

PCC
SOLANO
PARATRANSIT COORDINATING COUNCIL (PCC)
AGENDA

1:00 – 3:00 p.m.
Thursday, May 15, 2014
City of Benicia, Commission Room
250 East L St.
Benicia, CA 94510

ITEM

STAFF PERSON

- 1. CALL TO ORDER** Edith Thomas, Chair
- 2. APPROVAL OF AGENDA**
(1:00 – 1:10 p.m.)
- 3. OPPORTUNITY FOR PUBLIC COMMENT**
(1:10 – 1:15 p.m.)
- 4. COMMENTS FROM STAFF AND REPRESENTATIVES FROM ADVISORY COMMITTEES**
(1:15 – 1:20 p.m.)
- 5. PRESENTATION**
Consolidated Transportation Services Agency Jennifer Yeamans, MTC
(1:20 – 2:00 p.m.)
- 6. CONSENT CALENDAR**
Recommendation: Approve the following consent item.
(2:00 – 2:05 p.m.)
 - A. Minutes of the PCC Meeting of March 20, 2014** Sheila Jones, STA
Recommendation:
Approve PCC minutes of March 20, 2014
Pg. 1
- 7. ACTION ITEMS**
 - A. Fiscal Year (FY) 2013-14 Transportation Development Act (TDA) Matrix – May 2014** Liz Niedziela, STA
Recommendation:
Review and forward a recommendation to MTC to approve County of Solano FY 2013-14 TDA Claim for \$563,000 for operations.
(2:05 – 2:15 p.m.)
Pg. 25

PCC MEMBERS

Richard Burnett
MTC PAC
Representative

Curtis Cole
Public Agency -
Health & Social
Services

Vacant
Member at Large

Judy Nash
Public Agency
- Education

Vacant
Social Service Provider

Vacant
Transit User

Edith Thomas, Chair
Social Service Provider

Kyrre Helmersen, Vice-Chair
Transit User

James Williams
Member at Large

Vacant
Transit User

Anne Payne
Social Service Provider

The complete STA PCC Meeting Packet is available on STA's Website at www.sta.ca.gov

- B. FY 2014-15 TDA Claims for Solano Transportation Authority and the City of Vacaville** Liz Niedziela, STA
- Recommendations:
1. Review and forward a recommendation to MTC to approve the Solano Transportation Authority’s FY 2014-15 TDA Claim for \$447,586 for planning and administration and passenger rail service.
 2. Review and forward a recommendation to MTC to approve the City of Vacaville’s FY 2014-15 TDA Claim for \$1,739,013 for operating and capital projects.
(2:15 – 2:25 p.m.)
- Pg. 31**
- C. PCC Membership Status Update** Tiffany Gephart, STA
- Recommendation:
1. Forward a recommendation to the STA board to appoint Ernest Rogers to the Paratransit Coordinating Council for a three (3) year term as a Transit User.
 2. Forward a recommendation to the STA Board to appoint Emily Flynn to the Paratransit Coordinating Council for a three (3) year term as a Social Service Provider representative.
 3. Forward a recommendation to the STA board to appoint Kenneth Grover to the Paratransit Coordinating Council for a three (3) year term as a Transit User.
(2:25 – 2:35 p.m.)
- Pg. 47**
- 8. INFORMATIONAL ITEMS DISCUSSION**
- A. Mobility Management Call Center Update** Tiffany Gephart, STA
- Informational
(2:35 – 2:40 p.m.)
Pg. 53
- B. Mobility Management Program Update** Tiffany Gephart, STA
- Informational
(2:40 – 2:45 p.m.)
Pg. 55
- 9. INFORMATIONAL ITEMS NO DISCUSSION**
- C. 2014 PCC Meetings and Locations** Sheila Jones, STA
Pg. 63
- 10. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS** Group
(2:45-2:50 p.m.)
- 11. TRANSIT OPERATOR UPDATES** Group
- Dixon Redit-Ride
 - Fairfield and Suisun Transit
 - Rio Vista Delta Breeze
 - SolTrans
 - Vacaville City Coach
- (2:50 – 3:00 p.m.)
- 12. ADJOURNMENT**
- The next regular meeting of the PCC scheduled to meet at **1:00 p.m., Thursday, July 17, 2014, at the Fairfield Community Center, in the Vista Room, located at 1000 Kentucky St., Fairfield, CA 94533.**

For questions regarding this agenda:

Please contact Tiffany Gephart at (707) 399-3235 or tgephart@sta-snci.com



PCC
SOLANO PARATRANSIT COORDINATING COUNCIL
AGENDA
Draft Minutes for the meeting of
March 20, 2014

1. CALL TO ORDER

Edith Thomas called the meeting to order at 1:05 p.m. at the Solano Community College.

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

Richard Burnett	MTC PAC Representative
Curtis Cole	Solano County Health and Social Services
Judy Nash	Public Agency – Education
Anne Payne	Social Service Provider - Area Agency on Aging
Edith Thomas	Chair, Social Service Provider
James Williams	Member at Large

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

Kyrre Helmersen	Vice-Chair, Transit User - Paratransit
-----------------	--

Also Present: *In Alphabetical Order by Last Name*

Anthony Adams	STA Staff
Katrina Cram	Solano Community College Student
Jessica Deakyne	Solano County Transit/SolTrans
Emily Flynn	Independent Living Resources
Tiffany Gephart	STA Staff (April 2)
Ken Grover	Benicia Resident
Ebony Ingram	Milestones
Sheila Jones	STA PCC Committee Clerk
TJ Kumar	North Bay Transit
Molly Leavitt	Transit User
Liz Niedziela	STA Staff
Elizabeth Richards	Elizabeth Richards Consulting/STA
Ernest Rogers	Transit User
Elizabeth Romero	Solano County Transit/SolTrans
Ivonne Vaughn	City of Vacaville/Vacaville City Coach
Debbie Whitbeck	City of Fairfield/FAST

2. APPROVAL OF AGENDA

Chair Thomas proposed the *Item 5- Presentations on the Draft Mobility Management Plan and SolTrans ADA Certified & PCA Reduced Fare Program, were moved to Item 7.*

On a motion by James Williams and a second by Richard Burnett, the PCC unanimously approved the March 20, 2014 Agenda as amended above in *bold and italics.*

3. OPPORTUNITY FOR PUBLIC COMMENT

None.

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

Liz Niedziela stated that the Paratransit Coordinating Council photo on the Solano Transportation Authority's website is out dated. She proposed the opportunity to take a group committee photo before or after the meeting. Chair Thomas agreed to have the photo taken after the meeting.

Richard Burnett stated that the Policy Advisory Committee will be meeting to discuss Regional Paratransit and the Annual Workplan with MTC Commissioners, with the goal of improving paratransit for users and operators. He will continue to provide the committee updates.

Liz Niedziela announced that the current Transit Mobility Coordinator, Anthony Adams, has taken another position within the STA. Liz introduced Tiffany Gephart as his replacement and stated that she will begin employment in mid April.

5. PRESENTATIONS

Elizabeth Richards provided a presentation on Draft Solano Mobility Management Plan. (Attachment A)

Elizabeth Romero provided a presentation on SolTrans ADA Certified and PCA Reduced Fare Program. (Attachment B)

6. CONSENT CALENDAR

A. Minutes of the PCC Meeting of January 16, 2014

Recommendation:

Approve PCC minutes of January 16, 2014.

On a motion by James Williams and second Richard Burnett, the PCC approved Consent Calendar Item A. Anne Payne abstained the vote.

7. ACTION ITEMS

A. Draft Solano Mobility Management Plan

Elizabeth Richards provided an overview of the Draft Solano Mobility Management Plan. She stated that since the last draft of the Mobility Management Plan, further discussion with the transit operators reached consensus on development of a countywide Travel Training program that would be implemented through a variation of operators. She stated that the 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. Ms. Richards stated that Nelson/Nygaard was selected in February 2014 after release of the Request for Proposal for the Travel Training program in December. She stated that two local non-profits have also been selected to assist with delivering Travel Training services.

Recommendation:

Forward a recommendation to the STA Board to approve the Draft Solano Mobility Management Plan.

On a motion by James Williams and second Curtis Cole, the PCC unanimously approved the recommendation.

8. INFORMATIONAL ITEMS (Discussion)

A. Mobility Management Website Update

Anthony Adams provided an update on the Mobility Management Website. He stated that the interview panel unanimously selected MIG to develop the Mobility Management Website. He stated that STA staff has finalized the contract terms and scope of work for developing the Solano Mobility Management Website. He stated that the project is scheduled to commence in March 2014 and is scheduled to be implemented by June 2014. He stated that STA staff is requesting feedback from the PCC on questions for a Frequently Asked Questions (FAQs) page for the Mobility Management Website.

B. Partnership for Mobility Management Travel Training

Anthony Adams provided an overview on the Partnership for Mobility Management Travel Training. He stated that STA received proposals from Connections 4 Life and Independent Living Resource Center for travel training and Community Action North Bay for providing transportation for low income seniors.

C. Mobility Management Program Update

Anthony Adams provided an update on the **Mobility Management Program**. He stated that the **Mobility Transportation Guide** which summarizes public, private, and non-profits transportation options, was recently revised to reflect the most current information and is now available for public release.

He provided an update on the **Countywide In-Person ADA Eligibility Program**. He stated that January was the 7th month of the contract between STA and CARE Evaluators and that there were 128 scheduled appointments, with 87 people showing up for their assessment (68%). He stated that a total of 10 comment cards were received, 9 (90%) of them ranked the customer service for the Countywide In-Person ADA Eligibility program as “Highly Satisfied,” and 1 client (10%) ranked the customer service as “Satisfied.” He concluded that there were no clients that ranked their experience as “Dissatisfied” or “Highly Dissatisfied.”

Mr. Adams provided an update on the **Mobility Management Website**. He stated that STA staff is currently working with MIG to finalize the terms of the contract and scope of work for developing the Solano Mobility Management Website. He concluded that the project is scheduled to commence in March 2014 and is scheduled to be implemented by June 2014.

Mr. Adams provided an update on the **Countywide Travel Ambassador Program**. He stated that the Travel Training Request for Proposal (RFP) was reviewed and approved by Caltrans and was released by STA in early December 2013. He stated that the STA received 3 proposals and the interview panel unanimously selected Nelson/Nygaard as the consultant to develop the Countywide Travel Ambassador Program for Solano County. He concluded that the project is scheduled to commence in March 2014 and is expected to be implemented by June 2014.

Mr. Adams provided an update on the **One-Stop Call Center**. He stated that 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. He stated that a full time Customer Service Program Coordinator and two part-time Customer Service Representatives have been hired. He concluded that 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.

Mr. Adams provided an update on **Potential Partnerships**. He stated that the STA has received three proposals from the following agencies: Community Action North Bay, Connections 4 Life, and Independent Living Resource Center. He stated that the STA Board approved partnership agreements with Connections 4 Life and ILRC. He concluded that 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.

A. PCC Membership Status

Anthony Adams stated that currently, there are still four (4) vacancies, two for (2) Transit Users, one (1) vacancy for a Member at Large, and one (1) vacancy for Social Services Provider. He stated that STA staff will continue recruit for the four (4) vacancies. He concluded that input from the Committee on recruiting new members is welcomed. Ernest Rogers and TJ Kumar mentioned that they were interested in becoming PCC members and requested interest forms.

9. INFORMATIONAL ITEMS (No Discussion)

B. 2014 PCC Meeting and Locations

Sheila Jones stated that the 2014 PCC meeting locations are listed under Item 9.E on page 47.

10. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS

Jessica Deakyne requested that a Clipper presentation be presented as an informational item at the PCC meeting in September.

Liz Niedziela proposed to add a **No Discussion Informational** standing item on the Clipper to the PCC agendas with the two (2) applications.

Molly Leavitt commented that she is hard of hearing and requested a microphone be provided at the meetings. She stated that the elevators at the Berkeley BART stations are hard to find due to poor lighting and lack of signage.

Liz announced that currently the STA is doing an Intercity Ridership Survey and Analysis that is completed every two years. STA is getting ready to launch the surveyors on the buses for the intercity routes and that SolTrans and FAST also requested a Ridership Survey and Analysis the on their local routes. An update will be provided to the PCC throughout the process and will send it to the PCC once it is finalized.

Ernest Rogers requested the Ridership Survey to be emailed to him so he can have a better understanding.

11. TRANSIT OPERATOR UPDATES

SolTrans:

Jessica Deakyne and Elizabeth Romero provided brief update on SolTrans service and promotions.

Dixon Read-Ride:

Liz Niedziela provided a brief update on Dixon Read-Ride ridership service.

Fairfield and Suisun Transit:

Debbie Whitbeck provided an update on FAST ridership and promotions.

Rio Vista Delta Breeze:

Liz Niedziela provided brief update on Rio Vista Delta Breeze service.

Vacaville City Coach:

Ivonne Vaughn provided an update on Vacaville City Coach ridership and promotions.

12. ADJOURNMENT

The meeting adjourned at 3:00 p.m. The next meeting of the PCC is scheduled to meet at **1:00 p.m. on Thursday, May 15, 2014, City of Benicia in the Commission Room, located at 250 East L St., Benicia, CA 94510.**

DRAFT

Solano County Mobility Management Plan

*Bringing Solano County's Transportation
Resources Together*

Senior and People with Disabilities Transportation
Advisory Committee

Paratransit Coordinating Council

SolTrans Board

March 20, 2014



Why Mobility Management?

- Mobility Management: A collection of complementary services targeted to improve mobility for specific segments of the population (Seniors, People with Disabilities, and Low-Income)
- In 2009, two Senior and Disabled Transportation Summits were held that identified key mobility issues.
- Five community based transportation plans within Solano County and the 2011 Solano Transportation Study for Seniors and People with Disabilities identified **Mobility Management** as the strategy to improve gaps in mobility.



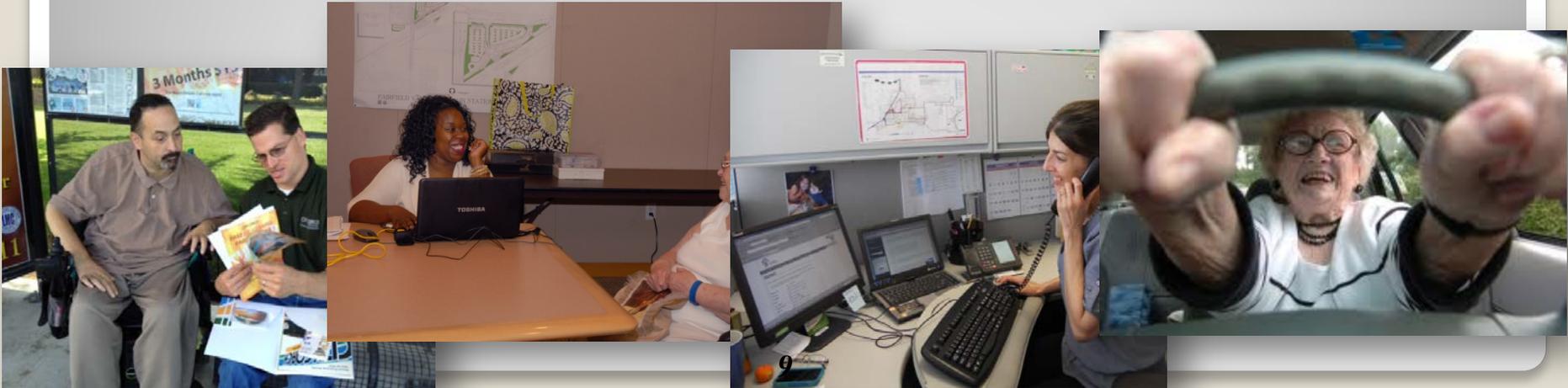
Plan Stakeholder Input

- Solano Senior and People with Disabilities Transportation Advisory Committee
- SolanoExpress Intercity Transit Consortium
- Paratransit Coordinating Council
- Senior Coalition
- STA Board



Mobility Management Programs

- Solano's Draft Countywide Mobility Management Plan advances four priority programs:
 - Travel Training/Transit Ambassador
 - Standardized ADA Paratransit Eligibility process (Countywide)
 - Information clearinghouse (Call center/website)
 - Older Driver Safety Program (Referral)



ADA Paratransit

- Paratransit is a shared ride, advanced reservation, origin-to-destination service for people with disabilities who are unable to use fixed route public transit service because of their disability.
- Service runs same time days/times as fixed-route. Maximum fare no more than double fixed-route.
- Certification required prior to use



ADA Countywide In-Person Eligibility

- ADA Eligibility required to ride paratransit and reduced-fare intercity taxi service.
- An in-person interview and assessment of one's ability to ride fixed route transit.
- A complimentary paratransit ride is provided if requested.
- Eligible applicants receive an ADA ID card
- **Call** (707) 541-7184 to start the ADA certification process.



ADA Paratransit Eligibility Recommendations

- Establish a countywide in-person ADA eligibility process.
- Service to be conducted in each jurisdiction on rotating basis by a contractor secured by the STA.
- Process to uphold integrity of Bay Area RED system
- Establish countywide appeals process administered by individual operators.
- Provide travel training info to ADA applicants.





Travel Training Types

1) Individual Self Training

- Training guides
- Training videos

2) Group/Classroom Training

- Presentations and videos
- Common location to common destination

3) Travel Buddy/Ambassador

- Ambassador explains route and may ride along
- Paired with similar individuals

4) One-on-One Intensive Training

- For individuals who need several days of training;
- Focused on people with physical or cognitive disabilities



Travel Training Recommendations

- Travel Training programs for seniors, people with disabilities and low-income to be implemented at the local level countywide where possible.
- Vacaville maintains its program and serves as a model;
- Travel Training and ambassador programs will include individual, group and self-training.
- STA will contract to assist the start-up of travel training and ambassador programs and provide resources for the initial Rider Guides and training videos.
- STA to collaborate with transit operators and human agencies to develop outreach/marketing program and referral system.



One-Stop Call Center & Website



One-Stop Call Center & Website

"Family of Services"



- Non-profit Transportation
 - American Cancer Society
 - Fairfield Senior Driver Program
 - Fairfield Community Action Council
- Private Transportation
 - AA Medical Transportation
 - Americare Alliance
 - Garcia Transportation
 - Murphy Medical Transport
 - Stan's Chaperone Service
 - Sully's Non Emergency Transport
- Volunteer Driver Programs
 - Faith in Action
- Provides referrals to other MM programs:
 - Mature Driver program
 - Travel Training
 - Ambassador Program
 - Countywide ADA In-Person Eligibility
 - Taxi Scrip Programs (Local & Intercity)
 - Local Transit Operators
 - Regional Transit Card



Family Resource Center



Senior Volunteer Driver Program



Milestones



PaceSolano

Senior Centers



Sutter Solano Medical Center
With You. For Life.



One-Stop Call Center Recommendations



- Integrate One-Stop Call Center into existing SNCI program and make referrals to public, private and non-profit services.
- Transit operators retain existing call centers
- Promotion and reporting of MM Call Center led by Transit Mobility Coordinator who will collaborate with stakeholders.
- One-Stop Call Center maintain and proactively update database of services. Accuracy of data is critical.
- One-Stop Call Center to develop and maintain website of mobility options and exchange info with other organizations to keep current and share.
- One-Stop Call Center to maintain Older Driver Safety program information and include in outreach.



Family Resource Center



Senior Volunteer Driver Program



Milestones



PaceSolano

Senior Centers



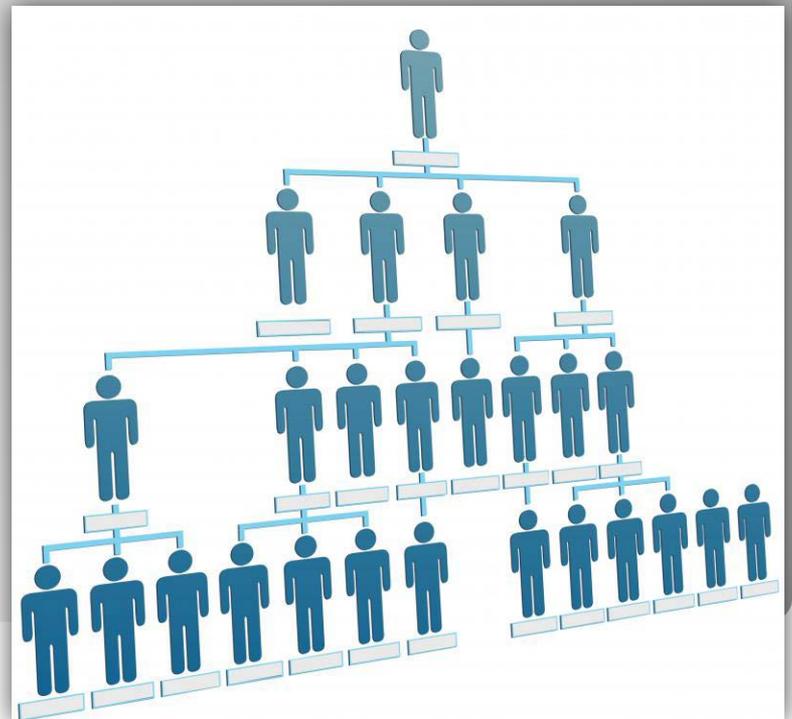
Recommendations: Older Driver Safety Information Program

- One-Stop Call Center develops and proactively maintains database of Older Driver Safety information and refer public. Database will be available to public and other agencies.
- Work with other agencies (AAoA, Senior Centers, County of Solano) to share information.
- The One-Stop Call Center will outreach to Older Driver Safety programs to advise of transportation options, call center and other mobility management services.



Mobility Management Organizational Structure Options

- The “how to” deliver existing and potential MM programs over time
- California model – CTSAs (Consolidated Transportation Services Agency)
- Only 1 in Bay Area;
increasing interest in CTSAs
- Structural options:
 - Public, non-profit
 - Single purpose, multiple purpose
 - Single agency, multiple agencies



Mobility Management Organizational Structure Options Recommendations

- Conduct further analysis and evaluate mobility management structural models for Solano and include transit operators, human services and STA in this process.
- Mobility management center function handled by STA until evaluation completed.
- To implement and sustain MM programs, STA to pursue funding.
- STA to participate in MTC Coordinated Plan TAC.



Recommendation to the Board

- Recommend to the STA Board approval of the Solano County Mobility Management Plan





RIDE FOR 25¢

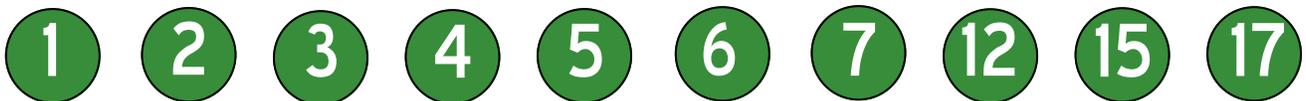


STARTING MAY 1, 2014

SolTrans customers with current ADA Paratransit eligibility are now able to ride SolTrans local, fixed route buses for \$0.25 per boarding. Personal Care Attendants traveling with customers may also ride for \$0.25 per boarding.

Cientes de SolTrans con elegibilidad de ADA Paratransit actual ahora pueden viajar en los autobuses de Soltrans de ruta fija local por \$ 0.25 por embarque. Asistentes de cuidado personal que viajan con los clientes también pueden viajar por \$ 0.25 por embarque.

**VALID ON ALL LOCAL FIXED ROUTES
VALIDO EN TODAS LA RUTAS FIJAS LOCALES:**



For more information, visit www.soltransride.com or call 707.648.4666.

Page intentionally left blank

PCC

DATE: May 7, 2014
TO: Paratransit Coordinating Council
FROM: Liz Niedziela, Transit Program Manager
RE: Fiscal Year (FY) 2013-14 Transportation Development Act (TDA) Matrix –
May 2014

Background:

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

TDA funds are shared among agencies to fund joint services such as SolanoExpress intercity bus routes and Intercity Taxi Scrip Program. To clarify how the TDA funds are to be allocated each year among the local agencies and to identify the purpose of the funds, the STA works with the transit operators and prepares an annual TDA matrix. The TDA matrix is approved by the STA Board and submitted to MTC to provide MTC guidance when reviewing individual TDA claims.

The cost share for the intercity routes per the Intercity Funding Agreement is reflected in the TDA Matrix. The intercity funding formula is based on 20% of the costs shared on population and 80% of the costs shared and on ridership by residency. Population estimates are updated annually using the Department of Finance population estimates and ridership by residency is based on on-board surveys conducted March 2012. The Intercity funding process includes a reconciliation of planned (budgeted) intercity revenues and expenditures to actual revenues and expenditures. In this cycle, FY 2011-12 audited amounts were reconciled to the estimated amounts for FY 2011-12. The reconciliation amounts and the estimated amounts for FY 2013-14 are merged to determine the cost per funding partners.

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

Discussion:

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

The STA Board last approved the TDA Matrix in July 2013. The July 2013 TDA matrix included claims from STA and for all transit operators except for Solano County. Solano County recently submitted its FY 2013-2014 TDA Claim Letter to STA (Attachment A). This claim will complete the FY 2013-14 TDA Matrix covering all Solano County transit operators.

County of Solano

The County of Solano is claiming \$563,000 in TDA funds for FY 2013-14. TDA funds in the amount of \$358,000 will be used for operating programs such as Faith in Action, Intercity Taxi Scrip and Transit Coordination and \$205,000 will be claimed against transit operators' TDA for the Intercity Paratransit Services.

Recommendation:

Review and forward a recommendation to MTC to approve County of Solano FY 2013-14 TDA Claim for \$563,000 for operations.

Attachments:

- A. Solano County Letter of Request dated April 17, 2014
- B. FY 2013-14 Solano TDA Matrix – May 2014



SOLANO COUNTY
Department of Resource Management
 Public Works Engineering
 675 Texas Street, Suite 5500
 Fairfield, CA 94533
 www.solanocounty.com

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

Bill Emlen, Director
 Clifford K. Covey, Assistant Director

April 17, 2014

Solano Transportation Authority
 Attn: Liz Niedziela
 One Harbor Center, Suite 130
 Suisun City, CA 94585

Re: FY 2013-2014 TDA Article 8 Claim

Dear Ms. Niedziela:

Attached is a summary of Solano County's TDA Article 8 application for FY 13-14. The amount of the claim was determined, using the August 2013 TDA Matrix, as follows:

<u>Description</u>	<u>Amount</u>
TDA estimate from MTC	\$669,987
Plus projected carryover	<u>\$593,802</u>
Total Solano County funds available	\$1,263,789
Less Solano County funds authorized to be claimed by others (FY 13-14)	
Fairfield – Suisun Transit	Routes 20, 30, 40 and 90 (\$102,185)
SolTrans	Route 78, 80 and 85 (\$39,996)
Solano Transportation Authority	Transit Capital Swap (\$72,000)
Solano Transportation Authority	STA Planning (<u>\$21,237</u>)
Total Solano County funds authorized to be claimed:	(\$235,418)

Funds claimed by Solano County from Other Agencies
Intercity Paratransit Services (by Joint MOU)

Dixon	\$5,000
Fairfield	\$40,000
Rio Vista	\$5,000
Vacaville	\$70,000
SolTrans	<u>\$85,000</u>
	\$205,000

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

Funds claimed by Solano County from Other Agencies	
Transit Coordination	(\$171,000)
Paratransit Service – Faith In Action	(\$40,000)
Paratransit Service – Intercity Taxi Scrip Service	<u>(\$147,000)</u>
	(\$358,000)
Total funds claimed by Solano County	\$563,000
Unclaimed balance	\$670,371

Please do not approve any claims against Solano County funds that exceed the amounts shown.

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

Sincerely,

Matt Tuggle
Engineering Manager

Page intentionally left blank

PCC

Date: May 7, 2014
To: Solano Paratransit Coordinating Council
From: Liz Niedziela, Transit Program Manager
RE: FY 2014-15 TDA Claims for Solano Transportation Authority and the City of Vacaville

Background:

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

TDA funding is used for public transit services, transportation for seniors and people with disabilities, regional transportation planning, and bicycle and pedestrian programs. MTC requires agencies to have public review of the TDA Article 4 & 8 claims by the Paratransit Coordinating Council (PCC) before they can be approved. However, MTC is not obligated to the recommendations made by the PCC.

Discussion:

TDA funds are shared among agencies to fund joint services such as SolanoExpress intercity bus routes and Intercity Taxi Scrip Program. To clarify how the TDA funds are to be allocated each year among the local agencies and to identify the purpose of the funds, the STA works with the transit operators and prepares an annual TDA matrix. The TDA matrix is approved by the STA Board and submitted to MTC to provide MTC guidance when reviewing individual TDA claims. The claims must be consistent with the TDA matrix; each jurisdiction may not claim more from another agency than has been approved. At this time, the TDA for the FY 2014-15 matrix will be submitted to the STA Board for approval June 11, 2014.

As required by MTC Resolution 1209, Solano Transportation Authority and the City of Vacaville are submitting their FY 2014-15 Transportation Development Act (TDA) Article 4 and 8 claims for consideration by the PCC.

Solano Transportation Authority

Solano Transportation Authority is requesting \$447,586 in TDA funds (Attachment A). TDA funds in the amount of \$397,586 will be used for Administration and Planning. TDA funds in the amount of \$50,000 will be claimed against Suisun City for operating and maintenance cost for Suisun City AMTRAK station. The claim will be consistent with the TDA matrix going to the STA Board for approval June 11, 2014.

The City of Vacaville

The City of Vacaville is requesting \$1,739,013 in TDA funds (Attachment B). TDA funds in the amount of \$999,013 will be used for operating and the amount of \$740,000 will be used for capital projects. Vacaville's capital projects include one (1) paratransit bus replacement, transit amenities and fix route bus CNG upgrades. The claim will be consistent with the TDA matrix going to the STA Board for approval June 11, 2014.

Recommendation:

1. Review and forward a recommendation to MTC to approve the Solano Transportation Authority's FY 2014-15 TDA Claim for \$447,586 for planning and administration and passenger rail service.
2. Review and forward a recommendation to MTC to approve the City of Vacaville's FY 2014-15 TDA Claim for \$1,739,013 for operating and capital projects.

Attachments:

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

MTC Claim Application - Document A(b)

Claim Summary

FY 2014-15

Information from other documents (tabs) in the workbook will appear automatically on this form.

Submission Date: 5/19/2014

This form must be signed and dated

Operator: Solano Transportation Authority

OPERATING FUNDS REQUESTED

TDA Operating Fund Request					
Article	Purpose	PUC§	Amount	Apportionment Area	
TDA 4	Planning & Admin	99275 (a)	\$ 25,865	Benicia	
TDA 4	Planning & Admin	99275 (a)	\$ 17,566	Dixon	
TDA 4	Planning & Admin	99275 (a)	\$ 102,215	Fairfield	
TDA 4	Planning & Admin	99275 (a)	\$ 7,127	Rio Vista	
TDA 4	Planning & Admin	99275 (a)	\$ 26,882	Suisun City	
TDA 4	Planning & Admin	99275 (a)	\$ 88,487	Vacaville	
TDA 4	Planning & Admin	99275 (a)	\$ 111,390	Vallejo	
TDA 4	Planning & Admin	99275 (a)	\$ 18,054	County of Solano	
TDA 4	Passenger Rail Service	#N/A	\$ 50,000	Suisun City	
			Total TDA Operating \$	447,586	

STA Operating Fund Request				
STA fund	Purpose	CCR§	Amount	Apportionment Area
			Total STA Operating \$	-

Other Operating Funds Requested	
Feeder Bus Funds \$	-
AB 1107 Total \$	-
Regional Measure 2 \$	-
TOTAL OPERATING REQUEST \$	447,586

CAPITAL FUNDS REQUESTED

TDA Capital Fund Request				
Article	Purpose	PUC §	Amount	Apportionment Area
			Total TDA Capital \$	-

STA Capital Fund Request				
STA fund	Purpose	CCR§	Amount	Apportionment Area
			Total STA Capital \$	-

Other Capital Funds Requested	
AB 1107 Total \$	-
Feeder Bus Total \$	-
TOTAL CAPITAL REQUEST \$	-

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

Sign _____
Daryl K. Halls, Executive Director

Date



1001 Allison Drive • Vacaville, California 95687 • (707) 449 - 6000 • citycoach.com



April 23, 2014

Department of Public Works
General Services Division

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

Dear PCC:

The City of Vacaville is submitting its annual Transportation Development Act (TDA) Claim to the Metropolitan Transportation Commission (MTC) for operating and capital expenses for the upcoming Fiscal Year 2014-15.

Vacaville City Coach is requesting \$999,013 for our transit operations. Operations include Vacaville fixed route (City Coach), Paratransit, local subsidized taxi program and our contribution to the Intercity Taxi Scrip program.

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

We are seeking \$740,000 in TDA funds for capital expenditures which is comprised of the following projects:

- Local match necessary to procure two (2) low-floor, replacement Paratransit buses;
- Continuation of the City's annual transit amenities installation program (including bus shelters, transit information kiosks, solar bus shelter lighting, map cases, bus benches and trash receptacles);
- Compressed Natural Gas (CNG) system upgrades to our 2009 New Flyer buses.

This claim comprises a total request of \$1,739,013 (\$999,013 TDA Operating and \$740,000 Capital). We request your support of our TDA Claim for Fiscal Year 2014-2015.

Sincerely,

BRIAN MCLEAN
Public Works Manager
General Services Division

Enc.: Vacaville FY2014-15 TDA Claim Narrative
City of Vacaville FY2015 Transit Budget

STEVE HARDY
Mayor

MITCH MASHBURN
Vice Mayor

RON ROWLETT
Councilmember

CURTIS HUNT
Councilmember

DILENNA HARRIS
Councilmember

MTC Claim Application - Document A(a)

Claimant Information

FY 2014-15

Submittal Date: April 15, 2014

Enter requested information in yellow cells

Enter requested information using dropdown menu

Information appears automatically in cells highlighted

Claimant Information

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

City of Vacaville
650 Merchant Street
Vacaville
95688
Solano

Claimant Personnel Information

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

Steve Hartwig
Director of Public Works
Jeremy Craig
Interim Assistant City Manager, Director of Finance
Brian McLean
Public Works Manager
(707) 469-6504
(707) 469-6576
bmclean@cityofvacaville.com

Application Submittal Date

15 Fiscal Year

2014-15

16 Claim Submittal Date

April 15, 2014

Public Transportation Modes Operated

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

Sign _____
Steve Hartwig, Director of Public Works

Date

Document E (a)
DESCRIPTION OF APPLICANT AND SYSTEM

1. Service and Operations Description

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

City Coach (Intra-City) (Article 8)

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

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

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

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



At the end of June 2013, City Coach completed its seventh consecutive year of ridership growth and for the first time crossed over the half-million passenger trips threshold.

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

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

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

Our transit fleet consists of 21 vehicles:

- ten (10) 2009 New Flyer CLF-35 buses;
- five (5) 2011 New flyer CLFR-35 buses;
- three (3) 2014 ARBOC Paratransit buses (scheduled for retirement); and,
- two (2) 2008 El Dorado Paratransit buses.

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

Description of Transit Services

CITY COACH (Fixed Route)	FY2014-15
---------------------------------	------------------

		Fixed Route
Fund Source:	TDA Article 8:	\$ 651,612
	Fares:	\$ 371,997
	FTA	\$ 811,959
	<u>Interest Revenue</u>	<u>\$117</u>
	Total Cost:	\$ 1,835,685

Description: This is Vacaville's local Fixed Route operations. Service is limited to within Vacaville city limits.

SPECIAL SERVICES (Paratransit)	FY2014-15
---------------------------------------	------------------

		Spec Services
Fund Source:	TDA Article 8:	\$ 179,992
	Fares:	\$ 24,173
	FTA	\$ 173,041
	<u>Interest Revenue</u>	<u>\$228</u>
	Total Cost:	\$ 377,434

Description: This is Vacaville's local Paratransit operations. Service is limited to within Vacaville city limits.

LOCAL TAXI SCRIP PROGRAM	FY2014-15
---------------------------------	------------------

Fund Source:	TDA Article 8:	\$ 167,409
	FTA	\$ 0.00
	<u>Fares:</u>	<u>\$ 68,835</u>
	Total Cost:	\$ 236,244

Description: City Coach provides half-fare taxi services for the elderly and handicapped. This service does not compete with, but rather complements our local paratransit service (Special Services).

INTERCITY TAXI SCRIP PROGRAM	FY2014-15
-------------------------------------	------------------

Fund Source:	TDA Article 8:	\$ 0.00
	FTA	\$ 0.00
	<u>Fares:</u>	<u>\$ 0.00</u>
	Total Cost:	\$ 0.00

Description: This is a program in which provides Intercity taxi scrip service to residents of the City of Vacaville. The City is a partner in the Solano County Intercity Taxi Scrip MOU and contributes an annual budget to the program representative of the service provided to the citizens of Vacaville through the program. The Intercity Taxi Scrip program provides ADA-Plus service throughout Solano County to ambulatory ADA qualified citizens. **NOTE: For FY2015, As Solano County is administering this program, the County will be doing a direct withdraw from Vacaville's LTF. The exact amount will be listed by the STA on the Consolidated Funding Matrix.**

**CITY COACH OPERATIONS
FY 2014-15 BUDGET SUMMARY**

PROJECT	Interest Rev.	Fares	TDA	FTA	TOTAL
<i>Operations</i>					
City Coach	\$117	\$371,997	\$651,612	\$811,959	\$1,835,685
Special Services	\$228	\$24,173	\$179,992	\$173,041	\$377,434
Local Taxi Scrip Program	\$0.00	\$68,835	\$167,409	\$0.00	\$236,244
Intercity Taxi Scrip Program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$345	\$465,005	\$999,013	\$985,000	\$ 2,449,363

2. Service Coordination
(Public Utilities Code §99282)

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

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

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

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

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

3. Efficiency and Effectiveness

(Public Utilities Code §99244)

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

4. Description of Capital Program (Article 8)

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

REPLACEMENT PARATRANSIT BUSES	YEAR 2014-2015
--------------------------------------	-----------------------

Fund Source:	TDA Article 8	<u>\$115,000</u>
	Total Project Cost:	\$115,000

TIP: NO **SRTP:** YES

Description: This project will provide the funding required to procure three (3) low-floor, Paratransit buses to replace three aging diesel Paratransit buses.

TRANSIT AMENITIES	YEAR 2014-2015
--------------------------	-----------------------

Fund Source:	TDA Article 8	<u>\$425,000</u>
	Total Project Cost:	\$425,000

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

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

FIXED ROUTE BUS FLEET CNG UPGRADES	YEAR 2014-2015
---	-----------------------

Fund Source:	TDA Article 8	<u>\$200,000</u>
	Total Project Cost:	\$200,000

TIP: NO **SRTP:** NO

Description: This project will provide the funding required to upgrade major Compressed Natural Gas (CNG) systems on our 2009 CNG buses.

**CAPITAL PLAN
FY 2014-15 BUDGET SUMMARY**

	TDA	TOTAL
<i>Capital Projects</i>		
Replacement Paratransit Buses	\$115,000	\$115,000
Transit Amenities	\$425,000	\$425,000
Fixed Route Bus Fleet CNG Upgrades	\$100,000	\$200,000
<i>Total:</i>	<u>\$740,000</u>	<u>\$740,000</u>

5. Significant Budget Provisions
(21 Cal Code of Regs §6632)

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

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

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

7. Applicant's Financial and Management Information Data.
(Article 4.5 applications.) (Public Utilities Code §99275.5)

Not required as part of an Article 8 only TDA Claim

8. Planning and Administration
[Public Utilities Code §99400(d)]

We are not directly claiming funds under this category.

9. Description of Unmet Needs
(Public Utilities Code §99275.5)

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

SUMMARY

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

Destination-Summer Fun!

ON SALE >>>> **SUMMER**
MAY 1st youth pass

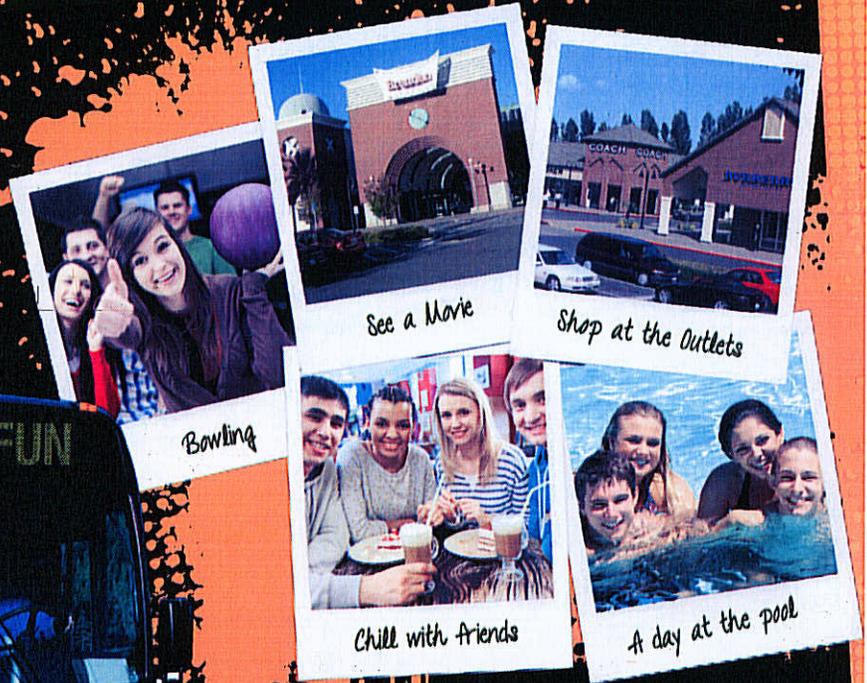
Good for ages 6-18.

3 MONTHS FOR ONLY

\$15

JUNE • JULY • AUGUST

WE GO THERE



See a Movie

Shop at the Outlets

Bowling

Chill with Friends

A day at the pool

CITY COACH

For more details

call 449.6000

or visit citycoach.com

Join us on:



Check out
our new app:



Available on the iPhone
App Store

ANDROID APP ON
Google play

Page intentionally left blank

PCC

DATE: May 6, 2014
TO: Solano Paratransit Coordinating Council
FROM: Tiffany Gephart, Transit Mobility Coordinator
RE: PCC Membership Status

Background/Discussion:

The Solano Transportation Authority's (STA) Paratransit Coordination Council (PCC) By-Laws stipulate that there are eleven members on the PCC. Members of the PCC include up to three (3) transit users, two (2) members-at-large, two (2) public agency representatives, and four (4) social service providers. At the March 20th meeting, there were four (4) vacancies; two (2) for Transit Users, one (1) vacancy for a Member at Large, and one (1) vacancy for Social Services Provider.

Currently, there are still four (4) vacancies, two for (2) Transit Users, one (1) vacancy for a Member at Large, and one (1) vacancy for Social Services Provider. STA staff received three interest forms from Ernest Rogers (Attachment A), Emily Flynn (Attachment B) and Kenneth Grover (Attachment C).

Ernest Rogers is a resident of Vallejo and has been a transit user for over 15 years. Ernest hopes to provide insight to the PCC as a person with a disability. Emily Flynn, staff member at Independent Living Resources and resident of Fairfield, is an advocate for people with disabilities. Finally, Kenneth Grover is a resident of Benicia and has been a daily transit user in for over 20 years.

If recommended for board approval by members of the PCC, Ernest Rogers would fill the vacancy of Transit User, Emily Flynn would fill the vacancy of Social Services Provider and Kenneth Grover would fill the position of Transit User.

Currently, there is vacancy for one (1) Member-at-Large. STA staff will continue recruit for the one (1) vacancy. Input from the Committee is welcomed.

Recommendation:

1. Forward a recommendation to the STA board to appoint Ernest Rogers to the Paratransit Coordinating Council for a three (3) year term as a Transit User.
2. Forward a recommendation to the STA Board to appoint Emily Flynn to the Paratransit Coordinating Council for a three (3) year term as a Social Service Provider representative.
3. Forward a recommendation to the STA board to appoint Kenneth Grover to the Paratransit Coordinating Council for a three (3) year term as a Transit User.

Attachment:

- A. PCC Membership (May 2014)
- B. Ernest Roger's PCC Interest Form
- C. Emily Flynn's PCC Interest Form
- D. Kenneth Grover's PCC Interest Form

Solano County
Paratransit Coordinating Council
Membership Status
May 2014

Member	Jurisdiction	Agency	Appointed	Term Expires
Edith Thomas	Social Service Provider	Connections 4 Life	March 2012	March 2015
James Williams	Member at Large	Member at Large	December 2012	December 2015
Judy Nash	Public Agency - Education	Solano Community College	April 2013	April 2016
Kyrre Helmersen	Transit User		April 2012	April 2015
Richard Burnett	MTC PAC Representative		December 2012	December 2015
Anne Payne	Social Service Provider	Area Agency on Aging	June 2013	June 2016
Curtis Cole	Public Agency – Health and Social Services	Solano County Mental Health	September 2013	September 2016
Vacant	Social Service Provider			
Vacant	Member at Large			
Vacant	Transit User			
Vacant	Transit User			



Paratransit Coordinating Council interest

CONTACT INFORMATION

Name: Ernest Rogers

Street address: 53 Winslow Ave

City, state, zip: Vallejo, CA 94590

Home phone: 707-654-7220

Work phone: 707-654-7219

Email address: ernestrogers1973@gmail.com

I WOULD LIKE TO FILL THE FOLLOWING POSITION

- Transit user (3) Member-at-large (2) Public agency (2) Social service provider (4)

LETTER OF INTEREST TO SERVE ON THE STA'S PARATRANSIT COORDINATING COUNCIL

Summarize the reason you would like to participate in the STA's Paratransit Coordinating Council. Include what experience (paid or volunteer) qualifies you:

Being a transit user I hope to provide a insight from an person who has a disability. Been a rider for over 15 years.

AGREEMENT AND SIGNATURE

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed): Ernest Rogers

Signature: Ernest Rogers

Date: 3/20/2014

cut and tape along this line





Paratransit Coordinating Council interest

CONTACT INFORMATION

Name: Emily Flynn
 Street address: 470 Chadbourne rd Ste. B
 City, state, zip: Fairfield CA 94534
 Home phone: —
 Work phone: (707) 435-8174 ext 102
 Email address: emilyf@lrsc.org

I WOULD LIKE TO FILL THE FOLLOWING POSITION

Transit user (3) Member-at-large (2) Public agency (2) Social service provider (4)

LETTER OF INTEREST TO SERVE ON THE STA'S PARATRANSIT COORDINATING COUNCIL

Summarize the reason you would like to participate in the STA's Paratransit Coordinating Council. Include what experience (paid or volunteer) qualifies you:

I am a
staff member of Independent
Living Resources where I help to
advocate for people with disabilities.
Many of our consumers are
paratransit users

AGREEMENT AND SIGNATURE

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed): Emily Flynn
 Signature: Emily Flynn
 Date: 3/5/14

Paratransit Coordinating Council interest

CONTACT INFORMATION

Name: Kenneth Grover
 Street address: 660 W. 2nd St
 City, state, zip: Benicia Ca 94510
 Home phone: 707-747-1781
 Work phone: 707-~~761~~-9383
 Email address: kg@benicia@gmail.com

I WOULD LIKE TO FILL THE FOLLOWING POSITION

Transit user (3) Member-at-large (2) Public agency (2) Social service provider (4)

LETTER OF INTEREST TO SERVE ON THE STA'S PARATRANSIT COORDINATING COUNCIL

Summarize the reason you would like to participate in the STA's Paratransit Coordinating Council. Include what experience (paid or volunteer) qualifies you:

Ken is a daily transit user in a
electric wheelchair for over 20 yrs

AGREEMENT AND SIGNATURE

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed): Ken Grover
 Signature: [Handwritten Signature]
 Date: 3/20/14

cut and tape across, this side into folder

Page intentionally left blank

PCC

DATE: May 5, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Debbie McQuilkin, Customer Service Coordinator
RE: Mobility Management Call Center Update

Background:

In October 2013, the STA Board authorized the Mobility Management Call Center be established through an expansion of the Solano Napa Commuter Information (SNCI) program call center as a pilot program for three years. SNCI's Call Center expansion into the One-Stop Mobility Management Call Center has progressed with the call center now moved into the new office location across the hall from STA. One-full time customer service staff and two additional part-time staff have been hired to implement this customer program.

Discussion:

The SNCI program will evolve into the One-Stop Call Center by expanding the services provided. The rideshare program will remain, providing transportation options to commuters, but will expand to provide transportation options to seniors, people with disabilities, and low income residents. Additionally, the call center will process applications for the Regional Transit Card (RTC) and sell FasTrak and BikeLink locker cards.

Currently, these services have been provided in person at the Suisun Fairfield Train Station by City of Rio Vista staff. Rio Vista has notified the City of Suisun that they will be vacating the station and will no longer provide this service effective May 1, 2014.

STA is planning to handle the expanded responsibility of processing the RTC and Senior Clipper Cards and the sales of FasTrak and BikeLinks locker cards at the STA's offices until a longer arrangement can be negotiated by Suisun City for the Train Depot.

Regional Transit Connection (RTC) Clipper Card

The Regional Transit Connection (RTC) Clipper Card is available to qualified persons with disabilities under 65 years of age. It may be used as proof of eligibility to receive 50% off discount fares on fixed-route, rail and ferry systems throughout the San Francisco Bay Area. The cost of the card is \$3.00 and expires after 5 years. The RTC Clipper Card must be applied for in person.

Senior Clipper Card

Any senior 65 or older, may receive a Senior Clipper Card. The Senior Clipper Card offers the same features and discounts (50% off) as the RTC card, but is free and does not expire. Applications can be submitted by mail, email or fax. Cards can also be obtained immediately in-person at a Clipper Customer Service Center. The Senior Clipper Card is currently being used for ID purposes only. When Clipper services are implemented in Solano County, seniors will be able to add value to these cards. Clipper is expected to be implemented on local transit vehicles and Solano Express in November 2014.

FasTrak/BikeLink

FasTrak and BikeLink services will be provided at the Call Center also.

FasTrak toll tags are mounted on your vehicle's windshield. As your vehicle enters the toll lane, the toll tag is read by the antennae and your FasTrak account is charged the proper amount.

FasTrak Toll Tags will be available to purchase at the Call Center. When you purchase a FasTrak for \$20, you will receive \$5 in free tolls (\$25).

The BikeLink Card acts as both a debit device and access key for bicycle storage lockers located at the Suisun Train Depot. It is smart, never expires and is faster to use than a mechanical bike lock or locker.

Recommendation:

Informational.

PCC

DATE: May 5, 2014
TO: Solano Paratransit Coordinating Council
FROM: Tiffany Gephart, Transit Mobility Coordinator
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. On April 9, 2014, the STA Board unanimously adopted the Solano County Mobility Management Plan.

The Solano Mobility Management Plan focuses 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

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 was revised to include photos of local riders and is available to the public. The Mobility Transportation Guide will also be translated into Spanish and be made available in the near future.

Countywide In-Person ADA Eligibility Program Update

The month of March was the 9th month of the contract between STA and CARE Evaluators. This update summarizes the activities of CARE Evaluators in the third quarter of the program (Attachment A).

Between January and March there were 401 scheduled appointments, with 269 assessments completed (67%). Overall, the performance outcomes of the program have improved or were consistent with the first six months of the contract. On average, the time between an applicant call to schedule an in-person assessment and the date of their assessment was approximately six (6) days; this is a slight increase in wait time from January when the average was five (5) days. The average duration between an applicant's assessment and

receipt of the eligibility determination letter eleven was (11) days. There were no violations of the 21 day ADA assessment letter policy during the third quarter. In addition, usage of complementary paratransit service has increased consistently between January and March to 69% of scheduled appointments, peaking in March.

There were a total of 14 ADA Comment Cards received by the STA between January and March. Of those who completed comment cards, the majority of clients (93%) were "highly satisfied" and the remainder (7%) were "satisfied" with the assessment process and service. STA staff has produced a more in-depth third quarter summary report.

Mobility Management Website Update

STA staff are working with the selected consultant, MIG, to develop the Solano Mobility Management Website. A focus group comprised of community members, social service agencies and a transit operator will be held May 8th to solicit feedback on the usability of the site. The Mobility Management website is scheduled to be implemented in June 2014.

Countywide Travel Ambassador Program Update

STA Staff are working with Nelson/Nygaard to develop the Countywide Volunteer Travel Ambassador Program for Solano County. The project commenced in March 2014. Drafts of Travel Ambassador Program Manual and Brochure are being developed. Travel training videos for Sol Trans and FAST are scheduled to be filmed in May. Sol Trans and FAST have also begun to outreach to the local community for volunteer Travel Ambassadors. The program is scheduled to be implemented in June 2014.

Potential Partnerships Update

STA staff are drafting scopes for work for Connections 4 Life and Independent Living Resource Center to expand their one-to-one travel training in Solano County. One-to-one travel training is scheduled to be implemented in July.

Recommendation:

Informational.

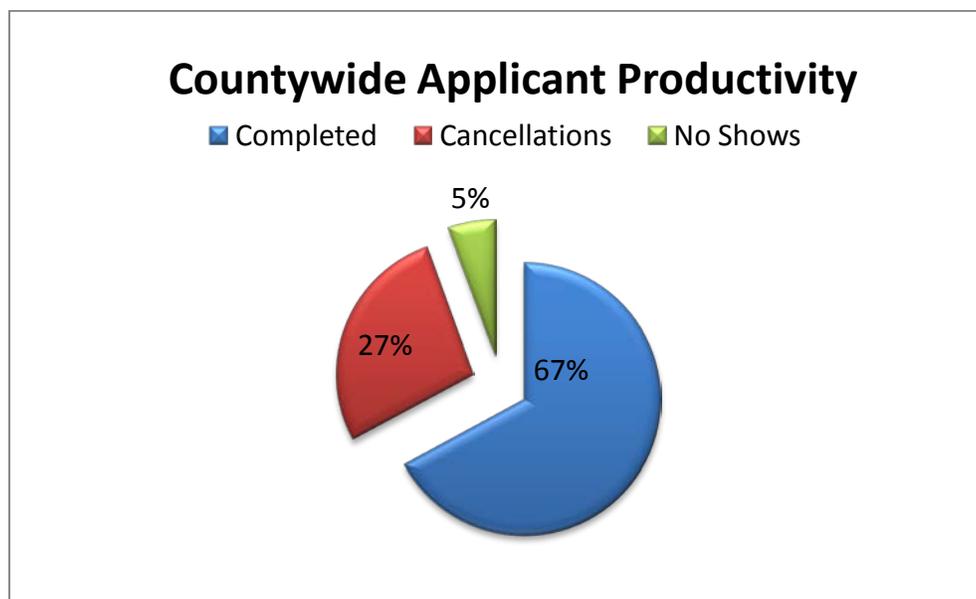
Attachments:

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

Countywide In-Person ADA Eligibility Program Third Quarter Progress Report

Applicant Volume by Month: From January 1, 2014 to March 31, 2014, CARE Evaluators scheduled 401 interviews and conducted 269 evaluations in Solano County. Of the 401 scheduled appointments, 269 (67%) of the applicants appeared for their in-person assessment, 22 (5%) were a no show, and 110 (24%) were cancellations. The incompleteness rate for the third quarter remains consistent with the first six months of the program.

Applicant Volume and Productivity by Location						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Completed	269	8	109	3	92	58
Cancellations	110	2	39	0	41	26
No-Shows	22	0	8	0	10	2
Incompletion Rate	33%	22%	28%	0%	32%	33%



New versus Re-certification: From January 1, 2014 to March 31, 2014, of the 269 applicants assessed, 239 (89%) were new applicants and 30 (11%) were applicants seeking recertification. This trend was consistent across each month of the quarter and represents a 13% increase in the proportion of new applicants as compared to the first six months of the program (76%).

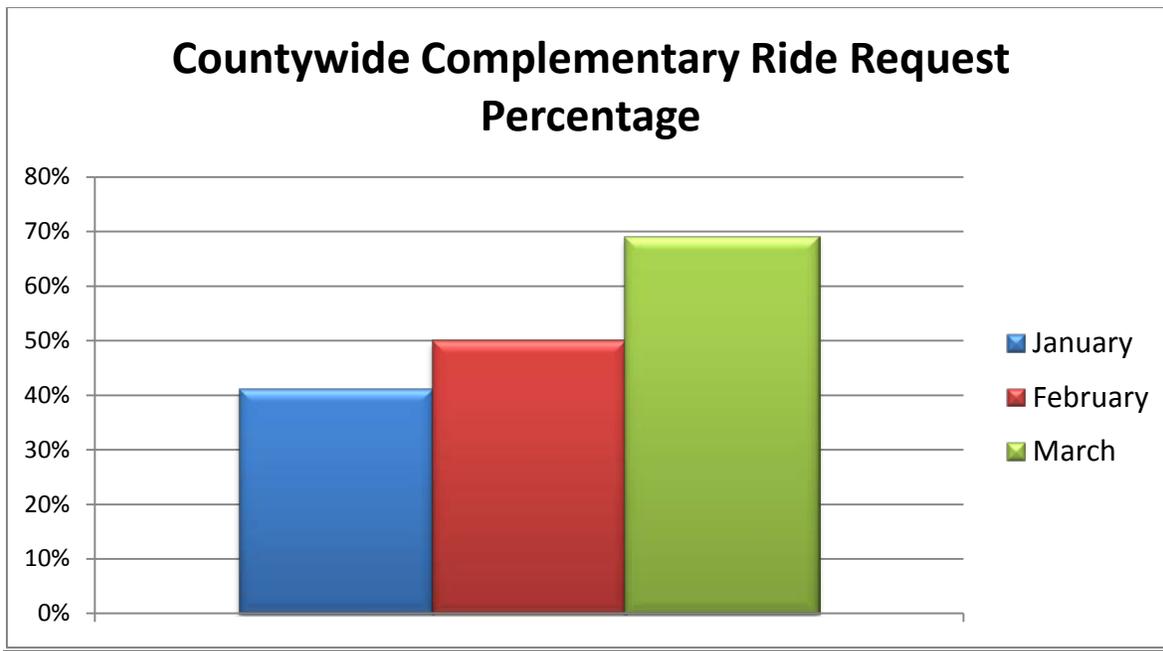
Countywide Eligibility Results by Application Type							
NEW		Percentage		RECERTIFICATION		Percentage	
Unrestricted	201		74%	Unrestricted	23		77%
Conditional	20		7%	Conditional	2		7%
Trip-by-trip	15		6%	Trip-by-trip	1		3%
Temporary	18		8%	Temporary	0		0%
Denied	15		5%	Denied	4		13%
TOTAL	239		89%	TOTAL	30		11%

Eligibility Determinations: Of the 269 assessments that took place from January to March, 201 (75%) were given unrestricted eligibility, 15 (6%) were denied, 15 (6%) were given trip-by-trip eligibility, 20 (7%) were given conditional eligibility, and 18 (7%) were given temporary eligibility. These figures are consistent with the first six months of the program.

Eligibility Results by Service Area						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Unrestricted	201	6	82	2	67	45
Conditional	20	3	11	0	7	0
Trip-by-trip	15	0	7	0	3	5
Temporary	18	0	1	0	11	6
Denied	15	0	8	1	4	2
TOTAL	269	9	109	3	92	58

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. In the third quarter of the program, 53% of all scheduled assessments requested a paratransit trip to the assessment site. There has been a monthly increase in the percentage of applicants requesting a paratransit ride each month between January and March.

Transportation to and from In-Person Assessment						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Own Transportation	119	4	44	3	39	29
Complementary Paratransit	177	5	74	0	64	34
Paratransit %	65%	56%	68%	0%	70%	59%



Type of Disability: Many of the applicants who completed the in-person assessment possessed more than one type of disability. The most common type of disability reported was a physical disability (52%), followed by cognitive and visual disabilities (22%), and audio disability (5%).

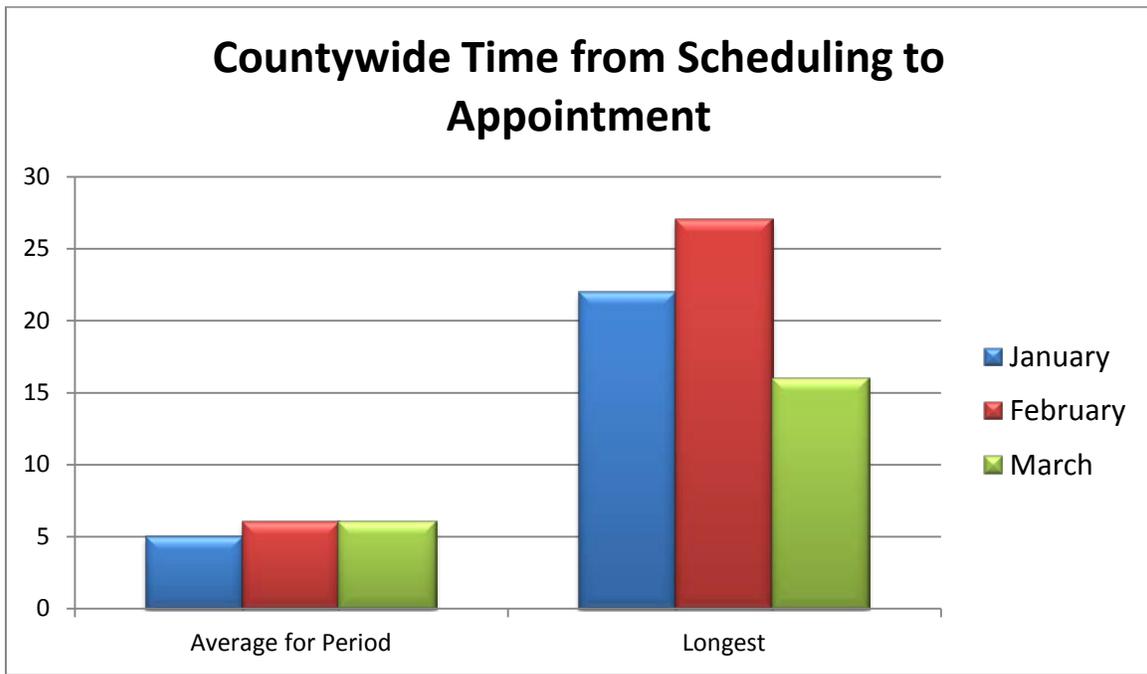
Disability Type Countywide and by Service Area						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Physical	257	3	103	2	88	55
Cognitive	108	2	49	2	32	24
Visual	108	0	36	1	38	33
Audio	24	0	9	0	10	5

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 third quarter of the program was approximately 6 days. The longest amount of time a client had to wait for an appointment was 27 calendar days. This wait was extended due to the client rescheduling their appointment. If a client does not cancel an appointment and only reschedules, the “time from scheduling to appointment” does not reset. STA is working with CARE to produce a more accurate report that takes rescheduling into account when counting the number of days from scheduling to appointment. The goal is for clients to receive an appointment within 2 weeks (10 business days) of their phone call. There were 26 incidents where the time between scheduling to assessment exceeded 10 business days, however on average, delays beyond 10 business days are marginal, such as 11 or 12 days.

Time (Days) from Scheduling to Appointment						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Average for Period*	6	6	6	14**	5	6
Longest*	27	13	27	14	18	13
Number Over 10 Business Days	26	0	15	0	9	2

*The average and longest duration between scheduling and evaluation are represented in calendar days

**Due to an emergency with an evaluator 3 applicants were rescheduled



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 third quarter of the program was 11 days. This has decreased from 16 days in the first 6 months of the program. The longest waiting period was 20 days as compared to 34 in the first 6 months of the program. There is a requirement that all ADA determination letter must be mailed out to clients within 21 days of their evaluation. CARE Evaluators had no violations of this requirement this quarter.

Time (Days) from Evaluation to Letter						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Average for Period	11	9	13	0	11	10
Longest	20	16	20	7	15	16
# of Clients Past 21 Days	0	0	0	0	0	0

Comment Card Summary: There were a total of 14 ADA Comment Cards received by the STA between January and March . Below is a summary of the scores provided by clients and the number each transit operator received. Of those who provided feedback, most clients are very satisfied with the service they receive.

November Comment Card Summary		
Very Satisfied	13	(Vacaville City Coach 5, FAST 4, SolTrans 3, Not Specified 1)
Satisfied	1	(FAST 1)
Neutral	0	
Dissatisfied	0	
Very Dissatisfied	0	
Total Received	14	

Total Number of SolTrans Reminder Cards Mailed out in the Third Quarter: There were a total of seventy-eight (78) reminder cards mailed out between January and March.

Page intentionally left blank

PCC

DATE: April 30, 2014
TO: Solano Paratransit Coordinating Council
FROM: Sheila Jones, Administrative Assistant
RE: 2014 PCC Meetings and Locations

A. 2014 PCC Meetings and Locations:

City of Benicia, Commission Room (Confirmed)

Thursday, May 15, 2014
1:00 – 3:00 p.m.
250 East L St.
Benicia, CA 94510
(707) 746-4202

Fairfield Community Center, Vista Conference Room (Confirmed)

Thursday, July 17, 2014
1:00 – 3:00 p.m.
1000 Kentucky Street
Fairfield, CA 94533
(707) 428-7422

Ulatis Community Center, Room D (Confirmed)

Thursday, September 18, 2014
1:00 – 3:00 p.m.
1000 Ulatis Dr.
Vacaville, CA 95687
(707) 469-4000

John F. Kennedy Library, Joseph Room (Confirmed)

Thursday, November 20, 2014
1:00 – 3:00 p.m.
505 Santa Clara St.
Vallejo, CA 94590
(866) 572-7587

Recommendation:

Informational.