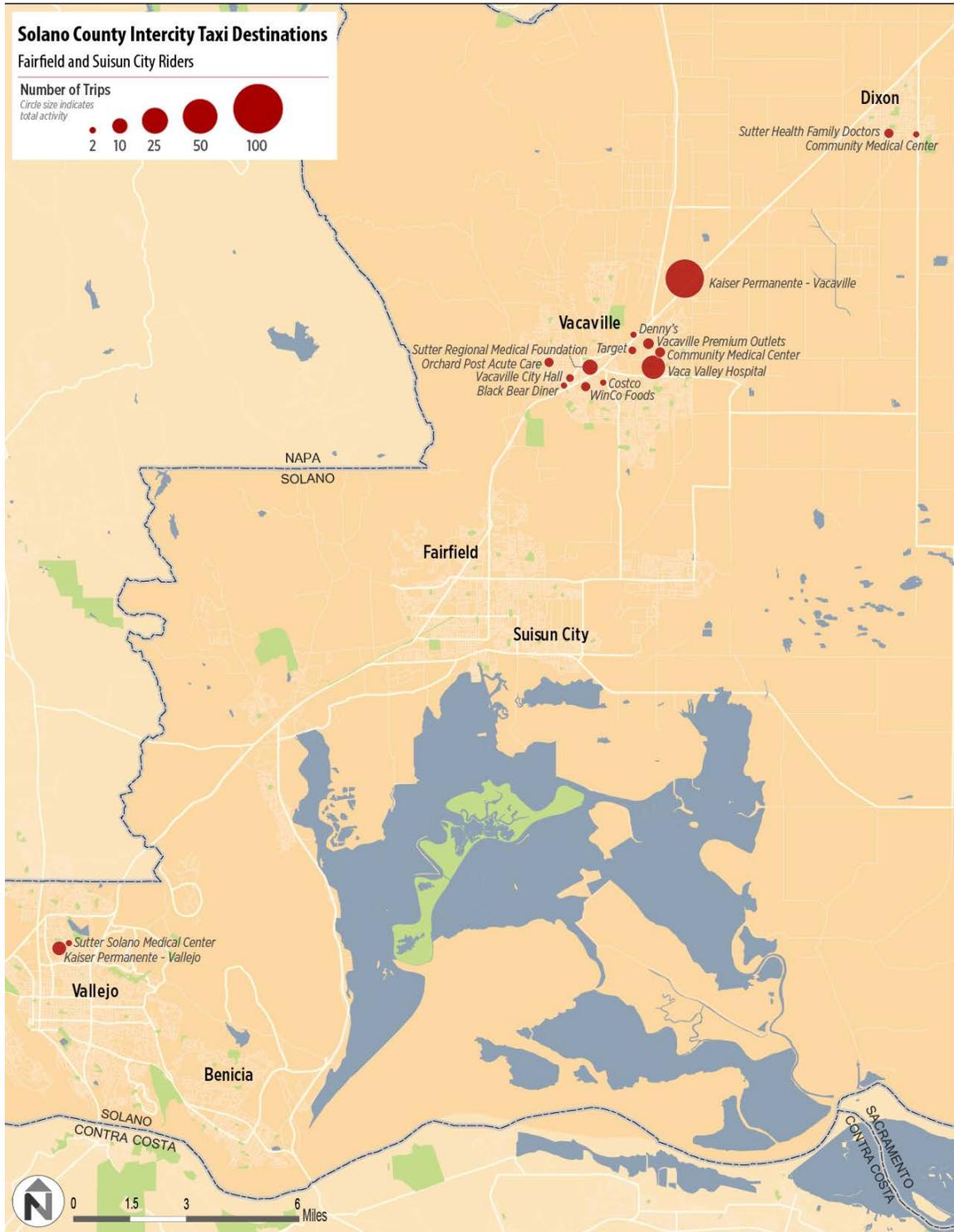
Destination of Riders from Each Area

The maps on the following pages show the common non-home destinations of riders who are registered with SolTrans (Vallejo and Benicia), Fairfield and Suisun Transit, and Vacaville Transit. Dot sizes represent the number of trips over a three month period. The invoices analyzed included only one trip by a rider registered with the City of Dixon.

Statistical Review of the Intercity Taxi Scrip Program



Statistical Review of the Intercity Taxi Scrip Program



Statistical Review of the Intercity Taxi Scrip Program

