SOLANO TRANSPORTATION AUTHORITY
Member Agencies:
Benicia ♦ Dixon ♦ Fairfield ♦ Rio Vista ♦ Suisun City ♦ Vacaville ♦ Vallejo ♦ Solano County
One Harbor Center, Suite 130, Suisun City, CA 94585-2473 ♦ Telephone (707) 424-6075 / Facsimile (707) 424-6074
Email: staplan@sta-snci.com ♦ Website: sta.ca.gov

INTERCITY TRANSIT CONSORTIUM AGENDA

1:30 p.m., Tuesday, September 23, 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 –1:45 p.m.) • **Regional Transportation Impact Fee (RTIF) – Annual Report for FY 2013-14** • **Intercity Taxi Scrip Program Update**	Robert Guerrero Daryl Halls
5.	**CONSENT CALENDAR** Recommendation: Approve the following consent items in one motion. (1:45 – 1:50 p.m.)	
	A. Minutes of the Consortium Meeting of August 26, 2014 Recommendation: Approve the Consortium Meeting Minutes of August 26, 2014. **Pg. 5**	Johanna Masiclat

CONSORTIUM MEMBERS

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

The complete Consortium packet is available on STA's website: www.sta.ca.gov

B. Transportation Fund for Clean Air (TFCA) Funding Approval — Andrew Hart

Recommendation:
Forward a recommendation to the STA TAC and Board to approve the FY 2014-15 Transportation Fund for Clean Air (TFCA) Program to Increase SNCI Rideshare Program's TFCA allocation by $59,507.
Pg. 9

C. SolTrans Compressed Natural Gas (CNG) Feasibility Study — Robert Guerrero

Recommendation:
Forward a recommendation to the STA TAC and Board to approve the Soltrans CNG Feasibility Study and Maintenance Facility Assessment.
Pg. 11

D. Fiscal Year (FY) 2014-15 Transportation Development Act (TDA) Matrix – October 2014 – City of Dixon Amendment — Liz Niedziela

Recommendation:
Forward a recommendation to the STA TAC and Board to approve the FY 2014-15 Solano TDA Matrix – October 2014 as shown in Attachment A for the City of Dixon Amendment.
Pg. 51

6. ACTION FINANCIAL

A. Strategic Partnership Grant Application for the SR 29 Corridor Major Investment Study — Robert Guerrero

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

1. Authorize the Executive Director to submit a Strategic Partnership Grant application for the SR 29 Corridor Major Investment Study; and
2. Dedicate up to $62,500 from State Transit Assistance Funds (STAF) as local match for the grant application.

(1:50 – 2:00 p.m.)
Pg. 55

7. ACTION NON-FINANCIAL

A. Countywide In-Person ADA Eligibility Program FY2013-2014 Progress Report — Tiffany Gephart

Recommendation:
Forward a recommendation to the STA TAC and Board to receive and file the Countywide In-Person ADA Eligibility Program FY 2013-14 Annual Progress Report.
(2:00 – 2:10 p.m.)
Pg. 57

B. Solano Short Range Transit Plan (SRTP) Plan Update — Liz Niedziela

Recommendation:
Forward a recommendation to STA TAC and Board for STA to conduct an update to the Countywide Coordinated SRTP for the Solano County Transit Operators as requested by the Metropolitan Transportation Commission (MTC).
(2:10 – 2:15 p.m.)
Pg. 65

C. STA's 2015 Legislative Priorities and Platform — Jayne Bauer

Recommendation:
Forward a recommendation to the STA TAC and Board to distribute the STA's Draft 2015 Legislative Priorities and Platform for review and comment.
(2:15 – 2:25 p.m.)
Pg. 69

D. SolTrans Recommended Service Modifications to Solano Express Routes 78, 80, and 85 — Liz Niedziela

Recommendation:
Forward a recommendation to STA TAC and Board
1. For STA to conduct a Public Hearing for proposed service changes to Solano Express Routes 78, 80 and 85; and
2. To approve SolTrans changes to Route 78 and 85 after receiving public comments through the STA Board and SolTrans Public Hearing process.

(2:25 – 2:30 p.m.)
Pg. 79

8. INFORMATIONAL ITEMS – DISCUSSION ITEMS

A. SolanoExpress Ridership Update for FY 2013-14 — Liz Niedziela
(2:30 – 2:35 p.m.)
Pg. 85

B. SolanoExpress Marketing Plan Update — Jayne Bauer
(2:35 – 2:40 p.m.)
Pg. 91

C. Discussion of Intercity Bus Replacement Capital Plan — Mary Pryor, NWC
(2:40 – 2:45 p.m.)
Pg. 97

D. Status of Solano's Title VI Program — Anthony Adams
(2:45 – 2:50 p.m.)
Pg. 109

E. Commuter Benefits Program Update Judy Leaks
(2:50 – 2:55 p.m.)
Pg. 111

NO DISCUSSION ITEMS

F. Summary of Funding Opportunities Andrew Hart
Pg. 113

9. TRANSIT CONSORTIUM OPERATOR UPDATES AND COORDINATION ISSUES Group

- **Clipper Implementation**

10. FUTURE INTERCITY TRANSIT CONSORTIUM AGENDA ITEMS Group

November

A. Transit Corridor Study – Selection of Service Alternative/ Public Input Process/Implementation Steps – Jim McElroy/ Anthony Bruzzone/Jayne Bauer

December

A. Discussion of Transit Element Update – CTP – Sofia Recalde
B. SolanoExpress Marketing Plan for FY 2014-15
C. Update of Intercity Capital Replacement Plan
D. Intercity Paratransit/Taxi Scrip Transition Update

11. ADJOURNMENT

NOTE: Due to the Thanksgiving holiday in November, the next regular meeting of the Solano Express Intercity Transit Consortium is scheduled at an **earlier date**, **1:30 p.m. on Wednesday, November 18, 2014.**

INTERCITY TRANSIT CONSORTIUM
Meeting Minutes of August 26, 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:	Janet Koster	Dixon Readi-Ride
	Lori Tagorda (Alternate)	Fairfield and Suisun Transit (FAST)
	John Harris	Rio Vista Delta Breeze
	Judy Leaks, Chair	Solano Napa Commuter Information (SNCI)
	Mona Babauta	Solano County Transit (SolTrans)
	Liz Niedziela	STA
	Matt Tuggle	County of Solano
Members Absent:	Wayne Lewis	FAST
	Brian McLean	Vacaville City Coach

Also Present (In Alphabetical Order by Last Name:

Tiffany Gephart	STA
Robert Guerrero	STA
Daryl Halls	STA
Johanna Masiclat	STA
Sofia Recalde	STA

Others Present: ***(In Alphabetical Order by Last Name)***

David Berman	SolTrans
Mike Roberts	City of Benicia
Matt Robinson *(By phone)*	CTA
Debbie Whitbeck	FAST

2. APPROVAL OF THE AGENDA

On a motion by Mona Babauta, and a second by John Harris, the SolanoExpress Intercity Transit Consortium approved the agenda. (7 Ayes, 1 Absent)

3. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

4. REPORTS FROM CALTRANS, MTC, AND STA STAFF

Presentations:

a) Mike Robert, City of Benicia, presented the Benicia Industrial Park Bus Hub; and
b) Mona Babauta, SolTrans, presented the Curtola Park and Ride Expansion

Liz Niedziela reminded the transit operators to submit their Lifeline updates.

5. CONSENT CALENDAR

On a motion by Janet Koster, and a second by Matt Tuggle, the SolanoExpress Intercity Transit Consortium approved Consent Calendar Item A and B. (7 Ayes, 1 Absent)

A. Minutes of the Consortium Meeting of June 24, 2014

Recommendation:
Approve the Consortium Meeting Minutes of June 24, 2014.

B. Lifeline Advisory Committee Recommendation for Lifeline Funding

Recommendation:
Forward a recommendation to STA TAC and the STA Board to approve the project change for Lifeline funding from Vacaville Accessible Path to Transit for $40,000 to Vacaville Safe Route to School Infrastructure Project for $40,000.

6. ACTION FINANCIAL ITEMS

A. Fiscal Year (FY) 2014-15 State Transit Assistance Funds (STAF)

Liz Niedziela reviewed the list of comprehensive list of program studies and projects to be funded by the FY 2014-15 STAF based on a combination of overall work program tasks, STA Board priorities and requests by individual transit operators. She identified the FY 2014-15 recommended funding priorities and requested approval to forward to the STA TAC and Board as specified in Attachment C.

Recommendation:
Forward a recommendation to the STA TAC and Board to approve the FY 2014-15 STAF priorities as specified in Attachment C.

On a motion by Mona Babauta, and a second by John Harris, the SolanoExpress Intercity Transit Consortium unanimously approved the recommendation. (8 Ayes)

7. ACTION NON-FINANCIAL ITEMS

A. 2014 Solano Express Intercity Ridership Survey and Analysis

Liz Niedziela reviewed additional changes made to the ridership data for the intercity service. She noted that passengers on/off counts and on time performance have been collected as well to assist in identifying productivity and compare across routes and systems.

Recommendation:
Forward a recommendation to the STA TAC and STA Board to approve the 2014 SolanoExpress Intercity Ridership Survey and Analysis Report as shown in Attachment A.

On a motion by Matt Tuggle, and a second by Mona Babauta, the SolanoExpress Intercity Transit Consortium unanimously approved the recommendation. (8 Ayes)

8. INFORMATIONAL ITEMS – DISCUSSION ITEMS

A. Status of SolTrans System Restructure Project

David Berman, SolTrans, reported the analysis of SolTrans' fixed route system to identify opportunities to enhance the service provided to the riders, encourage more people to take advantage of public transportation and provide better connections to destinations such as BART and Solano Community College while enhancing route productivity. He noted that SolTrans staff is recommending the integration of Routes 76 and 78 to provide better connections to Diablo Valley College, Sun Valley Mall and Walnut Creek BART and to consolidate Route 78 with Route 80S to reduce confusion to the riders and provide better weekend connections.

B. Cap and Trade Update –Priorities for Transit Categories

By phone, Matt Robinson, California Transit Association (CTA), provided an update to the allocation of some Cap and Trade funds to the California Strategic Growth Council (SGC), directed by a governor-appointed Board. He cited that the California Air Resources Board (CARB) and California Environmental Protection Agency (CalEPA), and SGC recently begun a series of meetings to determine how to allocate the funds over which they were given budgetary authority. He also noted that for all forms of Cap and Trade funding, there are either legislative or agency requirements for some funding to be allocated to projects in or supporting disadvantaged communities.

C. Mobility Management Program Update – Travel Training Update and Website Preview

Tiffany Gephart provided an update to the following: Volunteer Transit Ambassador Program, Fixed-Route Transit Training Videos, Rider's Guide, One-on-One Travel Training, Solano Mobility Website, and Solano Mobility Call Center.

D. Compressed Natural Gas (CNG) Feasibility Study Update

Robert Guerrero reported that STA and its partners are nearing the completion of the SolTrans and Benicia CMG Feasibility Studies and anticipate it to be ready for TAC review in September and the STA Board in October.

E. Intercity Paratransit/Taxi Scrip Transition Update

Liz Niedziela reported that staff is currently working on the scope of work for the Project Manager. She added that STA has an agreement with NWC Partners to provide financial assistance for the Intercity Paratransit Transition. She also noted that STA will be working with the County and Caltrans to transfer the New Freedom funding for STA to administer and operate the program.

NO DISCUSSION ITEMS

F. Legislative Update

G. Summary of Funding Opportunities

9. TRANSIT CONSORTIUM OPERATOR UPDATES AND COORDINATION ISSUES

10. FUTURE INTERCITY TRANSIT CONSORTIUM AGENDA ITEMS

A summary of the agenda items for September and October were presented.

11. ADJOURNMENT

The meeting was adjourned at 2:55 p.m. The next regular meeting of the SolanoExpress Intercity Transit Consortium is scheduled at **1:30 p.m. on Tuesday, September 23, 2014.**

DATE: September 12, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Andrew Hart, Associate Planner
RE: Transportation Fund for Clean Air (TFCA) Funding Approval

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Background:

The Bay Area Air Quality Management District (BAAQMD) Transportation Fund for Clean Air (TFCA) Program Manager Funds are administered by each Bay Area county Congestion Management Agency (CMA). Funding for this program comes from a $4 vehicle registration fee, with 60% of the funds generated applied toward the TFCA Regional Program and the remainder toward the county 40% Program Manager Program. The Solano Transportation Authority (STA) is the CMA for Solano County and therefore administers the program for Solano County. Eligible TFCA projects are those that reduce air pollution from motor vehicles. Examples include clean air vehicle infrastructure, clean air vehicles, shuttle bus services, bicycle projects, and alternative modes promotional/educational projects.

The cities of Benicia, Fairfield, Suisun City, Vallejo, and southwestern portions of Solano County located in the Bay Area Air Basin are eligible to apply for these funds.

Funding for the TFCA program is provided by a $4 vehicle registration fee, with 60% of the funds generated applied toward the TFCA Regional Program and the remainder toward the county 40% Program Manager Program. The BAAQMD, in coordination with the CMA's, establishes TFCA policies for both programs annually.

The STA is required to allocate the entire amount of available TFCA Program Manager Funds within six months of the Air District approving the County Program Manager Funds. These funds do not carry over into the next fiscal year. The STA's deadline for allocating the funds is November 2014.

The estimated Solano County TFCA Program Manager funding amount available for FY 2014-15 is $294,709. On April 9, 2014, the STA Board committed $235,000 for the Solano Napa Commuter Information (SNCI) Rideshare Program and issued a call for projects for the remaining $59,709. STA staff posted notifications on the STA Website of the grant opportunity. STA received neither applications nor inquiries on these funds.

Discussion:

STA staff is recommending that the remaining $59,709 be allocated to the SNCI Program at this time. The SNCI Program remains a highly cost effective program and continues to be an ideal candidate for TFCA funding. SNCI is able to accept the additional $59,709 with the objective of supporting new park and ride lots and van pools lots, including Fairfield's supplementary lot on Oliver Road.

Fiscal Impact:
The remaining balance of TFCA funding will be added to SNCI's Rideshare Program for a total of $294,507 (previously $235,000).

Recommendation:
Forward a recommendation to the STA TAC and Board to approve the FY 2014-15 Transportation Fund for Clean Air (TFCA) Program to Increase SNCI Rideshare Program's TFCA allocation by $59,507.

DATE: September 12, 2014
TO: Solano Express Intercity Transit Consortium
FROM: Robert Guerrero, Project Manager
RE: SolTrans Compressed Natural Gas (CNG) Feasibility Study

Background:
The STA Board approved a 50% match to partner with Solano County Transit (SolTrans) and subsequently, the cities of Benicia and Dixon to conduct Compressed Natural Gas (CNG) Feasibility Studies. Clean Energy was retained by the STA and SolTrans to complete the studies separately. The SolTrans CNG Feasibility Study primary scope of work was to identify potential costs for installing CNG fueling facilities, as well as estimated costs for retrofitting their maintenance facility to accommodate CNG vehicles.

Discussion:
The SolTrans CNG Feasibility Study points out that it is a viable candidate for CNG in terms of usage and cost savings. The estimated cost for a CNG fast fill fueling station is $1.4 million for a Twin 250-hp Compact compressor and equipment. The twin compressor is estimated to fuel a 60 Diesel Gas Equivalent (DGE) vehicle in approximately 12 minutes if running both compressors at the same time. The fueling time would be cut in half if the compressors are not fueling at the same time. Attachment A is a copy of draft Compressed Natural Gas Feasibility Study.

The SolTrans CNG Facility Maintenance Facility Assessment Report analyzed shop upgrade and two isolated repair bays with options. The estimated cost to upgrade the maintenance facility is $601,501. Attachment B is a copy of the SolTrans CNG Maintenance Facility Assessment Report. The report includes further detail for each recommended improvement with concept design, specifications, and a typical baseline construction schedule.

STA staff is recommending approval of both documents at this time. SolTrans is anticipated to approve and construct CNG fueling facilities and retrofit their maintenance facilities based on information provided in these reports.

Recommendation:
Forward a recommendation to the STA TAC and Board to approve the SolTrans CNG Feasibility Study and Maintenance Facility Assessment.

Attachments:
A. SolTrans CNG Feasibility Study
B. SolTrans CNG Facility Maintenance Facility Assessment Report

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Compressed Natural Gas Feasibility Study

SolTrans
1850 Broadway Street
Vallejo, CA 94589

September 15, 2014

TABLE OF CONTENTS

1. Units of Measure - Definitions

Units of Measure and Pricing

BTU – British thermal units

MMBTU – One million British thermal units

NG – Natural Gas

CNG – Compressed Natural Gas

LNG – Liquefied Natural Gas (Natural Gas becomes a liquid at -360 degrees Fahrenheit, the boiler point – warmer than -360 F, the liquid becomes a vapor or gaseous fuel)

LCNG – Liquefied Natural Gas vaporized to Compressed Natural Gas

Natural gas is generally bought and sold in MMBTUs and future prices are generally quoted in this unit of measure

Therm – 1 Therm = 100,000 Btu

SCF – Standard Cubic Foot is one cubic foot of gas at standard temperature and pressure (60 degrees F and sea level). Since both temperature and air pressure affect the energy content of a cubic foot of natural gas, the SCF is a way of standardizing. One SCF = 1020 Btu.

SCFM – the flow of a Standard Cubic Foot or Feet per minute

MCF – One MCF is 1,000 cubic feet. One MCF = 1,020,000 btu. People often round to say that one MCF is the same as an MMBTU but one MCF is actually 1.02 MMBtu

BCF/TCF – Billion/Trillion Cubic Feet.

Henry Hub – Henry Hub (often abbreviated HH) is a natural gas pipeline hub in Erath, LA that interconnects with 13 interstate and regional pipelines. Most wholesale natural gas prices are quoted at this delivery point with an adder or discount based on local market dynamics and transportation cost. When you see the news reporting Natural Gas is at $3.50 that usually means 1 MMBTU, bought today, to be delivered to Henry Hub next month, costs $3.50.

Gasoline, Diesel and CNG

The energy content of liquid fuels like gasoline and diesel actually varies considerably between summer and winter and also depending on what sort of oxygenate it is blended with (that 10% ethanol gasoline has a fewer Btu than gasoline reformulated with MTBE and both have fewer Btu than pure gasoline). A summer gallon of gasoline will typically contain 114,500 Btu while a winter gallon is 112,500 BTUs.

GGE – Gallon of Gasoline Equivalent is the typical way CNG is sold at public fueling stations and the typical way that CNG tanks are rated. One standard GGE = 114,000 BTUs which equals 126.67 SCF (126.67). Now, the sharp reader will immediately notice that if an SCF has 1,020 Btu, then 126.67 scf should be 129,000 Btu so something isn't adding up. That something is known as "lower heating values" or LHV (also called net calorific value). CNG is basically known that a SCF of Natural Gas only yields 900 BTUs of useable gasoline equivalent energy.

CNG compresses the gas to 3,600 PSI (some older vehicles were compressed at 2,400 PSI or at 3,000 PSI). At this compression level, one GGE requires 0.51 cubic feet of space in a CNG tank. So the *interior* space of a 20 GGE tank is approximately 10 cubic feet (think roughly 42" wide, 18" deep, and 18" tall).

DGE – Diesel Gallon Equivalent is another way to rate CNG vehicle storage. Since Diesel has a higher energy content than gasoline (129,500 BTUs standard), 1 DGE = 1.136 GGE and 1 GGE = 0.88 DGE. Since most CNG metrics are in GGEs if you want to calculate how many cubic feet would be required for an equivalent number of DGEs, just divide by 0.88 (in terms of Standard Cubic Feet, a DGE = 126.67/0.88 or 143.94 SCF and so forth). The reverse is also true. If, for example, you want to convert a cylinder capacity from GGE to DGE, you can *multiply* by 0.88. So, for example, a 24 GGE cylinder holds about 21 DGEs.

A simple table of energy equivalents for alternative fuels may be found here if you want to learn more.

The Bottom Line

1 GGE = 126.67 scf

1 MMBTU of Gas = 7.74 GGEs

1 DGE = 143.94 scf

1 MMBTU = 6.81 DGEs

CNG Cost	Natural Gas costs ($/mmbtu)...								
	$ 2.00	$ 3.00	$ 4.00	$ 5.00	$ 6.00	$ 7.00	$ 8.00	$ 9.00	$ 10.00
$/GGE	$ 0.26	$ 0.39	$ 0.52	$ 0.65	$ 0.78	$ 0.90	$ 1.03	$ 1.16	$ 1.29
$/DGE	$ 0.29	$ 0.44	$ 0.59	$ 0.73	$ 0.88	$ 1.03	$ 1.17	$ 1.32	$ 1.47
... Not Including electricity cost for compression									

In addition to the cost of the natural gas itself, we need to account for the electricity costs used in compressing the fuel for your vehicle. This will add 10-20 cents per GGE depending on the efficiency of your compressor and your electricity rates.

Other Definitions:

PG&E – Pacific Gas and Electric

BTU – British thermal units (measurement of energy content)

DGE – Diesel Gallon Equivalent (139,000 Btu)

GGE – Gasoline Gallon Equivalent (125,000 Btu)

IP – Inlet pressure (gas pressure available from PG&E)

PSI – Pounds per square inch

PSIG – Pounds per square inch gauge

ASME – American Society of Mechanical Engineers

MCI – Motor Coach Industries (Bus Manufacturer)

VETC – Volumetric Excise Tax Credit ($0.50 per GGE)

2. Project Understanding

Referencing the Feasibility Study Agreement with Solano Transportation Authority (STA), Clean Energy visited and examined the SolTrans Bus Maintenance Facility (BMF) located at 1850 Broadway Street, Vallejo, 94589 CA. The purpose of the evaluation was to determine the necessary modifications to safely store, maintain, and fuel Compressed Natural Gas (CNG) buses at the facility and to determine the economics necessary to consider a transition from diesel powered buses to Compressed Natural Gas powered (CNG) buses.

Clean Energy is pleased to provide STA with results of the study at SolTrans including design recommendations that will meet the fueling requirements to transition the bus fleet to CNG as well as future CNG fleet growth. Clean Energy has provided several options to ensure a safe and compliant maintenance facility, to meet the fueling demand while optimizing construction costs, fueling station function and fueling operations.

Currently, all of the STA SolTrans fixed route buses at this facility are fueled with ultra-low sulfur diesel fuel and the paratransit fleet is fueled with unleaded gasoline with 10 percent ethanol content. Each bus is fueled on-site upon arrival after completing service routes. As each bus is fueled, other functions such as fare box administration, checking fluid levels and cleaning the bus are performed. Each bus sits in the fueling lane for an estimated 10 to 12 minutes while all of these functions are performed. Two buses can be processed in this manor simultaneously.

The amount of fuel consumed by each bus, mileage, and other variables are recorded electronically by a fuel management system or manually by the service personnel. After leaving the fuel lanes, buses are moved through the bus wash and then parked for the night unless additional maintenance is required. This evaluation assumes no changes in these processes.

If SolTrans ultimately chooses the CNG path for its buses, a fast-fill CNG fueling facility, integrated into the existing fueling lanes, is recommended. The fast-fill system will allow SolTrans to maintain the same procedures and processes while buses are being fueled in the fueling lanes. With a properly designed CNG facility, a CNG bus will be fueled within the same 10 to 12 minute window necessary to perform all functions performed today while fueling (fare-box recovery, cleaning, etc.). Similarly to the current diesel fuel equipment, one or two single-hose fast fill dispensers (depending on the number of CNG buses actually purchased) are recommended to be installed in the existing fueling lanes. This will allow diesel buses and CNG

buses to fuel simultaneously with neither disrupting the other nor changing the current process.

The SolTrans fixed route fleet is made up of diesel and diesel-electric hybrid buses. The 21 diesel-electric hybrids (DEH) are all model year 2011 with planned service until 2023 and therefore were not considered in this study. Also, the estimated 10 buses that are leased to the City of Fairfield are not considered in the study. The study includes eight (8) diesel powered Orion buses and twenty-five (25) diesel powered MCI commuter coach buses. Of the 25 MCIs, 16 are planned for replacement in the immediate future. If CNG is the fuel of choice and infrastructure is in place for the local fixed route buses and/or inter-city buses, it would also make sense to consider CNG for the Demand Response fleet for planned replacement in 2016. The Demand Response fleet is not considered as a deciding factor in this evaluation. CNG repowers are possible, but not recommended due to the high cost of retrofit and repower. It is recommended that CNG be considered at the time of bus retirement and replacement.

Mileage and fuel consumption vary widely within the fixed route fleet with average daily fuel consumption of approximately 30 gallons per day for local buses, approximately 60 gallons for **th**e inter-city MCI buses.

Our evaluation and recommendations are based on the following design criteria:

- Minimum design pressure of 60 psig provided by Pacific Gas & Electric (PG&E)
- A CNG station should be designed to accommodate the replacement of the eight (8) Orion buses and twenty five (25) MCI buses. For evaluation purposes the study uses an average daily fuel consumption of:
  - 30 gallons per day for Local buses
  - 30 gallons per day for Demand Response buses (if considered)
  - 60 gallons per day for MCI inter-city buses
- A gallon is defined as a diesel gallon or a diesel gallon equivalent (DGE) at 139,000 Btu
- Maximum length vehicle is a 45 foot transit bus (for dispenser spacing)
- The CNG station would include a twin compressor package (for redundancy)
- One or two single hose transit style dispensers depending on the number of CNG buses
- Gas dryer
- CNG high-pressure above ground storage vessels - ASME (American Society of Mechanical Engineers) coded vessels. Vessels are 20” in diameter and approximately 23 foot long. Each vessel will hold 10,000 standard cubic feet at 5,000 psi. They are arranged in a three bank cascade meaning that there is a low bank vessel, a medium bank vessel and a high bank vessel.

- The station will be designed to meet a single compressor noise level of 85 dBa at 15 ft. from the compressor

1.1. Existing Gas Supply

Presently, PG&E's gas line on Broadway Street is a 60 psig distribution line that will meet the current load requirement to support the fleet size being considered. The gas line would need to be trenched and extended from the street to the location of the compressor nearest the east side of the Bus Maintenance Facility (BMF) with the exact location to be determined. Actual construction and cost of the gas line extension will be finalized during the application process with PG&E. Typically, an allowance from PG&E will cover the cost based on the long term and consistent load of a transit agency. This work is carried out by PG&E and typically not detailed until an actual application has been submitted.

1.2. Existing Power Supply

The existing electrical system appears to have sufficient space to handle the load of compressors necessary to fuel the fleet (480 volts 3 phase/amps to be determined). A load study may need to be completed to confirm.

3. Bus Replacement

The following scenarios logically address the fleet that could easily be transitioned on a bus replacement basis from diesel and gasoline power to CNG power:

- Replacement of eight (8) diesel powered Orion buses
- Replacement of twenty five 25 diesel powered MCI buses plus the 8 Orion buses
- Replacement of an estimated 10 gasoline powered Demand Response buses
- Replacement of all of the above described buses

Since Orion buses are no longer manufactured and SolTrans operates a number of Gillig DEHs, this proposal assumes Gillig or similar as a possible replacement bus. The proposal also assumes that MCI diesel buses would be replaced with CNG powered MCI or similar buses. If the Demand Response buses are replaced, it would be with a Ford E450 or similar bus.

4. CNG Station Design

CNG stations are inherently not easily scalable due to large upfront capital costs that require permanent installation of structural components and connections to utilities. As a result, certain mechanical components need to be sized for final build out, including dryers, piping and electrical gear. Compressors themselves are also not scalable however, as fuel demand grows additional compressor(s) can be added, provided that other structural components such as

foundations, housekeeping pads, fencing and crash protection have been sized with that expansion in mind along with electrical gear and high pressure piping. Because of this scalability issue, the same components need to be in place to fuel eight (8) or forty three (43) buses.

The smallest CNG fueling system currently available in the market place is a FuelMaker appliance. It is not a heavy-duty high horsepower compressor; it is an appliance that can be used to fuel very small fleets, very slowly. Because this appliance is not suitably geared for fast fill operations but rather time-fill, it accepts up to 5 psig and has an output of approximately 10 scfm. At this rate, it dispenses about 4.3 DGE per hour and therefore would not be sufficient even with only eight (8) CNG buses. It would take nearly 40 hours to fuel 8 buses with this system. The Fuelmaker is not designed with a dryer or storage. It is also not scalable and if the SolTrans acquired more vehicles, it would simply need to be replaced by a full CNG station with no recovery of initial capital costs of the system. Due to the number of limiting factors of this type of appliance, Clean Energy does not recommend its use for transit fueling operations.

A time-fill fueling station is also not recommended for the Broadway Street location as it would not easily integrate with the current fast-fill procedures for diesel and gasoline buses.

A fast-fill station with twin compressors is recommended. A single 250 horsepower compressor with 60 psig inlet pressure will provide enough fuel to fill eight (8) Orion buses in less than one hour. If the twenty five (25) MCI buses are added to the equation, a single 250 horsepower compressor will fill all thirty three (33) buses in less than 6 hours. If all of the proposed buses: eight (8) Orion, twenty five (25) MCI and ten (10) Demand Response buses are CNG, all forty three (43) buses will be fueled in approximatel6y 6 ½ hours from a single compressor. The twin compressor skid is recommended and provides 100 percent redundancy for maintenance of compressors and in the event of compressor down time for routine maintenance. Also, if necessary, the second compressor can operate simultaneously with the first compressor, thereby cutting the fuel time in half. Running both compressors at one time is not recommended on a regular basis to reduce operating costs such as electricity and cumulative hours on the compressor.

Typically, the compressors are cycled so that cumulated hours vary, allowing each compressor to be maintained while the other compressor is operating.

With one compressor running the following describes the fill time for each bus based on the recommended station configuration:

- 20 DGE = approximately 4 minutes
- 25 DGE = approximately 5 minutes
- 30 DGE = approximately 6 minutes

- 40 DGE = approximately 8 minutes
- 50 DGE = approximately 10 minutes
- 60 DGE = approximately 12 minutes

If both compressors are running simultaneously and two buses are fueling at the same time, the above mentioned fill times will remain the same. If both compressors are running simultaneously and only one bus is filling, the above mentioned times would be half.

Clean Energy recommends 250-hp compact compressor capable of 674 scfm output at 60 psig inlet pressure. This design would include a dryer and a single storage vessel. To fuel all thirty (33) buses, it would take approximately 4.2 hours. If more than about twenty (20) CNG buses are in service, a second dispenser is recommended.

5. Compressor Recommendation

The importance of clean fuel is critical to vehicle performance. Clean Energy recommends IMW Industries non-lubricated compressors. These compressors offer industry leading technology and provide state-of-the art operational efficiency, clean fuel delivery, and long term reliability with low cost of maintenance and operation. Key design advantages of IMW compressors include:

- **Cleaner Fuel** – Through the use of state-of-the-art Teflon® rod packings, IMW compressors have the lowest levels of oil carryover in the industry with less than 5 ppm. This design produces the cleanest possible downstream gas with overall lower system maintenance

- **Reduced Maintenance Costs** – IMW compressors use single and double-acting piston configurations for optimum efficiency and long life. The pistons are designed to achieve excellent flow capacities while operating at slower speeds, dramatically increasing the life of piston and crankshaft components while substantially reducing noise and vibration. Compressor design incorporates an inlet filter (7.0 micron) and discharge filter (0.3 micron)

- **Increased Station Uptime** – IMW compressors have an operational life of wear components ranging between 5,000 to 8,000 hours, significantly longer than competitor's components. This results in less maintenance cost and system down time. **Air Cooled** – IMW's cooling systems allow these compressors to operate efficiently in a variety of climates and temperatures ranging from -40º to 140ºF. IMW systems incorporate air-cooled cylinders and a high-efficiency air-to-gas interstage cooling system. This feature increases gas flow rate, reduces fueling time and provides a more complete fill

- **Reciprocating** – IMW reciprocating compressors are built in the W-configuration to keep them dynamically balanced, resulting in low vibration and noise levels with pulsation

reduced through effective piping design. The W configuration saves space and allows easier maintenance

4.1 Proposed Equipment

	8 CNG Buses	20+ CNG Buses
Compressor(s)	**1 Twin IMW COMPACT 250-hp each (total 500 hp), 4 stage** 1,348 scfm max output @ 60 psig or 674 scfm each compressor 4.9 DGE/minute minimum flow rate	
Dryer	1 - PSB model 10-3 Twin tower 1650 scfm rated @ 60 psig max pressure Manual regeneration by-pass valve / Digital Dew Point meter with sensor and alarm	
Storage	1 - ASME storage vessel 10,500 scf total capacity	3 - ASME storage vessel 10,500 scf total capacity
Priority Panel	1 - priority panel for fast-fill fueling operations	
Dispenser(s)	1 - Single-hose transit style dispenser OPW CT5000	2 - Single-hose transit style dispensers OPW CT5000
Canopy	Fueling will take place within the footprint of the existing diesel fueling canopy and upgrades will need to be made to explosion proof lighting under the canopy.	

6. CNG Station Engineering and Cost Estimate

1 Twin 250-hp Compact compressor skid 674 scfm each @ 60 psig w/total scfm @ 1,348	IMW Compressor Equipment Engineering/Design and other Equipment Construction **TOTAL**	$ 341,000 $ 384,000 $ 743,000 **$1,468,000**

- The proposed switchgear includes a Kirk Key for a diesel back-up generator. This is an important cost effective design feature to allow quick connection to a back-up power source in the event of main line power failure
- The compressors include a cold weather enclosure
- Provisions will be made for remote system monitoring and restart within acceptable OSHA safety regulations

- Communication systems and software will be installed to allow for web-based remote accounting of daily/monthly fueling records, fleet summaries, and customized reports for the fast-fill system
- All Equipment will meet FTA compliance provisions
- Permit fees are not included and would be determine at the time of the actual permit application
- The study assumes that utilities are available within 20 feet of the fueling equipment to be installed and are not included beyond that distance

7. Construction

Clean Energy recommends an in-place and ready to operate CNG fueling station with associated appurtenances, utilities, concrete pavement, and all equipment. The station will include all equipment and piping necessary for transit fueling. The cost estimate assumes:

- Prevailing Wage
- No soil or ground contamination
- Compound sized to add a second compressor in the future
- FTA compliance for special provisions
- Clean Energy station design is compliant with all relevant construction and safety codes, regulations and guidelines including:
    - Local State of California and federal construction codes and regulations
    - National Fire Protection Association (NFPA) codes 52 and 54
    - NFPA 70 - National Electric Code
    - Occupational Safety and Health Administration (OSHA) regulations
    - US Department of Transportation (DOT) regulations (where required)
    - ANSI B31.3 - CNG Piping
    - ASME Section VIII - Boiler and Pressure Vessel Code
    - SAE J1616 - Recommended Practice for Compressed Natural Gas Fuel

Sample: IMW compressor skid with dry and storage

8. CNG Fueling Facility Schedule Narrative

Typically, CNG projects require eight to twelve months to complete. A typical project schedule has approximate completion date of 10 months from Notice to Proceed (NTP). The schedule is dependent on the duration of the permitting process and may change once construction drawings are submitted for planning review.

ATTACHMENT B

2014

Solano County Transit (SolTrans) Compressed Natural Gas Facility Assessment

Clean Energy
4675 MacArthur Court, Suite 800
Newport Beach, California 92660
September 11, 2014

1. Executive Summary

Solano County Transit (SolTrans), in partnership with Solano Transportation Authority, has requested of Facility Modifications Services Group within Clean Energy to perform a facility assessment of the Fleet Facilities Maintenance Garage located at 1850 Broadway, Vallejo, CA. After evaluating the information gathered during the field investigation and reviewing the applicable codes, the following modifications are recommended to upgrade the Fleet Maintenance Facility to be code compliant with Compressed Natural Gas, (CNG) repair garage operations:

Overview of Recommendations:

Shop Upgrade:

- Installation of continuous methane gas detection monitoring and control system
- Installation of mechanical ventilation system necessary for exhausting methane in NGV repair garages
- Installation of electrical shunt-trip circuit breakers to de-energize non-life safety devices and non-classified equipment
- Installation of methane detection point type sensors, visual strobes and audible alarms
- Installation of operational and safety signage
- Installation of automatic notification system for trouble or emergency situations
- Interconnection of dedicated rollup door motors to the gas detection system controller
- Installation of emergency lights
- Installation of vapor proof vinyl curtains on open pathways
- Installation of clear vapor proof plastic at the underside of the dome skylight
- Removal of the relief vents

Optional Heating for the Shop Area:

- Replacement of existing non-functioning makeup air units with new makeup air units equivalent BTU rating with reuse of existing duct work.

Alternative - Isolation of two repair bays:

- Installation of a vapor proof curtain to isolate two (2) repair bays as dedicated NGV maintenance bays.
- Installation of continuous methane gas detection monitoring and control system
- Installation of mechanical ventilation system necessary for exhausting methane in NGV repair garages
- Installation of methane detection point type sensors, visual strobes and audible alarms
- Installation of operational and safety signage
- Installation of automatic notification system for trouble or emergency situations
- Interconnection of dedicated rollup door motors to the gas detection system controller
- Installation of clear vapor proof plastic at the underside of the dome skylight
- Removal of the relief vent

Optional Heating for the two isolated bays:

- Replacement of one existing non-functioning makeup air unit with a new makeup air unit with reuse of existing duct work.

Clean Energy Facility Modifications Services Group has reviewed several design options and has selected the conceptual plans proposed in this assessment report as the optimal solutions as it is the most cost effective method to achieve the necessary level of safety and provide CNG code compliant repair facility. The estimated costs of upgrades are as follows:

Shop Upgrade:	
Maintenance Facility Construction Upgrade Cost :	$ 323,790
Maintenance Facility Engineering Design and Permitting:	$ 35,960
Maintenance Facility Total (USD):	$ 359,750
Heat Option: Heating for shop area:	
Heating Upgrade Cost:	$ 88,706
Heating Engineering Design	$ 2,380
Vehicle Maintenance Facility Total (USD):	$ 90,456
Alternative Isolation of Two Repair Bays:	
Isolated Bays Construction Upgrade Cost:	$ 110,336
Isolated Bays Engineering Design and Permitting:	$ 14,800
Isolated Bays Total (USD):	$ 125,136
Heat Option, Heating for the isolated repair bays:	
Heating Upgrade Cost:	$ 24,719
Heating Engineering Design	$ 1,440
Isolated Bays Optional Heat Total (USD):	$ 26,159

Clean Energy is a highly qualified and experienced Natural Gas solutions provider with the capability and capacity to deliver a seamless turnkey solution. Clean Energy' corporate headquarters is based in Newport Beach, California. Clean Energy operates in 40 states, the District of Columbia, and Canada. We employ over 1,000 team members from coast to coast and have regional offices located in Dallas, Texas; Denver, Colorado; Phoenix, Arizona; Concord, New Hampshire; and Vancouver BC, Canada.

Table of Contents

3. Introduction

SolTrans is located in Vallejo and provides local transit services within the cities on Vallejo and Benicia as well as regional transit connection services to Fairfield, El Cerrito BART and Walnut Creek BART. SolTrans' Vehicle Maintenance Facility is located at 1850 Broadway Street, Vallejo, CA 94589. National and local code requirements were evaluated to determine compliance issues that might impact the prospective expansion intended to permit service, maintenance, repair, and storage of compressed natural gas vehicles (CNGV). A site visit to conduct a visual assessment of the facilities by Clean Energy Facility Modification Services (FMS) staff occurred on February 7, 2014.

3.1. Background

Natural gas vehicles are significantly changing the landscape of opportunity for owners and operators of vehicle fleets by virtue of the fuel cost comparison between the petrol fueled vehicles and compressed natural gas vehicles. Clean Energy has dedicated expertise and experience in facility modifications to qualify for consideration as a resource for present and future customers.

In its original state, natural gas (methane) is odorless. As a safety measure, the gas is odorized with Mercaptan prior to distribution from the gas service provider or designed into fueling station capabilities, thus providing a ready means of leak detection. The average person can easily detect the smell of gas at a concentration as low as 0.3% by volume in air. That concentration is more than 16 times lower than the level which will support combustion, which will occur at a level between the concentrations of 5% to 15%. In its gaseous state, natural gas is less dense than air and will rise to the ceiling in the event of an indoor leak.

As the SolTrans evaluates replacement of petrol fueled vehicles with compressed natural gas vehicles, consideration and evaluation must include the availability of code compliant vehicle repair and parking facilities for the future NGV fleet. Repair and parking garages are required to meet local and national building codes to operate and/or store natural gas vehicles.

3.2. Objective

The objective of this Assessment Report is to present an evaluation of the facility for applicability, identify any necessary modifications, and to provide an estimated cost of modifications for the expansion of the existing operations to include CNGV repair, maintenance, service, and storage. The assessment would be used to assist SolTrans

in efforts to optimize the modifications and capital cost requirement for implementing these facility upgrades.

4. Code Overview and Basis of Design

The existing operations, which include vehicle repair, maintenance, and parking, are understood to be fully permitted and current with the existing fire suppression system is operable and permitted to code.

4.1. Permits and Regulatory Requirements

The City of Vallejo California will be the primary permitting and regulatory agency. The City Building Department has been conferred with and the State of California, National Fire Protection Association (NFPA) Codes and the local Authority Having Jurisdiction (AHJ) requirements have been reviewed. The recommended facility modifications are based on the following codes:

- California Building Code 2010 edition
- California Mechanical Code 2010 edition
- California Plumbing Code 2010 edition
- California Electrical Code 2010 edition
- California Fire Code 2010 Edition
- NFPA 30 Code for Flammable and Combustible Liquids
- NFPA 30A Motor Code for Fuel Dispensing Facilities & Repair Garages
- NFPA 51B Fire Prevention During Welding, Cutting & Other Hot Works
- NFPA 52 Vehicular Gaseous Fuel System Code
- NFPA 70 Electrical Code
- NFPA 88A Standard for Parking Structures

This report only addresses the code requirements as they pertain to the servicing and storing of CNGVs and does not entail existing permitted operations or subjective interpretations the local Authority Having Jurisdiction (AHJ) may place on existing operations. In addition, review of the facility upgrades may prompt the AHJ to review other code upgrades to the facility even though these may not be related to CNGV operations.

4.2. Requirements for CNG Repair Facilities

NFPA codes consider major repair garages to be any garages where repairs beyond simple lubrication and tire service are performed. These repairs include, but are not

limited to: engine repairs, painting, body, and fender work, and repairs that require drainage of the motor vehicle fuel tank. The following code requirements were used as the basis of design for the conceptual plan to upgrade the EMWD Vehicle Repair Facility to be compliant with CNGV repair garage operations.

4.2.1. Separation

Spaces adjacent to the main repair garage must also meet requirements as a repair garage unless one of the following conditions are met: the space is mechanically ventilated at a rate of four or more air changes per hour, the space is designed with net positive air pressure, or the space is effectively cut off by vapor-tight walls or partitions.

4.2.2. Mechanical Ventilation

In major repair garages where vehicles that use lighter than air, flammable fuels such as CNG, the volume of space within 18 inches of the ceiling is designated as a Class 1 Division 2 hazardous—or classified—location. All electrical equipment installed in this classified zone must either be relocated out of the classified zone or be replaced with classified equipment. This requirement does not apply if a continuously running mechanical exhaust system provides a ventilation rate of no less than one cubic foot per minute (CFM) per square feet of room area, extracting air from a point no more than 18 inches below the ceiling. Standby mechanical ventilation must also be provided to activate in the event of a gas leak; the ventilation rate must be no less than 1 CFM per 12 cubic feet of room volume, which corresponds to approximately 5 air changes per hour.

4.2.3. Gas Detection and Fire Suppression

Any garage where repairs are performed on CNG vehicles requires a continuously monitoring methane detection system. The detection system will be designed to activate when the concentration of gasses reaches 25% and/or 50% of the lower flammable limit, (LFL). Upon detection, the gas detection system shall initiate distinct audible and visual alarms, deactivate all designated heat or spark producing equipment (heaters, welders, compressors, etc.), and activate the mechanical exhaust system.

If a failure of the gas detection system occurs, the mechanical ventilation system will be activated, all heat producing equipment will be deactivated, and a trouble signal will be sounded.

An automatic, fixed fire protection system is required for any major repair garage that is two or more stories in height where any one of the floor areas exceeds 10,000 ft², the

major repair garage is single story and has a floor area greater than 12,000 ft², or the major repair garage is located in the basement of another building.

4.2.4. Heating Equipment

Open flame heaters or heating equipment having exposed surfaces with a temperature above 750°F are not permitted to be installed in garages where major repairs are performed on CNG vehicles. Heating equipment is permitted to be installed in rooms adjacent to the major repair garage space so long as the room is constructed to prevent the transmission of vapors, the walls have at least a 1 hour fire rating, and the walls have no openings that lead to a classified area within 8 ft. of the floor. 100% of the air used for combustion must come from outside the building. Heating equipment located outside the building satisfies requirements for separation.

5. Site Overview and Recommendations

The SolTans Vehicle Maintenance Facility has an approximate total area of 25,000 ft². The building is used for administrative offices, vehicle maintenance, bus washing and vehicle parts storage. The offices are separated from the vehicle maintenance area by concrete masonry (CMU) walls. The building slab is poured-in-place concrete with exterior non-insulated metal walls and interior CMU walls in the maintenance area. The roof is standing seam metal with no insulation. Figure 5-1 shows an aerial photo of the SolTrans site indicating the location of the various major areas.

Figure 5-1: Site Overview

5.1. Vehicle Maintenance Facility

A review of the facility's features was made to determine compatibility with the proposed CNGV operations. The following recommendations are based on code requirements and existing facility constraints. The proposed conceptual design plan to make the Shop Area compliant with service and repair of CNG vehicles can be found in Appendix A.1.

5.1.1. Building Features

The Shop Area can be divided into the administrative offices, vehicle maintenance garage, bus wash and vehicle parts storage. The existing shop area has an approximate total area of 9,693 ft^2 but according to the latest plans provided by SolTrans, the company has intentions of expanding the maintenance area for paratransit by removing the existing wall separating the existing parts storage area and the maintenance area expanding the maintenance area to approximately another 2,050 ft^2. There will be eight (8) motorized rollup doors which will allow vehicles to come into the maintenance area. There are several existing adjacent utility rooms and offices within the maintenance area which are separated from the garage by CMU walls. Most of the existing utility rooms do not have self-closing door mechanisms. Soltrans also intends to add new rooms within the maintenance area as noted on the conceptual plans. There are four (4) dome skylights within the shop area and one (1) dome skylight in the future paratransit maintenance area. To the east side of the building is the existing bus wash separated from the garage by a vapor barrier wall. There is a motorized rollup door which allows direct access for the shop area to the bus wash. The bus wash is predominately open to the outdoors however it has a dome roof which could collect a gaseous leak.

Recommendations:

Shop Upgrade:

- Install self-closing mechanisms on all existing new doors directly exposed to the repair area.
- Install weather stripping on all existing and new doors directly exposed to the repair area.
- Install industrial vapor and fire rated curtains on open passage ways to prevent gas migration to the offices.
- Provide operational signage near the rollup door connecting the bus wash to the maintenance garage to say "Must be closed at all times".
- Provide clear panels to the underside of the dome skylight.

Alternative Isolation of two (2) repair bays:

- Installation of an industrial vapor and fire rated curtain to separate the two (2) repair bays nearest to the bus wash.
- Provide a clear panel to the underside of the dome skylight within the isolated area.
- Provide operational signage near the rollup door connecting the bus wash to the maintenance garage to say “Must be closed at all times”.

5.1.2. Mechanical Ventilation

The existing shop area has existing heating, ventilating and air conditioning (HVAC) equipment mounted on the roof however, the equipment are non-functional (three gas fired makeup air units). The existing part storage that will be converted into the paratransit maintenance area has a relief vent which looks non-functional but has a functional gas fired makeup air unit. The bus wash has no mechanical ventilation.

Recommendations:

Shop Upgrade:

- Installation of five (5) new explosion proof roof mounted up-blast exhaust fans. Three (3) of these exhaust fans will be running continuously during normal operating hours at a combined total capacity of 19,000 CFM. This will allow the repair garage to comply with the requirements of NFPA 30A and NFPA 70 to un-classify the upper ceiling classified zone (18 inches below the ceiling). This will also allow the garage to comply with the California Mechanical Code requiring a minimum of 1.5 CFM / ft^2 of exhaust to be provided to a repair garage.
- The remaining fans will be standby only activated during a detected gas leak. The remaining fans combined are 6,000 CFM which when the total cfm is combined will extract a total of 25,000 CFM allowing the garage to comply with the 5 ACH requirements during a gas leak event.
- Interconnection of the four (4) existing rollup door motors to the gas detection system controller to provide makeup air to the space.
- Installation of one (1) new roof mounted intake gravity vent at the location of the existing paint booth exhaust fan to be removed.
- Removal of existing relief vents. Existing roof penetrations will be reused by the new exhaust fans.
- Installation of two (2) turbine vents on the bus wash to prevent any accumulation of natural gas in its dome roof.

Alternative Isolation of two (2) repair bays:

- Installation of two (2) new explosion proof roof mounted up-blast exhaust fans. One (1) of these exhaust fans will be running continuously during normal operating hours at a total capacity of 4,200 CFM. This will allow the isolated repair garage to comply with the requirements of NFPA 30A and NFPA 70 to un-classify the upper ceiling classified zone (18 inches below the ceiling). This will also allow the garage to comply with the California Mechanical Code requiring a minimum of 1.5 CFM / ft^2 of exhaust to be provided to any repair garage.
- The second fan will only be activated during a gas leak alarm. The capacity of the combined fans will extract a total of 5,300 CFM allowing the garage to comply with the 5 ACH requirements during a gas leak event.
- Interconnection of the two (2) existing rollup door motors to the gas detection system controller to provide makeup air to the space.
- Removal of an existing relief vent. Existing roof penetrations will be reused by the new exhaust fans.
- Installation of two (2) turbine vents on the bus wash to prevent any accumulation of natural gas in its dome roof.

5.1.3. Gas Detection System

There is no methane detection system installed in the Shop area.

Recommendations:

Shop Upgrade:

- Installation of seven (7) infrared point-type methane detection sensors within 18-inches of the underside of ceiling.
- Installation of gas detection control system.
- Installation of audible and visual alarms both inside the repair garage and in the adjacent office and storage spaces
- Integrate alarm and ventilation systems with gas detection control panel to activate during a gas leak event.
- Install auto dialer for automatic notification to maintenance and first responders.

Alternative Isolation of two (2) repair bays:

- Installation of two (2) infrared point-type methane detection sensors within 18-inches of the underside of ceiling.
- Installation of gas detection control system.

- Installation of audible and visual alarms both inside the repair garage and in the adjacent office and storage spaces
- Integrate alarm and ventilation systems with gas detection control panel to activate during a gas leak event.
- Install auto dialer for automatic notification to maintenance and first responders.

5.1.4. Heating System

The existing shop area has no functioning heating equipment. Heating is being provided by portable fan furnaces. The future isolated Para-transit maintenance area has an operating gas fired makeup air unit with a heating capacity of 238,000 BTUH which could provide heat to the space.

Recommendations:

Shop Upgrade:

- Portable heating units are not allowed due to their open flame and must be removed from the shop area.
- Interconnection of the existing makeup air unit to service the paratransit with the new gas detection system controller.

Optional Heating, Heating for the shop area:

- Removal of three (3) existing makeup air units and adding four (4) new roof mounted gas fired makeup air units.
- Reuse existing supply air ductwork on the maintenance area.
- Interconnection of the existing makeup air unit to service the paratransit with the new gas detection system controller.

Alternative Heating for the two isolated repair bays:

- Removal of one (1) existing makeup air unit and adding one (1) new roof mounted gas fired makeup air unit.
- Reuse existing supply air ductwork on the isolated maintenance area.

5.1.5. Electrical

The Shop Area is illuminated by high bay fluorescent fixtures. All of the fixtures appear to be out of the 18-inch Class 1 Division 2 zone however several of the junction boxes and conduits which are installed within the classified zone. Electrical panels within the repair facility appear to have spare space able to accommodate the additional load

requirements for proposed upgrades however, detailed investigation will be required to ensure.

Recommendations:

Shop Upgrade/Two Bay Isolation:

- Conduits and junction boxes will not have to be relocated out of the classified zone or upgraded due to the proposed continuous ventilation.
- Install shunt trip circuit breakers to de-energize the following equipment during a gas leak event:
    - Hot works equipment such as welders and grinders
    - Lighting

6. Cost Estimates

The facility modification estimates presented below summarizes the main components and recommended upgrades in order to expand operations for a CNGV code compliant repair and parking facility. The following cost estimates are valid for 90 days.

Table 7-1: Cost Estimate

CNG Shop Upgrade		
Engineering Design	$	31,960
Permit Fee (Estimated)	$	4,000
Concrete and Masonry	$	8,940
Doors, Windows, Partition Walls, and Vapor Proofing	$	5,135
Roof & Wall Modifications and Structural Supports	$	31,992
Fire Extinguishers, Safety Signage, and Specialties	$	5,607
Start-up, Rigging, Man-lifts, Scaffolding, Safety, and Miscellaneous Equipment	$	16,143
HVAC and Ventilation Upgrades	$	106,635
Gas Detection and Electrical Work	$	120,558
General Construction (Project, Construction, Insurance, Administrative Management)	$	28,780
Total Cost (USD)	**$**	**359,750**

Table 7-2: Cost Estimate

Optional Heating		
Engineering Design	$	2,380
Material and labor	$	88,076
Total Cost (USD)	**$**	**90,456**

Table 7-3: Cost Estimate

CNG - Two Bay Isolation		
Engineering Design	$	12,300
Permit Fee (Estimated)	$	2,500
Concrete and Masonry	$	-
Doors, Windows, Partition Walls, and Vapor Proofing	$	7,274
Roof & Wall Modifications and Structural Supports	$	12,854
Fire Extinguishers, Safety Signage, and Specialties	$	2,803
Start-up, Rigging, Man-lifts, Scaffolding, Safety, and Miscellaneous Equipment	$	9,678
HVAC and Ventilation Upgrades	$	23,350
Gas Detection and Electrical Work	$	46,034
General Construction (Project, Construction, Insurance, Administrative Management)	$	8,342
Total Cost (USD)	**$**	**125,136**

Table 7-4: Cost Estimate

Optional Heating – Two Bay Isolation		
Engineering Design	$	1,440
Material and labor	$	24,719
Total Cost (USD)	**$**	**26,159**

Warranty
Clean Energy will provide, upon Final Completion and acceptance of the Natural Gas Facility Modifications, a warranty period of one (1) year. Warranty shall cover materials and equipment which is furnished under the proposed modifications and include associated labor costs.

7. Appendix

Appendix A.1: Shop Upgrade and Heating Option Conceptual Design

Appendix A.2: Two Bay Isolation and Heating Option Conceptual Design

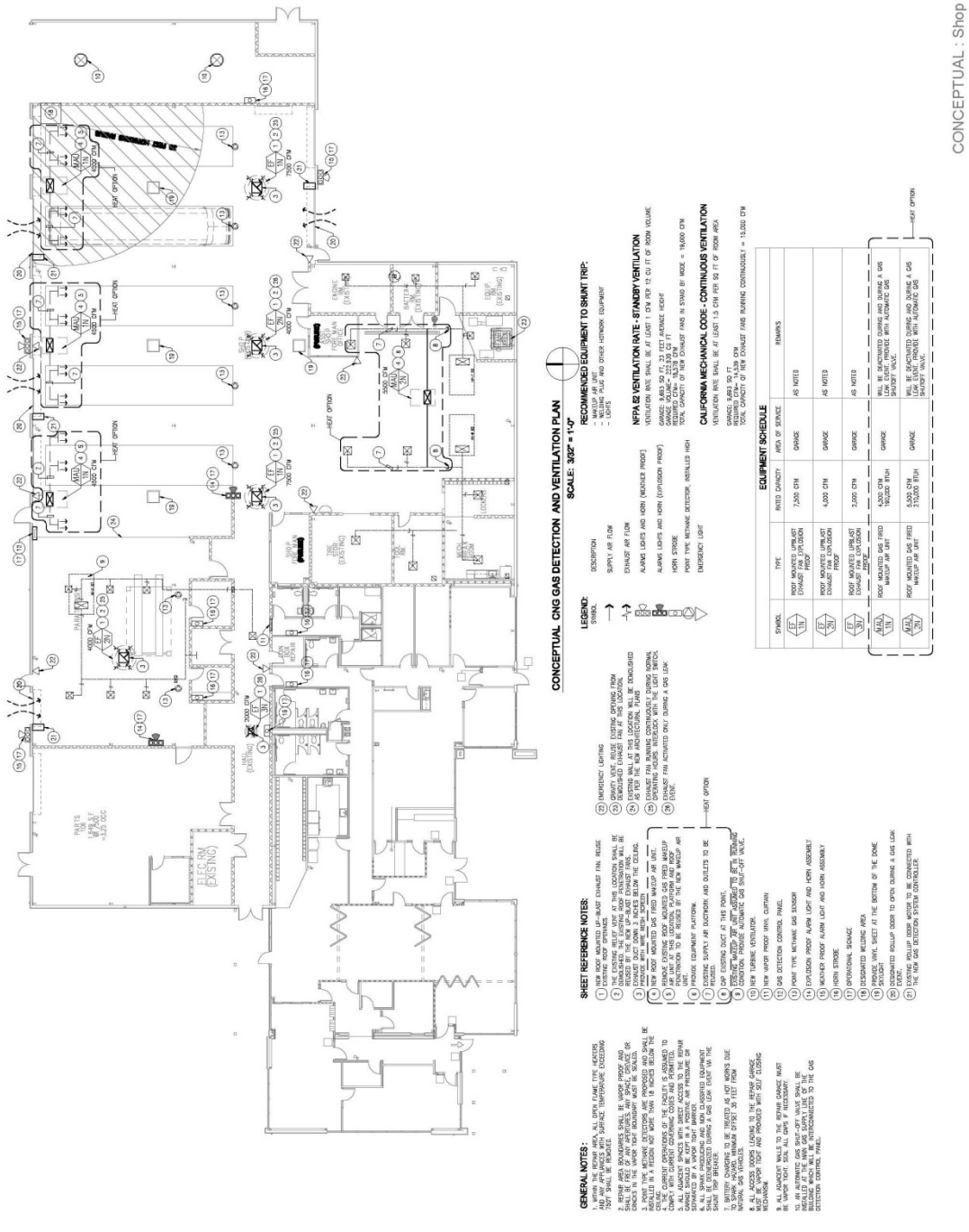
Appendix A.3: Typical Operational Signage, Specifications & Notes

Appendix A.4: Project Baseline Schedule

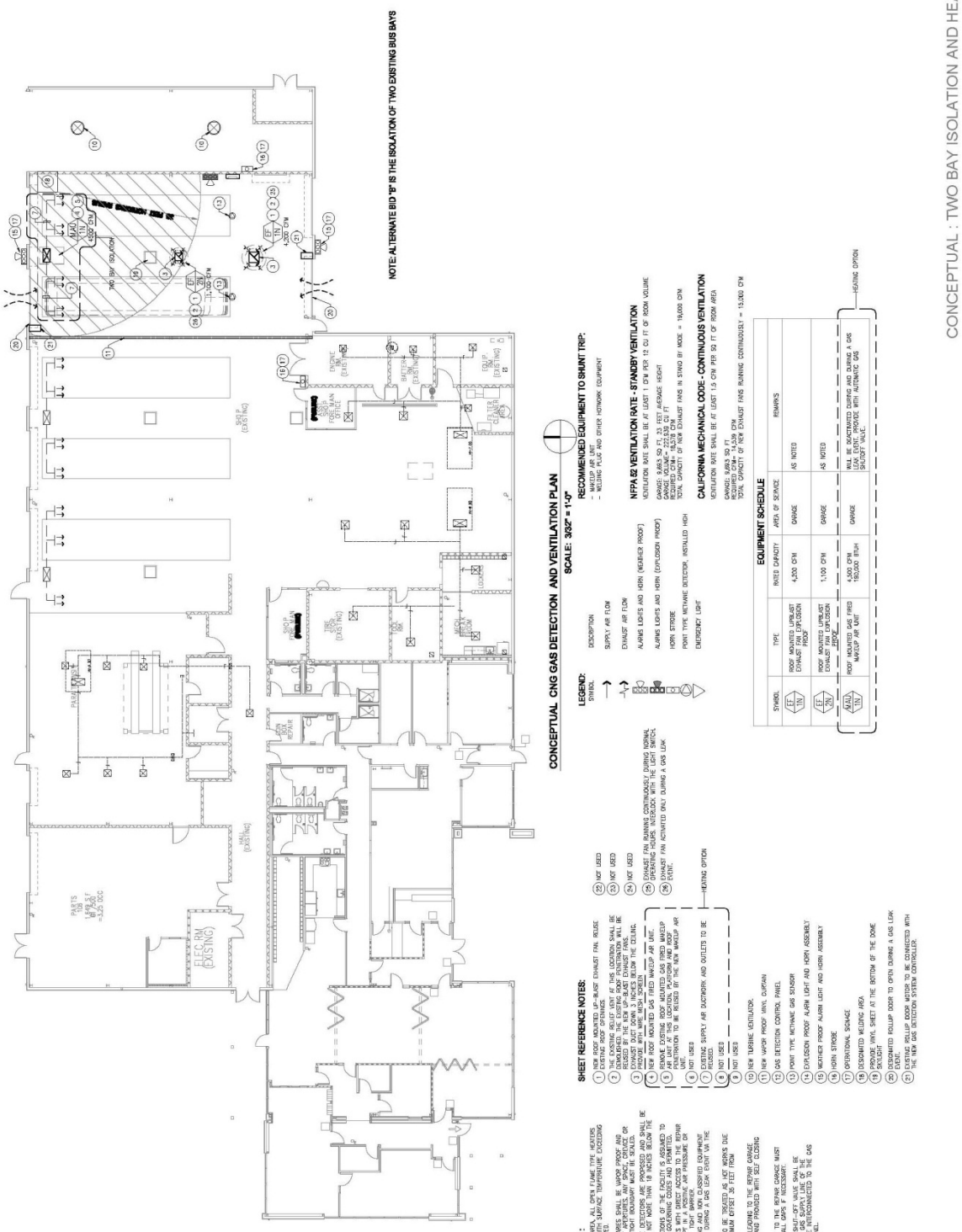
Appendix B.1: Job Site Photos

Appendix C.1: Contractor Submittals

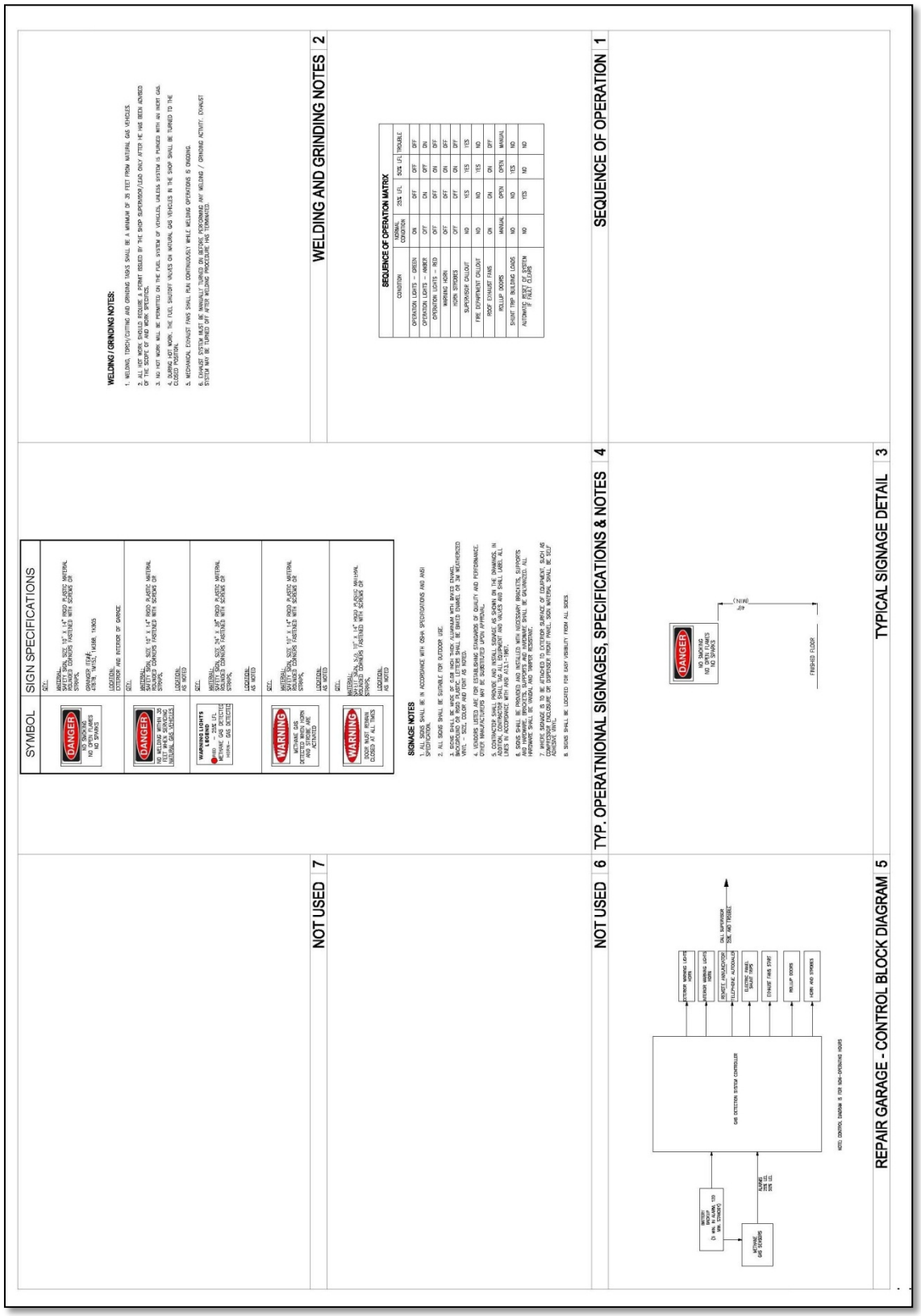
A.1 Vehicle Maintenance Facility Conceptual Design



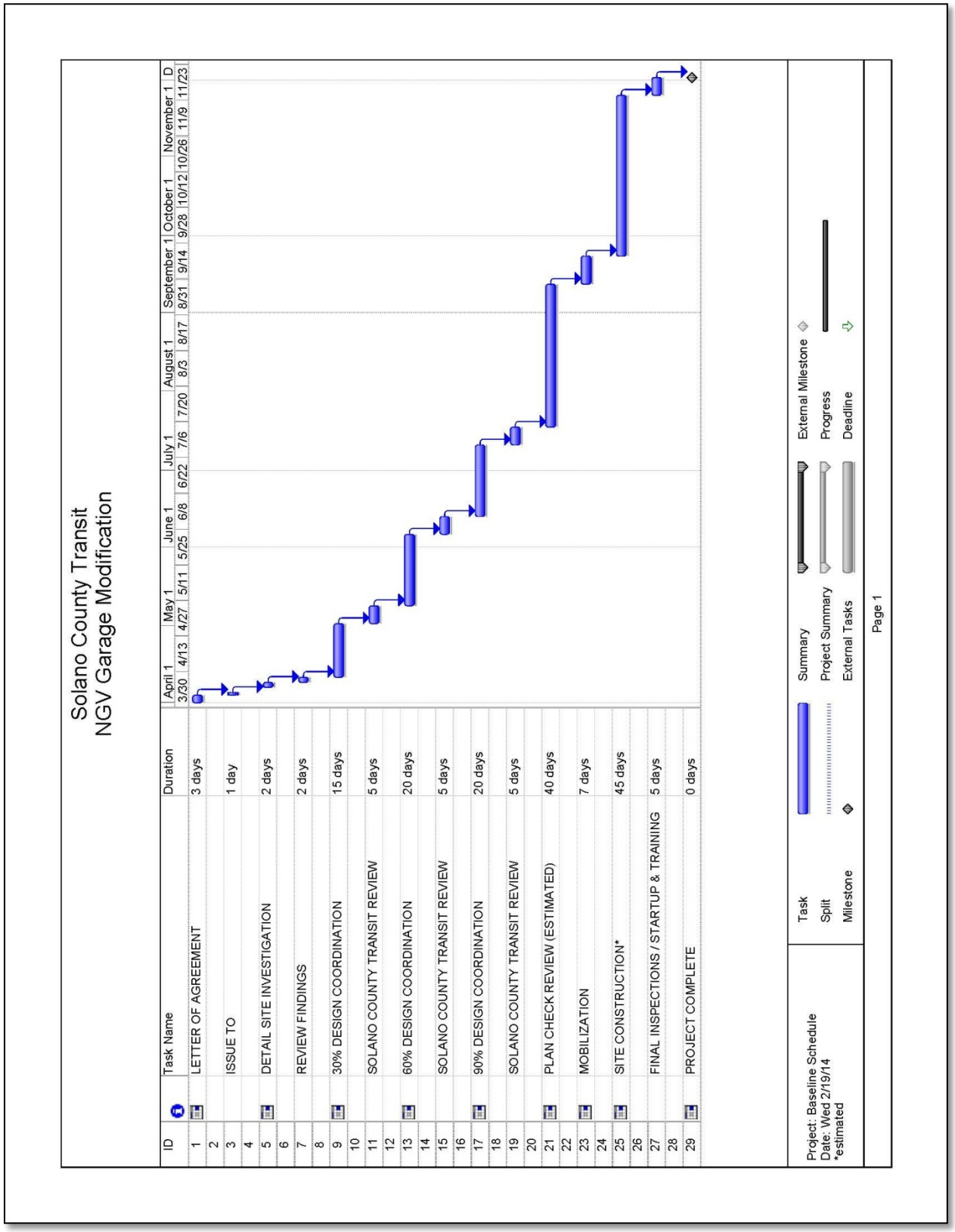
A.2 Vehicle Maintenance Facility Conceptual Design



A.3 Typical Operational Signage, Specifications & Notes



A.4 Project Baseline Schedule



B.1 Job Site Photos

FIGURE B.1-1: REPAIR AREA (TWO BAYS PROPOSED TO BE ISOLATED)

FIGURE B.1-2: BUS WASH

FIGURE B.1-3: HALLWAY TO ADMINISTRATIVE OFFICES

FIGURE B.1-4: MECHANICAL SHOP AREA

FIGURE B.1-5: EXISTING PORTABLE HEATER

FIGURE B.1-6: EXISITNG DOME SLYLIGHT

FIGURE B.1-7: EXISTING RELEIF VENT DAMPER

FIGURE B.1-8: EXISTING SUPPLY AIR DIFFUSER

FIGURE B.1-9: EXISITNG ELECTRICAL PANEL

C.1 Contractor Submittals

Contractor Submittals

1. Manufacturer's Submittals Required Prior to Construction

Description

   a. Exhaust Fans: Centrifugal Up blast, Explosion-proof Non-sparking
   b. Infrared Hydrocarbon Methane Gas Detector Sensor
   c. Detector Digital Gas Transmitter
   d. Visual Alarm Assembly
   e. Audible Alarm
   f. Construction Schedule

2. Manufacturer's Submittals Required Upon Completion of Construction

Description

   a. Equipment Technical Manuals
   b. Record Drawings
   c. Spare Parts Lists

DATE: September 13, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager
RE: Fiscal Year (FY) 2014-15 Transportation Development Act (TDA) Matrix – October 2014 – City of Dixon Amendment

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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.

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. At this time, the TDA matrix for FY 2014-15 (Attachment A) will be submitted to the STA Board for approval October 8, 2014.

The City of Dixon plans to conduct a CNG Feasibility Study for their city. The proposed CNG Feasibility Study scope included a site assessment for two locations: 1) Dixon City Yard and 2) Ramos Oil. The proposed estimate for completing the feasibility study is $19,000. STA staff recommended a matching contribution of half the project cost, $9,500, similar to the previous contributions towards SolTrans and the City of Benicia's CNG Feasibility Studies. The STA Board approved the funding match in July 2014 with STAF funding.

The City of Dixon Amendment to the TDA matrix includes the city's 50% match to the CNG Feasibility Study at $9,500. The July's TDA matrix included Dixon's Local Transit claim at $285,105. The October 2014 TDA matrix include the additional $9,500 claim bringing the total to $294,605. The City of Dixon will administer the study with the STA as a partner in the study's development.

Fiscal Impact:
With the STA Board approval of the October TDA matrix, it will provide the guidance needed by MTC to process the TDA claim submitted by the transit operators and STA. A fiscal impact of $9,500 of STAF have already been allocated for this project.

Recommendation:
Forward a recommendation to the STA TAC and Board to approve the FY 2014-15 Solano TDA Matrix – October 2014 as shown in Attachment A for the City of Dixon Amendment.

Attachment:
A. FY 2014-15 Solano TDA Matrix – October 2014

DRAFT FY2014-15 TDA Matrix October 2014

ATTACHMENT A

15-Sep-14

FY 2014-15

					Paratransit		Local Transit					Intercity													
												FAST	FAST	FAST	SolTrans	SolTrans	SolTrans	FAST	FAST	SolTrans					
AGENCY	**TDA Est from MTC, 2/26/14**	**Projected Carryover 2/26/14**	**Available for Allocation 2/26/14**		**FY2013-14 Allocations after 1/31/14**	**ADA Subsidized Taxi Phase I**	**Paratransit**	**Dixon Readi-Ride**	**FAST**	**Rio Vista Delta Breeze**	**Vacaville City Coach**	**SolTrans**	**Rt 20**	**Rt 30**	**Rt 40**	**Rt. 78**	**Rt. 80**	**Rt 85**	**Rt. 90**	**Intercity Subtotal**	**Intercity Subtotal**	**STA Planning**	**Other Swaps**	**Transit Capital/ Planning**	**Total**	**Balance**
	(1)	**(1)**	**(1)**			**(2)**				**(3)**									**(4)**	**(4)**	**(6)**	**(7)**	**(8)**		
Dixon	643,546	524,633	**1,168,179**		5,000	5,000		294,605					$ 2,530	$ 30,791	$ 10,041	$ 4,998	$ (582)	$ 7,424	$ 11,695	$ 55,057	$ 11,840	$ 17,566		8,421	$ 397,489	770,690
Fairfield	3,774,523	1,498,668	**5,273,191**		40,000	40,000	1,380,568		1,569,893				$ 79,035	$ 41,940	$ 127,681	$ 32,944	$ (8,252)	$ 180,034	$ 324,682	$ 573,338	$ 204,726	$ 102,215		1,362,451	$ 5,273,191	0
Rio Vista	265,072	349,274	**614,346**		72,405	5,000				393,903			$ -	$ -	$ -	$ -	$ -	$ -	$ -	0	$ -	$ 7,127		16,189	$ 494,624	119,722
Suisun City	984,871	-7,932	**976,939**		0	0	184,607		499,123				$ 14,460	$ 6,588	$ 43,912	$ 9,838	$ (2,837)	$ 40,162	$ 104,204	$ 169,164	$ 47,163	$ 26,882	$ 50,000		$ 976,939	0
Vacaville	3,232,799	3,532,629	**6,765,428**		270,000	70,000	347,401				651,612		$ 142,546	$ 63,927	$ 117,119	$ 27,531	$ (5,492)	$ 45,500	$ 111,672	$ 435,264	$ 67,540	$ 88,487		740,000	$ 2,670,305	4,095,123
Vallejo/Benicia (SolTrans)	5,032,663	93,251	**5,125,914**		85,000	85,000	804,198					1,203,892	$ 30,287	$ 32,734	$ 35,095	$ 454,142	$ (41,830)	$ 292,410	$ 45,415	$ 143,531	$ 704,722	$ 137,255		987,167	$ 4,150,765	975,149
Solano County	660,883	1,025,533	**1,686,416**		358,000								$ 17,563	$ 10,531	$ 22,062	$ 33,771	$ (7,366)	$ 30,892	$ 38,324	$ 88,480	$ 57,297	$ 18,054			$ 521,831	1,164,585
Total	**14,594,357**	**7,016,056**	**21,610,413**		**830,405**	**205,000**	**2,716,774**	**294,605**	**2,069,016**	**393,903**	**651,612**	**1,203,892**	$ 286,420	$ 186,511	$ 355,911	$ 563,224	$ (66,359)	$ 596,422	635,993	$ 1,464,835	$ 1,093,287	$ 397,586	$ 50,000	$ 3,114,228	$ 14,485,143	7,125,270

NOTES:
Background colors on Rt. Headings denote operator of intercity route
Background colors denote which jurisdiction is claiming funds

(1) MTC February 26, 2014 Fund Estimate; Reso 4133; columns I, H, J
(2) Claimant to be determined.
(3) Includes flex routes, paratransit, local subsidized taxi
(4) Consistent with Intercity Transit Funding Agreement and FY2012-13 Reconciliation
(5) Note not used.
(6) Claimed by STA from all agencies per formula; STA memo to Consortium April 15, 2014.
(7) To be claimed by STA for Suisun Amtrak station maintenance.
(8) Transit Capital/Planning purchases include bus purchases, maintenance facilities, etc. and planning

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DATE: September 23, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Robert Guerrero, Project Manager
RE: Strategic Partnership Grant Application for the SR 29 Corridor Major Investment Study

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Background:
The Sustainable Transportation Planning Grant Program was created to support the California Department of Transportation's (Caltrans) current Mission: *Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability.* As part of this program, Caltrans has released a call for projects for two planning grants available for FY 2015-16:

- Strategic Partnerships
- Sustainable Communities

These grants may be used for a wide range of transportation planning purposes, which address local and regional transportation needs and issues. The implementation of these grants should ultimately lead to the adoption, initiation, and programming of transportation improvements.

The Strategic Partnerships Planning Grant is highly competitive with $1.5 million available statewide for regionally based transportation activities. The focus of this grant program is to build partnerships with multiple agencies and build consensus for major corridor improvements. The second category, Sustainable Communities, has an emphasis on community based, public engagement type visionary planning grants. Additional details regarding the Caltrans' grant programs can be found on their website at: http://www.dot.ca.gov/hq/tpp/grants.html.

Applications are due to Caltrans on October 31, 2014.

Discussion:
STA staff is considering submitting a grant proposal for the Caltrans Strategic Partnerships Grant category for a Major Investment Study (MIS) for the SR 29 Corridor. The City of Vallejo and the Napa County Transportation Planning Agency (NCTPA) have completed separate corridor concept plans for several segments of the SR 29 Corridor. Caltrans District 4 has provided planning level oversight, but did not make any commitments to implement any of the potential projects or improvements recommended in either plans.

The proposed goal for the STA's grant proposal is to evaluate the corridor for transportation and transit opportunities in partnership with the City of Vallejo, SolTrans, NCTPA, and Caltrans. The objective is to analyze the corridor to develop projects with preliminary design, cost and priorities in order to begin prioritizing projects to be implemented. An important component to the grant request is analyzing how the new Caltrans Highway Design Manual Guidelines can be applied to the corridor in terms of Caltrans' new approach to accommodate locally preferred improvements related to transit, pedestrian and bicycle access.

Based on prior MIS experience, STA staff would like to request $250,000 to complete the study. A local match of 20% is required which would amount to $62,500 in local contribution for a total budget of $312,500 to complete the MIS. STA is recommending $62,500 of future State Transit Assistance Funds (STAF) be dedicated to providing the local match, subject to the grant being successfully awarded to the project.

Financial Impact:

The Strategic Partnership Grant requires a 20% local match contribution. STA staff is recommending a local match commitment of up to $62,500 for a $250,000 grant request.

Recommendation:

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

1. Authorize the Executive Director to submit a Strategic Partnership Grant application for the SR 29 Corridor Major Investment Study; and
2. Dedicate up to $62,500 from State Transit Assistance Funds (STAF) as local match for the grant application.

DATE: September 15, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Tiffany Gephart, Transit Mobility Coordinator
RE: Countywide In-Person ADA Eligibility Program FY 2013-2014 Annual Progress Report

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Background:
The Solano County Mobility Management Program was developed based on public input provided at two mobility summits held in 2009 and the 2011, and the 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

In July 2013, STA contracted with CARE Evaluators to provided In-Person ADA Eligibility Assessment in each of the cities in Solano County.

Discussion:
The month of July marked the completion of the first year of the contract between STA and CARE Evaluators. This update summarizes the activities of CARE Evaluators in the first year of the program FY 2013-14. STA staff has also produced a more in-depth FY 2013-14 progress report (Attachment A).

- Evaluations: Between July 1, 2013 and June 30, 2014, there were 1,696 scheduled evaluations. Of those scheduled, there were 1,172 completed evaluations, 427 cancellations and 97 no-shows countywide.
- Scheduling Assessments: On average, the time between an applicant call to schedule an in-person assessment and the date of their assessment was approximately five (5) business days. The program target is to schedule assessments within ten (10) business days of an applicant's call.

- Eligibility Letters: The average duration between an applicant's assessment and receipt of the eligibility determination letter was twelve (12) days. In the first six months of the program, there were 12 violations for the 21-day assessment letter policy. In November 2013, this issue was resolved with CARE and there have been no violations of the 21-day policy in 2014 to date.
- Paratransit Usage: On average, 55% of all applicants utilized complementary paratransit service to and from their assessments.
- Comment Cards: There were a total of 72 ADA Comment Cards received in FY 2013-14. Of those who completed comment cards, the majority of clients 86% were "highly satisfied," 11% were "satisfied," and 5% were "neutral" in their rating of the assessment process and service.

Recommendation:

Forward a recommendation to the STA TAC and Board to receive and file the Countywide In-Person ADA Eligibility Program FY 2013-14 Annual Progress Report.

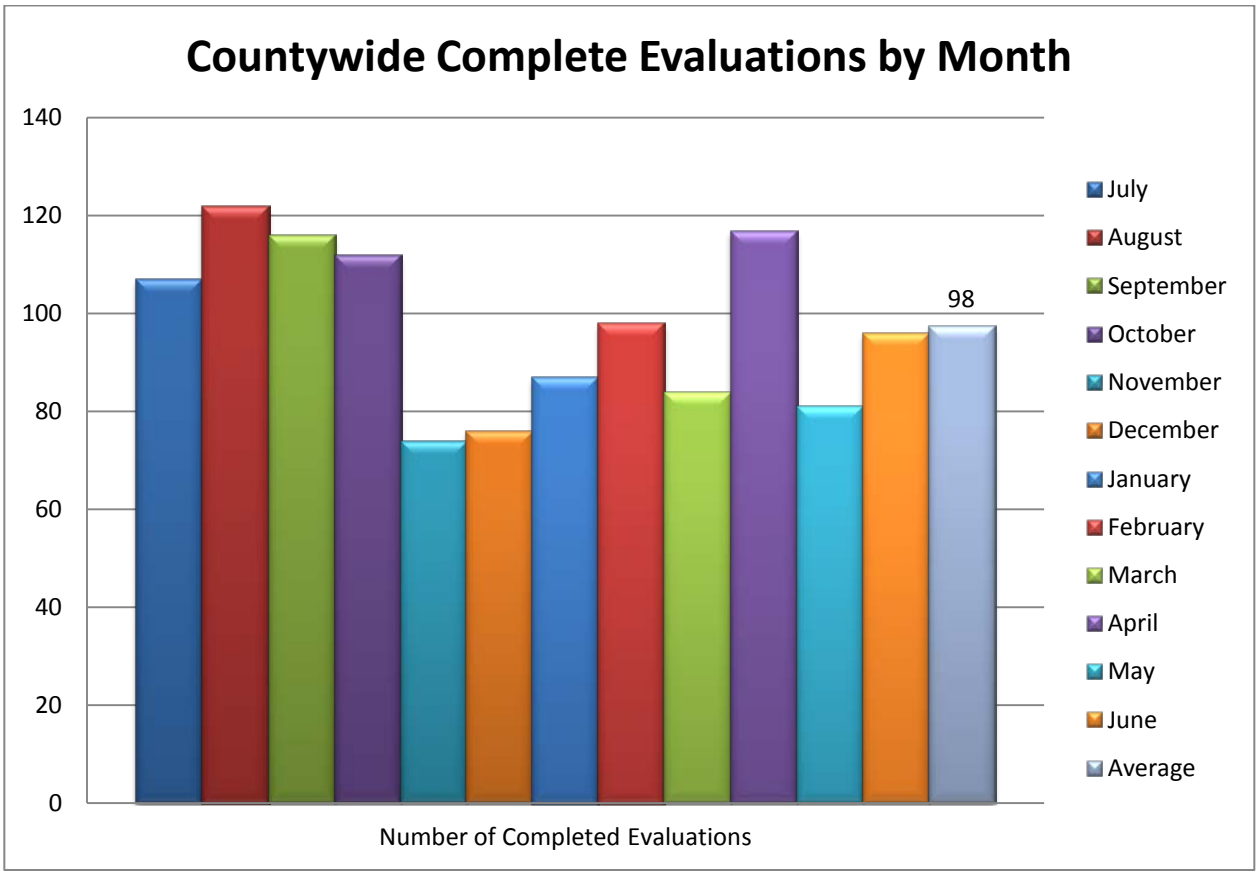
Attachments:

A. Countywide In-Person ADA Eligibility Program FY 2013-2014 Progress Report

Countywide In-Person ADA Eligibility Program
FY2013-2014 Progress Report

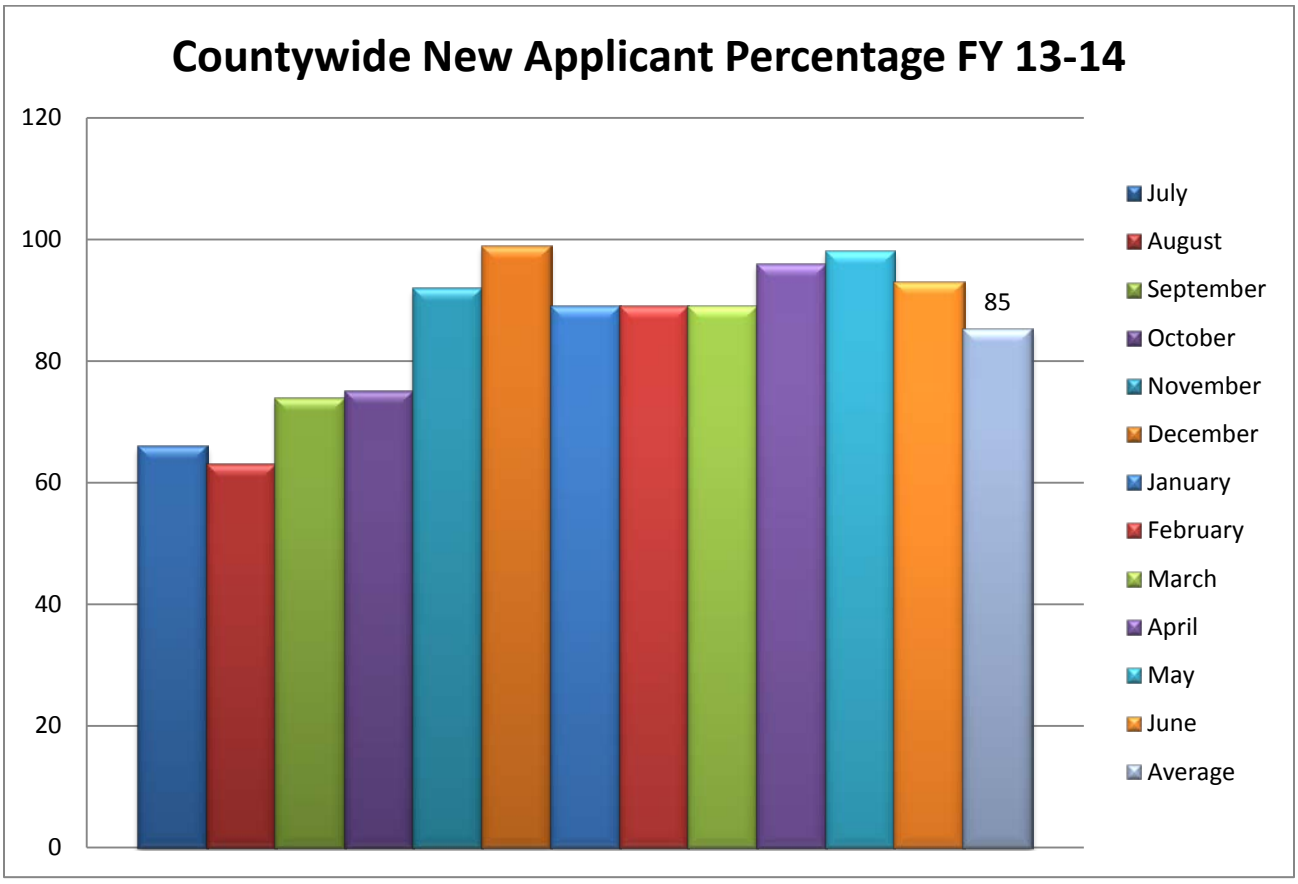
Applicant Volume by Month: CARE Evaluators completed 1172 evaluations in Solano County in FY 13-14 (July 1, 2013 - June 30, 2014). The total number of evaluations peaked in August, decreased in the winter months and peaked again in April 2014. It was expected that November and December evaluation totals would be slightly lower than other months due to the holidays. With the exception of November and December, completed evaluations ranged between 80 and 100 per month Countywide with an overall average of 98 completed evaluations per month.

Applicant Volume and Productivity by Location						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Completed	**1172**	**35**	**416**	**10**	**434**	**277**
Cancellations	**427**	**6**	**139**	**2**	**162**	**115**
No-Shows	**97**	**3**	**38**	**0**	**44**	**16**
Incompletion Rate	***31%***	***20%***	***30%***	***17%***	***33%***	***32%***



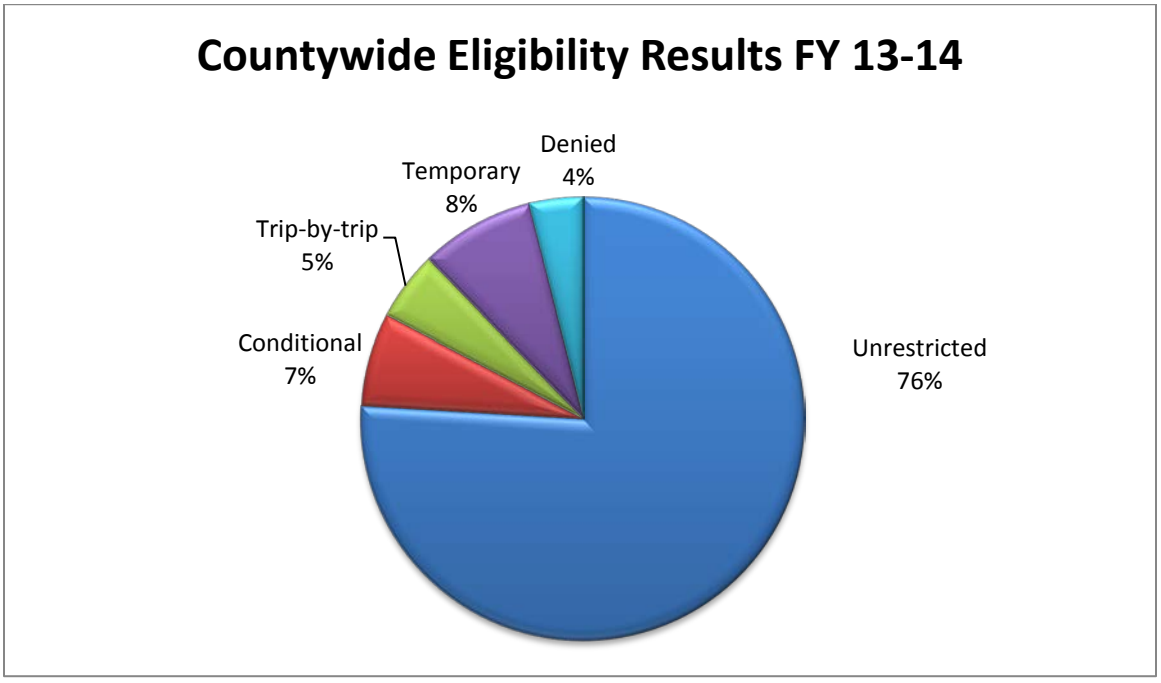
New versus re-certification: In FY 13-14, 84% of all applicants were new. This number has increased over the first year of the program from 66% in July 2013 to 96% in June 2014, with an average of 85%.

Countywide Eligibility Results by Application Type					
NEW		**Percentage**	**RECERTIFICATION**		**Percentage**
Unrestricted	734	75%	Unrestricted	155	81%
Conditional	67	7%	Conditional	16	7%
Trip-by-trip	55	5%	Trip-by-trip	3	2%
Temporary	89	9%	Temporary	8	5%
Denied	36	4%	Denied	9	5%
TOTAL	**981**	84%	**TOTAL**	**191**	16%



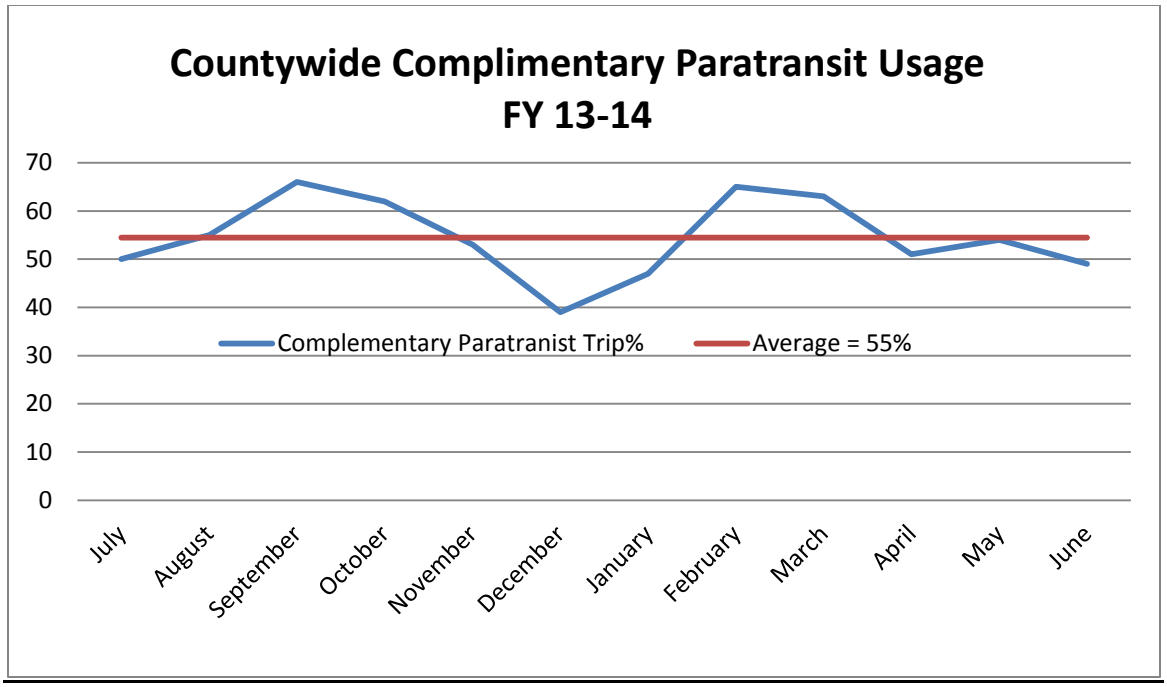
Eligibility determinations: Of the 1172 assessments that took place, 889 (76%) were given unrestricted eligibility, 88 (7%) were given conditional eligibility, 54 (5%) were given trip-by-trip eligibility, 97 (8%) were given temporary eligibility and 44 (4%) were denied. A low denial rate is an indicator of a healthy program. This suggests that applicants are self-selecting out of the evaluation process early and are educated about the basic conditions of eligibility.

Eligibility Results by Service Area						
	Countywide	**Dixon Readi-Ride**	**FAST**	**Rio Vista Delta Breeze**	**SolTrans**	**Vacaville City Coach**
Unrestricted	**889**	24	312	8	331	214
Conditional	**88**	10	31	1	24	22
Trip-by-trip	**54**	0	14	0	23	17
Temporary	**97**	1	36	0	46	14
Denied	**44**	0	24	1	10	9
TOTAL	**1172**	**35**	**417**	**10**	**434**	**276**



Impact on Paratransit: Applicants are provided a complimentary trip on paratransit for themselves and their applicant's Personal Care Attendant (PCA) upon request. In the first year of the program, on average 55% of all scheduled applicants requested a paratransit trip to the assessment site.

Transportation to and from In-Person Assessment						
	Countywide	**Dixon Readi-Ride**	**FAST**	**Rio Vista Delta Breeze**	**SolTrans**	**Vacaville City Coach**
Own Transportation	**551**	**12**	**193**	**6**	**178**	**160**
Complementary Paratransit	**669**	**28**	**241**	**2**	**274**	**122**
Paratransit %	**55%**	**70%**	**56%**	**25%**	**61%**	**43%**



Type of Disability: Many of the applicants who completed the in-person assessment presented more than one type of disability. Nonetheless, the most common type of disability reported was a physical disability 1103 (52%) followed by cognitive disability 442 (22%) and visual disability 425 (20%). An auditory disability was the least commonly reported disability, with 107 (6%) of the total.

Disability Type Countywide and by Service Area						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Physical	1103	28	364	9	418	253
Cognitive	442	17	146	5	162	109
Visual	425	10	199	3	161	116
Audio	107	1	39	0	35	28

Time to scheduled assessment: On average, the time between an applicant's request to schedule an in-person assessment and the date of their assessment was approximately five (5) days. The longest amount of time a client had to wait for an appointment was 24 days. This wait is often attributed to clients rescheduling appointments resulting in a longer wait time between their initial call and their actual appointment. The goal is for clients to receive an appointment within 10 business days or two weeks of their phone call. STA staff is working with CARE to explore solutions to resolving scheduling delays. On average the 10 business day target is achieved.

Time (Days) from Scheduling to Appointment						
	Countywide	**Dixon Readi-Ride**	**FAST**	**Rio Vista Delta Breeze**	**SolTrans**	**Vacaville City Coach**
Average for Period	5	4	5	6	5	4
Longest	24	14	20	10	24	13

Time to receipt of eligibility determination letter: On average, the time between the applicant's assessment and the receipt of the eligibility determination letter 12 days. The longest an applicant had to wait for their determination letter was 34 days. There is a requirement that all ADA determination letters are mailed to clients within 21 days of their evaluation. CARE Evaluators had 12 violations of this requirement from July – October 2013. There were no violations of the 21-day ADA policy in the remainder of FY 13-14. STA staff continues to work with CARE to 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	12	10	13	8	12	11
Longest	34	18	34	16	32	33
# of Clients Past 21 Days	12	0	1	0	10	1

Comment Card Summary: There were a total of 72 ADA Comment Cards received by the STA in FY 13-14. Below is a summary of the scores provided by clients and the number each transit operator received. By far, applicants were "highly satisfied" with the service they received during their assessments.

Comment Card Summary							
	Countywide	**Dixon Readi-Ride**	**FAST**	**Rio Vista Delta Breeze**	**SolTrans**	**Vacaville City Coach**	**Not Specified**
Very Satisfied	62	5	18		21	17	1
Satisfied	8		3		5		
Neutral	2		1			1	
Dissatisfied							
Very Dissatisfied							
Total Received	72	5	22	0	26	18	1

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Date: September 15, 2014
To: SolanoExpress Transit Consortium
From: Liz Niedziela, Transit Program Manager
RE: Solano Short Range Transit Plan (SRTP) Plan Update

Background

In May 2012, the Metropolitan Transportation Commission (MTC) adopted Resolution 4060 which contains several policies, strategies and recommendations resulting from the Transit Sustainability Project (TSP) findings. Initiated in 2010, the TSP was a regional effort to address transit capital and operating shortfalls and to improve transit performance for the customer. One of the Resolution 4060 recommendations was to conduct multi-agency Short Range Transit Plans (SRTP) at the county or sub-regional level to promote interagency service and capital planning. MTC also made a specific recommendation for Solano County that an analysis of coordination be prepared to better inform service planning throughout the county.

On March 12, 2012, STA approved a scope of work to perform a Solano County Coordinated SRTP in conjunction with an I-80/I-680/I-780/SR 12 Transit Corridor Study "Transit Corridor Study". In August 2012, STA engaged a consulting team led by Arup to prepare the Coordinated Short Range Transit Plan (SRTP) for Solano County and to undertake the Transit Corridor Study. In September 2013, the STA approved the Solano County Coordinated Short Range Transit Plan FY2012-13 to FY 2022-23.

Developing a Coordinated SRTP brought additional benefits to the preparation of individual transit operators' SRTPs by: taking a consistent approach to setting goals, objectives, performance measures and standards; evaluating transit services; developing operating plans; and applying uniform assumptions on critical factors such as population growth, cost inflation and funding availability to each operator's ten year financial forecast.

The SRTPs were developed in close collaboration with the transit operators and Final SRTPs was also adopted by the City Councils of the Cities of Vacaville, Dixon, Rio Vista and Fairfield and by the Board of Directors of SolTrans.

Discussion

This fiscal year, MTC is requesting a full Solano SRTP for the small to medium-sized operators and announced a call for applications for funding due September 19th. As noted in MTC Memorandum dated September 3, 2014 (Attachment A), "Small and medium-sized operators, the Sonoma County Transportation Authority and the Solano Transportation Authority are invited to submit a one-page letter of intent listing amount of funds requested." STA staff will be submitting a request by the deadline pending STA Board approval.

Even though Solano County's SRTP were just completed September 2013, MTC would like Solano County to be on the same cycle as the rest of the small and medium-sized operators.

With the Transit Corridor Study being close to completion, STA staff recommendation will include combining the SRTPs with the Transit Corridor Study as was conducted in 2012.

Recommendation

Forward a recommendation to STA TAC and Board for STA to conduct an update to the Countywide Coordinated SRTP for the Solano County Transit Operators as requested by the Metropolitan Transportation Commission (MTC).

Attachment:

A. MTC Memorandum on SRTP Call for Applications dated September 3, 2014

METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TDD/TTY 510.817.5769
FAX 510.817.5848
E-MAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

Memorandum

TO: Transit Finance Working Group DATE: September 3, 2014

FR: Christina Hohorst

RE: Short-Range Transit Plan (SRTP) – Call for Applications

In the FY 2013-14 fiscal year, federal funding was provided to the seven largest operators in the Bay Area who were required to produce full SRTPs. This year, staff is recommending funding for the small to medium-sized operators to complete required SRTPs. Large operators will not be required to produce full or mini SRTPs this year.

This memo includes program information, instructions for applying for SRTP funding, a draft schedule, and information about revenue forecasts for short and long-range planning efforts.

Program Information

Eligible small and medium-sized operators may apply for Section 5303 planning funds to complete full SRTPs. Grants will be between $20,000 and $30,000 per operator. The federal match requirement is 11.47% of the total grant amount. The match requirement can be satisfied with local funding or in-kind services.

Consistent with the Transit Sustainability Project (TSP) recommendations included in MTC Resolution 4060, operators are encouraged to focus SRTP efforts on enhanced coordination and planning, especially between agencies with overlapping service areas, contiguous transit corridors and mutual customers. Operators should incorporate TSP recommendations and initiatives that are planned or underway to improve customer experience, interagency coordination, productivity and/or system ridership.

As was done with the last round of small and medium-sized operator SRTPs, some Section 5303 funding may be reserved for Congestion Management Agencies (CMAs) in Solano and Sonoma counties to promote enhanced coordination and planning.

Program Administration: Instructions for Applying for SRTP Funding

Small- and medium-sized operators, the Sonoma County Transportation Authority, and the Solano Transportation Authority are invited to submit a one-page letter of intent listing the amount of funds requested. Note that staff does not intend to recommend funding levels above prior year awards. **Requests should be submitted by Friday, September 19, 2014**.

Requests should include the following:

For Operators:

- Statement describing if the SRTP will pertain only to the agency submitting the request or if it will pertain to two or more agencies that share overlapping service areas, contiguous transit corridors and/or mutual customers.
- If the SRTP is for one agency, include a description of any corridor service delivery coordination with other agencies and a listing of those agencies, if applicable.
- The amount of funding requested.

For CMAs:

- Statement describing the agencies that will be included in the County/Corridor Level Coordination document
- A brief description of the service areas/corridors where coordination is planned to take place within the county.
- The amount of funding requested.

Once all requests are received, MTC will recommend Section 5303 federal funding.

Proposed Schedule

The following schedule is proposed for funding and developing SRTPs in FY2014-15:

MTC releases call for SRTP applications and instructions	September 3, 2014
SRTP and County Level Coordination funding requests due to MTC	September 19, 2014
MTC adopts FY2014-15 SRTP and County Level Coordination funding; SRTP guidelines revised to include deliverable dates	October 8, 2014
SRTP/County Level Coordination Plan funding contracts executed	November 2014
Draft SRTP/County Level Coordination Plans due to MTC	June 1, 2015
Final SRTP/County Level Coordination Plans due to MTC	September 1, 2015

Revenue Information

To assist operators in preparing their SRTPs, MTC staff plans to update the SRTP revenue forecast to cover FY 2015-16 through FY 2024-25. For consistency purposes, all operators should use the provided forecasts in preparing their SRTP financial plans. Staff intends to make the SRTP revenue forecasts available by November 1st of the current year.

In addition, transit operators should be aware that this Fall, MTC staff will launch a data collection effort for the Region's upcoming long range plan that will include surveying for information on transit operating and capital needs and revenues. Transit operators may want to consider the upcoming data collection effort when preparing information for their SRTPs, in order to make responding to the survey easier, and for maintaining an appropriate level of consistency between the SRTP and RTP information.

All requests should be submitted to Christina Hohorst in Programming and Allocations. If you have questions, please call (510) 817-5869 or send an email to chohorst@mtc.ca.gov.

DATE: September 15, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: STA's 2015 Legislative Priorities and Platform

Background:
Each year, STA staff monitors state and federal legislation that pertains to transportation issues. On February 12, 2014, the STA Board approved its 2014 Legislative Priorities and Platform to provide policy guidance on transportation legislation and the STA's legislative activities during 2014. Monthly legislative updates are provided by STA's State and Federal lobbyists for your information (Attachments A and B). A Legislative Bill Matrix listing state bills of interest is available at http://tiny.cc/staleg.

Discussion:
To help ensure the STA's transportation policies and priorities are consensus-based, the STA's Legislative Platform and Priorities is first developed in draft form by staff with input from the STA's state (Shaw/Yoder/Antwih, Inc.) and federal (Akin Gump) legislative consultants.

The draft is distributed to STA member agencies and members of our federal and state legislative delegations for review and comment prior to adoption by the STA Board. Staff requests that the STA Technical Advisory Committee (TAC) and Transit Consortium review the Draft 2015 Legislative Platform and Priorities for comment at the TAC and Consortium meetings in September. Proposed edits to the Platform are shown with tracked changes (Attachment C). The Platform with the accepted changes has been provided for your review (Attachment D).

STA staff will forward the Draft 2015 Legislative Platform and Priorities with TAC and Consortium feedback to the Board in October, with a recommendation to distribute the draft document for review and comment. The Final Draft 2015 Legislative Platform and Priorities will be placed on the November 2014 agenda of the TAC and Consortium, and forwarded to the STA Board for consideration of adoption in December 2014.

STA's state legislative advocate (Shaw/Yoder/Antwih, Inc.) will work with STA staff to schedule project briefings in early 2015 with each of Solano's state legislators and their staff (as well as key state agency staff) to provide the current status of STA priority projects and discuss future funding.

STA's federal legislative advocate (Susan Lent of Akin Gump) will work with STA staff to refine the STA's strategy objectives for the annual lobbying trip to Washington, DC, which will be scheduled in spring 2015.

Fiscal Impact:
None.

Recommendation:
Forward a recommendation to the STA TAC and Board to distribute the STA's Draft 2015 Legislative Priorities and Platform for review and comment.

Attachments (Note: Attachments C & D will be emailed and provided under separate cover.)

A. State Legislative Update
B. Federal Legislative Update
C. STA's Draft 2015 Legislative Priorities and Platform with Tracked Changes (Redline)
D. STA's Draft 2015 Legislative Priorities and Platform with Changes Accepted

SHAW/YODER/ANTWIH, inc.
LEGISLATIVE ADVOCACY • ASSOCIATION MANAGEMENT

September 10, 2014

TO: Board of Directors, Solano Transportation Authority

FM: Joshua W. Shaw, Partner
Matt Robinson, Legislative Advocate
Shaw / Yoder / Antwih, Inc.

RE: STATE LEGISLATIVE UPDATE – September 2014

Legislative Update

On August 30, the Legislature adjourned the 2013-14 Legislative Session and members returned to their districts to work on constituent issues. Since August 15, approximately 900 bills were sent to the Governor for final action. The Governor now has until September 30 to act on bills sent to him in the final two weeks of session. Later in this report we have provided an update on legislation of importance to the Board (see **Other Bills of Interest** on Page 3).

SB 1368 (Wolk), co-sponsored by the Board, with SolTrans, would clarify the authority of Caltrans and the California Transportation Commission to transfer park-and-ride properties to joint powers authorities providing transportation service and to transit districts. Specifically, this bill would allow SolTrans to take possession of the Curtola Park-and-Ride Facility in the City of Vallejo. This bill passed the Senate Floor by a vote of 36-0 on August 18 and was sent to the Governor the following day. We are awaiting his action on the bill.

HOT Lanes

Legislation was introduced in 2014 that would have allowed designated local and regional transportation agencies and county transportation commissions to apply to the CTC to establish a high-occupancy toll (HOT) lane in those entities' respective jurisdictions, and would have empowered CTC to authorize an unlimited number of HOT lanes that may be approved statewide. In order to establish a HOT lane on a specified piece of highway, that highway must first be operating as a high-occupancy vehicle (HOV) lane. The bill, **SB 983 (Hernandez)**, was held in the Assembly Appropriations Committee due to concerns raised by the Chair regarding tolls in general and specific concerns regarding Caltrans' desire to implement a HOT lane project in Orange County on the I-405 freeway against the wishes of some local officials in Orange County. Earlier versions of the bill included language to allow the nine Bay Area congestion management agencies (CMAs) to also apply to the CTC for HOT lane designation, but this language was ultimately removed due to concerns raised by MTC. The author's office was in the process of crafting a solution to the MTC/CMA issue when the bill was held in Committee due to the aforementioned circumstances surrounding the I-405 freeway.

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Cap and Trade & Transportation

As we reported in the past, the 2014-15 Budget Act includes a one-time appropriation of Cap and Trade auction proceeds for transportation projects, as well as dedicated long-term funding as percentages of the overall total amount of auction proceeds sold in a fiscal year, beginning in 2015-16. Funding is distributed as follows:

In 2014-15, $630 million is appropriated for transportation-related programs, including:

- $25 million for low-carbon transit operations;
- $25 million for transit and intercity rail capital projects;
- $130 million for affordable housing and sustainable communities projects;
- $200 million for low-carbon transportation;
- $250 million for high-speed rail.

In addition to the one-time appropriation of Cap and Trade revenues, 60 percent of Cap and Trade revenues will be dedicated as follows:

- 5 percent for the Low-Carbon Transit Operations Program (LCTOP);
- 10 percent for the Transit and Intercity Rail Capital Program (TIRCP);
- 20 percent for the Affordable Housing and Sustainable Communities (AHSCP);
- 25 percent for high-speed rail.

The remaining 40 percent will be available for appropriation by the Legislature and the Administration in each fiscal year.

As part of the long-term expenditure plan, state law tasks several state agencies – the Strategic Growth Council (Council), the California State Transportation Agency (CalSTA), Caltrans, the Air Resources Board (ARB), and the California Environmental Protection Agency (CalEPA) – with developing guidelines for each of the aforementioned programs, as well as specific elements governing all programs, such as defining disadvantaged communities and methods for measuring GHG reductions.

The Council held a series of public workshops, on August 12, 14 and 15 in Fresno, Oakland, and Los Angeles, respectively, to receive initial feedback from stakeholder groups on the AHSCP, as the Council begins to develop guidelines.

Other state agencies are responsible for the development and adoption of guidelines related to specific programs. CalSTA is responsible for the TIRCP, while Caltrans and ARB are in charge of the Low-Carbon LCTOP. In addition to program-specific guidelines, ARB must establish reporting and quantification methods for measuring GHG reduction and CalEPA must revisit its identification of disadvantaged communities and work with ARB on disadvantaged community funding guidelines.

CalSTA and Caltrans held their first series of public workshops on August 21 (San Jose), August 22 (Sacramento), and August 27 (Los Angeles). The goal of these workshops was to present program requirements under state law and seek public feedback that will inform the Administration's crafting of draft program guidelines. After the draft guidelines are developed and released, additional public meetings will be scheduled to receive comment prior to adoption of final guidelines.

Additionally, CalEPA and ARB began a series of public workshops on defining disadvantaged communities, and developing funding guidelines for ensuring projects serve disadvantaged

communities, on August 25 (Fresno) and August 26 (Los Angeles). The final workshop will be held September 3 (Oakland). At these workshops, CalEPA and ARB have sought comment from stakeholders on the California Communities Environmental Health Screening Tool (CalEnviroScreen). This tool has been developed by the Office of Environmental Health Hazard Assessment (OEHHA) to identify communities in California most burdened by pollution from multiple sources and most vulnerable to its effects, taking into account socioeconomic characteristics and underlying health status. The ARB states that the CalEnviroScreen is well suited for the purposes described in state law relative to expenditure of Cap and Trade funds to the benefit of disadvantaged communities, because many of the factors used in the tool are nearly identical to those specified in the legislation authorizing these programs. These workshops are also being used to solicit feedback on the draft interim guidance released in late August.

We are actively engaged in all of the aforementioned processes and provide information to Authority staff as it becomes available. All agencies responsible for the administration of the Cap and Trade programs anticipate awarding the first round of project funding by the end of the 2014-15 fiscal year and have indicated draft guidelines will likely be out in early October, finalized by the end of the year.

California Freight Mobility Plan

On June 16, Caltrans released its second draft of the California Freight Mobility Plan, which defines the overall state freight vision and identifies goals, objectives, strategies, performance measures, and a select set of high-priority projects designed to achieve that vision. The final round of public comments were due by July 31. The report is scheduled to be released by the end of the year. Projects of significant importance to the Board, including the identification of State Route 12 as a freight corridor, the I-80/I-680/SR 12 interchange, and the westbound I-80 truck scales, are identified in the plan.

Authority Sponsored Bills

SB 1368 (Wolk) would authorize Caltrans and the CTC to relinquish a park-and-ride lot to a joint powers authority formed for the purposes of providing transportations services or to a transit district. From the Authority's perspective, this bill will ensure state-owned property in Vallejo can be turned over to SolTrans for long-term operation, maintenance and improvements. **The STA Board is the Co-Sponsor of this bill, with SolTrans. This bill is on the Governor's Desk awaiting final action.**

Other Bills of Interest

AB 2170 (Mullin) would clarify that a joint powers authority may exercise any power common to the member agencies, including the authority to levy a fee or tax (subject to the requirements of the Constitution). **This bill is on the Governor's Desk awaiting final action.**

SB 556 (Padilla) was amended at one point last year to require *all public agencies*, including public transit systems, to "label" employees and vehicles which are independent contractors or operated by independent contractors with a "NOT A GOVERNMENT EMPLOYEE" or "THE OPERATOR OF THIS VEHICLE IS NOT A GOVERNMENT EMPLOYEE" disclosure.

The STA Board Opposed that version of the bill, due to its adverse impact on transit systems. In the face of substantial opposition around the state, the author narrowed the bill's scope late in the session; it now applies only to fire protection services, rescue services, emergency medical services, hazardous material emergency response services, and ambulance services. **This bill is on the Governor's Desk awaiting final action.**

SB 628 (Beall) would authorize the creation of "enhanced" Infrastructure Financing Districts (eIFD) by a local agency to fund the construction of infrastructure projects, including: highways, interchanges, ramps & bridges, arterial streets, parking facilities, and transit facilities; transit priority projects; and projects that implement a sustainable communities strategy. An eIFD may not finance routine maintenance, repair work, or the costs of an ongoing operation. This bill does not establish a voter-approval requirement for the creation of the eIFD and requires the approval of 55 percent of impacted property owners to issue bonds for the project. Finally, the bill allows the eIFD, with the consent of local taxing entities, to divert incremental property tax revenue to the eIFD to finance eligible projects, as well as seek benefit assessment and user-fees to fund projects. **This bill is on the Governor's Desk awaiting final action.**

SB 983 (Hernandez) would have allowed designated local and regional transportation agencies and county transportation commissions to apply to the CTC to establish a high-occupancy toll (HOT) lane in those entities' respective jurisdictions and would have empowered CTC to authorize an unlimited number of HOT lanes that may be approved statewide. **This bill was held in the Assembly Appropriations Committee.**

SB 1077 (DeSaulnier) would direct the California State Transportation Agency (CalSTA) to develop a pilot program designed to assess specified issues related to implementing a mileage-based fee (MBF) in California to replace the state's existing fuel excise tax by January 1, 2016. The bill would require the CalSTA to assess certain issues related to implementing an MBF, including different methods for calculating mileage and collecting road use information, processes for managing, storing, transmitting, and destroying data to protect the integrity of the data and ensure drivers' privacy, and costs associated with the implementation and operation of the MBF system. **This bill is on the Governor's Desk awaiting final action. <u>The STA Board has adopted a "Watch" Position for this bill.</u>**

SB 1151 (Canella) would impose an additional fine of $35 for specified violations within a school zone and deposit fine revenues in the State Transportation Fund for school zone safety projects within the Active Transportation Program. **This bill is on the Governor's Desk awaiting final action. <u>The STA Board Supports this bill.</u>**

SCA 4 (Liu) and SCA 8 (Corbett) would lower the two-thirds voter threshold to raise taxes to fund transportation projects to fifty-five percent. One of the bills was subsequently amended to add "strings" to the expenditure of local funds raised with the lowered threshold; the Board should discuss over the coming months its priorities relative to these state impositions. **These measures were held in the Senate Appropriations Committee. <u>The STA Board Supports both of these bills</u>.**

Akin Gump
STRAUSS HAUER & FELD LLP

M E M O R A N D U M

August 20, 2014

To: Solano Transportation Authority

From: Akin Gump Strauss Hauer & Feld LLP

Re: July Report

During the month of July we monitored developments with the surface transportation and appropriations bills and assisted Soltrans with drafting its grant application under the FTA Ladders of Opportunity program and secured a letter of support from Congressman Thompson.

Surface Transportation Reauthorization

Congress passed legislation before the August recess that directs the transfer $10.9 billion in general funds to the Highway Trust Fund and extends current law through May 30, 2015. The President signed the bill into law on August 8. Passage of the legislation was necessary because (1) the Highway Trust Fund did not have sufficient receipts from gas tax revenues to continue to support the program at current funding (effective as of August); and (2) the current transportation law expires on September 30 and Congress could not agree on new legislation before that date. The funds to pay for the general fund transfer will come from a change in how companies fund pensions and an extension of customs user fees.

Senate Environment and Public Works Committee Chair Barbara Boxer advocated for a shorter extension – through December – to force Congress to complete work on the transportation bill during the "lame duck" session of Congress after Election Day. When the House rejected that proposal, however, the Senate was forced to agree to the House bill to avoid a shutdown of the transportation program. While Congress averted a crisis with transportation funding in the short term, the legislation does not address the need for greater investment in infrastructure. The House and Senate must grapple with how to fund the surface transportation programs in the next Congress. While Congress may consider multiyear legislation next year, it is not clear whether they will be able to identify a stable and reliable source of funding absent a willingness to increase the gas tax (which is politically unsalable) or adopt some other approach (vehicle miles travelled fee, indexing gas tax to inflation, sales tax, etc.). The current state of play indicates a greater potential for continued short-term authorizations without substantial increases in program funding.

Fiscal Year 2015 Appropriations Legislation

Congress must pass a continuing resolution (CR) that will fund the federal government through the elections when it returns to work on September 8. While the House has passed some of its appropriations bills (including Transportation), the Senate has not been able to pass any of its bills. Senate Appropriations Committee Chairman Barbara Mikulski (D-MD) is drafting an omnibus bill, intended to state the Senate position in negotiations with the House. However, because Congress will have a short work period in September before they recess for the November elections, it appears more likely that Congress will adopt a CR to avoid a government shutdown.

Survey of Projects of Regional and National Significance (PNRS)

Industry efforts are underway to reopen DOT's survey of Projects of Regional and National Significance (PNRS). On June 30, the Federal Highway Administration (FHWA) concluded a survey of State DOTs, transit agencies, tribal governments and multi-state or multi-jurisdictional groups to identify projects of regional and national significance. The survey was required under Section 1120 of MAP-21. Although Congress authorized $500 million annually in general funds for the program, Congress did not appropriate any funds for the program. Results of the survey will be used by DOT to complete an analysis to classify projects as regionally or nationally significant and to make recommendations to Congress regarding funding of eligible projects.

The only official announcement regarding the PNRS survey was published in a December 10, 2013 Federal Register notice (docket no. FHWA-2013-0056) addressing information collection procedures. The Coalition for America's Gateways and Trade Corridors (CAGTC) is urging transportation agencies[A1] to write to FHWA, requesting that the survey be reopened to allow greater input. Since the program is not currently funded, there are no negative ramifications if a project is not listed. However, the survey highlights the need for funding and will raise the visibility of certain projects, which could help projects secure funding in the future.

Legislation Introduced

On July 31, Sen. Sherrod Brown (D-OH) introduced *The Invest in American Jobs Act* (S. 2737), which would extend Buy America requirements to projects funded by the Drinking Water State Revolving Fund, the Economic Development Administration, Federal Emergency Management Agency (FEMA) mitigation grants, and bridges over navigable waters funded under the Truman-Hobbs Act. The bill also contains provisions to prevent segmentation of projects to circumvent Buy America and requires public notice and comment for Buy America waiver requests, as well as a published justification for issuing a waiver. Senators Tammy Baldwin (D-WI) and Jeff Merkley (D-OR) cosponsored the bill, which was referred to the Senate Commerce Committee.

On July 30, Rep. Denny Heck (D-WA) introduced *The Creating Opportunities for Military Members to Use Transportation Efficiently ("COMMUTE") Act* (H.R. 5290). The COMMUTE Act would establish a military community infrastructure grant programs to support transportation improvements within or abutting an urbanized area and designated as a growth community by the Office of Economic Adjustment. Eligible projects would include roads, public transportation and parking facilities; construction of, or upgrades to, pedestrian access and bicycle access; and upgrades to public transportation systems. Consideration would be given to the proportion of the problem addressed by the project that is caused by military installation growth since the year 2000 and the number of service members and DOD civilian employees affected by the problem. The bill was referred to the House Armed Services Committee. Two members of the Committee cosponsored the bill, Rep. Walter Jones (R-NC) and Derek Kilmer (D-WA).

A bill introduced by Representatives Joe Crowley (D-NY) and Erik Paulsen would allow workers to use their pre-tax commuter benefits for a bike share programs. *The Bike to Work Act* (H.R. 5276) would encourage the expansion of the bike share programs by amending the tax code to treat them as mass transit facilities. The tax change would apply to systems operated by a government agency or public-private partnership. The bill was referred to the House Ways and Means Committee.

On July 29, Sen. Mark Pryor (D-AZ) introduced a package of bills to support American manufacturing. The *American-Made Strong* legislation (S. 2682) includes provisions to make the Build America Bonds program permanent to allow construction of transportation infrastructure and other public works projects. The legislation would extend Buy America to infrastructure projects carried out by all federal agencies. The bill was cosponsored by Sen. John Walsh (D-MT) and was referred to the Senate Finance Committee.

On July 14, Representatives Janice Hahn (D-CA) and Ted Poe (R-TX) introduced *The National Freight Network Trust Fund Act* (H.R. 5101), which would create a trust fund to be used for freight projects that would be financed through the transfer of 5 percent of all import duties collected by U.S. Customs and Border Protection. At the current rate of customs fee collection, approximately $1.9 billion would be available annually for the program. States, regional and local governments and port authorities would be eligible applicants. Funds could be used for projects that improve the performance of a segment of the National Freight Network. The bill defines the National Freight Network as: (1) the network established under 23 USC 167; (2) roads and rail lines that connect the Network to a port; (3) on-dock rail projects; (4) projects in a State freight plan; (5) projects that appear in a regional transportation plan; (6) high freight volume roadway or rail corridors that provide connectivity to ports, intermodal connectors, multimodal freight facilities, multistate freight corridors, international borders or airports; and (7) railway-highway grade separations. The bill was referred to the House Transportation and Infrastructure Committee with subsequent referral to the Ways and Means Committee. Thirty-six Democrats cosponsored the bill.

On June 25, Rep. Chris Van Hollen (D-MD) introduced *The Stop Corporate Expatriation and Invest in America's Infrastructure Act* (H.R.4985). The bill would use tax revenue generated from the recovery of taxes from inverted corporations (i.e., U.S. corporations that acquire foreign companies to reincorporate in a foreign jurisdiction with income tax rates lower than the United States after May 8, 2014) to fund transportation programs. The bill is projected to raise $19.5 billion in revenue over ten years. H.R. 4985 has 56 Democratic cosponsors and was referred to the House Ways and Means Committee.

Date: September 15, 2014
To: SolanoExpress Transit Consortium
From: Liz Niedziela, Transit Program Manager
RE: SolTrans Recommended Service Modifications to Solano Express Routes 78, 80, and 85

Background

SolTrans operates three of the seven SolanoExpress routes in which many partners help fund the intercity services and different agreements that govern the various routes. SolTrans has a contract with the STA to operate Route 78, so any modifications to fares or service of those routes must be approved by the STA Board. SolTrans is required to notify the funding partners, including STA, but not necessarily get their approval for changes to Routes 80 and 85. As a practical matter, the continued success for all of the jointly funded intercity routes depends on maintaining a consensus of the funding partners which are all represented on the STA Board. The Intercity Funding Agreement requires any proposed fare or service changes shall be presented to the Intercity Funding Working Group for their consideration.

Discussion

SolTrans has presented this item to the Consortium in August and has requested that the service change recommendations for 78 and 85 of SolTrans' System Restructure Project be included in the September's Consortium Agenda.

STA staff is working with SolTrans staff to receive comments for the Solano Express Route changes to Route 78 and 85 by conducting a Public Hearing at the STA Board meeting October 8, 2014. STA staff is supportive of the SolTrans proposed changes to Route 78 and as provided comments to SolTrans regarding Route 85.

Recommendation

Forward a recommendation to STA TAC and Board

1. For STA to conduct a Public Hearing for proposed service changes to Solano Express Routes 78 and 85; and
2. To approve SolTrans changes to Route 78 and 85 after receiving public comments through the STA Board and SolTrans Public Hearing process.

Attachment:

A. SolTrans Staff Report

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Solano County Transit

TO:	SOLANO EXPRESS INTERCITY TRANSIT CONSORTIUM
PRESENTER:	ALAN ZAHRADNIK, TRANSIT PLANNING CONSULTANT
SUBJECT:	STATUS OF INTERCITY BUS ELEMENTS OF SOLTRANS' SYSTEM RESTRUCTURE PROJECT
ACTION:	PROVIDE COMMENTS AND RECOMMEND APPROVAL, AS APPROPRIATE

BACKGROUND:

As reported to the Consortium in August, SolTrans is in the process of restructuring and enhancing its fixed route bus services. In June 2014, the SolTrans Board approved a staff-recommended Preferred Scenario and authorized public outreach. Public outreach was conducted within the SolTrans service area in August and September, and staff presented a revised service plan to the SolTrans Board last week that was responsive to public comment. Final Board action on the service restructuring and enhancement is scheduled to take place at its October meeting.

While the focus of these enhancements is on the local bus system, SolTrans is also considering improving the performance of intercity bus routes that it operates in collaboration with STA and the other transit operators in Solano County. At this time, SolTrans seeks to receive comments and a recommendation from the Consortium to the STA for approval of the revised SolTrans staff proposal pertaining to intercity bus routes 78, 80 and 85, as required by the Intercity Transit Funding Agreement. With STA approval in November, intercity service changes could be implemented concurrently with local service changes as early as January 2015.

DISCUSSION:

The service proposal presented to the SolTrans Board of Directors in June included specific recommendations for Solano Express services. These recommendations are detailed in Table 1.

Table 1: Intercity Elements of Preferred Fixed Route Operating Scenario – June 2014

Route	Enhancement / Modification
76/78/ 80s	• Integrate Route 76 into Route 78 for productivity purposes; consolidate Route 80S with Route 78.
85	• Streamline service to run on SR37 and I-80 • Serve both SCC campuses

In response to public comments made during the public outreach period, SolTrans staff and consultants revised the initial proposal. These revisions were presented to the SolTrans Board at its September 18 meeting, with a recommendation to approve and proceed with receiving additional comments on the revised proposal, including a public hearing prior to the October Board meeting, at which time final action could be taken. The proposed revisions made to intercity bus routes are shown in Table 2 and explained below.

Table 2: Revisions to Intercity Routes 76/78/80S, 80 and 85 Resulting from Public Outreach

Route	Enhancement / Modification
76/78	• Integrate Route 76 into Route 78 for productivity purposes.
80S	• Discontinue service and reinvest hours in Route 80.
80	• Add Sunday service
85	• Streamline service within Vallejo and along I-80 • Add and consider ending the route at FTC

Routes 76/78

The consolidation of Routes 76 and 78 is meant to provide a higher level of service to destinations in Concord and Walnut Creek for patrons of both routes by making a short deviation off I-680 to Diablo Valley College/Sun Valley Mall. The proposal involves deleting the south-bound deviation to Pleasant Hill BART and continuing on I-680 to serve Walnut Creek BART. Most 78 riders accessing BART and Walnut Creek has more travel destinations and CCCTA connections than Pleasant Hill to increase overall ridership. The Route 78 cost will not change significantly, while ridership and fare revenues would increase. The Consortium is being asked for its concurrence with the proposed Route 78 change.

Routes 80S/80

During the public outreach, Vallejo riders commented that they want Sunday service back on Route 80. Route 80S is to be discontinued due to poor performance. SolTrans would save the vehicle miles and hours and related cost of 80S and intends to reinvest in restoring Sunday service on Route 80. However, if the same level of Saturday service is provided on Sunday, Route 80 hours and cost will increase significantly more than the savings from the 80S. SolTrans staff has recommended waiting to act on adding Route 80 Sunday service until its funding availability is certain. The Consortium is being asked to comment on this proposal at this time. SolTrans staff will come back to the Consortium at a later date, subsequent to discontinuing the 80S.

Route 85

The Route 85 proposal is to improve performance by streamlining the route so it's more attractive to existing and prospective new riders. In response to public comment, instead of operating express from VTC to Solano Community College (SCC) in Vallejo, it *i*s proposed to run limited stop service within Vallejo (Vallejo Transit Center, Sereno Transit Center and Six Flags/Fairgrounds) along the existing alignment and then keep the route on I-80 with only a quick dogleg to serve SCC in Fairfield directly. The Vallejo campus of SCC would not be served. Fairfield Transit Center (FTC) would be added for connections to FAST for riders continuing travel throughout Fairfield and to other cities via FAST intercity routes. It is also proposed to continue on to the Solano Mall

as is done today as many current riders get on/off here. However, SolTrans is considering ending the route at FTC in order to decrease running time, add recovery time and address On-Time Performance issues during congested freeway times. Since FTC has local FAST service to the Mall, ending the Route 85 at FTC seems a reasonable option. The Consortium is being asked to comment on this proposal and the option to end the route at FTC.

Consistency with Long-Range Transit Corridor Plan

The proposed changes to SolTrans' intercity bus routes are consistent with the long range transit corridor plan, such that the changes provide for a more express service along I-80 between Fairfield and Vallejo that allows for future freeway ramp bus pads on I-80 at Hiddenbrooke/ American Canyon, and on Highway 37 at Six Flags/Fairgrounds; and it supports development of all-day, all-week service between Vallejo and Walnut Creek BART via Benicia.

Cost and Revenue Impacts of the Proposed Changes

For the proposed modifications to the intercity routes 76/78/80S and 85, the objective is to have them be cost-neutral, while at the same time attractive to new riders.

Table 3 shows the current performance of intercity routes. Table 4 shows the additional costs of the proposed changes to intercity routes with the estimated revenues and farebox recovery.

Table 3: Current Performance of Intercity Bus Routes (9 months FY 13/14)

Route	Fare Recovery	Passengers per RVH	Cost per Passenger
76	12%	12	$25
78	27%	11	$12
85	29%	9	$11

Table 4: Additional Costs and Estimated Revenues of Proposed Changes

Route	Ridership	Revenue	Vehicle Hours	Vehicle Miles	Cost
78*	4800	$14,800	200	2400	$20,000
85**	0	0	0***	9500	$0***

Notes: * assumes all Route 76 riders switch to Route 78

** about 20% of Route 85 riders board or alight at stops that would be discontinued. Assumes current intercity riders continue to use Route 85 via transfer to/from local bus routes

*** any travel time reduction would be used for additional recovery time, so revenue vehicle hours and costs would not change.

Capital Cost Implication

The proposed changes to Routes 76/78/80S and 85 require no capital improvements.

NEXT STEPS:

SolTrans staff will synthesize all of the input received and will provide a comprehensive report to the Board of Directors, with a final recommendation on fixed-route restructuring and enhancement at the October 23, 2014 meeting. Prior to Board action, a public hearing will be held on the final recommendation to conclude the public comment period. As requested by STA previously, the matter of SolTrans intercity bus routes would be presented for its approval after the SolTrans Board takes action on the system-wide restructuring and enhancement recommendation.

RECOMMENDATION:

At this time, SolTrans seeks Consortium comments and a recommendation to STA of concurrence with changes to Routes 78 and 85, as appropriate.

DATE: September 15, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager
RE: Solano Express Ridership Update for FY 2013-14

Background:
Solano Express Intercity Routes consist of seven routes operated by Fairfield and Suisun Transit (FAST) and Solano County Transit (SolTrans). Funding for Intercity Transit Routes is provided through the Solano Intercity Transit Funding agreement among six cities, the County of Solano and STA, and Regional Measure 2 (RM 2) Bridge toll funds.

The Solano Express Intercity Transit Consortium (the Consortium) consists of STA, Solano Napa Commuter Information (SNCI), Solano County and the cities of Dixon, Fairfield, Rio Vista, and Vacaville, and the new SolTrans Joint Powers Authority. The Consortium helps set policy for funding and administration of intercity routes.

Two of the primary means of measuring the success of intercity transit are farebox recovery (the percentage of operating cost paid by user fares) and overall ridership. Each transit operator gathers and reports the ridership information on a monthly basis and the farebox is estimated on a quarterly basis with final farebox ratios on an annual basis after financial statements are completed.

Discussion:
Comparing fiscal year (FY) 2012-13 year ridership numbers to FY 2013-14 ridership from the same time frame (July - June), overall Solano Express ridership on the seven routes has decreased by 1% as shown in the table below.

Solano Express Route	2012-2013	2013-14	Ridership Increase/Decrease
Route 20	51,135	50,540	-1%
Route 30	47,883	52,077	9%
Route 40	43,502	46,578	7%
Route 78	86,677	80,729	-7%
Route 80	440,091	453,809	3.0%
Route 85	97,964	84,197	-14%
Route 90	252,837	243,271	-4%
	1,020,089	**1,011,201**	**-1%**

Recommendation:
Informational.

Attachment:
A. Solano Express Ridership Comparison

SolanoExpress Intercity Ridership Comparison

20	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	3,511	2,910	4,460	3,517	3,347	3,482	3,958	3,782
Aug	4,251	3,697	3,880	3,911	3,904	4,601	5,049	4,529
Sept	4,355	3,515	4,362	4,628	4,221	4,589	4,563	4,575
Oct	3,684	3,826	4,920	4,578	3,939	4,572	5,133	5,090
Nov	3,271	3,339	3,694	3,886	3,540	4,356	4,254	3,902
Dec	2,922	3,041	3,756	3,891	3,457	4,225	3,689	3,692
Jan	3,172	2,855	4,155	3,293	3,344	4,090	4,302	4,454
Feb	3,116	3,455	4,017	3,859	3,290	4,515	3,997	4,056
Mar	3,727	3,772	4,394	4,753	3,823	4,435	4,252	4,181
Apr	3,174	4,089	4,300	4,176	3,844	4,284	3,897	4,130
May	3,187	3,959	4,157	3,851	3,915	4,636	4,120	4,314
Jun	2,892	4,092	3,929	3,874	3,742	4,111	3,921	3,835
Annual	**41,262**	**42,550**	**50,024**	**48,217**	**44,366**	**51,896**	**51,135**	**50,540**
Farebox		**21%**	**28%**	**36%**	**25%**	**35%**	**31%**	
						July - Jun Comparison		**-1%**

30	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	2,793	2,932	3,897	3,540	3,459	3,533	3,732	4,027
Aug	2,982	3,009	3,979	3,246	3,536	4,110	4,379	4,442
Sept	2,630	2,947	4,510	3,593	3,653	3,855	3,872	4,240
Oct	3,033	3,753	4,904	3,863	3,284	4,161	4,708	4,988
Nov	2,569	3,590	3,387	3,194	3,552	3,702	3,786	3,955
Dec	2,299	2,447	3,369	2,930	3,287	3,514	3,275	3,921
Jan	2,740	2,677	3,571	3,046	3,575	3,811	4,004	4,744
Feb	2,731	2,777	3,488	3,442	3,760	4,045	3,772	4,105
Mar	3,059	2,771	3,831	3,890	4,307	4,108	4,151	4,117
Apr	3,172	3,433	3,823	3,709	4,084	3,999	4,626	4,667
May	3,290	3,149	3,367	3,172	4,069	3,918	4,079	4,419
Jun	3,058	3,633	3,599	3,311	3,998	3,788	3,499	4,452
Annual	**34,356**	**37,118**	**45,725**	**40,936**	**44,564**	**46,544**	**47,883**	**52,077**
Farebox		**39%**	**30%**	**33%**	**27%**	**32%**	**29%**	
						July - Jun Comparison		**9%**

SolanoExpress Intercity Ridership Comparison

40	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	2,951	4,009	5,287	3,595	3,372	2,876	3,576	3,795
Aug	3,332	4,487	4,857	3,457	3,622	3,671	3,828	3,983
Sept	3,021	3,744	5,338	3,152	3,568	3,481	3,314	3,936
Oct	3,384	4,340	5,474	3,537	3,411	3,559	4,098	4,402
Nov	2,841	3,680	3,902	3,147	3,476	3,444	3,260	3,773
Dec	2,437	3,274	3,898	3,154	3,234	3,277	2,918	3,434
Jan	3,935	4,047	3,855	2,908	3,241	3,529	3,666	3,933
Feb	3,479	3,675	3,628	3,034	3,188	3,388	3,507	3,616
Mar	4,269	3,748	4,015	3,646	3,789	3,703	3,859	4,046
Apr	3,894	4,214	3,712	3,315	3,327	3,126	3,930	4,078
May	4,256	4,162	3,278	3,065	3,463	3,356	3,896	3,823
Jun	3,900	4,856	3,519	3,463	3,399	3,289	3,650	3,759
	41,699	**48,236**	**50,763**	**39,473**	**41,090**	**40,699**	**43,502**	**46,578**
Farebox		**23%**	**31%**	**30%**	**22%**	**29%**	**27%**	
						July - Jun Comparison		**7%**

90	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	12,341	15,425	21,782	17,782	17,350	17,905	19,763	18,946
Aug	14,104	17,341	19,770	17,109	18,326	21,662	22,639	21,261
Sept	11,580	15,183	20,883	18,196	18,601	20,036	19,701	20,362
Oct	14,547	18,270	21,719	19,373	17,994	20,137	24,161	21,398
Nov	14,883	16,760	15,848	16,804	17,811	19,326	20,368	18,484
Dec	14,092	15,360	18,028	17,046	17,260	18,460	18,527	19,345
Jan	10,974	17,711	17,887	16,119	18,194	19,799	21,100	21,136
Feb	10,892	17,817	17,640	16,457	17,469	19,894	20,241	19,595
Mar	12,659	18,890	19,728	19,527	21,303	21,423	21,089	20,937
Apr	12,581	20,701	18,919	18,527	19,397	20,299	22,549	21,487
May	12,074	19,080	17,010	16,808	19,823	21,619	22,368	20,129
Jun	13,632	20,495	18,327	17,437	19,909	19,719	20,331	20,191
Annual	**154,359**	**213,033**	**227,541**	**211,185**	**223,437**	**240,279**	**252,837**	**243,271**
Farebox		**40%**	**43%**	**46%**	**41%**	**50%**	**49%**	
						July - Jun Comparison		**-4%**

SolanoExpress Intercity Ridership Comparison

78	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Oct			1,243					
Jul	8,837	8,964	8,642	6,874	6,462	6,298	7,010	6,870
Aug	8,503	9,738	9,196	6,310	6,883	7,741	8,581	7,275
Sept	8,244	10,430	8,905	6,338	7,218	7,561	7,725	7,105
Oct	8,905	9,254	6,360	6,837	7,197	7,422	8,767	7,499
Nov	7,902	8,835	6,328	5,959	7,142	7,140	6,845	6,031
Dec	7,942	7,638	6,202	6,044	6,144	6,875	6,484	6,094
Jan	8,237	7,900	6,096	5,674	6,544	7,440	7,167	6,091
Feb	9,038	8,418	5,599	5,637	6,223	7,324	6,706	6,621
Mar	10,250	8,570	6,517	6,889	7,151	7,991	6,795	6,196
Apr	9,337	9,698	6,432	6,529	7,436	7,599	6,992	6,491
May	10,420	9,226	6,885	6,512	7,351	7,830	7,200	7,382
Jun	10,439	8,636	6,677	6,707	7,384	7,533	6,405	7,074
Annual	**108,054**	**107,307**	**83,839**	**76,310**	**83,135**	**88,754**	**86,677**	**80,729**
Farebox			**20%**	**23%**	**15%**	**19%**	**25%**	
						July - Jun Comparison	**-7%**	

80	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	33,855	34,096	41,304	31,889	31,492	33,747	33,836	34,033
Aug	36,003	37,351	39,073	32,947	32,619	35,498	41,052	39,393
Sept	32,672	31,384	36,454	33,256	30,676	35,255	35,557	37,101
Oct	34,100	34,924	39,128	36,258	32,207	37,304	43,316	39,275
Nov	30,593	31,960	32,043	31,318	29,869	34,257	35,843	35,370
Dec	28,194	29,529	31,765	29,455	30,735	34,071	34,751	35,609
Jan	30,114	30,909	30,878	28,735	31,615	34,673	34,840	37,596
Feb	28,200	32,627	29,056	31,394	31,518	35,770	34,036	35,343
Mar	32,795	34,021	32,830	33,616	35,602	39,851	36,701	38,972
Apr	32,483	36,596	33,786	32,929	34,326	36,325	37,413	40,560
May	34,996	36,382	31,714	31,633	34,527	39,244	37,485	41,307
Jun	33,130	39,052	32,569	31,667	35,705	36,845	35,261	39,250
Annual	**387,135**	**408,831**	**410,600**	**385,097**	**390,891**	**432,840**	**440,091**	**453,809**
Farebox		**36%**	**41%**	**37%**	**39%**	**51%**	**74%**	
						July - Jun Comparison	**3%**	

SolanoExpress Intercity Ridership Comparison

Route 85	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	9,062	13,147	16,013	13,309	12,024	12,454	6,914	6,869
Aug	10,571	15,217	14,518	13,180	14,927	14,491	10,999	7,862
Sept	12,899	12,939	14,576	13,552	14,483	14,691	11,002	6,936
Oct	12,786	13,425	15,197	13,170	13,788	15,909	13,161	7,996
Nov	10,993	10,695	11,351	10,890	12,182	12,791	7,316	6,550
Dec	9,624	9,939	10,950	10,128	10,573	11,201	6,436	5,825
Jan	8,973	9,256	10,868	9,034	10,537	10,856	7,049	6,506
Feb	10,046	12,015	11,801	10,761	11,408	12,525	6,732	6,512
Mar	12,015	12,955	13,934	14,239	13,235	12,830	7,705	7,373
Apr	10,157	13,770	13,026	11,949	12,542	11,976	7,503	7,612
May	10,706	14,373	12,353	11,792	12,063	12,191	6,760	6,978
Jun	8,273	15,821	13,185	11,225	12,518	10,517	6,387	7,178
Annual	**126,105**	**153,552**	**157,772**	**143,229**	**150,280**	**152,432**	**97,964**	**84,197**
Farebox		**24%**	**26%**	**24%**	**28%**	**37%**	**36%**	
						July - Jun Comparison	**-14%**	

Annual	**892,970**	**1,010,627**	**1,026,264**	**944,447**	**977,763**	**1,053,444**	**1,020,089**	**1,011,201**
by Year		13%	2%	-8%	4%	8%	-3%	-1%
to		13%	13%	6%	9%	18%	14%	13%

DATE: September 23, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Jayne Bauer, Marketing & Legislative Program Manager
RE: SolanoExpress Marketing Plan Update

Background:
The STA manages and markets a variety of transportation related programs and services. This includes the design and implementation of the marketing objectives for the SolanoExpress Intercity Transit program.

SolanoExpress:
With the assistance of Regional Measure 2 (RM2) Marketing funds from MTC, the STA Board authorized the launch of a comprehensive marketing program for the SolanoExpress services. STA staff has worked with Solano County Transit (SolTrans) and Fairfield and Suisun Transit (FAST) to develop and implement this program. The goals of the marketing effort for SolanoExpress intercity transit services in FY 2012-13 were to:

1. Promote SolanoExpress services as positive alternatives to driving alone for commuting and other trip purposes
2. Increase awareness of SolanoExpress services
3. Increase ridership on SolanoExpress routes and the farebox recovery rate

Discussion:
SolanoExpress:
A Project Team consisting of staff from STA, FAST and SolTrans guided the efforts of the 2012-13 SolanoExpress Marketing plan and campaign. The Team coordinated the activities with the consultant and brought updates to Consortium, TAC and STA Board meetings. A SolanoExpress Marketing Subcommittee of the STA Board reviewed and approved the marketing plan. Presentations were made to the STA Board and the SolTrans Board for comments and final approvals. A Scope of Work (Attachment A) outlines the tasks to be completed and products delivered by the consultant.

Additional work was scoped out for FY 2013-14 (design, production and installation of decals on 19 SolanoExpress FAST buses, additional local print ads, promotional items, and upgrade of the SolanoExpress website). An updated table of all the elements completed and in progress (Attachment B) is included for your information. Some items were not completed due to change in scope on other items.

Attachment C depicts an overview of audience statistics on the SolanoExpress website during the online/print marketing campaign, which increased by approximately fourfold at its peak. Attachment D depicts the percentage of device type used to access the SolanoExpress website – 46% desktop, 42% mobile, 12% tablet. Attachment E shows examples of the media elements that were used in this campaign.

STA staff is preparing for the FY 2014-15 marketing efforts for SolanoExpress, and has developed the following list to finalize and implement:

1. FAST bus decals
2. SolanoExpress website
3. Installation of bus stop signs
4. Installation of bus schedule frames and schedules
5. Including branding of SolanoExpress on SolTrans website (replacing Multi-Zone term)
6. Rider appreciation promotions ("Buy One Get One" free)
7. Door hanger promotion for Vine Express Route 21 (Napa to Fairfield)

Staff is seeking input from the Transit Consortium on the elements of the FY 2014-15 SolanoExpress marketing campaign.

Fiscal Impact:
$150,000 has been budgeted for marketing SolanoExpress in FY 2014-15. Funds come from State Transit Assistance Fund (STAF) dedicated by the STA.

Recommendation:
Informational.

Attachments:

A. SolanoExpress Transit Marketing Scope of Work for FY 2012-13
B. SolanoExpress Marketing Elements Update
C. SolanoExpress Website Audience Statistics
D. SolanoExpress Website Device Statistics
E. SolanoExpress Marketing Media Elements Sample

Scope of Work
SolanoExpress Transit Marketing Services FY 2012-13

Marketing Objective

The objective of the SolanoExpress Marketing Program is to build upon the past marketing strategies and apply them specifically to promote seven intercity transit services as a system as well as individually:

- SolanoExpress SolTrans Rt. 78
- SolanoExpress SolTrans Rt. 80
- SolanoExpress SolTrans Rt. 85
- SolanoExpress FAST Rt. 20
- SolanoExpress FAST Rt. 30
- SolanoExpress FAST Rt. 40
- SolanoExpress FAST Rt. 90

An approved Marketing Plan will guide the implementation of the SolanoExpress Transit Marketing Campaign for FY 2012-13. In addition to the Plan, the final product will include the design, creation, media placement and printing of various marketing collateral as outlined:

Marketing Plan

Develop a marketing plan to include an ongoing campaign that incorporates a wide range of marketing strategies that will effectively promote, increase awareness and ridership, and implement branding of SolanoExpress services to key audiences:

- Existing core riders
- Existing occasional riders
- General public/non-riders

Marketing Collateral

Create and produce marketing products that may include the following:

a) Ad placement for print publications/media
b) Design/scripting/placement of internet ads
c) Fare Incentive flyers and electronic media ads
d) Outline of recommended SolanoExpress Website Updates
e) Bus shelter posters
f) SolanoExpress Decals for Bus Stop Signs
g) Bus Stop Sign Schedules Frames
h) Printed Brochures/Posters/Promotional Collateral
i) Ads for internal and external bus placement

SolanoExpress Marketing Campaign Elements

I. Online

- Google Ad Network
    - Various banner ad sizes
    - Geographically targeted to Solano County
    - Campaign run: Week of September 2–Week of October 7
    - 1,020,000 estimated impressions
- Facebook
    - 155x155 banner image with clickable link
    - Geographically targeted to Solano County
    - Campaign run: Week of September 2–Week of October 7
    - 2,040,000 estimated impressions
- Pandora
    - 500x500 banner ad with 30-second audio
    - Geographically targeted to Solano County
    - Campaign run: Week of September 2–Week of September 23
    - 1,194,000 estimated impressions
- Bay Area Newsgroup Online
    - Run of network, including The Reporter.com, Times Herald.com, Yahoo.com
    - Geographically targeted to Solano County
    - Campaign run: Week of September 2–Week of September 23
    - 350,500 estimated impressions
- TOTAL impressions 17,719,807
- TOTAL site visits 15,504

II. Radio

- KUIC
    - :60 spot
    - 228 total spots
    - Campaign run: Week of September 2–Week of October 7
    - 430,200 impressions

III. Print

- *Benicia Herald*
    - ¼ page full-color ad
    - Placement in Sunday edition
    - Campaign run: 9/8, 9/15, 9/22, 9/29
- *Vacaville Reporter*
    - ¼ page full-color ad
    - Placement in Sunday edition
    - Campaign run: 9/8, 9/15, 9/22, 9/29
- *Vallejo Times Herald*
    - ¼ page full-color ad
    - Placement in Sunday edition
    - Campaign run: 9/8, 9/15, 9/22, 9/29

- *UC Davis Aggie*
    - Campaign geared toward UC Davis students, faculty and staff
    - ¼ page full-color ad
    - Placement in Thursday edition of weekly paper
    - Campaign to begin after start of academic year (9/24)
    - Campaign run: 9/26, 10/3, 10/10, 10/17
- Direct Mail Incentive
    - Postcard mailed to approx. 12,000 households in target neighborhoods for free ride voucher (mailed to online registrants)
    - 67 FAST vouchers mailed
    - 72 SolTrans vouchers mailed
- Bus Tails
    - 23" x 23" displays mounted on FAST and SolTrans Express buses.
    - To be printed: Week of September 9
    - Coordinating with FAST and SolTrans on installation by May 2014

Additional Elements

I. Bus Schedules and Frames

- Frames and schedule templates provided to FAST and SolTrans – installation TBD

II. Transit Connections Brochure

- Final product delivered September 2014

III. Bus Decals

- SolanoExpress decals for application to FAST buses – not completed

IV. Art Poster

- Poster is being finalized September 2014

V. Redesigned Web Site

- Anticipated October 2014

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Date: September 15, 2014
To: SolanoExpress Transit Consortium
From: Mary Pryor, NWC Partners Consultant
RE: Discussion of Intercity Bus Replacement Capital Plan

Background

In 2013, the Intercity Transit Funding Working Group met and jointly developed a plan for funding intercity bus replacements. The recommended plan was approved by the STA Board on March 13, 2013 (Attachment A). Under this plan, a total of $29.378 million is needed to complete the funding for the remaining 28 buses. The STA will provide 20% of the funding, 20% of the funding will be requested from Metropolitan Transportation Commission (MTC) and the other members of the Intercity Transit Funding Group will provide the remaining 60% of the funding.

In March 2013, STA send a letter to MTC requesting 20% of the Intercity Bus Replacement (Attachment B). At this time, STA has not received a commitment from MTC. MTC did include bus replacement as an eligible category for potential regional Cap and Trade funds, but in round one Cap and Trade funds are to be allocated by state agencies.

On May 14, 2014, the STA Board approved a funding plan for completing the Fairfield/ Vacaville Intermodal Station project including a loan of funds currently planned for use on Intercity Bus Replacements. The loan does not have a negative impact on the Intercity Bus Replacement funding plan, and does not change the commitments of each of the funding agencies. Under this plan, the City of Vacaville will loan $3 million in TDA funds and the STA will loan $1.259 million in Prop 1B funds to the Intermodal Station Project. The City of Fairfield will repay the loans with a variety of local funds totaling $4.259 million over five years. Payments will be made to STA to meet the commitments to the Intercity Bus Replacement plan. The City of Fairfield will also be responsible for paying the balance of approximately $229,000 owed by the City of Vacaville for the Intercity Bus Replacement if the funding is needed. This amount is considered in lieu of interest on the loan. Attachment C is a draft funding plan that includes Fairfield's loan.

Discussion

STA is requesting information from each of the participating Intercity Transit Funding Working Group members regarding the status of funding their commitments to the Intercity Bus Replacement Capital Plan. This information accumulated at this time is as follows:

- Dixon and Solano County: $290,262 has been allocated for the bus replacement, which approximately funds their FY18-19 commitment as part of Federal 5311 swap with TDA funds.
- FAST: Fairfield has indicated that funds for the bus replacement program will be accumulated in future years in their enterprise fund and TDA reserve account.

- SolTrans: The primary funding sources that SolTrans will use for bus replacement are TDA & FTA Sections 5307 and 5309.
- Vacaville: Commitment met through loan of $3 million to Intermodal Station Project.
- STA has currently programmed $2,928,757 in STAF and $1,259,623 in Prop 1B for a total of $4,180,380 towards the STA's 20% target of $5,875,565

At the request of STA staff, NWC Partners will be following up with the operators regarding the details of their financial commitments.

Recommendation
Informational.

Attachments:

A. Intercity Bus Replacement Funding Plan Approved by STA Board March 13, 2013
B. STA Ltr. MTC Intercity Bus Replacement dated March 5, 2013
C. Draft Revised Intercity Bus Replacement Funding Plan with Fairfield/Vacaville Intermodal Station Project Loan

Solano County Intercity Bus Fleet Replacement Costs and Funding

Attachment A

Prepared by Nancy Whelan Consulting Feb 19, 2013

Interim Funding Plan

Scenario 2A: All Buses Replaced by FY 22-23, 60% Funding by Locals Using Intercity Funding Agreement Formula

		Funded		Funded[a]							
Year of Replacement[b]		FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
Total Buses to be Replaced		3		3	0	14	2	3	5	4	**34**
FAST		*1*		*2*	*0*	*2*	*2*	*3*	*5*	*4*	***19***
SolTrans		*2*		*1*		*12*					***15***
Unit Cost -- 45 ft hybrid		$ 931,730	$ 961,330	$ 980,556	$ 1,000,167	$ 1,020,171	$ 1,040,574	$ 1,061,386	$ 1,082,613	$ 1,104,266	
Total Cost		**$ 2,795,190**	**$ -**	**$ 2,941,669**	**$ -**	**$ 14,282,389**	**$ 2,081,148**	**$ 3,184,157**	**$ 5,413,066**	**$ 4,417,062**	**$ 35,114,681**
Funding											
Near Term: 6 Replacements											
Federal Earmarks		$ 1,260,000									**$ 1,260,000**
Prop 1B Lifeline		$ 1,000,000									**$ 1,000,000**
Prop 1B Pop Base		$ 535,190		$ 2,360,202							**$ 2,895,392**
STAF				$ 581,467							**$ 581,467**
Longer Term: 28 Replacements											
20% Funding from STA[c]					$ -	$ 2,856,478	$ 416,230	$ 636,831	$ 1,082,613	$ 883,412	**$ 5,875,565**
20% Funding from MTC[d] -- Proposed					$ -	$ 2,856,478	$ 416,230	$ 636,831	$ 1,082,613	$ 883,412	**$ 5,875,565**
60% Funding by Locals											**$ -**
Dixon	1.9%				$ -	$ 274,829	$ 40,046	$ 61,271	$ 104,161	$ 84,995	**$ 565,302**
FAST	24.3%				$ -	$ 3,469,568	$ 505,566	$ 773,515	$ 1,314,976	$ 1,073,021	**$ 7,136,647**
SolTrans	22.2%				$ -	$ 3,176,988	$ 462,933	$ 708,287	$ 1,204,088	$ 982,536	**$ 6,534,831**
Vacaville	11.0%				$ -	$ 1,569,955	$ 228,765	$ 350,010	$ 595,017	$ 485,534	**$ 3,229,282**
Unincorporated County	0.5%				$ -	$ 78,093	$ 11,379	$ 17,410	$ 29,598	$ 24,152	**$ 160,632**
Total Funding		**$ 2,795,190**	**$ -**	**$ 2,941,669**	**$ -**	**$ 14,282,389**	**$ 2,081,148**	**$ 3,184,157**	**$ 5,413,066**	**$ 4,417,062**	**$ 35,114,682**

Notes

a. STA Board approved this funding on Feb 13, 2013.
b. Year of replacement reflects the cash flow requirement; programming for these expenditures would be needed 2 years prior to the year of replacement.
c. 20% Funding from STA - STA is committed to providing the local match for the Intercity SolanoExpress Bus Replacement from a combination and STAF and Prop 1B funds. Currently, STA has a reserve of STAF funds and will continue to build the reserve on an annual basis until the local match is met.
d. Proposed MTC funding from bridge tolls or Sec. 5307

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Solano Transportation Authority
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SOLANO TRANSPORTATION AUTHORITY

Member Agencies:
Benicia ♦ Dixon ♦ Fairfield ♦ Rio Vista ♦ Suisun City ♦ Vacaville ♦ Vallejo ♦ Solano County

One Harbor Center, Suite 130, Suisun City, CA 94585-2473 ♦ Telephone (707) 424-6075 / Facsimile (707) 424-6074
Email: staplan@sta-snci.com ♦ Website: sta.ca.gov

March 5, 2013

Alix Bockelman
Director of Programming and Allocation
Metropolitan Transportation Commission (MTC)
101 Eight Street
Oakland, CA 94607

RE: (1.) Interim Solano Intercity Bus Replacement Funding Plan
(2.) Request for MTC to Fund 20% of the Intercity Bus Replacement Funding
(3.) Request that MTC Release Reserved FY 2014 Section 5307 for the Fairfield, Vacaville, and Vallejo Urbanized Areas based on the Interim Cost Sharing and Funding Plan

Dear Ms. Bockelman:

The Metropolitan Transportation Commission (MTC) recently reserved programming of one half of the FY 2014 Section 5307 transit funds for the Fairfield, Vacaville and Vallejo urbanized areas pending completion of a transit capital plan as part of the Solano County Coordinated Short Range Transit Plan (SRTP). This letter is intended to convey that an interim Solano Intercity Bus Replacement Funding Plan has been developed and agreed to by the affected Solano County transit operators and the Solano Transportation Authority (STA).

This Solano Intercity Bus Replacement Funding Plan, coupled with the I-80/I-680/I-780 Transit Corridor Study, will provide a ten year plan for transit service in the County. The Solano Transportation Authority (STA) and its consulting team, ARUP, began the study in August 2012 and the Coordinated SRTP and Transit Corridor Study draft plan are scheduled to be available by May of 2013.

Development of Solano Intercity Bus Replacement Funding Plan
The Solano Transportation Authority convened the Intercity Transit Finance Working Group (ITFWG) in meetings on January 24, February 6, and February 19 to address the intercity bus replacement needs and funding. The ITFWG consists of the two operators of intercity bus service in the county, SolTrans and FAST, and the funding partners for the Intercity Transit Service, the Cities of Dixon and Vacaville, the County of Solano, and STA. The ITFWG has met periodically since its inception in 2006 with the creation of the first Solano Intercity Transit Funding Agreement.

The ITFWG, with the assistance of STA's consulting team, has reviewed the intercity fleet needs for Solano County and has agreed upon the following:

- Currently, there are 46 over -the-road MCI buses available for intercity service. These buses were purchased in 2001 and 2003 for regional express bus service.
- The peak fleet requirement for the intercity bus service is 28. Assuming a 20% spare ratio, 6 buses are needed as spares, for a total fleet requirement of 34. The current fleet exceeds the number of buses needed by 12.
- The Arup team has conducted a preliminary review of the growth in the corridor and potential bus service needs. The 34 bus fleet appears to be able to meet the transit demand in the corridor for at least the next ten years. Growth in the fleet may be needed in the 2024-2029 timeframe.

- The useful life of the buses can be extended beyond the eligible replacement life of 14 years by replacing engines mid-life. The intercity operators have agreed to a bus replacement schedule based on:
    - A schedule of engine replacements whereby all SolTrans MCI buses have had engine replacements by 2012, and all FAST MCI buses have engine replacements by 2020, extending the useful life of the buses by 3 to 6 years.
    - The buses have relatively low mileage, and MCI reports that these are "million mile buses" further supporting the concept of extending the useful life of this fleet.
    - Engine replacements cost approximately $40,000 and other key component replacements that would be done concurrently with engine replacements cost approximately $35,000. The $75,000 investment should extend the life of the bus by about 5 years.
    - A literature review conducted by the Arup team indicates that investments in engine overhauls do indeed extend the vehicle life and are a good return on investment.
- Near term funding of 6 replacement vehicles will be provided through federal earmarks, Prop 1B funds, and STAF population funds. Three buses will be replaced by SolTrans and 3 buses will be replaced by FAST. The funding plan is provided in Attachment A.
- Principles for sharing the cost of the remaining 28 bus replacements among the intercity partners should be based on costs by route and by jurisdiction served. The ITFWG approved a funding plan where all participants contribute to bus replacements according to the formula used for sharing intercity operating costs.

Proposed Preliminary Funding Plan

The STA has developed a preliminary cost and funding plan for intercity bus replacements over the next several years, reflecting the agreements outlined above. The ITFWG believes the funding plan is achievable with STA and MTC support. Near term, 6 buses are scheduled to be replaced by FY 16-17 and are fully funded. The remaining 28 buses are scheduled for replacement beginning in FY 18-19 and ending in FY 22-23. The proposed funding includes 20% of the cost to be covered by STA. STA has been setting aside STAF and programming Prop. 1B population share funds for intercity bus replacements and plans to continue doing so over the next several years.

The costs for intercity buses are based on MTC Regional Bus/Van Pricelist for 45 foot over the road diesel electric hybrid buses escalated to the year of purchase. The fuel type for intercity bus replacements has not yet been determined. For purposes of making the most conservative assumption, the diesel electric hybrid prices were used to estimate the costs. STA is conducting an alternative fuels study and if CNG or another fuel type is selected as the fuel type for these replacements, the total cost may be reduced.

The intercity routes operated by SolTrans and FAST serve riders outside the county, reduce congestion on the I-80 and I-680 corridor, feed BART, and are important elements of the regional express bus network. As such, a 20% share of the costs is proposed to be provided by MTC through Oakland/SF UZA or other regional transit funds. According to the preliminary funding plan, these funds will first be needed (on a cash basis) in FY 18-19 and total $5.9 million over the 5 year replacement period. Programming of the first funds needed should occur in FY 2016-17. The funding partners have agreed that this cost sharing formula is reasonable and fair. The Coordinated SRTP and Transit Corridor Study will help refine the longer term replacement costs and funding strategy for the intercity and local transit services.

The funding partners propose to share 60% of the cost of the 28 intercity bus replacements over the next 9 years. This plan specifies that the funding shares will be based on the cost of peak vehicles by route, with 20% of the required funding shared by proportionate population share and 80% of the required funding shared by ridership by route by residency using the most recent on board rider survey. The funding partners have agreed that this cost sharing formula is reasonable and fair. The Coordinated SRTP and Transit Corridor Study will help refine the longer term replacement costs and funding strategy for the intercity and local transit services.

Coordinated SRTP and Transit Corridor Study

Arup is working with STA and the Solano transit operators to deliver a usable and useful Coordinated Short Range Transit Plan along with an updated Corridor Plan for intercity (regional) bus services. Operator overviews, goals and objectives, and initial performance evaluations have been completed for each operator. Initial work on service and fare coordination, intercity transit demand, and operator specific tasks are underway. Due to the need to incorporate and harmonize various data and studies across operators, as well as coordinate with other efforts, the Coordinated SRTP and Transit Corridor Study must follow behind these other studies.

The Coordinated Short Range Transit Plan identifies system goals, assesses performance against those goals (along with their performance standards) and then will identify deficiencies and opportunities. This work leads to updated service assumptions. From these updated service assumptions (hours, miles, vehicles) the SRTP then develops a capital plan that supports the anticipated service. This sequence will result in a draft SRTP and Transit Corridor Study in May 2013.

The ITFWG is actively participating in the Coordinated SRTP and Transit Corridor Study process. The group understands and agrees that the financially constrained SRTP will need to balance local and regional service and will drive the capital needs for both services. "Right-sizing" the transit operation will require an assessment of operating needs, local and intercity fleet replacement needs, and other capital requirements compared to the financial capacity of the transit systems.

Summary and Recommendation

The STA and ITFWG recommend that the MTC authorize programming the balance of FY 2014 Section 5307 funds to the Fairfield, Vacaville, and Vallejo urbanized areas for the following reasons.

- Funding has been committed for 6 intercity bus replacements, nearly 18% of the intercity fleet replacement needs
- The immediate bus replacement needs are funded within the two year TIP period
- Longer term funding needs begin in FY 2019 with programming needed in FY 2017, leaving four years for programming decisions for future TIP cycles
- An interim funding plan for intercity bus replacements shows that a reasonable replacement plan is achievable. STA has a plan for setting aside funding, the funding partners have agreed to share the costs of replacement vehicles, and the funding plan conservatively estimates the costs of buses.
- Longer term costs and funding can be refined in the SRTP and Corridor Study and can be used by MTC in programming decisions in future TIP cycles.

Further, STA and the ITFWG are requesting MTC's participation in funding the Solano County Intercity bus replacements which is an important part of the regional express bus system. As shown in the attached interim funding plan, STA is requesting MTC to commit to funding 20% of the cost of intercity bus replacements. This share is equal to STA's recommended commitment to these costs. The STA Board is scheduled to approve this Plan at its meeting of March 13, 2013.

STA and the ITFWG will continue to work with MTC to ensure that the planned transit service in Solano County is coordinated and sustainable. The planning work underway is clearly focused on these objectives and will result in a realistic ten year funding plan for replacing intercity and local buses, meeting other capital needs and for operating the planned service. Thanks for your assistance in this matter and give me a call at (707) 424-6075 if you wish to discuss in more detail.

Sincerely,

Daryl Halls
Executive Director

Enclosure: Interim Funding Plan for Intercity Bus Replacements – Scenario 2A

CC: James P. Spering, MTC Commissioner and STA Board Member
STA Board Members
Joe Leach and Janet Koster, Dixon Readi-Ride
Matt Tuggle, Solano County
Mona Babauta, Solano County Transit (SolTrans)
Laura Kuhn, Shawn Cunningham, and Brian McLean, Vacaville City Coach
Sean Quinn, George Hicks, and Wayne Lewis, Fairfield and Suisun Transit (FAST)

Solano County Intercity Bus Fleet Replacement Costs and Funding

Attachment A

Prepared by Nancy Whelan Consulting Feb 19, 2013

Interim Funding Plan

Scenario 2A: All Buses Replaced by FY 22-23, 60% Funding by Locals Using Intercity Funding Agreement Formula

		Funded		Funded[a]							
Year of Replacement[b]		FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
Total Buses to be Replaced		3		3	0	14	2	3	5	4	**34**
FAST		*1*		*2*	*0*	*2*	*2*	*3*	*5*	*4*	***19***
SolTrans		*2*		*1*		*12*					***15***
Unit Cost -- 45 ft hybrid		$ 931,730	$ 961,330	$ 980,556	$ 1,000,167	$ 1,020,171	$ 1,040,574	$ 1,061,386	$ 1,082,613	$ 1,104,266	
Total Cost		**$ 2,795,190**	**$ -**	**$ 2,941,669**	**$ -**	**$ 14,282,389**	**$ 2,081,148**	**$ 3,184,157**	**$ 5,413,066**	**$ 4,417,062**	**$ 35,114,681**
Funding											
Near Term: 6 Replacements											
Federal Earmarks		$ 1,260,000									**$ 1,260,000**
Prop 1B Lifeline		$ 1,000,000									**$ 1,000,000**
Prop 1B Pop Base		$ 535,190		$ 2,360,202							**$ 2,895,392**
STAF				$ 581,467							**$ 581,467**
Longer Term: 28 Replacements											
20% Funding from STA[c]					$ -	$ 2,856,478	$ 416,230	$ 636,831	$ 1,082,613	$ 883,412	**$ 5,875,565**
20% Funding from MTC[d] -- Proposed					$ -	$ 2,856,478	$ 416,230	$ 636,831	$ 1,082,613	$ 883,412	**$ 5,875,565**
60% Funding by Locals											**$ -**
Dixon	1.9%				$ -	$ 274,829	$ 40,046	$ 61,271	$ 104,161	$ 84,995	**$ 565,302**
FAST	24.3%				$ -	$ 3,469,568	$ 505,566	$ 773,515	$ 1,314,976	$ 1,073,021	**$ 7,136,647**
SolTrans	22.2%				$ -	$ 3,176,988	$ 462,933	$ 708,287	$ 1,204,088	$ 982,536	**$ 6,534,831**
Vacaville	11.0%				$ -	$ 1,569,955	$ 228,765	$ 350,010	$ 595,017	$ 485,534	**$ 3,229,282**
Unincorporated County	0.5%				$ -	$ 78,093	$ 11,379	$ 17,410	$ 29,598	$ 24,152	**$ 160,632**
Total Funding		**$ 2,795,190**	**$ -**	**$ 2,941,669**	**$ -**	**$ 14,282,389**	**$ 2,081,148**	**$ 3,184,157**	**$ 5,413,066**	**$ 4,417,062**	**$ 35,114,682**

Notes

a. STA Board approved this funding on Feb 13, 2013.
b. Year of replacement reflects the cash flow requirement; programming for these expenditures would be needed 2 years prior to the year of replacement.
c. 20% Funding from STA - STA is committed to providing the local match for the Intercity SolanoExpress Bus Replacement from a combination and STAF and Prop 1B funds. Currently, STA has a reserve of STAF funds and will continue to build the reserve on an annual basis until the local match is met.
d. Proposed MTC funding from bridge tolls or Sec. 5307

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DRAFT Solano County Intercity Bus Fleet Replacement Costs and Funding

Prepared by Nancy Whelan Consulting May 14, 2014

Interim Funding Plan Approved by STA Board in March 2013
With Fairfield Vacaville Train Station Loan Agreement
Scenario 2A: All Buses Replaced by FY 22-23, 60% Funding by Locals Using Intercity Funding Agreement Formula

		Funded		Funded[a]						
Year of Replacement[b]		FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
Total Buses to be Replaced		3		3	0	14	2	3	5	4	**34**
FAST		*1*		*2*	*0*	*2*	*2*	*3*	*5*	*4*	***19***
SolTrans		*2*		*1*		*12*					***15***
Unit Cost -- 45 ft hybrid		$ 931,730	$ 961,330	$ 980,556	$ 1,000,167	$ 1,020,171	$ 1,040,574	$ 1,061,386	$ 1,082,613	$ 1,104,266	
Total Cost		**$ 2,795,190**	**$ -**	**$ 2,941,669**	**$ -**	**$ 14,282,389**	**$ 2,081,148**	**$ 3,184,157**	**$ 5,413,066**	**$ 4,417,062**	**$ 35,114,681**
Loan Proceeds/Funding for Train Station		**$ 4,259,000**									**$ 4,259,000**
Funding											
Near Term: 6 Replacements											
Federal Earmarks		$ 1,260,000									**$ 1,260,000**
Prop 1B Lifeline		$ 1,000,000									**$ 1,000,000**
Prop 1B Pop Base		$ 535,190		$ 2,360,202							**$ 2,895,392**
STAF				$ 581,467							**$ 581,467**
Longer Term: 28 Replacements											
20% Funding from STA[c,d]					$ -	$ 1,597,478	$ 416,230	$ 636,831	$ 1,082,613	$ 883,412	**$ 4,616,565**
20% Funding from MTC[e] -- Proposed					$ -	$ 2,856,478	$ 416,230	$ 636,831	$ 1,082,613	$ 883,412	**$ 5,875,565**
60% Funding by Locals											**$ -**
Dixon	1.9%				$ -	$ 274,829	$ 40,046	$ 61,271	$ 104,161	$ 84,995	**$ 565,302**
FAST	24.3%				$ -	$ 3,469,568	$ 505,566	$ 773,515	$ 1,314,976	$ 1,073,021	**$ 7,136,647**
SolTrans	22.2%				$ -	$ 3,176,988	$ 462,933	$ 708,287	$ 1,204,088	$ 982,536	**$ 6,534,831**
Vacaville (Fairfield to pay)	11.0%				$ -	$ -	$ -	$ -	$ -	$ 229,282	**$ 229,282**
Unincorporated County	0.5%				$ -	$ 78,093	$ 11,379	$ 17,410	$ 29,598	$ 24,152	**$ 160,632**
Loan Funding											**$ -**
Vacaville Loan[f]		$ 3,000,000									**$ 3,000,000**
STA Loan of Prop 1B[d]		$ 1,259,000									**$ 1,259,000**
Fairfield Loan Repayment to STA			$ 851,800	$ 851,800	$ 851,800	$ 851,800	$ 851,800				**$ 4,259,000**
											$ -
Total Funding		**$ 7,054,190**	**$ 851,800**	**$ 3,793,469**	**$ 851,800**	**$ 12,305,234**	**$ 2,704,183**	**$ 2,834,146**	**$ 4,818,049**	**$ 4,160,810**	**$ 39,373,682**

Notes

a. STA Board approved this funding on Feb 13, 2013.
b. Year of replacement reflects the cash flow requirement; programming for these expenditures would be needed 2 years prior to the year of replacement.
c. 20% Funding from STA - STA is committed to providing the local match for the Intercity SolanoExpress Bus Replacement from a combination and STAF and Prop 1B funds. Currently, STA has a reserve of STAF funds and will continue to build the reserve on an annual basis until the local match is met.
d. STA will loan $1.259 m in Prop 1B funds for the Train Station project. Loan will be repaid by Fairfield to STA to meet the commitment to Intercity Bus Replacement.
e. Proposed MTC funding from bridge tolls or Sec. 5307

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DATE: September 12, 2014
TO: Solano Express Intercity Transit Consortium
FROM: Anthony Adams- Projects Assistant
RE: Status of Solano's Title VI Program

Background:

On October 1, 2012, the Federal Transit Administration (FTA) released an update to guidance regarding Title VI of the Civil Rights Act of 1964 that provides compliance direction to recipients receiving federal funds. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance. The guidance seeks to ensure:

1) The level and quality of service is provided in a nondiscriminatory manner
2) The agency promotes full and fair participation in decision making without regard to race, color and national origin
3) Meaningful access to programs by persons with Limited English Proficiency (LEP)

One component of the new guidance contained in FTA circular C4702.1B is the requirement of direct recipients to monitor and report on the compliance activities of sub-recipients to whom they allocate funds. As a result, in November, 2013, Caltrans notified Solano Transportation Authority (STA) that the STA would be responsible for complying with these new requirements as a new transit operator and TFA recipient and established a June 30, 2014 deadline for completing a Title VI Program Plan submittal. Non-compliance with these new requirements can cause federal funds to be withheld.

In response to this request, STA retained Nancy Whelan Consulting (NWC) to develop a Title VI Program to assist STA in complying with Caltrans and FTA requirements. The Title VI Program represents the first Title VI Program that STA has completed. The STA Board adopted STA's Title VI Program at their June 11th meeting, which can be found on the STA website at the following link:
http://www.sta.ca.gov/docManager/1000004825/STA%202014%20Title%20VI%20Program.pdf.

Discussion:

Since the adoption of STA's Title VI Program, substantial progress in the implementation of the program has been made. The following is a bulleted list of current progress:

- Title VI compliance officer has been identified.
- The four critical pieces of the program (Title VI statement, Title VI complaint form, notice of free language assistance, and public hearing notices) that must be translated have been identified and preliminarily translated by Google Translate, if needed immediately. Because of their critical nature and need for accuracy, these documents will be translated by a professional translations agency during the week of September 22nd.

- Spreadsheet for all documents available for public consumption is near completion. The spreadsheet is broken down into vital and non-vital documents for easier translation prioritization.
- Translation services were identified and retained. The STA has contracted with International Effectiveness Center (IEC) for STA's translation services.
- The design of free language assistance/translation "button" to go on the website has been designed, and will be placed on all STA related websites in the near future.
- Webpage containing all vital documents translated into safe harbor languages designed and will be implemented in the near future.
- STA language assistance phone number and format identified and confirmed.
- Phone messaging system with multiple language translation prompt has been designed, and will be implemented by the end of September.

While this progress is significant, there are still steps that must be taken in order to be in compliance with all elements of the Program and FTA requirements. The following is bulleted list of next steps:

- Translate Title VI statement, Title VI complaint form, notice of free language assistance by professional translation services
- Apply language translation "button" to website.
- Add webpage with vital documents translated in safe harbor languages.
- Confirm outgoing voicemail message to be recorded on our message system.
- Visit EIC offices to assist in recording phone message. (Scheduled for September 19th)
- Perform quarterly follow-ups with each department to see if any document translation requests have been made.

STA staff will continue to work on implementing the STA Title VI Program during the upcoming weeks and expects it to be fully implemented by the end of October 2014.

Recommendation:

Informational.

DATE: September 16, 2014
TO: SolanoExpress Intercity Transit Consortium
FROM: Judy Leaks, SNCI Program Manager
RE: Commuter Benefits Program Update

Background:

The Bay Area Commuter Benefits Program is now in effect. The program was developed pursuant to Senate Bill 1339, which authorized the Bay Area Air Quality Management District (BAAQMD) and Metropolitan Transportation Commission (MTC) to adopt and implement a regional ordinance as a pilot program, the program requires employers with 50 or more full-time employees in the Bay Area to select one of four commuter benefit options to offer to their employees. Affected employers must comply by September 30, 2014.

The objectives and anticipated outcomes include: improved air quality and reduced greenhouse gas emissions; reduced traffic congestions, reduced motor trips to worksites; and expand the number of employers that make commuter benefits available to their employees; and that more individuals take advantage of federal commuter tax benefits that provide tax savings to employers and employees. The four options are:

- Option 1: Pre-tax payroll deduction for transit or vanpool – up to maximum allowed by IRS;
- Option 2: A transit or vanpool subsidy to reduce, or cover, employees' monthly transit or vanpool costs;
- Option 3: Employer-provided transportation; or
- Option 4: An alternative commuter benefit that would be equally as effective as the other options in reducing single-occupant vehicle trips (and/or vehicle emissions) especially in areas where there is limited transit or vanpools.

Option 4 was established by STA's Solano Napa Commuter Information Program as an additional option for Napa and Solano employers. Solano County is in two Air Districts, the BAAQMD (Vallejo, Benicia, Fairfield and Suisun City) and the Yolo Solano Air Quality Management District (YSAQMD) (Vacaville, Dixon, and Rio Vista). Employers in the YSAQMD are not covered by provisions of SB 1339.

Option 4, is an alternative Commuter Benefit that is a good choice in areas with limited transit service, provides flexibility for employers and promotes alternative commute modes like carpooling, bicycling and walking. Option 4 consists of sixteen (16) primary and secondary measures such as carpool or bike subsidies, preferred parking for carpools, employee awards programs, from which an employer can choose four (4). SNCI has consulted many employers, explaining the different measures listed, that includes two free services provided by SNCI, the Emergency Ride Home Program and employer-specific carpool match service.

Discussion:
The BAAQMD and MTC, using a list of employers from Dun & Bradstreet, notified 584 employers in Solano (333) and Napa (251) counties of the Commuter Benefits Program and the need for compliance by September 30. Solano Napa Commuter Information (SNCI) Program staff has been with working these employers, plus other employers who have heard about the requirement but were not included in the original list, over the summer.

As of September 16, 109 (of 333) Solano employers have completed the registration process for compliance for 244 worksites. Eighty-nine (89) employers selected Option 1, the pre-tax deduction for transit or vanpools, ten (10) employers chose Option 2 and ten (10) selected Option 4. Eighteen (18) employers were exempted from compliance. The reasons for exemption included not meeting the 50+ employee requirement after removing temporary or 'field employees,' like landscapers, construction workers, etc. Twenty-seven (27) Solano employers are currently in the process of completing the compliance registration. Of the 179 employers who have not begun the registration process, 57 are located in Dixon, Rio Vista, or Vacaville and are not required to comply. Those that are left include some duplicate listings. Staff is working with all employers that are still in process or need to begin the process.

Fiscal Impact:
None.

Recommendation:
Informational.

DATE: September 15, 2014
TO: Solano Express Intercity Transit Consortium
FROM: Andrew Hart, Associate Planner
RE: Summary of Funding Opportunities

Discussion:
Below is a list of funding opportunities that will be available to STA member agencies during the next few months, broken up by Federal, State, and Local. Attachment A provides further details for each program.

	FUND SOURCE	AMOUNT AVAILABLE	APPLICATION DEADLINE
	Regional[1]		
1.	Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)	Approximately **$15 million**	Due On First-Come, First Served Basis
2.	Carl Moyer Off-Road Equipment Replacement Program (for Sacramento Metropolitan Area)	Approximately **$10 million**	Due On First-Come, First-Served Basis
3.	Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)	Up to **$2,500** rebate per light-duty vehicle	Due On First-Come, First-Served Basis (Waitlist)
4.	Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP) (for fleets)	Approximately **$10,000 to $45,000** per qualified request	Due On First-Come, First-Served Basis
5.	TDA Article 3	**$167,000**	No Deadline
6.	Electronic Bicycle Lockers	**$500,000**	December 8, 2014
7.	Lifeline Transportation Program Cycle 4*	**$1,220,301**	Anticipated Call for Projects in October 2014
	State		
8.	Highway Safety Improvement Program (HSIP): High Risk Rural Roads	**~$100-150 million** federally	Announcement Anticipated Spring 2015
9.	Caltrans Strategic Partnerships*	**$1.5 million**	October 31, 2014
10.	Caltrans Sustainable Communities*	**$8.3 million**	October 31, 2014
	Federal		
11.	FTA Section 5310 Funding Program*	**TBA**	Anticipated Call for Projects in October 2014

*New funding opportunity

Fiscal Impact:
None.

Recommendation:
Informational.

Attachment:
A. Detailed Funding Opportunities Summary

[1] Local includes programs administered by the Solano Transportation Authority and regionally in the San Francisco Bay Area and greater Sacramento.

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Attachment A

The following funding opportunities will be available to the STA member agencies during the next few months. Please distribute this information to the appropriate departments in your jurisdiction.

Fund Source	Application Contact**	Application Deadline/Eligibility	Amount Available	Program Description	Proposed Submittal	Additional Information
Regional Grants[1]						
Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)	Anthony Fournier Bay Area Air Quality Management District **(415) 749-4961** **afournier@baaqmd.gov**	Ongoing. Application Due On First-Come, First Served Basis Eligible Project Sponsors: private non-profit organizations, state or local governmental authorities, and operators of public transportation services	Approx. **$15 million**	Carl Moyer Memorial Air Quality Standards Attainment Program provides incentive grants for cleaner-than-required engines, equipment, and other sources of pollution providing early or extra emission reductions.	N/A	Eligible Projects: cleaner on-road, off-road, marine, locomotive and stationary agricultural pump engines **http://www.baaqmd.gov/Divisions/Strategic-Incentives/Funding-Sources/Carl-Moyer-Program.aspx**
Carl Moyer Off-Road Equipment Replacement Program (for Sacramento Metropolitan Area)	Gary A. Bailey Sacramento Metropolitan Air Quality Management District **(916) 874-4893** **gbailey@airquality.org**	Ongoing. Application Due On First-Come, First-Served Basis Eligible Project Sponsors: private non-profit organizations, state or local governmental authorities, and operators of public transportation services	Approx. **$10 million**, maximum per project is $4.5 million	The Off-Road Equipment Replacement Program (ERP), an extension of the Carl Moyer Program, provides grant funds to replace Tier 0, high-polluting off-road equipment with the cleanest available emission level equipment.	N/A	Eligible Projects: install particulate traps, replace older heavy-duty engines with newer and cleaner engines and add a particulate trap, purchase new vehicles or equipment, replace heavy-duty equipment with electric equipment, install electric idling-reduction equipment **http://www.airquality.org/mobile/moyererp/index.shtml**
Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)*	Graciela Garcia ARB **(916) 323-2781** **ggarcia@arb.ca.gov**	Application Due On First-Come, First-Served Basis (Currently applicants are put on waitlist)	Up to **$5,000** rebate per light-duty vehicle	The Zero-Emission and Plug-In Hybrid Light-Duty Vehicle (Clean Vehicle) Rebate Project is intended to encourage and accelerate zero-emission vehicle deployment and technology innovation. Rebates for clean vehicles are now available through the Clean Vehicle Rebate Project (CVRP) funded by the Air Resources Board (ARB) and implemented statewide by the California Center for Sustainable Energy (CCSE).	N/A	Eligible Projects: Purchase or lease of zero-emission and plug-in hybrid light-duty vehicles **http://www.arb.ca.gov/msprog/agip/cvrp.htm**
Lifeline Transportation Program Cycle 4	Liz Niedziela Transportation Program Manager (707)399-3217 eniedziela@sta-snci.com	Anticipated Call for Projects in October 2014	$1,220,301	The program is intended to improve mobility for residents of low-income communities and, more specifically, to fund solutions identified through the Community Based Transportation Plans. The Lifeline Transportation Program aims to fund projects that result in improved mobility for low-income residents of Solano County.	N/A	Lifeline program administrators may award additional points and/or give priority to projects sponsored by or coordinated with Mobility Managers or Consolidated Transportation Service Agencies (CTSAs).

[1] Regional includes opportunities and programs administered by the Solano Transportation Authority and/or regionally in the San Francisco Bay Area and greater Sacramento

Fund Source	Application Contact**	Application Deadline/Eligibility	Amount Available	Program Description	Proposed Submittal	Additional Information
Regional Grants[1]						
Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP)*	To learn more about how to request a voucher, contact: **888-457-HVIP** **info@californiahvip.org**	Application Due On First-Come, First-Served Basis	Approx. **$10,000 to $45,000** per qualified request	The California Air Resources Board (ARB) created the HVIP to speed the market introduction of low-emitting hybrid trucks and buses. It does this by reducing the cost of these vehicles for truck and bus fleets that purchase and operate the vehicles in the State of California. The HVIP voucher is intended to reduce about half the incremental costs of purchasing hybrid heavy-duty trucks and buses.	N/A	Eligible Projects: Purchase of low-emission hybrid trucks and buses **http://www.californiahvip.org/**
TDA Article 3	Cheryl Chi Metropolitan Planning Commission **(510) 817-5939** cchi@mtc.ca.gov	No deadline	Approx. **$167,000**	The Metropolitan Transportation Commission (MTC) administers TDA Article funding for each of the nine Bay Area counties with assistance from each of the county Congestion Management Agencies (e.g. STA). The STA works with the Pedestrian Advisory Committee (PAC), Bicycle Advisory Committee (BAC) and staff from the seven cities and the County to prioritize projects for potential TDA Article 3 funding.	N/A	
Electronic Bicycle Lockers	Patrick Wenzinger BAAQMD (415) 749-4934 PWenzinger@BAAQMD.gov	December 8, 2014	$500,000	Only public agencies in the BAAQMD's jurisdiction are eligible to apply. Funding may be used to purchase and install new e-lockers. Up to $2,500 per bicycle accommodated at any given time; Max. award is $50,000 per agency. See Guidance, Policies, and Evaluation Criteria for a complete listing of all program requirements	N/A	An application webinar is scheduled for Tuesday, September 16, 2014 from 10:00am - 11:00am PDT. This webinar will cover program requirements, application process, and application evaluation criteria.

*New Funding Opportunity

**STA staff, Drew Hart, can be contacted directly at (707) 399-3214 or ahart@sta-snci.com for assistance with finding more information about any of the funding opportunities listed in this report

Fund Source	Application Contact**	Application Deadline/Eligibility	Amount Available	Program Description	Proposed Submittal	Additional Information
State Grants						
Highway Safety Improvement Program (HSIP): High Risk Rural Roads*	Slyvia Fung California Department of Transportation (Caltrans) (510) 286-5226 slyvia.fung@dot.ca.gov	Announcement Anticipated Spring of 2015	Approx. **$100-150 M** nationally	The purpose of this program is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads, including non-State-owned public roads and roads on tribal land. **http://www.dot.ca.gov/hq/LocalPrograms/hsip.htm**	N/A	Eligible Projects: HSIP funds are eligible for work on any public road or publicly owned bicycle/pedestrian pathway or trail, or on tribal lands for general use of tribal members, that corrects or improves the safety for its users.
Caltrans Strategic Partnerships	Priscilla Martinez-Velez Caltrans HQ Division of Transportation Planning (916) 651-8196 Priscilla.martinez.velez@dot.ca.gov	October 31, 2014	$1.5 Million	The grant funds planning projects that encourage regional agencies to partner with Caltrans to identify and address statewide/interregional transportation deficiencies in the state highway system, strengthen government-to-government relationships, and result in programmed system improvements.	None Currently	Local Match: 20%
Caltrans Sustainable Communities	Priscilla Martinez-Velez Caltrans HQ Division of Transportation Planning (916) 651-8196 Priscilla.martinez.velez@dot.ca.gov	October 31, 2014	$8.3 Million	The grant funds transportation planning projects that identify and address mobility deficiencies in the multimodal transportation system, encourage stakeholder collaboration, involve active public engagement, integrate Smart Mobility 2010 concepts, and ultimately result in programmed system improvements.	None Currently	Local Match: 11.47%
Federal Grants						
FTA Section 5310 Funding Program	Liz Niedziela Transportation Program Manager (707)399-3217 eniedziela@sta-snci.com	Anticipated Call for Projects in October 2014		The 5310 Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities is the result of the consolidation of the New Freedom Program and the 5310 Elderly and Disabled program under MAP-21.	N/A	More information will be presented at the PCC.

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