



Yolo County Transportation District Board of Directors

AGENDA

DIRECTORS: Jesse Loren (Chair, Winters), Don Saylor (Vice-Chair, Yolo County), Lucas Frerichs (Davis), Chris Ledesma (West Sacramento), Tom Stallard (Woodland), Matt Dulcich (UCD, ex-officio), Nick Hernandez (Caltrans, ex-officio)

ZOOM WEBINAR WEB ADDRESS: <https://zoom.us/j/94926173219>

ZOOM WEBINAR PHONE NUMBER: (669) 900-6833

ZOOM WEBINAR ID: 949 2617 3219

All participants will be entered into the webinar as attendees.

MEETING DATE: Monday, March 8, 2021

MEETING TIME: 7:00 PM

Pursuant to the [Governor's Executive Order N-29-20](#), members of the Yolo County Transportation District Board of Directors and staff will participate in this Meeting via teleconference. This Executive Order authorizes local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public.

Further instructions on how to electronically participate and submit your public comments can be found in the Public Participation Instructions note at the end of this agenda.

To submit a comment in writing, please email to ksouza@yctd.org and write "For Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item (if applicable) with your comments. All comments received by 4:00 PM on Monday, March 8, 2021 will be provided to the YCTD Board of Directors in advance and comments submitted during the meeting shall made part of the record of the meeting.

<u>Estimated Time</u>		<u><i>The Chairman reserves the right to limit speakers to a reasonable length of time on any agenda item, depending upon the number of people wishing to speak and the time available.</i></u>	<u>Info/ Discussion</u>	<u>Deliberation/ Action</u>
7:00 PM	1.	Determination of Quorum (Voting members: Woodland, Davis, West Sacramento, Winters, Yolo County) (Nonvoting members: Caltrans, UCD)		X
7:00	2.	Consider Approval of Agenda March 8, 2021 meeting		X
7:00	3.	Comments from public regarding matters NOT on the Agenda, but within the purview of YCTD. Please note, the Board is prohibited from discussing items not on the agenda at this time.	X	

CONSENT CALENDAR

7:00	4a.	Approve YCTD Board Minutes for Regular Meeting of February 8, 2021 (<i>Souza</i>) (pp 1 - 4)		X
7:00	4b.	Approve Mutual Aid Agreement and Amended Transfer Agreement with Sacramento Regional Transit District (<i>Bassett</i>) (pp 5-27)		X
7:00	4c.	Authorize Two Procurements, Resulting in Sole Source Purchases (<i>Perez</i>) (pp 29-43) a) Modification to Contract Limit with CSched to include "Crew Module" b) First Amendment to Contract Number 2006-01 Between Trapeze Software Group, Inc. and YCTD, for General Transit Feed Specification (GTFS) Real Time Feed Software		X X
7:00	4d.	Adopt Resolution R 2021-02 Authorizing Filing of LCTOP Grant Allocation Requests and Agreements (<i>Perez</i>) (pp 45 – 48)		X

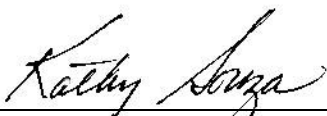
REGULAR CALENDAR

7:05	5.	Board Member Reports, Announcements, Other Nominations, Presentations		X
7:05	6.	Financial Status Update (Bryan) (pp 49-52) a. Update on Existing and Potential Stimulus Funds		X
7:15	7.	Authorize Application and Approve Resolution Number 2021-01 for INFRA Funds for Yolo 80 Corridor Improvement Project (Bassett)(pp 53-57)		X
7:35	8.	Update on Draft Final Comprehensive Operational Analysis Assessment Study (YoloGo) (Perez) (pp 59-100)		X
7:45	9.	Report on Current YCTD Microtransit (Yolo Urban-Rural (YOUR) Ride) Projects (Mazur)(pp 100-111)		X
7:55	10.	Grant Limited Emergency Authority to Executive Director (Bassett) (pp 113-115)		X
8:05	11.	Consider Director's Report (Bassett/Perez) (pp 117-132) a. Oral Report b. Free Rides For COVID-19 Vaccinations c. Update on Causeway Connection Service d. Monthly Progress Report on Three Primary Goals, Desired Outcomes for Succession Plan e. Attachments i. February 2021 Ridership Report for Fixed Route, Paratransit and Microtransit ii. Updated Long-Range Board Meeting Calendar iii. Draft Minutes of February 22, 2021 Citizens Advisory Committee Meeting iv. Draft Minutes of March 1, 2021 Technical Advisory Committee Meeting v. Nominations Submitted Under Current SACOG Competitive Round		X
8:10	12.	Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(2)		
8:15	13.	Adjournment		X

UNLESS CHANGED BY THE YCTD BOARD, THE NEXT MEETING OF THE YOLO COUNTY TRANSPORTATION DISTRICT BOARD OF DIRECTORS WILL BE APRIL 12, 2021 AT 7:00 PM IN THE YCTD BOARD ROOM, 350 INDUSTRIAL WAY, WOODLAND, CA 95776 OR BY ZOOM IF RECOMMENDED FOR THE SAFETY OF THOSE INVOLVED.

The Board reserves the right to take action on all agendized items, including items under the Executive Director's Report, at any time during the meeting, except for timed public hearings. Items considered routine or non-controversial are placed on the Consent Calendar. Any Consent Calendar item can be separately addressed and discussed at the request of any member of the YCTD Board.

I declare under penalty of perjury that the foregoing agenda was posted on or before Friday, March 5, 2021 at the Yolo County Transportation District Office (350 Industrial Way, Woodland, California). Additionally, copies were FAXED or transmitted electronically to the Woodland, Davis, West Sacramento, and Winters City Halls, as well as to the Clerk of the Board for the County of Yolo.



Kathy Souza, YCTD Clerk to the Board

Public Participation Instructions

Based on guidance from the California Department of Public Health and the California Governor's Office, in order to minimize the spread of the COVID-19 virus, please do the following:

1. You are encouraged to participate in the February 8, 2021 YCTD Board of Directors meeting remotely via the Zoom platform using the following meeting details:
 - a. Via PC: <https://zoom.us/j/94926173219>
Webinar ID: 949 2617 3219
All participants will be entered into the webinar as attendees.
 - b. Via Phone: Phone Number: (669) 900-6833
Webinar ID: 949 2617 3219
All participants will be entered into the webinar as attendees.
2. If you are joining the webinar via Zoom and wish to make a comment on an item, click the "raise hand" button. If you are joining the webinar by phone only, press *9 to raise your hand. Please wait for the host to announce the comment period has opened and indicate that you wish to make a comment at that time. The Clerk of the Board will notify the Chair, who will call you by name or phone number when it is your turn to comment. Speakers will be limited to 2:00 minutes.
3. If you choose not to observe the YCTD Board of Directors meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 4:00 p.m. on Monday, March 8, 2021 to Kathy Souza, Clerk of the Board, at ksouza@yctd.org or by phone at 530-402-2819 noting in the subject line: For Public Comment. Your comment will be placed into the record at the Board meeting.
4. If you are watching/listening to the live stream of the YCTD Board of Directors meeting and wish to make either a general public comment or to comment on a specific agenda item as it is being heard, you may also submit your comment, limited to 250 words or less, to Kathy Souza, Clerk of the Board, at ksouza@yctd.org noting in the subject line: For Public Comment. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting

Yolo County Transportation District Board:

Vision, Values and Priorities

Vision Statement

The vision statement tells us what we intend to become or achieve in the next 3 to 5 years.

Yolo County residents enjoy innovative and efficient mobility options connecting them to places they want to go.

Values

A core value describes our individual and organizational behaviors and helps us to live out our vision.

- | | |
|-----------------|-----------------------------|
| ○ Collaboration | ○ Safety |
| ○ Efficiency | ○ Economic Sustainability |
| ○ Transparency | ○ Environmental Stewardship |
| ○ Innovation | ○ Equity/Social Justice |
| ○ Service | |

District-Wide Priorities

Priorities align our vision and values with our implementation strategies.

- Effective and sustainable business model.
- Efficient, seamless, and easy to use transit system.
- Strong regional mobility partnerships enhance District services.
- Decision making that is data driven and transparent.
- Environmentally sustainable operations.
- Leverage state of the art technology.

Item 4a

YOLO COUNTY TRANSPORTATION DISTRICT BOARD OF DIRECTORS MEETING

February 8, 2021

Yolo County Transportation District Board Room (via videoconference)
350 Industrial Way, Woodland, CA 95776

Agenda Item 1 – Call to Order/Roll Call/Pledge of Allegiance

Chair Loren called the meeting to order at 7:02 pm and requested roll call to confirm a quorum was in attendance through Zoom remote participation. The following individuals were in attendance:

Davis – Lucas Frerichs (Primary)

Winters - Jesse Loren (Primary)

West Sacramento – Chris Ledesma (Primary)

Woodland – Tom Stallard (Primary)

Yolo County – Don Saylor (Primary)

UC Davis – Matt Dulcich (Primary)

Caltrans – Nick Hernandez (Primary)

Staff present were Terry Bassett, YCTD Executive Director; Jose Perez, YCTD Deputy Director Operations, Planning & Special Projects; Kristen Mazur, YCTD Senior Planner; Chad Mikula, YCTD IT Specialist; Hope Welton, YCTD Legal Counsel; and Kathy Souza, YCTD Executive Assistant/Clerk to the Board.

Also present via Zoom were Kyle Eggen, Transdev; Mike Barnbaum, Sacramento; Joe Bolte, Alan Hirsch, Andy Furillo, Davis; Mollie D’Agostino, Woodland; Patrick Guild, West Sacramento.

Chair Loren reviewed the instructions for public participation in the meeting.

Agenda Item 2 – Consider Approval of Agenda for February 8, 2021

Chair Loren asked if there were any changes to the agenda or questions about the Consent Calendar. There being none, she called for a motion.

Minute Order 2021-04

Director Stallard made the motion, seconded by Director Frerichs, to approve the agenda for the January 11, 2021 meeting and approve the following items on the Consent Calendar.

4a. Approve YCTD Board Minutes for Regular Meeting of January 11, 2021

4b. Approve appointments to YCTD’s Citizens Advisory Committee of Mollie D’Agostino as the Woodland representative and Andrew Furillo as an At-Large representative.

4c. Adopt Resolution R2021-01 authorizing filing of grant applications and executing grant agreements and supplemental documents for various grant programs.

AYES: Frerichs, Ledesma, Loren, Saylor, Stallard

NOES: None

ABSENT: None

ABSTAIN: None

The motion passed.

Agenda Item 3 – Comments from public regarding matters NOT on the Agenda, but within the purview of YCTD

Mr. Barnbaum reported the next Regional Transit board meeting would be February 22 and the next Capitol Corridor board meeting would be February 17.

Director Stallard introduced Mollie D’Agostino and Director Saylor introduced Andrew Furillo.

Ms. D’Agostino stated she was eager to work with the CAC and hoped to see the committee help bring innovation to Yolo. Mr. Furillo thanked Director Saylor for his nomination.

Agenda Item 4 – Consent Calendar

See Agenda Item 2 for combined motion and action.

Agenda Item 5 – Board Member Reports, Announcement, Other Nominations, Presentations

Director Frerichs mentioned seeing a comment on the COVID-19 Yolo Community Response Facebook page about overcrowding on the Route 215. Chair Loren thanked Director Frerichs for bringing it to the board’s attention.

Director Saylor asked staff to provide passenger counts for the Route 215 to study safety concerns.

Agenda Item 6 – Financial Status Update

Mr. Bassett presented the staff report.

Director Ledesma asked how long the CARES Act funding would last for the District. Mr. Bassett responded it was expected to last into the 2021/22 fiscal year.

Director Ledesma then asked if the fuel rebate was a one-time item or yearly. Mr. Bassett replied it had been yearly; however, he believes it would no longer be available beyond the stated amount. He indicated it would probably not be available going forward.

Mr. Barnbaum asked if Yolo received any of the federal funding approved in December 2020 and would any of the funds backfill for that time when Yolo was not charging fares. Mr. Bassett stated that neither Woodland nor Davis received any of the December 2020 funding, but that Sacramento Regional Transit was a recipient, as was Caltrans for rural Section 5307 funds and Section 5310 funds (historically used by non-profit agencies).

Agenda Item 7 – Consider authorizing the programming and application for \$558,200 in Federal Transit Administration (FTA) Funds for Bus Path-of-Travel Improvements in Woodland

Mr. Bassett presented the staff report.

Director Stallard presented the City of Woodland’s plan for bus pad installations on Gibson Road to prevent roadway damage from buses stopping and starting at stops in that area.

Director Saylor asked what is the authorized agency to utilize the funds in question and, if not used for the proposed projects, what other uses might there be for those funds. Mr. Bassett responded the funds would go to the applicant, in this case, YCTD. He added that the District had applied for funds from the Davis and Woodland Small Urban 5307, as well as the Sacramento Large Urban 5307. Other project funds could be used for could be the proposed Woodland Transit Center, vehicle replacements or to subsidize operating costs for fixed route, paratransit and microtransit operations.

Chair Loren asked Director Stallard to respond and also address why improving the bus stops to be ADA compliant was not included in the Complete Streets project. Director Stallard responded that funding was pulled in from three sources and did not fully cover the projected project costs. He stated he did not know if the ADA accessibility had been included in the original project application. He added that the funding for ADA accessibility would not be available at the present time.

Joe Bolte stated he didn’t feel that bus traffic on Gibson Road justified the expenditure, that there were better uses for those funds.

Alan Hirsch stated in the ideal world there would be a short-range transit plan with a long-range budget to view these types of projects and develop a list of priorities for those projects.

Director Ledesma stated that this could set a dangerous precedent involving District funds in a city's capital projects.

Director Frerichs asked how many Yolobus routes actually operate on Gibson Road and was concerned that proposed changes from the COA might reduce the need for the reinforcement pads.

Minute Order 2021-05

Director Stallard made the motion to approve the following:

- 1) Authorize the programming and application for:
 - a. \$180,000 in Woodland Area Section 5307 funds for at least four (4) concrete bus path-of-travel pad improvements on Gibson Road between East and CR 98; and
 - b. \$378,200 in Woodland Area Section 5307 funds for four (4) bus path-of-travel pad improvements along East Main Street, between East Street and the Highway 113 overpass; and
- 2) Direct YCTD staff to work with the City of Woodland staff in determining where the bus path-of-travel pad improvements will be made, taking into account spacing between bus stops and anticipated transit activity.

Director Frerichs asked staff to respond to his previous questions. Mr. Bassett responded to question about bus routes operating on Gibson. He stated that there were 4 local bus routes, the Route 45 and, prior to the COVID-19 reductions, the Route 242. Because of the COA proposals that would be considerably reduced and further reduced with the addition of microtransit.

Ms. Mazur directed the board's attention to the chart in the staff report showing the number of buses stopping at the Gibson stops per hour. She added that Davis studies had shown that more than four buses per hour had the potential for causing significant damage to the street surface, particularly given the high passenger loads of Unitrans buses. She added that the Matmor at East Main stop had significant street damage and experienced 3.3 buses per hour. All but one of the Gibson stops had 2 or fewer buses per hour except the Gibson at Coloma which was served by overlapping service by two of the local routes. Under the COA the numbers would be reduced to 1.1 to 2.2 buses per hour.

Mr. Bassett stated the District was supportive of the improvements along East Main Street.

Director Saylor and Chair Loren both expressed their reluctance to vote in favor of the entire recommendation following information received about future service reductions.

Director Stallard asked Mr. Bassett if the District supported Item 7-2. Mr. Bassett stated that the East Main Street project expenditures were supported by District staff.

Director Stallard withdrew his previous motion. He then made the following motion to authorize \$378,200 in Woodland Area Section 5307 funds for four (4) bus path-of-travel pad improvements along East Main Street, between East Street and the Highway 113 overpass. Director Frerichs seconded the motion. Roll call resulted in:

AYES: Frerichs, Ledesma, Stallard

NOES: Loren, Saylor

ABSENT: None

ABSTAIN: None

The motion passed.

Agenda Item 8 - Update on Comprehensive Operational Analysis (COA) Assessment Study

Mr. Perez presented the update on the COA study. Several directors expressed their readiness for the project to be completed and implemented.

Mr. Barnbaum recounted his experience with the similar Sac Forward project and pointed out that the COA had unfortunately been delayed by the pandemic.

Agenda Item 9 – Consider Director’s Report

f. Oral Report

Mr. Bassett informed the directors of two fatalities, one in West Sacramento, of an apparently homeless individual near a bus stop and the other aboard a Route 42 in which the passenger boarded and apparently had a medical event that was unnoticed until the bus arrived in Davis.

g. Update on Appointments to YCTD Board

h. Nominations Submitted Under Current SACOG Competitive Round

i. Reduced Price Bus Ticket Issue

j. Update on COVID-19 Regarding Transdev & YCTD Employees

k. Update on Cache Creek Casino Resort Service on Route 215

l. Causeway Connection Route 138 Update

m. Matters Involving Sacramento Regional Transit District

i. SacRT Appointments to SacRT/YCTD Subcommittee

ii. Status of Agreements with Sacramento Regional Transit District

n. Monthly Progress Report on Three Primary Goals, Desired Outcomes for Succession Plan

o. Attachments

i. Updated Long-Range Board Meeting Calendar

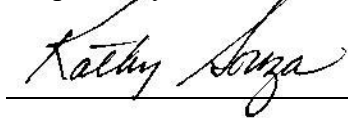
ii. January 2021 Ridership Report for Fixed Route, Paratransit and Microtransit

iii. Fixed Route & Paratransit Financial Reports Thru December 31, 2020

Agenda Item 10 - Adjournment

There being no further business, Chair Loren adjourned the meeting at 9:11 pm.


Respectfully submitted:



_____, Clerk to the Board

BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT

350 Industrial Way, Woodland, CA 95776---(530) 661-0816

Topic: Approve Mutual Aid Agreement and Amended Transfer Agreement with Sacramento Regional Transit District		Agenda Item#:	4b
		Agenda Type:	
			Deliberation/* Action
		Attachments:	Yes No
Prepared By: Terry Bassett	Approved: 		Meeting Date: March 8, 2021

RECOMMENDATION:

It is recommended that the Yolo County Transportation District Board of Directors approve the attached Mutual Aid Agreement (Number 2021-01) and Amended Transfer Agreement (Number 2021-02) with Sacramento Regional Transit District (SacRT), subject to minor formatting and other modifications deemed necessary and jointly approved by legal counsels from the two districts.

REASON FOR RECOMMENDATION:

These two agreements have been in the works over the last 9-12 months. Both YCTD and SacRT staff have reached consensus on proposed language.

BACKGROUND:**(1) Mutual Aid Agreement**

The intent of the Mutual Aid Agreement is to enable the sharing of resources during emergencies when one agency needs such resources. It has been in development since May/June of 2020 when two board members from each of the two transit agencies jointly met, in a “Two-by-Two, Plus Two” meeting, and expressed an interest in the two agencies potentially assisting one another in the event of an emergency. Staff and legal counsels from both parties have been reviewing, editing and returning different drafts, resulting in the attached document. It incorporates some provisions from a Bay Area transit agency mutual aid agreement, with adjustments to reflect compromised language between YCTD and SacRT. Along the way, YCTD staff also consulted with the California Transit Insurance Pool (CALTIP), which it is a party to.

(2) Amended Transfer Agreement

This amended Agreement between SacRT and YCTD (last entered in 2009) establishes updated methodologies for reimbursement of fare revenues between the two transit agencies.

The amendment will allow YCTD and SacRT to move forward with implementing a mobile smart phone electronic fare ticketing system on Yolobus, with the vendor, Bytemark, Incorporated, which YCTD has an agreement with.

On October 2020, YCTD entered into an agreement with Bytemark to facilitate a mobile phone and on-line electronic fare ticketing system, using the same vendor that SacRT uses. (See attachment example.) That agreement was contingent upon YCTD negotiating and executing a separate contract, or MOU, with SacRT to address implementation of the mobile application and a fare revenue sharing methodology that will be used by the two transit agencies. The attached Amended Transfer Agreement does that.

SacRT’s agreement with Bytemark benefits YCTD, as rates related to YCTD were established between SacRT and Bytemark in the negotiating process, as an option that YCTD was able to exercise.

BUDGET IMPACT:

There is no direct budget impact with the mutual aid agreement. The expenditure of funds to borrow equipment, or even personnel, is subject to the methodologies and decision-making authorities established in the agreement.

Regarding the Amended Transfer Agreement, it will facilitate the rollout of the Bytemark mobile phone and on-line electronic fare ticketing system. The existing 2020/2021 budget includes up to \$40,994 for this purpose. The fee structure is largely based on level of use. With ridership down and with only three months of Bytemark implementation possible in the current year, total actual expenditures through June 30, 2021 are anticipated to be less than one-fourth of this budget amount.

MUTUAL AID AGREEMENT

This Mutual Aid Agreement ("Agreement") is made and entered into as of, by and between the SACRAMENTO REGIONAL TRANSIT DISTRICT, a California public corporation, and the YOLO COUNTY TRANSPORTATION DISTRICT, a special district of the State of California, herein individually referred to as a "Party," or together, as the "Parties".

WHEREAS, the Sacramento and Yolo County areas are susceptible to serious local and regional emergencies, including fires, floods, earthquakes, pandemics, related bus capacity limitations, acts of terrorism, major accidents, road closures, planned power shut-offs, and other emergencies that could interrupt normal public transit services; and

WHEREAS, the Parties have determined that it would be in their mutual best interest to enter into an Agreement that provides equipment, personnel, supplies and other goods and services to each other under certain conditions as defined below to ensure transit services experience minimal interruption and recover rapidly; and

WHEREAS, the Parties understand that any organization that lends resources will be reimbursed for equipment, personnel, supplies and other resources made available under this Agreement; and

WHEREAS, the Parties understand that each must give priority attention to its own operations, and that no party should unreasonably deplete its own resources, facilities, or services to provide such mutual aid; and

WHEREAS, such an agreement is in accord with the California Emergency Services Act as set forth in Title. 2, Division 1, Chapter 7 (Section 8550 et seq.) of the Government Code, and specifically Article 14 (Section 8630 et seq.) of the Act, Section 3211.92 of the Labor Code related to Disaster Service Workers, and the California Master Mutual Aid Agreement.

NOW THEREFORE, in consideration of the conditions and covenants contained herein, the Parties agree as follows:

1. Purpose. The purpose of this Agreement is to provide an organized framework within which the Parties can provide voluntary mutual assistance to each other to ensure public transportation services continue to the maximum practical extent in the event of Emergencies.

2. Definitions.

A. "Emergency" means a condition of disaster, calamity, or catastrophe (both natural and man-made) arising in a portion or entire area of operations of one or more of the Parties to this Agreement which is, or is likely, to be beyond the control and response capabilities of the services, personnel, equipment, and facilities of those affected. Examples include, but are not limited to floods, fires, earthquakes, pandemics, related bus capacity limitations, acts of terrorism, major accidents, critical equipment failures, road closures and other emergencies that could interrupt normal public transit services.

B. "Lending Organization" means the Party that lends resources pursuant to this Agreement.

C. "Borrowing Organization" means the party that receives resources pursuant to this Agreement.

D. "Loaned Items" means any combination of equipment, supplies, and/or personnel required to respond to the Emergency.

3. Guiding Policies. The Parties acknowledge the following principles in order to effectively implement this Agreement:

- A. The basic tenets of Emergency planning are self-help and mutual aid;
- B. No single Party has sufficient resources to cope with any and all potential Emergencies;
- C. Parties shall plan for their emergency operations to assure a rapid and efficient use of their available resources;
- D. California's system of emergency planning provides a system of mutual aid in which each Party's jurisdiction relies first upon its own resources;
- E. Each county in California coordinates the responses of jurisdictions within its borders with the State's Office of Emergency Services;
- F. Each local jurisdiction has the authority to prepare a local emergency plan; such plans shall include a transportation element that contains methods for coordinating emergency transportation services; and
- G. Each Party shall prepare its own emergency operations plan that provides appropriate procedures for responding to and recovering from Emergencies affecting its operating area.

4. Mutual Aid Coordinators. Each Party to this Agreement shall designate a point of contact, who shall be responsible for performing all Emergency actions associated with this Agreement.

5. Nature of Assistance.

- A. General. Lending Organizations will provide assistance by providing Loaned Items and personnel. Lending Organizations will provide Loaned Items only in the event a Lending Organization determines in its sole discretion that its own needs can be met before releasing such Loaned Items to support this Agreement. The Parties intend that this Agreement cover Loaned Items required for the Borrowing Organization to provide public transportation in the event of an Emergency, such as transit vehicles, vehicle operators, maintenance workers and supervisors and the services and supplies required to operate and maintain such vehicles. The emergency assistance period will begin when personnel and/or equipment expenses are initially incurred by the Lending Organization or its contractor, in response to the official request of the Borrowing Organization. The emergency assistance period will terminate when such employees and/or equipment have been returned to the Lending Organization resulting from the assistance provided and reasonable time required to prepare the equipment for return to normal activities (e.g., cleaning of/repair of vehicles, restocking parts, etc.
- B. Equipment. Loaned Items shall be lent at no additional charge to Borrowing Organization if said equipment is returned within thirty (30) calendar days. For Loaned Items requiring more than thirty (30) days, Borrowing Organization agrees to pay the daily rate of 11.47% times the original procurement price divided first by 365 days per year, then divided by the useful life of the equipment in years, and subject to the following conditions:
 - 1. At the option of the Lending Organization, Loaned Items that constitute equipment may be provided with an operator and/or fuel. If an operator, supervisor, mechanic and/or bus are provided by the Lending Organization or its contractor the Borrowing Organization will reimburse the Lending Organization as described in Articles 5E and 8 below.

2. In the event the Lending Organization requires Loaned Items to be returned before the end of the Emergency, the Lending Organization shall provide written notice to the Borrowing Organization requesting such a return, and the Borrowing Organization shall return Loaned Items to the Lending Organization within forty-eight (48) hours in a state of good repair, less reasonable wear and tear;
 3. Unless the Lending Organization provides fuel in accordance with Paragraph 2. Above or the Parties involved make alternate arrangements, the Borrowing Organization shall, at its own expense, supply all fuel, lubrication and routine maintenance for any Loaned Items during the time they are in use by the Borrowing Organization, meeting or exceeding minimum Original Equipment Manufacturer recommendations;
 4. If any Loaned Items are damaged while in the custody or use of, the Borrowing Organization, the Borrowing Organization shall reimburse the Lending Organization for the reasonable cost of repairing the damaged equipment, based on actual receipts, or the Borrowing Organization may repair such loaned items, bringing their condition back to a state of repair at least comparable to the condition they were in when they were loaned to the Borrowing Organization;
 5. If a damaged Loaned Item cannot be economically restored to the condition it was in prior to the loan, the Borrowing Organization shall reimburse the Lending Organization for the actual cost of replacing any such damaged Loaned Items with equivalent (or functionally equivalent) equipment of equivalent value to the equipment prior to the loan, based on actual receipts (unless the parties agree otherwise in writing); and
 6. The Borrowing Organization shall conduct preventive maintenance inspections and repairs on any loaned busses or vehicles, that meet or exceed Original Equipment Manufacturer recommendations, at an interval of no more than every 3,500 miles or 50 days, whichever occurs first.
- C. Supplies. With respect to any Loaned Items that are expendable or non-returnable, the Borrowing Organization shall reimburse the Lending Organization with in-kind items or the actual replacement cost for such items, plus any applicable handling charges, taxes and other incurred expenses. With respect to such Loaned Items that are timely returned to the Lending Organization without damage (other than normal wear and tear), no costs shall be due from the Borrowing Organization to the Lending Organization, including but not limited to, any rental fees for use of the Loaned Items.
- D. Access to Critical Equipment. On a case-by-case basis with written approval from the Parties, for a limited duration and subject to equipment availability, the Borrowing Organization may request access to and use of the following critical bus related equipment owned by the Lending Organization:
1. CNG fueling facilities
 2. Bus electric charging system
 3. Electric buses
 4. CNG buses
 5. Paratransit vehicles

6. Special tools, diagnostic equipment or other items needed to maintain and operate the above items

The Borrowing Organization must indicate to the Lending Organization the types of vehicles and other equipment desired, including proposed rates, as well as the number of job function employees requested, but the extent to which Lending Organization makes available such equipment and personnel will be at the Lending Organization's sole discretion. Lending Organization may loan Borrowing Organization requested equipment without providing employees to operate such equipment. If employees are provided by Lending Organization, they will remain under the direction and supervision of Lending Organization as described in Article 5.E below.

The Lending Organization may establish protocols which Borrowing Organization shall follow on matters such as access to facilities and buses. Access within each Party's facilities may require that movement, parking and fueling of buses be performed only by qualified Lending Organization personnel or other personnel authorized by the Lending Organization.

If the Borrowing Organization uses Lending Organization's CNG or Electricity for fueling buses, CNG and electric fueling rates shall be reimbursed at the Lending Organization's actual operating, maintenance and commodity costs, plus applicable taxes. Such pass-through costs shall exclude fueling facility related capital costs.

The Borrowing Organization shall undertake steps to ensure that employees are trained on how to safely use and operate all equipment provided by the Lending Organization. No employee shall be allowed to operate equipment that they have not been adequately trained to use.

- E. Personnel. Subject to negotiations and reaching agreement with its unions, the Lending Organization may make available to the Borrowing Organization employees, or contractor's employees to participate in providing mutual aid under the provisions of this Agreement. Employees of Lending Organization, or its contractor, will at all times during the emergency assistance period, continue to be the employees of the Lending Organization or its contractor, and will not be deemed employees of the Borrowing Organization for any purpose. The Lending Organization, or its contractor, will be an independent contractor of the Borrowing Organization; and wages, hours and other terms and conditions of employment of the Lending Organization or its contractor will remain applicable to its employees during the emergency assistance period.

If the Borrowing Organization accepts the services of such employees, the Borrowing Organization shall reimburse the Lending Organization for the full costs of the employees' services; that is, at a rate equal to the employees' current hourly rate plus fringe benefits per employee hour, plus 20% overhead charges, plus other reasonable costs mutually agreed to by the Parties. Said rates shall be established to include "Gate-to-Gate" (time from the bus leaving the Lending Organization bus yard or end of route to returning to the Lending Organization bus yard or beginning of route), plus shall include 15 minutes for pre-trip inspections, 5 minutes for post-trip inspections, and paid breaks but exclude unpaid lunch breaks. All timesheets and work records pertaining to the Lending Organization's or its contractor employees furnishing emergency assistance will be kept by the Lending Organization.

Subject to the Lending Organization reaching agreement with any unions that represent impacted personnel or third party contractors that provide the employees to be loaned, Operators and maintenance workers will be provided to the Borrowing Organization only if the employees continue to be under the direct supervision of Lending Organization, or its contractor. Thus, when the Lending Organization, or its contractor, provides operators and maintenance personnel pursuant to this Mutual Aid Agreement, Lending Organization, or its contractor, will also provide an appropriate number of supervisors to oversee the work of the operators and maintenance employees. All instructions for work to be done by the Lending Organization's, or contractor's personnel must be provided by the Borrowing Organization to Lending

Organization's or contractor's supervisors. Lending Organization's, or contractor's supervisors reserve the right to refuse to follow any instructions issued by the Borrowing Organization that violate Lending Organization's or contractor's safety and other work rules or if the supervisor reasonably determines will place personnel in undue risk of danger or harm. If supervisors cannot be provided by Lending Organization, or its contractor, Lending Organization will not provide any personnel to the Borrowing Organization.

Lending Organization or contractor will not loan personnel unless done so in conjunction with the loaning of vehicles or equipment. In no event will loaned personnel be required to operate Borrowing Organizations vehicles or equipment.

The Lending Organization's or contractor's safety rules will apply to all work done by their employees, unless the parties mutually agree otherwise. Any questions or concerns arising about safety rules and/or procedures must be brought to the proper level of management for prompt resolution between the management of the Borrowing Organization and the Lending Organization.

In the event the Borrowing Organization is using Lending Organization employees and not Lending Organization equipment, the Borrowing Organization shall be responsible for transporting Lending Organization employees, including Lending Organization's or contractor's supervisors to and from the beginning and end of Borrowing Organization's routes and shall be responsible for compensating the Lending Organization for said employee services

Lending Organization or its contractor shall continue to be responsible for worker's compensation claims associated with Lending Organization or contractor's employees loaned to Borrowing Organization, so long as the employee was under the direct supervision of Lending Organization's or contractor's supervisors while providing services to Borrowing Organization.

The Lending Organization shall not be liable for cessation or slowdown of work, or any other damages incurred by reason of the Lending Organization's employee's refusal to perform any assigned task due to the loaned employee's perception of risks of harm or injury.

6. Financial Records. All Parties shall keep accurate financial records of any Loaned Items and personnel provided or received. Such records will be used to settle accounts among the Parties and to support claims for reimbursement from insurance carriers or the local state and/or federal governments, if such aid be made available. All financial records shall be maintained for a minimum of three (3) years, or as required by applicable federal or state law as a condition of receiving financial assistance, whichever is longer. All Parties shall have full access to such records for the purposes of this provision.
7. Emergency Routing. Inasmuch as the Parties recognize that mutual aid provided under this Agreement depends on the Lending Organizations' abilities to move their resources to places designated by the Borrowing Organizations, the Parties shall cooperate in determining which routes shall be used to reach the Borrowing Organizations' operating areas and in arranging for any necessary escorts to assure the timely and safe arrival of the Loaned Items or Personnel.
8. Reimbursement to Lending Organization. The Borrowing Organization must reimburse the Lending Organization for all costs and expenses incurred by the Lending Organization or contractor as a result of furnishing emergency assistance. The Lending Organization will furnish documentation of expenses to the Borrowing Organization. Such costs and expenses will include, but not be limited to the following:
 - a. Employees' wages and salaries for paid time spent in Borrowing Organization's service area and paid time during travel to and from such service area, plus the Lending Organization's standard payable additives to cover all employee benefits and allowances for vacation, sick leave and holiday pay (if applicable),

retirement benefits, all payroll taxes, worker's compensation, and other contingencies and benefits imposed by applicable law or regulation.

- b. Employee travel and living expenses, if applicable.
- c. Replacement cost of materials and supplies expended or furnished.
- d. Repair or replacement cost of equipment damaged or lost.
- e. Charges, at rates internally used by the Lending Organization, for use of vehicles and other equipment requested.
- f. Administrative and general costs which are properly allocated to emergency assistance, to the extent such costs are not chargeable pursuant to the foregoing subsections.

The Borrowing Organization must pay all agreed upon costs and expenses of the Lending Organization within 90 days of receiving an invoice. However, if either party disputes the invoice, representatives of the Parties shall meet and use their best efforts to settle any dispute, claim, question or disagreement (a "Dispute") arising from or relating to this Agreement or to the interpretation of this Agreement. To that end, representatives of the Parties shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to all Parties. If the Parties do not reach such a solution within a period of thirty (30) days after the first meeting regarding a Dispute, then the Parties shall convene a meeting of 2x2 Committee within sixty (60) days after the first meeting of the Party representatives regarding a Dispute and request that the Committee settle the Dispute at the meeting. If the Parties do not settle the Dispute at the Committee meeting or within five (5) calendar days after the Committee meeting, either Party may request a voluntary mediation of the Dispute to be held within thirty (30) days after the request for mediation. If a mediation is not requested or is not successful, any Party may pursue any and all legal and equitable remedies that may be available. Any Party with a Dispute over the amount of money to be paid shall first pay the disputed amount under protest before commencing dispute resolution under this Section. The respective costs for resolving any Dispute shall be borne by the individual Parties.

9. Liability and Hold Harmless.

Each of the Parties to this Agreement agree to defend, indemnify and hold harmless each and every other Party and its officers, officials, employees or agents from and against any damages including, but not limited to, attorneys' fees, expert and consultant fees, and other costs and fees of litigation, arising out of the alleged negligence, intentional or willful misconduct, or other legal fault of the Party, its agents, officers, officials, employees or representatives in the performance of this Agreement.

The indemnification contained in this Agreement includes, but is not limited to, any violation of applicable law, ordinance, regulation or rule, including where the claim, loss, damage, charge or expense was caused by deliberate, willful, or criminal acts of a Party to this Agreement, or any of its agents, officers, employees, or representatives, or its performance under the terms of this Agreement.

The indemnity obligations of this Agreement will survive the expiration or earlier termination of this Agreement.

Each of the Parties will notify the other Parties, where appropriate, of any claims, administrative actions or legal actions with respect to any of the matters described in this indemnification section. The Parties will cooperate in the defense of such actions brought by others with respect to matters covered under this Agreement. Nothing set forth in this Agreement will establish a standard of care for or create any legal rights for any person not a party to this Agreement.

The Borrowing Organization will serve as the lead agency on any claim arising out of the operation and will pay all defense fees on behalf of the Lending Organization. In the event of a claim or litigation arising out of an incident when responding to a shared services event, all parties involved agree to work cooperatively to

determine the financial responsibility of fault and percentage of comparative fault. If the parties cannot agree, the determination of comparative negligence will be submitted to an arbitrator for a binding determination. In the event that the Lending Organization is found to have performed services and its performance is determined to be willful misconduct, criminal behavior or gross negligence, the Borrowing Organization will be entitled to recover the cost of attorney fees paid on behalf of the Lending Organization during the litigation process.

The Lending Organization waives all claims against the other for compensation for any loss or damage to the Lending Organization's vehicles and equipment. Once the Lending Organization is on scene or at the location of the shared service, any damage to the Lending Organization's vehicle during the incident or while providing share services will be the responsibility of the Borrowing Organization.

Each Party will maintain in full force and effect Workers' Compensation insurance as required by the California Labor Code, which covers the personnel involved in a response to provide shared services assistance. Each Party waives all claims against the other for compensation for any loss, damage, personal injury, or death to the personnel involved in a response occurring as a consequence of the performance of this Agreement, except for intentional acts or gross negligence of the other Party.

10. Insurance. Each Party to this Agreement, at its sole cost and expense, must carry insurance, or self-insure, its activities in connection with this Agreement, and obtain, keep in force and maintain, insurance or equivalent programs of self-insurance, for general liability, workers compensation, property (apparatus and equipment), and business automobile liability adequate to cover its potential liabilities under this Agreement. Each Party is responsible for its own self-insured retentions and deductibles. Insurance limits required by each party must be a minimum of \$20 million per occurrence. Each Party agrees to provide the other Party 30 days' advance written notice of any cancellation, termination or lapse of any of the insurance or self-insurance coverages. Failure to maintain insurance required in this Agreement is a material breach of the Agreement and may be grounds for termination of this Agreement.

In the event that the staff or contract staff of either Party to this Agreement is used to operate vehicles loaned or borrowed under this Agreement, the Party that provides the bus operator to drive any bus that is loaned or borrowed will be responsible for providing the liability insurance to cover injury or damage claims arising from this arrangement. The party that borrows an operator to drive a bus will, in addition to labor costs, compensate the Lending Organization for each operator provided at a rate of 37.5 cents per gate-to-gate mile to cover the cost of liability insurance coverage.

The Parties agree to maintain the minimum level of liability insurance when buses and personnel are loaned or borrowed as described below:

- A. If Borrowing Organization uses its own employees or contractor's employees to operate a bus provided by Lending Organization, Borrowing Organization will provide supervision and a minimum \$20 million public liability insurance for injury or death of one or more persons in a single occurrence, plus property damage insurance of up to \$1 million per occurrence, plus coverage for physical damage to the buses and equipment therein, due to the accident, vandalism, theft or other loss up to the stated value of the bus being replaced and the equipment therein.
- B. If Lending Organization uses its own employees or contractor's employees to operate a bus provided by Lending Organization to Borrowing Organization, Lending Organization will provide supervision and a minimum \$20 million public liability insurance for injury or death of one or more persons in a single occurrence, plus property damage insurance of up to \$1 million per occurrence, plus coverage for physical damage to the buses and equipment therein, due to an accident, vandalism, theft or other loss up to the stated value of the bus being replaced and equipment therein.

- C. Each party to this Agreement will maintain its own Workers Compensation Insurance coverage in compliance with California Labor Codes Sections 3700 and 3800. To the extent either party contracts with a third party contractor to provide operators and other transit employees and the contractor's employees perform services under this Agreement, such party will ensure that its contractor maintains Workers Compensation Insurance coverage that is in compliance with California Labor Code Sections 3700 and 3800.

11. Termination. This Agreement is not transferable or assignable, in whole or in part. Any Party may terminate its participation in this Agreement by providing thirty (30) days written notice delivered to the other Parties to the Agreement. Prior to the effective date of the termination, the terminating party shall pay all sums due and return Loaned Items. The Agreement shall continue in full force and effect as to the remaining Parties. The provisions of Sections 6 and 9 shall survive the termination of this Agreement.

12. Modifications and Other Provisions.

- A. Compliance with Laws. The Parties agree to be solely responsible and liable for compliance with all federal and state requirements related to the safe operations of buses (such as Title VI, fare and service change requirements, CEQA, 49 CFR Part 604 compliance, and all FTA guidance, and bus accessibility requirements for disabled riders). These obligations are all covered by the indemnity specified in Section 8. Each Party must comply with all applicable Federal, State, and local laws, codes, ordinances, regulations, orders, circulars, and directives.
- B. Insurance. Each party to this Agreement will maintain insurance of the types and limits sufficient to fulfill its obligations under this Agreement.
- C. Amendments. Any provision of this Agreement may be modified, altered or rescinded only by written amendment to this Agreement executed by all Parties; however, the Agreement as a whole may only be rescinded in compliance with Section 9 above.
- D. Review. This Agreement shall be reviewed as needed, and necessary changes shall be made.
- E. Reporting. The Lending Organization shall, at the request of the Borrowing Organization, provide to the Borrowing Organization a written estimate of the costs of Loaned Items provided under this Agreement within three (3) business days of the date of any such request. This report shall be revised weekly thereafter until mutual aid is terminated by the Borrowing Organizations or pursuant to Section 5.B.2. above. The Lending Organization will provide a final estimate to the Borrowing Organization no later than ninety (90) days following the return or redeployment of all Loaned Items. If the federal and/or state government require a different reporting schedule for public assistance, it will supersede those stated in this Agreement.
- F. Notices. All communications relating to the day-to-day activities associated with this Agreement shall be exchanged between the Mutual Aid Coordinators designated in the Appendix to this Agreement. All other notices and communications deemed by the Parties to be necessary or desirable to be given to the other Parties shall be in writing and may be given by personal delivery to a representative of the Parties, by electronic communication to the email addresses indicated, or by mailing the same, postage prepaid, addressed as follows:

Carmen Alba, VP
Bus Operations
Sacramento Regional Transit District
1400 29th Street/ P.O. Box 2110
Sacramento, CA 95816/95812-2110

Phone: (916) 321-3830
Mobile: (916) 431-8474
Email: calba@sacrt.com

Terry Bassett
Executive Director
Yolo County Transportation District
350 Industrial Way
Woodland, CA 95776
Phone: (530) 402-2812
Mobile: (530) 848-1615
Email: tbassett@yctd.org

The address to which mailings may be made may be changed from time to time by notice mailed as described above. Any notice given by mail shall be deemed given on the day after that on which it is deposited in the United States mail as provided above.

- G. Non-Waiver. Any delay by a Party in asserting any rights under this Agreement will not operate as a waiver of such rights or to deprive such party of, or limit, such rights in any way. Any waiver in fact made by a Party with respect to any specific default will not be considered as a waiver of the rights of such party with respect to any other defaults or with respect to the particular default except to the extent specifically waived in writing.
- H. Interpretation. The Parties hereto acknowledge and agree that (a) each party hereto is of equal bargaining strength, (b) each party has actively participated in the drafting, preparation and negotiation of this Agreement, (c) each party has consulted with such party's own independent legal counsel, and such other professional advisors as such party has deemed appropriate, relative to any and all matters contemplated under this Agreement, (d) each party and such party's legal counsel and advisors have reviewed this Agreement, (e) each party has agreed to enter into this Agreement following such review and their rendering of such advice, and (g) any rule of construction to the effect that ambiguities are to be resolved against the drafting party will not apply in the interpretation of this Agreement or any portions hereof, or any amendments hereto.
- I. Non-Exclusivity. This Agreement is not an exclusive Agreement for the provision of Emergency resources. Any Party may provide such resources to entities not party to this Agreement, and any Party may enter into Agreements similar to this with other organizations.
- J. Third Parties. Nothing herein shall be construed to create any right of action by third parties for any cause whatsoever.
- K. Counterparts. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original, but all of which together will constitute but one and the same instrument.
- L. Authority to Bind. Each of the signatories to this Agreement represents that he or she is authorized to sign the Agreement on behalf of such party and that all approvals, resolutions and consents that must be obtained to bind such party have been obtained and that no further approvals, acts or consents are required to bind such party to this Agreement.
- M. Entire Agreement. This Agreement constitutes the entire understanding of the Parties with respect to the subject matter hereof, any prior or contemporaneous oral or written agreements by and between the Parties

or their agents and representatives with respect to the subject matter of this Agreement are revoked and extinguished by this Agreement.

- N. Joint Venture. Nothing contained in this Agreement will be deemed or construed as creating a joint venture or partnership between any of the parties hereto. No party is by virtue of this Agreement authorized as an agent, employee or legal representative of any other party. No party will have the power to control the activities and operations of any other and their status is, and at all times, will continue to be, that of independent contractors with respect to each other. No other party will have any power or authority to bind or commit the other. No party will hold itself out as having any authority or relationship in contravention to this Section.
- O. Privileges And Immunities. Any and all privileges and immunities of the Parties provided by state or federal law will remain in full force and effect.
- P. Independent Contractor Status. Each Party will pay all wages, salaries and other amounts due to their own personnel in connection with any and all services under this Agreement and as required by law. Each Party will be responsible for all reports and obligations respecting their own personnel, including, but not limited to, social security taxes, income tax withholding, unemployment insurance, and workers' compensation insurance. Employees, independent contractors, or agents of one Party will not be deemed employees of any other Party for any purpose.
- Q. Severability. In the event that any provision or portion of this Agreement is determined by a court of competent jurisdiction to be invalid, illegal or unenforceable for any reason, such provision or portion will be severable from this Agreement. Such invalidity, illegality or unenforceability will not be construed to have any effect on the validity, legality or enforceability of the remaining provisions or portions of this Agreement.

IN WITNESS WHEREOF, the Parties have entered into this MOU on the day and year first hereinabove appearing.

**YOLO COUNTY TRANSPORTATION
DISTRICT**

By: _____
Terry Bassett, Executive Director

Approved as to Form:

By: _____
Hope P. Welton, District Counsel

**SACRAMENTO REGIONAL TRANSIT
DISTRICT**

By: _____
Henry Li, General Manager/CEO

Approved as to Form:

By: _____
Olga Sanchez-Ochoa, General
Counsel

**AMENDED AND RESTATED TRANSFER AGREEMENT BETWEEN
YOLO COUNTY TRANSPORTATION DISTRICT AND
SACRAMENTO REGIONAL TRANSIT DISTRICT**

THE TRANSFER AGREEMENT dated July 1, 2009 by and between **YOLO COUNTY TRANSPORTATION DISTRICT**, hereinafter referred to as “YCTD,” and **SACRAMENTO REGIONAL TRANSIT DISTRICT**, therein referred to as “RT” and hereafter referred to as “SacRT” is hereby amended and restated in its entirety as set forth below effective as of April 1, 2021.

RECITALS

WHEREAS, YCTD provides public transportation service for the benefit of persons in Yolo County; and

WHEREAS, SacRT provides bus and rail public transportation for the benefit of persons in Sacramento County; and

WHEREAS, on September 26, 1991 SacRT and YCTA (predecessor to YCTD) entered into the “Transfer Agreement Between Yolo County Transit Authority and Sacramento Regional Transit District” and amended that agreement on two occasions; and

WHEREAS, on July 1, 2009, the parties entered into a new transfer agreement.

WHEREAS, since that time, SacRT and YCTD have implemented electronic fare payment options and desire to incorporate those electronic fare payment options into the transfer agreement through this amendment and restatement.

WITNESS

NOW, THEREFORE, SACRT AND YCTD DO MUTUALLY AGREE AS FOLLOWS:

1. DEFINITIONS

A. YCTD Transit Service

YCTD transit services means all public transportation services provided by YCTD, including but not limited to, the implementation, operation, and maintenance of such services and any other activities incidental thereto that are provided directly by YCTD, or indirectly by YCTD through agreement with a third-party or third-party operator, and whether or not such service is provided pursuant to or in accordance with the terms of an agreement between YCTD and a third-party or third-party operator.

B. SacRT Transit Service

SacRT transit service mean all service as defined in the adopted SacRT Fare Structure.

C. SacRT Fare Structure

SacRT Fare Structure means the document or documents adopted by the SacRT Board of Directors that establish(es) classifications of fares and fare surcharges and the entitlement to services upon valid payment by a patron.

D. YCTD Fare Structure

YCTD Fare Structure means the document(s) adopted by YCTD that establish(es) classifications of fares and fare surcharges and the entitlement to services upon valid payment by a patron.

E. Prepaid Single-Ride Ticket

Prepaid Single-Ride Ticket means an unvalidated paper script issued by SacRT valid for one ride on SacRT's fixed or demand-response service.

F. Mobile-Application Single-Ride Ticket

A Mobile-Application Single-Ride Ticket means a ticket purchased through SacRT's mobile application that is valid for one ride on SacRT's fixed route or demand-response service, or on YCTD's fixed route service.

G. Daily Pass

Daily Pass means a single paper script printed by SacRT or YCTD with a printed denomination of the Daily Pass type and date appearing thereon.

H. Monthly Pass

Monthly Pass means either (1) an ID card to which a sticker is affixed evidencing payment of a prepaid fare for the month of the year printed on the sticker, or (2) a card issued evidencing payment of a prepaid fare for the month of the year printed on the card.

I. Group Pass

Group Pass means either: (1) an identification card issued to which an SacRT or SacRT-approved sticker, logo, or equivalent insignia is affixed or (2) an identification card that is inserted inside a clear plastic sleeve and the sleeve incorporates an SacRT approved sticker, logo, insignia or other form of identification as required by the applicable Group Pass Agreement.

J. Electronic Prepaid Fare

Electronic Prepaid Fare means fare media as described in Articles 1.G., 1.H and 1.I above (Daily Pass, Monthly Pass, or Group Pass) stored electronically on a SacRT-approved electronic fare payment card or mobile application that would be accepted as valid fare by SacRT and YCTD and, in the case of a Daily Pass, that is validated prior to or upon boarding a vehicle.

K. Unvalidated Daily Pass

Unvalidated Daily Pass means a single paper script printed by SacRT with a printed denomination of the Daily Pass type that is undated and intended to be validated by a SacRT Fare Vending Machine that is surrendered upon boarding a YCTD bus and exchanged for a dated Daily Pass.

2. PURPOSE

The purpose of this Agreement is to provide a method of coordinating public transportation services to be provided separately by SacRT and YCTD. The objective of this Agreement is to be achieved through transfer privileges for holders of daily, monthly, and group passes, as further described in this Agreement. Additional related matters concerning tickets, routing, bus stops, bus books and telephone information service are addressed as necessary to further the purpose of this Agreement.

3. TERM

This Agreement is effective as of January 1, 2009, and continues in full force and effect until either party terminates this Agreement in the manner provided in Article 20 or 21. The prior "Transfer Agreement Between Yolo County Transit Authority and Sacramento Regional Transit District", executed September 26, 1991, as amended, is terminated, effective December 31, 2008, upon full execution of this Agreement.

4. TICKETS, TRANSFERS AND DAILY PASSES

- A. YCTD will accept SacRT Prepaid Single-Ride Tickets, Daily Passes printed by SacRT, and the equivalent Daily Pass Electronic Prepaid Fare on all YCTD transit service; however, YCTD may impose an additional surcharge for SacRT patrons accessing YCTD's express bus service using Prepaid Single-Ride Ticket, Daily Pass or Daily Pass Electronic Prepaid Fare. YCTD will not accept and will not be compensated for: (1) Prepaid Single-Ride Tickets issued by SacRT's fare vending machines (FVMs) located at SacRT light rail stations; or (2) Prepaid Single-Ride Tickets that are stored electronically, with the exception that Mobile-Application Single-Ride Tickets will be accepted on the jointly-operated Causeway Connection service.
- B. YCTD and SacRT will reimburse each other for acceptance of Prepaid Single-Ride Tickets, Mobile-Application Single-Ride Tickets, Daily Passes Monthly Passes, Group Passes and Electronic Prepaid Fare by the other in accordance with the methodology set forth in Article 7; provided that SacRT will not reimburse YCTD for acceptance of invalid SacRT fare media. SacRT will endeavor to notify YCTD of the invalidation of SacRT fare media; however, in no event will the failure of SacRT to give such notice entitle YCTD to payment for such media.

5. MONTHLY, GROUP AND EMPLOYEE/DEPENDENT PASSES

- A. YCTD will provide passage on all YCTD transit service to any patron who properly displays a valid SacRT Monthly Pass or Group Pass of any type authorized under the SacRT Fare Structure, except that YCTD may impose an additional charge for YCTD express service. All SacRT Monthly Passes issued or sold by YCTD must be printed by SacRT and provided to YCTD, unless SacRT's General Manager/CEO and YCTD's Executive Director agree, in writing, to issuance of monthly passes printed by YCTD.
- B. YCTD will return to SacRT 100% of the revenues derived from the sale of SacRT monthly passes, and SacRT will reimburse YCTD for use of such passes to access YCTD transit service in accordance with the methodology set forth in Article 7.
- C. SacRT employees and their dependents and employees of YCTD are allowed free passage on either system, provided that a valid employee or dependent identification card is presented upon each boarding.

6. RIDERSHIP CALCULATION

- A. On a monthly basis, YCTD must count the number of times a passenger uses any SacRT fare media, other than Prepaid Single-Ride Tickets and Unvalidated Daily Passes, to board YCTD services.
- B. On a monthly basis, YCTD must collect and count all paper Prepaid Single Ride Tickets accepted on YCTD buses.
- C. On a monthly basis, YCTD must collect and count all Unvalidated Daily Passes that are surrendered on a YCTD bus in exchange for a dated Daily Pass.

7. REIMBURSEMENT FOR ACCEPTANCE OF SACRT FARE MEDIA ON YCTD SERVICES

- A. Quarterly, or on any other mutually acceptable schedule, YCTD may submit, and SacRT will an invoice to reimburse YCTD for acceptance of SacRT Fare Media on YCTD service in accordance with the reimbursement provisions set out in paragraphs B. and C. below.

B. Prepaid Single-Ride Tickets and Daily Passes

For Prepaid Single-Ride Tickets YCTD will be reimbursed by SacRT based on the face value of all valid Prepaid Single-Ride tickets accepted by YCTD for the month in question.

For Unvalidated Daily Passes, YCTD will be reimbursed by SacRT based on the face value of all Unvalidated Daily Passes accepted by YCTD for the month in question.

For audit purposes. YCTD must retain all Prepaid Single-Ride Tickets and Unvalidated Daily Passes from the date of collection until at least 30 days after the invoice has been submitted to SacRT for reimbursement.

C. All other forms of SacRT Fare Media Accepted on YCTD

- 1. SacRT will reimburse YCTD at a fixed rate per boarding, regardless of the fare type or form, for all other SacRT Fare Media accepted by YCTD under the terms of this Agreement during the preceding month. The fixed rate will increase by \$0.02 per year through FY25. The fixed rate will not increase after FY26 unless otherwise agreed by both parties. Table 1 below provides the fixed rate:

Fiscal Year	Reimbursement Rate
FY21	\$0.67
FY22	\$0.69
FY23	\$0.71
FY24	\$0.73
FY25 and beyond	\$0.75

2. Modification of the Reimbursement Rate

- a. Either party may submit a written request to modify the reimbursement rate at least 60 days prior to the beginning of each fiscal year (July 1 to June 30).

- b. In addition, in extreme and unforeseen circumstances, a party may submit a written request for a modification to the reimbursement rate during the fiscal year.
- c. Once the modification request has been submitted, the parties will agree upon a methodology for determining whether or not a change to the rate is appropriate. These may include, but are not limited to, passenger surveys and electronic fare collection system data demonstrating that the specified reimbursement rate materially under or over compensates YCTD based on actual ridership and SacRT's collected fare revenue. Any agreement to modify the reimbursement rate will be accomplished through a written amendment to this Agreement. The reimbursement rate will remain unchanged, unless and until the parties are able to reach agreement on a revised reimbursement rate.

8. YCTD ROUTING WITHIN ACTIVATED SACRT BOUNDARIES AND SACRT ROUTING WITHIN ACTIVATED YCTD BOUNDARIES

- A. Subject to the provisions of paragraphs B. and C., below, YCTD and SacRT are hereby authorized to operate bus service and allow passengers to board and disembark at bus stops used by each party within the other party's activated boundaries as of the date of this Agreement, in accordance with list and depiction of current bus routes and stops in the attached Exhibit A.
- B. YCTD will obtain prior written approval from SacRT's CEO/General Manager, or his/her designee, before providing YCTD transit service over any new route or portion thereof that traverses or enters the activated boundaries of SacRT. To obtain approval for new bus service or a new bus stop, YCTD must submit a written request directed to the party designated by SacRT for receipt of notices in accordance with Article 11, below. SacRT's will respond to YCTD's request within 30 days of receipt by SacRT. If SacRT approves the request for a new route or bus stop, SacRT and YCTD will execute an amended Exhibit A showing the new route or stop. SacRT's General Manager/CEO or his/her designee will execute Exhibit A on behalf of SacRT. The amended Exhibit A will include the date of the revision and shall be incorporated into this Agreement by reference as of the date the amended Exhibit A is approved by both parties. SacRT's approval does not include consideration of nor is deemed to include consideration of the propriety of the proposed route, including such matters as safety.
- C. SacRT will obtain prior written approval from YCTD's Executive Director, or his/her designee, before providing SacRT transit service over any new route or portion thereof that traverses or enters the activated boundaries of YCTD. To obtain approval for new bus service or a new bus stop, SacRT must submit a written request directed to the party designated by YCTD for receipt of notices in accordance with Article 11, below. YCTD's will respond to SacRT's request within 30 days of receipt by YCTD. If YCTD approves the request for a new route or bus stop, SacRT and YCTD will execute an amended Exhibit A showing the new route or stop. SacRT's General Manager/CEO or his/her designee will execute Exhibit A on behalf of SacRT. The amended Exhibit A will include the date of the revision and shall be incorporated into this Agreement by reference as of the date the amended Exhibit A is approved by both parties. YCTD's approval does not include consideration of nor is deemed to include consideration of the propriety of the proposed route, including such matters as safety.

9. BUS STOPS

- A. Upon obtaining approval pursuant to Article 8, YCTD may use bus stops provided by SacRT for YCTD transit service. YCTD may place a removable decal, other nonpermanent logo or YCTD sign on SacRT transit stop signs, poles or shelter, as appropriate, to indicate YCTD transit service at the stop in question. Placement of the decal, logo, or sign will be such that it does not cover the SacRT logo or other route information then existing on the transit stop sign, pole or shelter. SacRT will maintain the shared stops and shelters within its activated boundaries at no cost to YCTD.

- B. Upon obtaining approval pursuant to Article 8, SacRT may use bus stops provided by YCTD for SacRT transit service. SacRT may place removable decal, other nonpermanent log or SacRT sign on YCTD transit stop signs, poles or shelters, as appropriate, to indicate SacRT transit service at the stop in question. Placement of the decal, logo or sign will be such that it does not cover the YCTD logo or other route information then existing on the transit stop sign, pole or shelter.

10. TELEPHONE INFORMATION

SacRT and YCTD will provide telephone information service that serves the public and provides information and/or referrals concerning the routing and associated schedules for both SacRT and YCTD transit service.

11. NOTICES

All notices and other communications under this Agreement must be in writing and will be deemed to have been duly given (i) on the date of delivery, if delivered personally to the party to whom notice is given, or if made by email directed to the party to whom notice is to be given at the email address listed below, or (ii) at the earlier of actual receipt or the second business day following deposit in the United States mail, postage prepaid. Notices and other communications must be directed to the parties at the addresses shown below. A party may change its person designated to receive notice, its email address, or its address from time to time by giving notice to the other party in accordance with the procedures set forth in this Article.

To SacRT: Sacramento Regional Transit District
Attn: VP, Finance/Chief Financial Officer
P.O. Box 2110
Sacramento, CA 95812-2110
Phone: (916) 557-4681
Email: bbernegger@sacrt.com

To YCTD: Financial Officer
Yolo County Transportation District
350 Industrial Way
Woodland CA 95776
Email: JBryan@yctd.org

12. RECORDS

SacRT and YCTD must maintain books, records, documents, and other evidence directly pertinent to this Agreement. YCTD must also maintain, for a period of three years, the financial information and data used in the preparation or support of the proposed or actual payments under this Agreement; however, YCTD need only retain the original tickets supporting an invoice for a period of 30 days after the date of the invoice that they support and further provided that SacRT may request that YCTD provide the original tickets supporting an invoice and in such case SacRT will destroy the tickets. The parties or their designees will be allowed to review each party's records at reasonable times.

13. AGENCY RELATIONSHIP/INDEMNIFICATION

- A. Nothing herein will be construed to create, nor do the parties intend to create by the terms hereof, any contractual or other relationship, whether express or implied, of joint power, joint venture, partnership,

principle-agent, independent contractor, master-servant, or otherwise that would result in either party hereto being financially or otherwise responsible in whole or in part for bodily injury, death or property damage occurring as a proximate result of an act or omission arising out of the performance of this Agreement or the provision of transit service by the other party. The imposition of such responsibility upon either party will be sufficient grounds for YCTD or SacRT to terminate this Agreement upon giving written notice thereof to the other in the manner provided in Article 11.

- B. Each party hereto is to be held free by the other party from any and all liability, loss, and/or expense that arises in the manner described above.
- C. Neither YCTD nor SacRT is required to indemnify, defend, and hold harmless the other from any and all claims, demands, losses, or liability whether real or illusory.

14. WORKERS' COMPENSATION INSURANCE

Both parties to this Agreement understand and acknowledge that this Agreement is not an employment contract between SacRT and YCTD or between SacRT and any agents, officers or employees of any third party or third party operator under contract with YCTD to provide YCTD transit service. SacRT is not liable for any workers' compensation or any other benefits accruing under any federal or state law or acts to any employee or employees employed by YCTD or by a third party or third party operator in connection with the provision of YCTD transit service. Similarly, YCTD is not liable for any workers' compensation or any other benefits accruing under federal or state law or acts to any employee or employees employed by SacRT in connection with the provision of SacRT transit service. Both YCTD and SacRT agree to provide workers' compensation for their respective employees in accordance with State law.

15. FEDERAL, STATE, AND LOCAL LAWS

Each party warrants and covenants that it will fully and completely comply with all applicable federal, state, and local laws and ordinances, and all lawful orders, rules and regulations issued by an authority with jurisdiction over any aspect of the provision of SacRT or YCTD transit service.

16. NONDISCRIMINATION

- A. In connection with the execution of this Agreement, neither party may discriminate against any employee or applicant from employment because of race, religion, color, sex, age, physical handicap, marital status, sexual orientation, national origin, or ancestry. Each party will take affirmative action to insure that applicants are employed, and that employees are treated equally during their employment without regard to their race, religion, color, sex, age, physical handicap, marital status, sexual orientation, national origin, or ancestry. Such actions include, but are not limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff, or termination; rates of pay, or other form of compensation; and selection for training, including apprenticeship.
- B. Neither party may discriminate against any passenger or patron because of race, religion, color, sex, age, physical handicap, marital status, sexual orientation, national origin, or ancestry.

17. GOVERNING LAW

The interpretation and enforcement of the Agreement will be governed by the laws of the State of California, the state in which the Agreement is signed. The parties agree to submit any disputes arising under the Agreement to a court of competent jurisdiction located in Sacramento, California.

18. NONWAIVER

Waiver of any breach or default hereunder will not constitute a continuing waiver or a waiver of any subsequent breach either of the same or of another provision of this Agreement.

19. SEVERABILITY

If any term, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, the remainder of this Agreement will remain in effect.

20. TERMINATION FOR BREACH

If either party fails to substantially perform its obligations in accordance with the provisions of this Agreement, the other party will thereupon have the right to terminate the Agreement by giving written notice and specifying the effective date of such cancellation. In the event of a cancellation, each party will be paid for its respective services performed up to the cancellation date. SacRT is entitled to the amount necessary to compensate SacRT for all of the detriment proximately caused by YCTD's failure to perform its obligations hereunder of which in the ordinary course of business would be likely to result therefrom. The foregoing notwithstanding, neither party waives the right to recover damages against the other for breach of the Agreement. If one party cancels for breach and it is subsequently determined that the other party did not fail to substantially perform its obligations in accordance with the Agreement, then cancellation for breach is deemed and treated as termination for convenience.

21. TERMINATION FOR CONVENIENCE

Either party may terminate this Agreement upon giving 120 days' advance written notice. Upon termination of this Agreement under this Article, each party will be paid for all actual services rendered to the other to and inclusive of the specified date of termination.

22. OBLIGATION TO PROVIDE TRANSIT SERVICE

Nothing herein is construed to require or to create an enforceable right in either party to require the other to provide a specified level or configuration of transit service during the term of this Agreement.

23. PROHIBITED INTERESTS

No member, officer, or employee of YCTD or SacRT, or a local elected official within the counties of Sacramento and YCTD during their tenure of office or for 1 year thereafter, will have any interest, direct or indirect, in this Agreement or the proceeds thereof.

24. NONLIABILITY OF FTA OR FEDERAL GOVERNMENT

Neither the U.S. Department of Transportation, FTA, nor any other branch or agency of the federal government, its employees, agents or officers, are obligated or liable to any person or organization other than SacRT by virtue of the execution of this Agreement.

25. FEDERAL GRANT CONDITIONS

Operation of SacRT's service is subject to a financial assistance contract between SacRT and the U.S. Department of Transportation, Federal Transit Administration (FTA). Each party agrees to comply with all FTA terms and conditions that apply to this Agreement.

26. MODIFICATION

No waiver, alteration, modification, or termination of this Agreement will be valid unless made in writing and signed by the authorized representatives of the parties hereof.

27. COUNTERPARTS

This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original, but all of which together will constitute but one and the same instrument.

28. CAPTIONS

The headings or captions to the Articles of this Agreement are not a part of the Agreement and will have no effect upon the construction or interpretation of any part thereof.

29. INTEGRATION

This Agreement embodies the entire agreement of the parties in relation to the scope of services herein described, and no other understanding whether verbal, written, or otherwise exists between the parties.

30. SUCCESSORS AND ASSIGNS

This Agreement will be binding upon and the benefits of this Agreement will inure to the successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties entered into this Agreement on the day and year first stated above.

**YOLO COUNTY
TRANSPORTATION DISTRICT**

JESSE LOREN
Chair

TERRY V. BASSETT
Executive Director

Approved as to Form:

HOPE P. WELTON
District Counsel

**SACRAMENTO REGIONAL
TRANSIT DISTRICT**

STEVE MILLER
Chair

HENRY LI
General Manager/CEO

Approved as to Form:

OLGA SANCHEZ-OCHOA
General Counsel


EXAMPLE OF MOBILE PHONE ELECTRONIC FARE TICKETING SYSTEM



This Page Intentionally Left Blank

BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT

350 Industrial Way, Woodland, CA 95776 --- (530) 661-0816

Topic: Authorize Two Procurements, Resulting in Sole Source Purchases	Agenda Item #: Agenda Type:	4c Deliberation/Action
		Attachments <input checked="" type="radio"/> Yes <input type="radio"/> No
Prepared by: Jose Perez	Approved by: 	Meeting Date: March 8, 2021

RECOMMENDATION:

It is recommended that the Yolo County Transportation District (YCTD) Board of Directors authorize the sole source procurement and installation of:

1. “Crew Module” upgrade to HASTUS by CSched Transit Scheduling Software, for a three-year term with a total contract limit amount not to exceed \$125,455 (an increase of \$20,455), utilizing federal CARES funding.
2. General Transit Feed Specification (GTFS) Real Time Feed Software through an amendment to Contract Number 2006-01 between Trapeze Software Group, Inc. and YCTD, for a total amount not to exceed \$53,524.

REASON FOR RECOMMENDATION:

1. The procurement and installation of dedicated transit scheduling software solutions has been determined critical to the continued near- and long-term sustainability of the District, and its ability to adapt quickly and accurately to evolving operating conditions. Contracting with CSched will allow YCTD staff to continually develop, review, modify, and verify Yolobus operator schedules and operating details (including interlining, deadhead travel, service spans, etc.). In July 2021, the YCTD Board approved an initial three-year contract limit of \$105,000. During following discussions with CSched, it was determined an additional software module, the “Crew Module” would be needed to completely achieve the District’s goals of reviewing and modifying/enhancing driver run cuts and operating schedules. The addition of the module for three years requires an additional \$20,455 beyond the previously approved contract limit. CSched is currently the only available provider of the necessary Hastus software and licenses for an agency the size of YCTD.

2. The amendment to Contract 2006-01 will allow for “open” access to the District’s real-time GPS data to third parties and will improve access to service information to customers via their individual preferred information provider. Recent improvements in technologies, and the shift to third-party solutions for real-time tracking of service vehicles provide an opportunity for the District to increase access to the information to the public. The licensing, development, and deployment of the real-time software will enhance the District’s customer information access and satisfaction.

BACKGROUND:

1. On July 13, 2021, the YCTD Board of Directors approved a contract limit of \$105,000 for a three-year term with CSched to procure and install Hastus Run-Cutting software. During the following implementation discussions, the overall needs and goals for the software were refined, and it was determined an additional module for the Hastus Software would be required. The “Crew Module” would add additional features and capabilities such as the ability to refine individual work pieces, break times/locations, and incorporation of work rules and regulations and requirements from bargaining agreements. The cost increase to the three-year term would be \$20,455, resulting in a total three-year contract limit of \$125,455.

The Hastus runcutting software and its benefits will allow the District to improve responsiveness and effectiveness with respect to its evolving service planning in emergency and pandemic environments. Further, the upgraded software package will be crucial to the successful planning and implementation of the anticipated changes to District services brought on by the YoloGo study.

2. The Trapeze Software group (now TripSpark) has developed and offered to YCTD a software development agreement which would result in an open Application Programming Interface (API) that will allow the District's vehicle location data to be available to the public and third-party programmers. The development and launch of the Causeway Connection in May of 2020 highlighted current limitations in the distribution and access to the District's real-time information. This enhancement to our existing software will allow interested third-party software developers such as Google, Transit App, Moovit, and others, to access and help distribute District real-time vehicle location information through their independent platforms. The upgrade will be applicable to all District vehicles, including paratransit and microtransit, but will not limit or hinder other District operations. There are no impacts to customers familiar/preferring existing information displays (i.e., the MyRide website or app) this software is a one-time development at a cost of \$45,670 and no further development costs associated with the open API and access to third parties are anticipated. Annual maintenance fees will be required (\$7,854 for Year 1, escalated at a rate of 2.5 percent annually thereafter for up to two years). Sole source justification for this procurement is attached.

BUDGET IMPACT:

1. With the need to modify and re-cut Yolobus services due to COVID-19 related impacts, the project would be eligible for federal CARES Act funding and had been budgeted in the YCTD FY 2020/2021 budget. The increase of \$20,455 would be funded through available CARES Act funding, resulting in less CARES Act funds available in FY 2021/2022.

CSched costs have been updated as follows:

Year 1 (includes on-boarding and training): \$55,896

Year 2: \$35,788

Year 3: \$33,771

Total: \$125,455

2. The GTFS Real Time software API development is in the current fiscal year budget for up to \$60,000. The latest cost estimates from TripSpark total \$55,524 which includes maintenance fees for the first year. Following year maintenance fees only (should the product continue to be required/desired by YCTD) would be increased at a rate of 2.5 percent annually for up to two years at which point current contractor pricing would be used. This project to be funded through Local Transportation Funds (LTF).

GTFS Real Time Feed (one-time): \$45,670

Year 1 Maintenance Fee: \$ 7,854

Total: \$53,524

Attachment 1: GTFS Real-Time Sole-Source Justification

SOLE SOURCE JUSTIFICATION

General Transit Feed Specification (GTFS) Real Time Feed Software From Trapeze Software Group, Incorporated

DATE: February 25, 2021

THE ITEMS BEING REQUESTED ARE:

GTFS software, licenses, support services and annual related maintenance fees for up to seventy-five (75) fixed route buses.

INTENDED USE: To provide live real time general transit feed information for Google trip planning and transit mobile application providers to push out real time AVL (Automatic Vehicle Location) data to the public.

SPECIFIC CHARACTERISTICS CONSIDERED OR REQUIRED:

The Yolo County Transportation District currently utilizes the Trapeze Group software and associated hardware to provide real time information to operations personnel and the public. This investment includes considerable hardware costs and integration with existing fleet. The data collected is currently available through products developed by Trapeze (e.g., MyRide) but recent developments in third party applications and data aggregators (e.g., Google, Transit App, Moovit, etc.) provide additional options for the public to access transit service information. Opening the District's data to these interested third parties requires the development and deployment of a unique Application Programming Interface (API). The API must be developed by Trapeze as the requisite "underlying" software is proprietary to them. The development and deployment of the GTFS real time software, licenses, and support services through the existing YCTD network and hardware limits new capital requirements, while resulting in an enhanced information distribution to District customers. Research into other similar options found that YCTD would need to invest a substantial amount of capital funding into entirely new hardware and software packages (effectively rebuilding the District's real-time information network), without substantially enhancing the final output of information to the public.

IDENTIFICATION OF STATUTORY AUTHORITY:

Procurement of supplies and services, without competition, may be authorized under limited conditions, and subject to written justification documenting the conditions that preclude competition. Procurement by Noncompetitive Proposals (Sole Source) is authorized under YCTD's Procurement Manual when specified criteria are met.

This sole source procurement is also consistent with the requirements in the Federal Transit Administration's Third-Party Contracting Circular 4220.1F and requirements in the Federal Acquisition Regulations and U.S. Codes (which are referenced in FTA C4220.1F).

ONLY ONE RESPONSIBLE SOURCE AND NO OTHER SUPPLIES WILL SATISFY AGENCY REQUIREMENTS:

No other AVL supplier can provide this GTFS real time feed software and related functionality that conforms to the rest of YCTD's AVL system. This software solely works within the proprietary design parameters of the Trapeze AVL system.

This sole source justification is consistent with FTA C 4220.1F, Section VI.3., Methods of Procurement (i) Other Than Full and Open Competition (1) (b) Sole Source, 1 a Unique or Innovative Concept and 1 b Patents or Restricted Data Rights.

DETERMINATION OF FAIR AND REASONABLE COST, INDEPENDENT COST ESTIMATE (ICE):

The cost for this procurement is \$45,761 in one-time license fees, plus \$7,854 in annual maintenance fees, which will be subject to a 2.5% annual escalator. **See the attached Independent Cost Estimate (ICE).** The ICE was performed by Chad Mikula, IT Specialist. This procurement is being funded with Local Transportation Funds. YCTD will be purchasing GTFS Real Time Feed software, because there is only one source for this software and no other vendor can provide this software or duplicate it because it is associated with software for YCTD's AVL system,

which is part of the Trapeze proprietary system. YCTD has determined that it may sole source the above-described software under its procurement manual.

This amount is considered fair and reasonable based upon past/similar purchases.

CONCLUSION AND DETERMINATION OF SOLE SOURCE:

Whereas the facts described herein have resulted in a determination that the equipment described above is proprietary and cannot be produced by or provided by any vendor other than Trapeze. Therefore, I approve this sole source procurement and authorize the procurement of GTFS software, licenses, support services and annual related maintenance fees for up to seventy-five (75) fixed route buses.

Approved by:

A handwritten signature in black ink, appearing to read "Terry V. Bassett". The signature is fluid and cursive, with the first name "Terry" and last name "Bassett" clearly distinguishable.

Terry V. Bassett
Executive Director
Yolo County Transportation District
Date: February 25, 2021

CONTRACT NO. _____

**FIRST AMENDMENT TO CONTRACT NO. 2006-01 BETWEEN TRAPEZE
SOFTWARE GROUP, INC. AND YOLO COUNTY TRANSPORTATION DISTRICT**

This Amendment (“Amendment”) to Contract No. 2006-01 is entered into by and between Yolo County Transportation District, with a business address at 350 Industrial Way, Woodland CA 95776 (hereinafter “YCTD”), and Trapeze Software Group, Inc., a Delaware corporation dba TripSpark Technologies, with a business address at 5265 Rockwell Dr. NE, Cedar Rapids, IA 52402 (hereinafter “Contractor” or “TripSpark”) with YCTD and Contractor (individually “the Party”, collectively “the Parties”).

RECITALS

WHEREAS, YCTD and Mentor Engineering, Inc. (“Mentor”) entered into Contract No. 2006-01 (“Contract”) on March 17th, 2006 for Mentor to provide a turnkey automatic vehicle location system; and

WHEREAS, pursuant to an asset purchase agreement, Mentor assets were acquired by an affiliate of Contractor on January 31, 2013, including those assets of Mentor Engineering, Inc. is required to perform under the Contract; and

WHEREAS, by virtue of the purchase of its assets, Mentor Engineering, Inc. assigned all interest, benefits and obligations in the Contract with the Contractor to an affiliate of Contractor and the Contract became part of this assignment; and

WHEREAS, YCTD and Contractor did accept such assignment of the Contract and agree to perform all the obligations thereunder through this Amendment; and

WHEREAS, YCTD purchased additional Contractor Equipment, increased the operational metrics of licensed use for the Contractor Mobility (Fixed Route and Paratransit), XGate (Fixed Route and Paratransit), XMobile Manager (Fixed Route and Paratransit), MyRide, FAST Nav (Paratransit), and Streets CAD/AVL Server License Software and added Contractor NOVUS DR, NOVUS MON, Streets Route Monitor, and Streets Service Interruptions (Route

Deviation) Software products under the scope of First Amendment to Contract made effective December 15, 2016 ("First Amendment"); and

WHEREAS, YCTD purchased the Contractor Notifications (Core, Outbound and Inbound (Confirm/Cancel, Trip Booking) Software product under the scope of Amendment to Contract No. 2006-01 made effective December 12, 2018 ("Second Amendment"); and

WHEREAS, YCTD wishes to purchase the Contractor GTFS Real Time Feed Software product under this Amendment.

NOW THEREFORE Contractor and YCTD agree that this Amendment shall amend the Contract, as follows:

1. **Definitions.** In this Amendment, the capitalized words set out below will have the following meanings:
 - 1.1. **Confidential Information** - all information obtained by the Parties from each other under this Contract, but does not include any information which at the time of disclosure is generally known by the public.
 - 1.2. **Contractor Software** - the certain software as identified in Exhibit A-3, attached hereto.
 - 1.3. **Documentation** - the user documentation and training materials pertaining to the Software as supplied by Contractor.
 - 1.4. **Statement of Work** - the specifications for the services to be provided by Contractor and YCTD, attached hereto as Exhibit D-3.
 - 1.5. **Trade Secrets** - the Software, Documentation, and other related information (including all modifications of the Software developed for YCTD) disclosed to YCTD under the Contract and all amendments thereto, including trade secrets and other confidential and proprietary information of Contractor.
2. The Parties agree to the addition of Exhibit A-3, attached hereto, for the sole purpose of identifying the Software licensed under this Amendment. Exhibit A-3, attached hereto, is

7. Notwithstanding anything to the contrary under the Contract, the Parties agree that YCTD shall be responsible for payment of the Contractor GTFS Real Time Feed Software license fee, implementation services fee, and Software maintenance fees as set out in and according to the Summary of Pricing, in Exhibit C-3 and Exhibit E-3, attached hereto.

8. CONTRACTOR shall continue to honor pre-existing contract obligations with respect to original procurement and pursuant to the Contract, First Amendment and Second Amendment. New provisions of services and acceptance are addressed under the acceptance provisions of this Amendment and Exhibit D-3 Statement of Work, attached hereto and made a part of this Amendment. CONTRACTOR shall abide by a new project schedule as determined during an operational review.

9. All remaining terms, conditions, and covenants of the Contract remain unchanged. For clarity, all previously replaced or removed provisions of the Contract, as enumerated hereunder, shall have no force or effect on the Parties.

IN WITNESS WHEREOF, the Parties have caused this Amendment to Contract to be signed by their duly authorized representatives as of the date above.

TRAPEZE SOFTWARE GROUP, INC.

By: _____

Name: _____

Title: _____

YOLO COUNTY TRANSPORTATION DISTRICT

By: _____

Name: _____

Title: _____

therefore added to and incorporated within the terms of the original Exhibit A attached to the Contract.

3. The Parties agree to the addition of Contractor GTFS Real Time Feed Software product under the scope of this Amendment.
4. Contractor GTFS Real Time Feed Software product shall be implemented in accordance with the Statement of Work, attached hereto as Exhibit D-3 and incorporated herein.
5. Notwithstanding anything to the contrary under the Contract and as amended pursuant to the First Amendment and Second Amendment, the Parties agree that Section 5.22 Acceptance under the Contract shall be replaced in its entirety, and shall govern acceptance of the Contractor GTFS Real Time Feed Software product and all future Software products purchased under the Contract by YCTD as follows:

Upon completing the delivery, installation, and testing of the individual Contractor Software module Contractor will notify YCTD in writing. YCTD will then have ten (10) business days in which to conduct acceptance tests in order to ensure that the Contractor Software operate in all material respects as specified in the Documentation. At the end of this period, YCTD will be deemed to accept the Contractor Software unless Contractor receives prior written notice outlining the nature of the perceived defects in the Contractor Software. Notwithstanding the above, YCTD will be deemed to accept the Contractor Software puts the individual Contractor Software into operational and functional use. The individual Contractor Software will be deemed to be in operational and functional use when YCTD first uses the Contractor Software to support its then current operations in any capacity.

6. The Parties agree, notwithstanding anything to the contrary under the Contract, and as amended pursuant to First Amendment and Second Amendment, Contractor is not providing a warranty for the Contractor GTFS Real Time Feed Software product.

EXHIBIT A-3

List of Contractor Provided Software

Item	Contractor Software	Application Description	Configuration
1.	GTFS Real Time Feed	Schedule Data Export for use in Google™ Maps and other Mobile Based Applications, including Moovit, Whiz, Transit and other Third Party real time transit information sharing applications	Mobile Based

Note:

1. License is provided for operations of up to **seventy-five (75)** fixed route vehicles.
2. Third Party Runtime licenses, if required to operate the Contractor Software, are not included.

EXHIBIT C-3: SUMMARY OF PRICING

Product	Licenses	Services	Total
Contractor Software			
GTFS Real Time Feed	\$39,270	\$6,400	\$45,670
Total Fees (USD)			\$45,670

General Assumptions

- 1 YCTD is responsible for the computer hardware & off-the-shelf software as per Contractor's most current specifications.
- 2 SQL must be used for databases for all Contractor Software.
- 3 Pricing expires **March 31, 2021**.
- 4 Applicable taxes are not included and will be assessed at Contractor invoicing.

EXHIBIT D-3:

Statement of Work: CONTRACTOR GTFS REAL TIME FEED SOFTWARE

The following information defines the Services to be provided by TripSpark for the GTFS Real Time Software as well as the effort that will be required from YCTD staff and resources. All services to be provided remotely.

Unless otherwise indicated, TripSpark will provide ‘standard’ Services (project management, operational review, testing, installation, training, etc.) as defined by TripSpark. Any special requirements will be considered a change request and processed through the change request system.

In addition, it is assumed this SOW will take advantage of existing TripSpark infrastructure, data sources and systems unless otherwise stated.

Overview

This implementation involves the following high level tasks:

1. Project management services consisting of off-site preparation and documentation
2. Remote services for software delivery and configuration
3. Remote support services after delivery

Timeframe

This implementation can be completed within approx. one (1) month from installation of the Software at YCTD. During the operational review, a project plan will be prepared.

Software Description

To get schedules posted online, Streets Schedule has a standard feature that can export your schedule data for use in Google™ Maps, giving riders a single source for online trip planning. The standard GTFS export capability will be provided.

In addition, the Real-Time GTFS module that can “push” data as events occur, is included in this project. This will provide details in real-time about:

- **Trip updates:** Immediate indication about a delay or cancelation
- **Vehicle location:** Pass on information about bus position
- **Trip overview & planning:** Riders can see their entire planned trip, the stop IDs, bus name, and number

Project Design

Project design will involve a series of meetings and conference calls with YCTD's project team to discuss the following items:

- Existing infrastructure (back office, network, cellular, etc.)
- Software configuration
- Testing requirements
- Finalize project timelines
- Final project plan, test, training and go-live strategies
- Evaluation of current version of Streets and determine if upgrade is necessary

YCTD's staff will be required to participate in the required conference calls and meetings. In advance of the conference calls, YCTD's staff may be required to collect information and respond to a simple survey.

Software Installation and Configuration

Back Office

TripSpark will perform the following:

- Prepare server configurations
- Enable Streets GTFS Real Time at YCTD site
 - Enable and Configure Streets to Utilize GTFS Real Time
 - Set up a method through which GTFS Real Time Files are uploaded to a location which Google and other third-party GTFS Real time transit information providers can access.

TripSpark will install the Software remotely on the YCTD's network.

Acceptance Testing

The final phase of the implementation will be acceptance testing. This involves ensuring that Streets GTFS Real Time generates files as defined by the GTFS Real Time Specification

We estimate the duration of user acceptance for this implementation to be ten (10) business days.

TripSpark Roles and Responsibilities

TripSpark will provide Project Management and Off-Site Support Services for up to one (1) month from delivery of the Web application at YCTD. These Services will consist of the following:

- The TripSpark PM will provide bi-weekly reports to YCTD's PM. These reports will be based on TripSpark standards and will consist of: project team information, current status and next steps.
- For the duration of the implementation the TripSpark technical product expert will be available for consultation off-site via phone or email.

YCTD Services

The following tasks will be the responsibility of the YCTD. These items will need to be completed in order to support the introduction of the Software.

- YCTD will use the Google Partnerdash to configure Google's access to GTFS Real Time Files generated and uploaded, as described above.
- YCTD will be responsible for hosting GTFS-RT files on a webserver owned and operated by the YCTD if they so choose.

YCTD's Resource Requirements

The table below identifies the resource requirements for the YCTD.

Project Manager	The project manager coordinates all efforts between YCTD and TripSpark.	20% of time for duration of project.	<ul style="list-style-type: none"> ○ Coordinate the scheduling of all of the YCTD's resources. ○ Coordination of conference calls and meetings, as required. ○ Coordinate completion of data development. ○ Coordinate completion of user acceptance testing.
Subject Matter Expert	Knowledge of the processes and procedures	25% of time for duration of project.	<ul style="list-style-type: none"> ○ Assist PM with completion of user acceptance testing

			and data development.
System Administrator		10% of their time for the duration of the project.	<ul style="list-style-type: none"> Procure and configure hardware to a 'TripSpark Ready State' (i.e. operating system and RDBMS installed, connected to the network, servers and workstations configured, etc. as per each Software product's Tech Sheet (where available)).
Testers	Responsible for user acceptance testing	50% of their time during the testing phase of the project.	<ul style="list-style-type: none"> Execute user acceptance testing.

Assumptions:

The key assumptions that TripSpark has employed while determining the level of effort involved with this implementation are presented below.

- If requested by TripSpark, YCTD must provide a copy of its database. Database must use SQL.
- YCTD must disseminate project status to the internal project team including project sponsors
- YCTD must schedule required internal resources and personnel to be available to support the activities in the Detailed Scope section of the SOW
- Software will be delivered 'off the shelf'; no customizations are included.
- YCTD is responsible for the purchase and installation of any required server hardware (servers shall be preconfigured to TripSpark's specifications)
- YCTD will not write to or modify the Streets database
- Streets version must be V6.4 or higher
- YCTD will use the existing (Yolo) Google partner account and provide any relevant Google feedback or error reports to TripSpark
- Streets GTFS RT does not include Service Alerts

EXHIBIT E-3: SOFTWARE MAINTENANCE FEES

Long Term Support Fees


Item	Contractor Software	*Maintenance Fees
1	GTFS Real Time Feed	\$7,854

Note: * Year 1 Software maintenance fee only, due upon Software Acceptance as defined in accordance with Section 5, page 3 of this Amendment. Upon Year 1 expiry, Software maintenance fees shall be subject to a 2.5% annual increase. The anniversary date for this annual increase will be one year from final acceptance by YCTD. ~~up to August 1, 2023. For clarity, effective August 1, 2023, monthly/annual Software maintenance fees are subject to Contractor's then current pricing.~~

This Page Intentionally Left Blank

BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT

350 Industrial Way, Woodland, CA 95776---(530) 661-0816

Topic: Adopt Resolution R 2021-02 Authorizing Filing of LCTOP Grant Allocation Requests and Agreements		Agenda Item#:	4d
		Agenda Type:	
			Deliberation/* Action
		Attachments:	Yes No
Prepared By: Jose Perez	Approved 		Meeting Date: March 8, 2021

RECOMMENDATION:

It is recommended that the Yolo County Transportation District Board of Directors adopt the attached Resolution Number R 20201-02, authorizing the Executive Director, or his/her designees, the Deputy Director of Operations, Planning, and Special Projects, and/or the Deputy Director of Finance, Grants, and Procurement, to file Low-Carbon Transit Operations Program (LCTOP) applications and, execute all necessary documents with the California Department of Transportation (Caltrans) and other federal, state, regional, local agencies or entities necessary to receive LCTOP funds.

REASON FOR RECOMMENDATION:

A revised resolution delegating authority to submit allocation requests is required to be adopted annually to comply with LCTOP eligibility requirements for project applications.

BACKGROUND:

Copies of an adopted resolution such as the one attached must be filed with each project application. An element of the application process is the certification that the Executive Director has the authority to file and execute applications on behalf of Yolo County Transportation District. The language further allows the identified designees of the Executive Director to sign as well if the Executive Director is unavailable and there is a pressing need to perform tasks related to the grant application or grant management. Proposed designees are the Deputy Director of Operations, Planning, and Special Projects, or the Deputy Director of Finance, Grants, and Procurement.

YCTD intends to submit an allocation request to LCTOP for a total of \$190,603 as local match funding to expand the Route 42A/B to 30-minute frequency during peak periods in FY 2022.

This project is eligible per LCTOP guidelines and will result in increased ridership, reduced Vehicle Miles Travelled (VMT), Greenhouse Gas (GHG) emissions, and benefits to residents of Disadvantaged Communities (DACs) within the YCTD service area.

LCTOP funds must be programmed for expenditure on eligible projects. Eligible projects are defined as those that meet any of the following:

1. Expenditures that directly enhance or expand transit service by supporting new or expanded bus or rail services, new or expanded water-borne transit, or expanded inter-modal transit facilities, and may include equipment acquisition, fueling, and maintenance, and other costs to operate those services or facilities.
2. Operational expenditures that increase transit mode share.
3. Expenditures related to the purchase of zero-emission buses, including electric buses, and the installation of the necessary equipment and infrastructure to operate and support these zero-emission buses.

In addition, projects must also decrease GHG emissions, and benefits low-income households, low-communities and or a DAC, if applicable.

LCTOP and project funding may later be reallocated to new or existing projects through the LCTOP Corrective Action Plan process. Additional projects the YCTD Board of Directors may consider for funding through LCTOP funds include:

- Continued “roll-over” of LCTOP funding for procurement of future zero-emission electric buses & installation of requisite equipment and infrastructure to operate and support zero-emission buses.
- Discounted/bulk transit pass program.
- Continued/expanded micro-mobility transfer pass program.

BUDGET IMPACT:

The current LCTOP cycle funds (FY 20/21) will be used to partially fund upcoming expansion of the Route 42A/B. LCTOP funding is leveraged where appropriate as local match for applicable federal and state grant programs. Failure to secure LCTOP funding may result in a decreased ability for YCTD to continue operations and system enhancements.

**YOLO COUNTY TRANSPORTATION DISTRICT
RESOLUTION NO. R 2021-02**

**AUTHORIZATION FOR APPLICATION TO THE LOW CARBON TRANSIT
OPERATIONS PROGRAM (LCTOP)**

WHEREAS, the Yolo County Transportation District (YCTD) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, YCTD desires to submit to the Department an application for the expansion of the Yolobus fixed-route, Route 42A/B; and

WHEREAS, YCTD wishes to authorize its Executive Director, Terry Bassett, or his/her designee the Deputy Director of Operations, Planning, and Special Projects, or the Deputy Director of Finance, Grants, and Procurement, to execute these documents and any amendments thereto,

NOW, THEREFORE, RESOLVED, ORDERED, AND FOUND by the Board of Directors of the Yolo County Transportation District, County of Yolo, State of California, as follows:

1. The foregoing recitals, and each of them, are true and correct.
2. The fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.
3. That YCTD's Executive Director, Terry Bassett, or his/her designee the Deputy Director of Operations, Planning, and Special Projects, or the Deputy Director of Finance, Grants, and Procurement be authorized to execute all required documents of the LCTOP program and any Amendments thereto, after review by District Counsel, with the California Department of Transportation.
4. The Board of Directors of the Yolo County Transportation District hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2019-20 LCTOP funds:

Expansion of the Yolobus fixed-route, Route 42A/B (\$190,603) to up to 30-minute service frequency during peak periods. The project will provide direct benefits to residents of Disadvantaged and Low-Income Communities in Yolo County through enhanced access to transit and improved air quality achieved through, reduced Vehicle Miles Travelled (VMT), Greenhouse Gas (GHG) emissions, increased ridership within the YCTD service area.

SACOG is a contributing sponsor to the project, through apportionment of regional funds.

PASSED AND ADOPTED by the Board of Directors of the Yolo County Transportation District, County of Yolo, State of California, this 8th day of March, 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jesse Loren, Chair
Board of Directors

ATTEST:


Kathy Souza, Clerk
Board of Directors

Approved as to Form:

Hope P. Welton, District Counsel

BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT

350 Industrial Way, Woodland, CA 95776 --- (530) 661-0816

Topic: Financial Status Update	Agenda Item #: Agenda Type:	6 Deliberation/Action
		Attachments Yes <input checked="" type="radio"/> No
Prepared by: Janice Bryan	Approved by: 	Meeting Date: March 8, 2021

RECOMMENDATION:

Receive update on YCTD's financial status.

REASON FOR RECOMMENDATION:

A monthly update YCTD's financial status.

BACKGROUND:

Each month, staff will present a financial status update:

The table below shows budget vs actual for the period July 1 through January 31, 2021. These are revenues including Fare revenue, CARES Act funds calculated through the 2nd quarter, and LTF/STA from the jurisdictions.

The LTF/STA shows a positive variance. LTF has been billed through the 3rd quarter 2020/21. Additionally, the full year insurance cost was billed in the first quarter as we pay the full premium at the beginning of the year.

Fares have been updated through January 31, 2020. Fixed Route fares are above budget this month and Paratransit fares are tracking just slightly below budget.

		Budget**	Actual*	Variance
				Favorable
Fixed Route	Revenues	Thru 1/31/2021	Thru 1/31/2021	(unfavorable)
	Fares	\$ 521,476.00	\$ 534,998.00	\$ 13,522.00
	CARES Funding	\$ 2,897,419.00	\$ 1,969,007.00	\$ (928,412.00)
	LTF, STA	\$ 2,119,219.00	\$ 2,949,690.00	\$ 830,471.00
	Casino	\$ 1,010,253.00	\$ 865,931.47	\$ (144,321.53)
	Carryover Fuel tax rebate	\$ -	\$ 466,666.67	\$ 466,666.67
		\$ 6,548,367.00	\$ 6,786,293.14	\$ 237,926.14
		Budget**	Actual*	Variance
				Favorable
Paratransit	Revenues	Thru 11/30/2020	Thru 11/30/2020	(unfavorable)
	Fares	\$ 39,957.00	\$ 38,479.00	\$ (1,478.00)
	CARES Funding	\$ 212,333.00	\$ 175,000.00	\$ 37,333.00
	LTF, STA	\$ 521,428.00	\$ 713,820.00	\$ (192,392.00)
	Casino	\$ 51,988.00	\$ -	\$ 51,988.00
		\$ 825,706.00	\$ 927,299.00	\$ 101,593.00
	*Includes receivables			
	** Includes Budget Amendment #1 FY 2020/21			

Fare Revenue Projected to 6/30/2021

The table below shows projected fares through 6/30/2021 with an expected favorable variance of \$20,000. Your Board approved a budget amendment to increase CARES Act funds at the budget level and decrease fare revenue. Staff will continue to monitor revenues.

		Projected to 6/30/2021		
	Revenues	FY2020/21 Budget**	Projected to 6/30/2021	Projected Favorable (unfavorable)
Fixed Route	Fares	\$ 893,958.86	\$ 917,139.43	\$ 23,180.57
Paratransit	Passenger Fares	\$ 68,497.71	\$ 65,964.00	\$ (2,533.71)
	** Includes Budget Amendment #1 FY 2020/21			

CARES Act Funding Usage Projected through 6/30/21

The table below shows all CARES Act funding committed to date and through the end of fiscal year 2020/21. It also shows the remaining balance of CARES Act funds estimated at FY 2020/21 year-end.

CARES Act Usage				
			Additional	
	CARES	Committed	Commitments	Balance
	Act (2020)	to Date	Thru 6/30/2021	Remaining
Woodland	\$4,695,805	\$796,116	\$1,099,949	\$2,799,740
Davis	\$3,711,096	\$1,097,285	\$798,423	\$1,815,388
Sacramento	\$2,602,353	\$1,039,278	\$759,621	\$803,454
Rural	\$444,466	\$155,462	\$289,004	\$0
	\$11,453,720	\$3,088,141	\$2,946,997	\$5,418,582

New Stimulus Funding

On February 16, 2021, SACOG provided a draft calculation of FTA section 5307 from the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA), signed by the President on December 27, 2020. The CRRSAA included \$14 billion to be allocated to support the transit industry during the COVID-19 public health emergency. Of the \$27,860,755 in 5307 stimulus funding for the SACOG region, \$1,020,111 is expected to come to YCTD.

President Biden's New \$1.9 trillion Relief plan has \$30.46 billion for public transit. This bill has passed in the House and is in the Senate at this time.

The following table shows all Stimulus funding estimated available to Yolobus:


Estimate of Total Transit Stimulus Funding available to Yolobus				
3/4/2021				
			Potential From	
	CARES	27-Dec-20	American	
	Act (2020)	CRRSSA^b	Rescue Plan^c	Total
Woodland	\$4,695,805	\$ -	\$ 399,935	\$5,095,740
Davis ^a	\$3,711,096	\$ -	\$ 298,854	\$4,009,950
Sacramento ^d	\$2,602,353	\$ 1,020,111	\$ 2,803,574	\$6,426,038
Rural	\$444,466	\$ 407,159	\$ 148,282	\$999,907
	\$11,453,720	\$1,427,270	\$3,650,644	\$16,531,634
a--This assumes 36% of Davis Funds going to Yolobus				
b--Coronavirus Response and Relief Supplemental Appropriation Act				
c--American rescue plan tentatively includes \$30.46 billion for transit.				
(These figures are purely speculative until the bill is passed by Congress.)				
d--Assumes Sac Urban new funds distributed to Yolobus to be same % as CRRSSA				

BUDGET IMPACT:

None currently, however, staff continues to monitor fare revenues and other funding sources throughout the fiscal year to assure our budget remains on track.

BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT

350 Industrial Way, Woodland, CA 95776 --- (530) 661-0816

Topic: Authorize Application and Approve Resolution Number 2021-01 for INFRA Funds for Yolo 80 Corridor Improvement Project	Agenda Item #: Agenda Type:	7 Deliberation/Action
		Attachments <u>Yes</u> No
Prepared by: Terry Bassett	Approved by: 	Meeting Date: March 8, 2021

RECOMMENDATION:

It is recommended that the Yolo County Transportation District (YCTD) Board of Directors adopt Resolution 2021-01 expressing support for YCTD to act as the lead applicant, with Caltrans District 3 as a co-applicant, under the U.S. Department of Transportation Infrastructure for Rebuilding America (INFRA) grant program for the Yolo 80 Corridor Improvement Project. The project proposes to build managed lanes on Interstate 80 (I-80) and U.S. Route 50 (US 50) from the Yolo/Solano County line to the US 50/Interstate 5 (I-5) and I-80/West El Camino interchanges in Sacramento County.

If awarded INFRA grant funds, YCTD will enter into a cooperative agreement and designate Caltrans District 3 as the steward of the INFRA funds.

REASON FOR RECOMMENDATION:

This project will have direct and significant benefits to the economic vitality of the region by enhancing the operational performance and safety for regional and interregional travelers and national freight movement. This project will alleviate current bottlenecks on I-80 and US 50, install Intelligent Transportation System (ITS) elements to enhance mobility and incident management, and rehabilitate pavement between the cities of Sacramento and Davis. The improvements will also result in improved operational performance by Yolobus services traveling on the I-80 corridor, particularly during peak commute periods.

BACKGROUND:

Sukhvinder (Sue) Takhar, Caltrans District 3 Deputy District Director of Planning, Local Assistance, and Stability, will introduce the topic. Nawid Nessar, the new Project Manager for the I-80 Managed Lane project will give a short presentation, and Jess Avilla, former Project Manager for this project, will also be available for questions. They will focus on project scope, funding, and schedule.

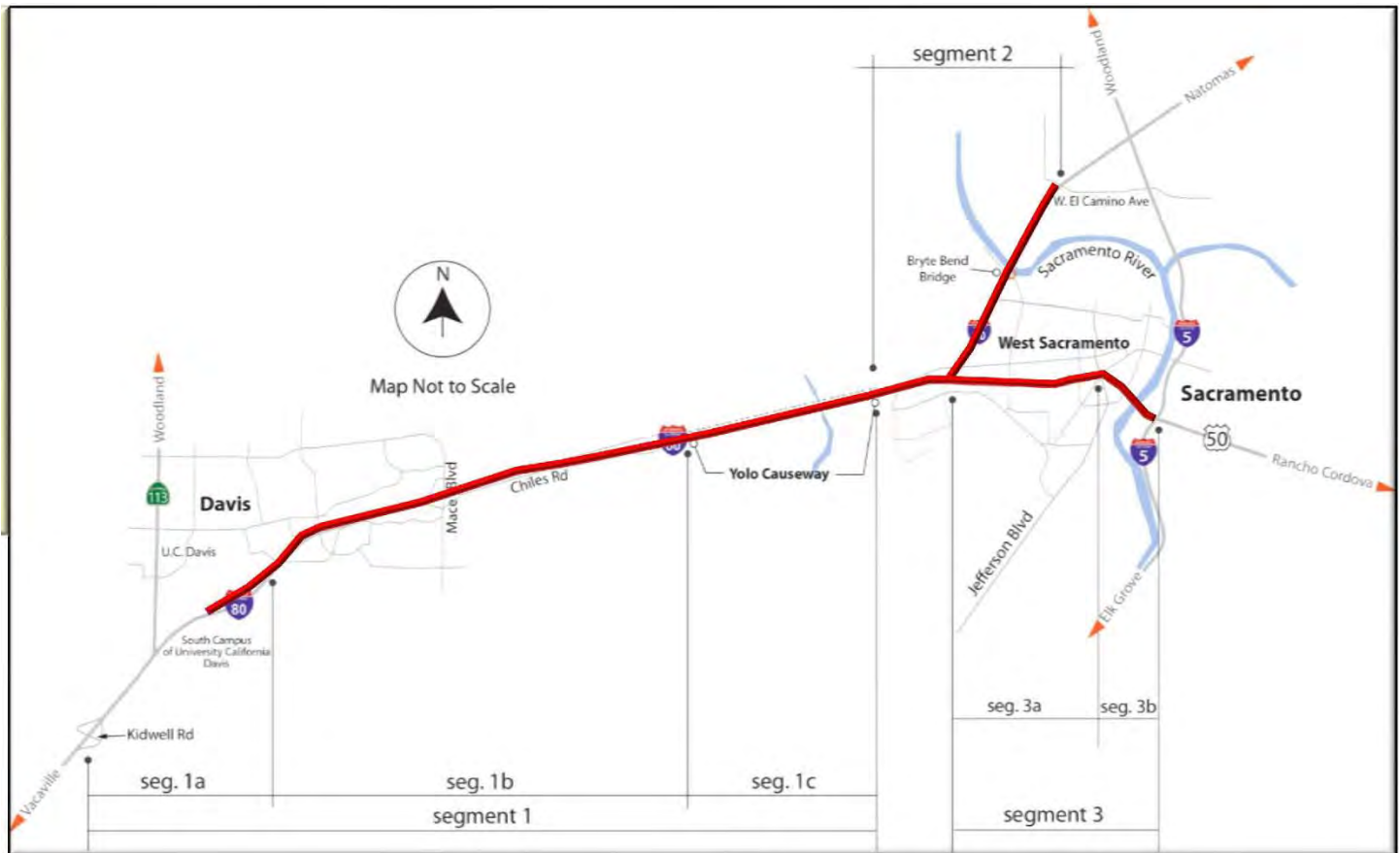
One year ago, a similar resolution was passed; however, the Yolo 80 Corridor Improvement Project was not selected, nor was any other project in California. Caltrans District 3 has again requested that YCTD adopt a new resolution that will allow a new submission for funding under the INFRA program.

The I-80/US 50 corridor experiences heavy congestion during commute periods due to high vehicular demand, infrastructure deficiencies, such as areas with short weaving and merging areas, lane drops that create bottlenecks, incomplete ramp metering and auxiliary lane systems, and inadequate ITS elements. These conditions result in bottlenecks and an increase in average travel time and delay not only for Yolobus, but for all vehicular travelers entering and exiting the region.

In collaboration with YCTD, Caltrans District 3 is proposing a range of maintenance, rehabilitation and operational performance improvements to be funded with a combination of State Highway Operation and Protection Program (SHOPP), Regional Surface Transportation Program (RSTP), and INFRA grant funds. The primary Yolo 80 Corridor Improvement Project components include:

- Construct approximately 17 center lane miles (32 total lane miles) of managed lanes from the Solano/Yolo County line to the US 50/I-5 and I-80/West El Camino Avenue interchanges in Sacramento County to alleviate bottlenecks and address an increasing capacity constraint
- Install ITS elements, such as fiber optics, detection, changeable message signs and ramp meters, to enhance mobility conditions and incident management strategies between jurisdictions
- Convert an existing lane in each direction to add a managed lane between the I-80/US 50 interchange and Jefferson Boulevard on US 50
- Restripe to add a managed lane in each direction on the Yolo Causeway, Bryte Bend Bridge, and Sacramento River Viaduct between Jefferson Boulevard and I-5/US 50 interchange
- Improve bicycle and pedestrian access to the eastern and western termini of the Yolo Causeway

PROJECT MAP:



BUDGET IMPACT:

The amount of INFRA funds requested is \$125,500,000. No direct impact to YCTD operating or other funds is anticipated if the INFRA application is successful. If awarded INFRA grant funds, YCTD will enter into a cooperative agreement and designate Caltrans District 3 as the steward of the INFRA funds. Caltrans will leverage SHOPP and RSTP funds to secure INFRA funds. YCTD will need to provide support for all the necessary administrative work associated with the INFRA grant funds including execution of the cooperative agreement.

INFRA	Preliminary Engineering	\$ 3,000,000
	RW	\$ 500,000
	Environmental Mitigation	\$ -
	Construction	\$ 122,000,000
Subtotal		\$ 125,500,000
SACOG	Preliminary Engineering	\$ 4,000,000
	Subtotal	\$ 4,000,000
SHOPP	Preliminary Engineering	\$ 3,500,000
	RW	\$ 500,000
	Construction	\$ 43,000,000
	Subtotal	\$ 47,000,000
Total		\$ 176,500,000

PROJECT SCHEDULE:

	2019	2020	2021	2022	2023	2024	2025	2026	2027
Project Study Report Approved	▲								
Environmental Document Approved	←			→					
Project Design Complete				←		→			
*Construction Begins							←		→

RESOLUTION NO. R 2021-01

Resolution Supporting YCTD to Act as the Lead Applicant for the Yolo I-80 Multi-Modal Corridor Improvement Project Application to the U.S. Department of Transportation Infrastructure for Rebuilding America (INFRA) Grant Program

WHEREAS, the Secretary of the United States Department of Transportation issued a Notice of Funding Opportunity for the Department of Transportation's Nationally Significant Freight and Highway Projects under the Infrastructure for Rebuilding America (INFRA) grant program for Fiscal Year 2021; and

WHEREAS, Interstate 80 (I-80) is the primary west/east corridor route for freight and passenger travel between the Bay Area, the Sacramento region, Reno, Nevada and beyond; and

WHEREAS, I-80 also connects with I-5 providing critical links for freight and passenger travel in the north/south corridor throughout the State of California; and

WHEREAS, significant and frequent traffic congestion exists along the I-80 corridor between the Yolo/Solano County Line and the US 50/I-5 and West El Camino/I-5 interchanges in Sacramento, California; and

WHEREAS, due to ongoing heavy traffic congestion on I-80, exacerbated by accidents and forced re-routes, traffic along I-5 between Woodland, Sacramento International Airport and downtown Sacramento is also significantly impacted; and

WHEREAS, I-80 and US 50 account for 27% of traffic incidents in Caltrans District 3; and

WHEREAS, without improvements, by 2035, peak period travel delays along I-80 will increase by 97% in the Eastbound direction and by 288% in the Westbound direction; and

WHEREAS, the provision of bus/carpool lanes in both directions along this I-80 corridor would mitigate traffic congestion caused by vehicles carrying both passengers and freight and enable public transit buses to provide faster, more timely, efficient service, opening up the possibility of introducing Bus Rapid Transit (BRT) along the corridor; and

WHEREAS, Caltrans has proposed to invest \$47 million in State Highway Operation and Protection Program (SHOPP) funds towards preliminary engineering, right-of-way and construction costs associated with this project; and

WHEREAS, the Yolo County Transportation District (YCTD) desires to apply for \$125.5 million in INFRA grant funding as Lead Applicant for this project pursuant to the Infrastructure for Rebuilding America (INFRA) grant program, with Caltrans listed as a co-applicant.

NOW, THEREFORE, IT IS HEREBY RESOLVED, ORDERED, AND FOUND by the Board of Directors of the Yolo County Transportation District, County of Yolo, State of California, as follows:

1. YCTD supports the submission of a grant application, and related required documents, under the Infrastructure for Rebuilding America (INFRA) grant program for the proposed Yolo I-80 Multi-Modal Corridor Improvement Project, requesting a total of \$125.5 million in INFRA funds which will cover 71.1% of total project costs.
2. YCTD Executive Director or his/her designee, the Deputy Director of Operations, Planning, and Special Projects, or the Deputy Director of Finance, Grants, and Procurement, is hereby authorized to execute and submit grant applications on behalf of YCTD and Caltrans District 3 as Lead Applicant with the U.S. Department of Transportation under its INFRA grant program, and to execute related grant and pass-through agreements and supplemental documents with the appropriate federal, state and local agencies and to submit other documents and information required to obtain such grant funds.

PASSED AND ADOPTED by the Board of Directors of the Yolo County Transportation District, County of Yolo, State of California, this 8th day of March, 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jesse Loren, Chair
Board of Directors

ATTEST:

Kathy Souza, Clerk
Board of Directors


Approved as to Form:

By _____
Hope P. Welton, District Counsel

This Page Intentionally Left Blank

BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT

350 Industrial Way, Woodland, CA 95776----(530) 661-0816

Topic: Update on Draft Final Comprehensive Operational Analysis Assessment Study (YoloGo)	Agenda Item#: Agenda Type:	8 Deliberation/Action
		Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Prepared By: Jose Perez		Meeting Date: March 8, 2021

RECOMMENDATION:

It is recommended that the Yolo County Transportation District (YCTD) Board of Directors receive and provide comment and feedback on the Draft Final study and revised proposed recommendations developed for the YCTD Comprehensive Operational Analysis (COA) branded as YoloGo.

REASON FOR RECOMMENDATION:

The final phase of public outreach commenced in earnest on January 14, 2021. Progress on the Reassessment Study and YoloGo has been completed in recent weeks. Staff seeks continued insight and feedback from the Board to ensure District goals, values, and mission are being met through the recommendations, and to guide the YoloGo team and District staff on completing meaningful public outreach.

BACKGROUND:

The revised service recommendations from the YoloGo Reassessment Study were revised and submitted to YCTD for review. After discussion with the Dan Boyle Associates (DBA) team, further refinement of the recommendations and estimated impacts to YCTD resources was developed. The revised recommendations summary is attached to this staff report. The service recommendations have been discussed and prioritized based on the YoloGo goals and anticipated increases in ridership. Operational recommendations (Post COVID) discussed during the meeting are summarized below:

1. Increase frequency on Route 42A/B to 30-minutes during peak periods and incorporate route streamlining.
 - a. Meets YCTD Vision, Values and Priorities (VVPs) of Collaboration, Efficiency, Transparency, Service, and Economic Sustainability, and Equity/Social Justice.
2. Permanently reallocate (i.e., discontinue) Express Service trips reduced during COVID-19 (one exception: reinstate Davis reverse express route 43).
 - a. Meets YCTD VVPs of: Collaboration, Efficiency, Transparency, and Economic Sustainability.
3. Modify Woodland local fixed-routes and introduce microtransit options in Woodland.
 - a. Meets YCTD VVPs of: Collaboration, Efficiency, Transparency, Innovation, Service, and Equity/Social Justice.
4. Combine local West Sacramento routes 35 and 39.
 - a. Meets YCTD VVPs of: Collaboration, Efficiency, Transparency, Equity/Social Justice, and Economic Sustainability.
5. Continue microtransit for Winters & El Rio Villa Housing, supplemented by route 220 commute hour service to/from UCD.

- a. Meets YCTD VVPs of: Collaboration, Efficiency, Transparency, Equity/Social Justice, and Economic Sustainability.
6. Establish “trigger” metrics and goals for consideration of re-introducing, or further reducing, express trips based on demand and performance.
 - a. Meets YCTD VVPs of: Efficiency, Transparency, Equity/Social Justice, and Economic Sustainability.

All recommendations have been developed under the priorities of being transparent and data driven, supporting an effective and efficient business model, being seamless and easy to use for our customers, supporting and expanding strong regional mobility partnerships, being environmentally sustainable, and leveraging technology when appropriate. The most recent version of the service recommendations is provided as a separate attachment.

The current and final phase of public outreach included a virtual workshop, as well as opportunities for the public to provide comment, feedback, and “open-ended” feedback on the recommendations. The final public outreach phase launched on January 14, 2021 and was extended through February 26, 2021. Feedback opportunities were available in formats other than online-based methods to help bridge the digital divide, and include phone, in-person (at YCTD offices) and mail-in options. Translation services are also available through phone and in-person opportunities. Advertising of the public outreach periods has been broad and includes direct messaging (email) and social media notices and alerts. Thank you to all our partners for helping in spreading the word about the opportunity to comment on the YoloGo recommendations.

YCTD staff presented to the Davis Bicycle and Transportation Street Safety Commission (BTSSC) on January 14, 2021 and to the Unitrans Advisory Council on February 4, 2021. A presentation to the West Sacramento Transportation, Mobility & Infrastructure Commission was conducted on March 1, 2021. District staff have also had conversations with stakeholder groups and committees and will continue to do so through early March to be able to incorporate meaningful feedback into the final study. A summary of outreach activities conducted/led by the consultant team through February 1, 2021 is attached to this report. As of February 26, 205 participants have completed the virtual workshop, and the respondent demographics were updated as follows:

- 39% Davis
- 28% West Sacramento
- 2% Winters
- 22% Winters
- 2% Unincorporated Yolo County
- 7% Other

Open-ended responses varied but some notable comments received include:

- Appreciation and support for YoloBus services overall
- Requests to continue/re-introduce Commuter routes and services
- Support for increasing frequency and improving routing on Route 42
- Support for streamlining service in Downtown Sacramento
- Support for on-demand services, though also requests for additional detail/information on availability and eligibility
- Various suggestions and requests for individual travel and commutes

The reassessment study presents final proposed maps and service details along with recommended timelines for implementation. Additional revisions and update to the attached reassessment and revisions include proposed service and implementation guidelines and performance monitoring plans. Sections 5 and 6 of the attached present narrative and proposed methodologies to assess the performance and value of the recommendations after implementation. Refinement and finalization of qualitative performance measures need additional input from YCTD advisory committees as well as the Board and can be developed in conjunction with final service plans once YoloGo is complete.

YCTD staff and the DBA team seeks discussion and feedback from the Board on the attached revised recommendations and service impacts, performance monitoring, and implementation recommendations to be able to finalize the YoloGo project.

The draft final YoloGo study, inclusive of final outreach summaries and Board feedback, is anticipated to be completed by Mid-March and will be distributed to the Board and available to the public for review. Comments and questions from Board members and YCTD advisory committee members for inclusion in the final YoloGo study should be directed to the project manager, Deputy Director Jose Perez, for response. This will allow YCTD to avoid a potential issue with the Brown Act. The availability of the draft final YoloGo study in mid-March allows for a minimum of three weeks of review and comment period prior to presenting a Final YoloGo study for the Board's consideration during their regular April 2021 meeting.

BUDGET IMPACT:

The reassessment study was budgeted using federal CARES funding with a not to exceed amount of \$36,017. Final COA budget impacts will be estimated upon approval/adoption of specific recommendations by the YCTD Board.

YCTD Comprehensive Operational Analysis (YoloGo) Implementation Assistance: Reassess and Reprioritize YoloGo Recommendations March 3, 2021 Final Draft

The original schedule for the YoloGo process called for its completion in the spring of 2020. The second phase of public outreach was nearing completion in March 2020 when COVID-19 forced cancellation of the remaining meetings. Service levels and fiscal conditions have changed in the ensuing months.

This report revisits and reconsiders the original recommendations in light of their continued relevance in this new environment. The report includes the following sections:

1. **Original YoloGo Service Recommendations.** The first section summarizes the original recommendations that were presented to the YCTD Board in March 2020.
2. **Yolobus Service Changes in response to COVID 19.** Section 2 summarizes the service adjustments that were made in Spring 2020 in response to COVID-19 stay-at-home orders and related travel behavior changes.
3. **Reassess and Reprioritize YoloGo Recommendations and Establish Priorities for a Service Recovery Plan.** Section 3 presents the proposed priorities for restoration of post-COVID service.
4. **Revised YoloGo Recommendations and Proposed Service Recovery Plan.** Section 4 contains revised YoloGo recommendations, including impacts on ridership and revenue hours of service, as well as a proposed service recovery plan.
5. **Performance/Demand Triggers.** Section 5 recommends performance or demand triggers that can be used to help determine when it may be appropriate to restore service on Express routes or further enhance service frequencies on Routes 42A and 42B.
6. **Proposed Service and Implementation Guidelines.** Section 6 provides additional recommendations for performance or demand triggers that can be used on an ongoing basis systemwide to evaluate route-level performance, and to adjust service levels as appropriate.
7. **Summary.** The final section summarizes proposed changes and impacts.

1. Original YoloGo Service Recommendations

The original YoloGo presented to the Board in March 2020 included recommendations for two scenarios: no additional funding for Yolobus service and a 10 percent increase in operating costs. The recommendations proposed under the no additional funding scenario include:

- Increase frequency of service on Routes 42A/42B to 30 minutes between 6 am and 6 pm on weekdays and streamline in downtown Sacramento and Davis (before and after maps showing changes can be found at the end of this report).
- Discontinue service on low-ridership routes to reduce the fiscal impact of 30-minute service. Routes to be discontinued under this option:
 - 35 Southport Local
 - 216 Knights Landing/Woodland (currently replaced by microtransit service)
 - 217 Dunnigan/Yolo/Woodland

Local routes generally operated for fewer hours during the day. Many commute and express routes were discontinued, although the busiest express routes (Routes 43, 45, and 230) remained in service with fewer trips. These changes in response to COVID-19 reduced weekday revenue hours by 105.38, or more than twice the reduction envisioned to implement 30-minute service on Routes 42A/42B.

- 39 Southport/Sacramento Commute
 - 241 West Sacramento/Sacramento Commute
 - 242 Woodland/Davis Commute
 - 243 Woodland/UC Davis Commute
 - 44 South Davis/Sacramento Express
 - 45X Woodland/Sacramento Express
 - 46 Woodland/Sacramento Express
 - 232 Davis/Sacramento Express
- Shorten Route 240 West Sacramento/Sacramento shuttle. Route 240 provides service from downtown Sacramento and the West Sacramento Transit Center along West Capitol and Harbor to Ikea, then continues to an industrial area south of Reed. The proposed change adds running time throughout the day to address on-time performance issues and operates only two peak-period trips to the industrial park, which has very low ridership. This change will allow hourly service to continue despite added running time.
 - Restructure local service in Woodland. Local routes are restructured to provide a crosstown connection and direct service between the Transit Center at County Fair Mall and the courthouse/downtown Woodland at no change in cost.

The discontinued services resulted in 48.03 fewer weekday revenue hours, nearly enough to balance the additional 52.7 revenue hours for 30-minute frequency on Routes 42A/42B.

Figures 1 through 16 on the following pages show existing service (pre-COVID service levels) and originally proposed recommendations by city and time of day (peak/off-peak).

2. Yolobus Service Changes in response to COVID 19

As travel on all modes dropped sharply during the spring, Yolobus adjusted its service levels on almost every route, as shown here:

Discontinued routes

210 West Woodland Local
 214 East Woodland Local
 216 Knights Landing/Woodland
 217 Dunnigan/Yolo/Woodland
 220 Davis/Winters/Vacaville
 (replaced by microtransit)
 39 Southport/Sacramento Commute
 220C Winters/Davis
 242 Woodland/Davis Commute
 243 Woodland/UC Davis Commute
 43R Sacramento/UC Davis Express
 44 South Davis/Sacramento Express
 45X Woodland/Sacramento Express
 46 Woodland/Sacramento Express
 232 Davis/Sacramento Express

Reduced-service routes

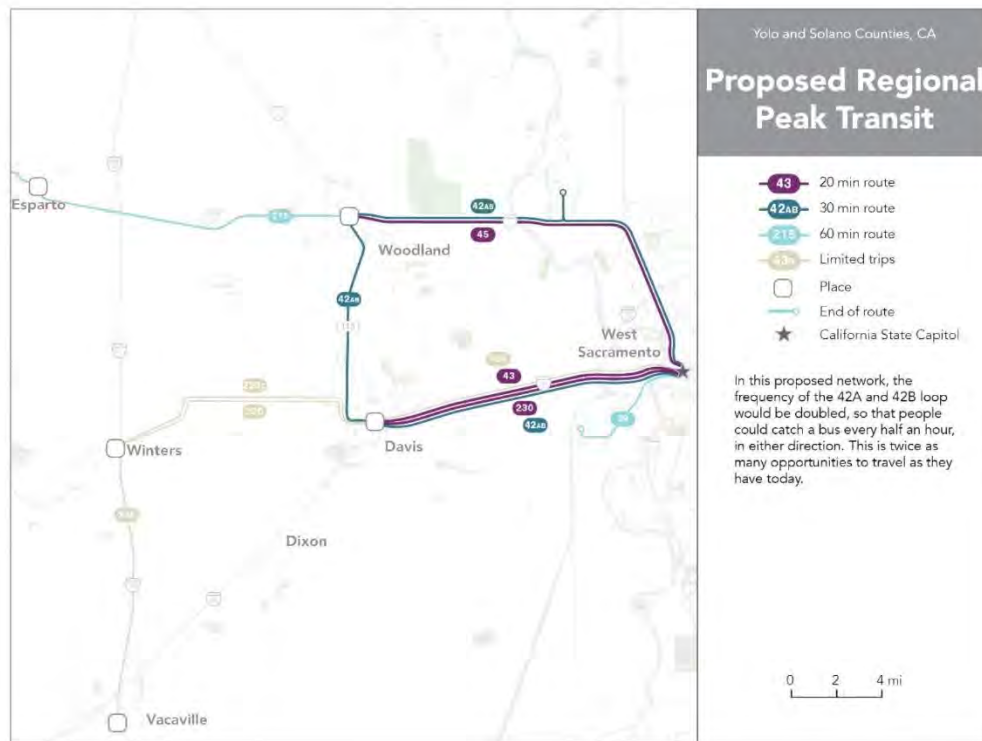
35 Southport Local
 40 West Sacramento Local
 41 West Sacramento Local
 42A Intercity Loop
 42B Intercity Loop
 211 West Woodland Local
 212 East Woodland Local
 240 West Sacramento/Sacramento Shuttle
 241 West Sacramento/Sacramento Commute
 43 Davis/Sacramento Express
 45 Woodland/Sacramento Express
 230 West Davis/Sacramento Express

Dan Boyle & Associates, Inc.

Figure 1 Existing Regional Peak Transit Network (Pre-COVID Service Levels)

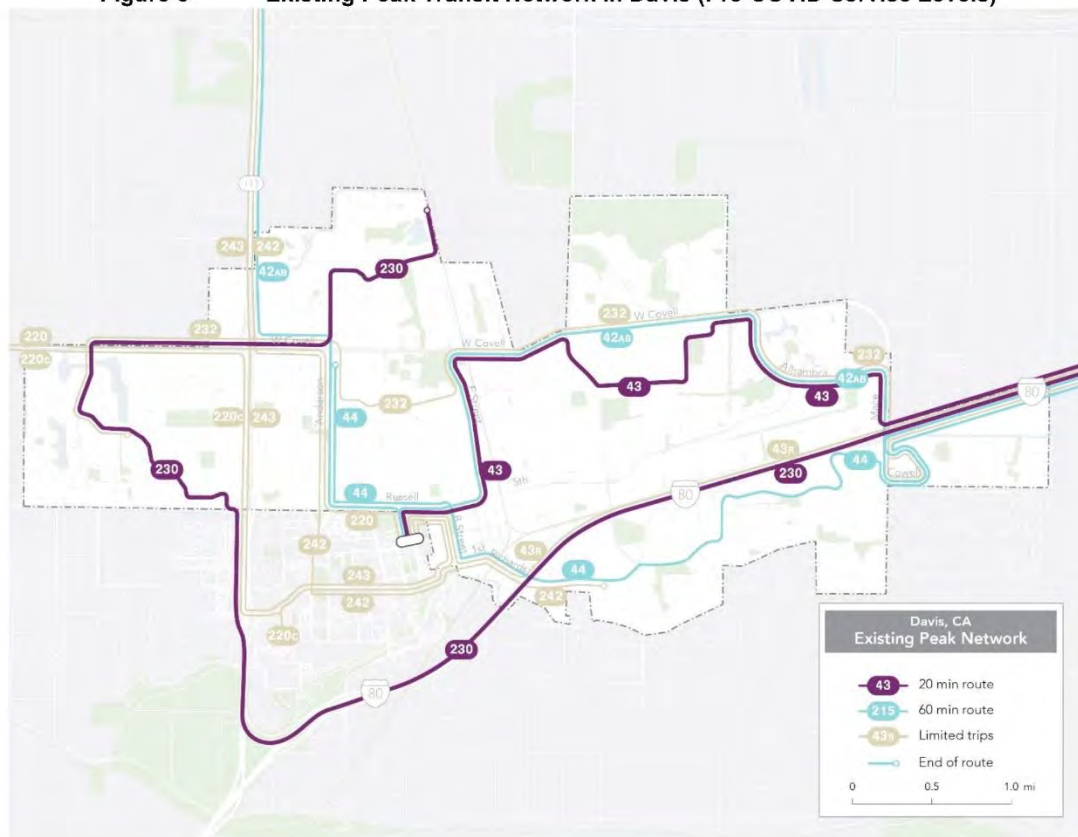


Dan Boyle & Associates, Inc.

Figure 2 Original Proposal for Regional Peak Transit Network (March 2020)

Dan Boyle & Associates, Inc.

Figure 3 Existing Peak Transit Network in Davis (Pre-COVID Service Levels)

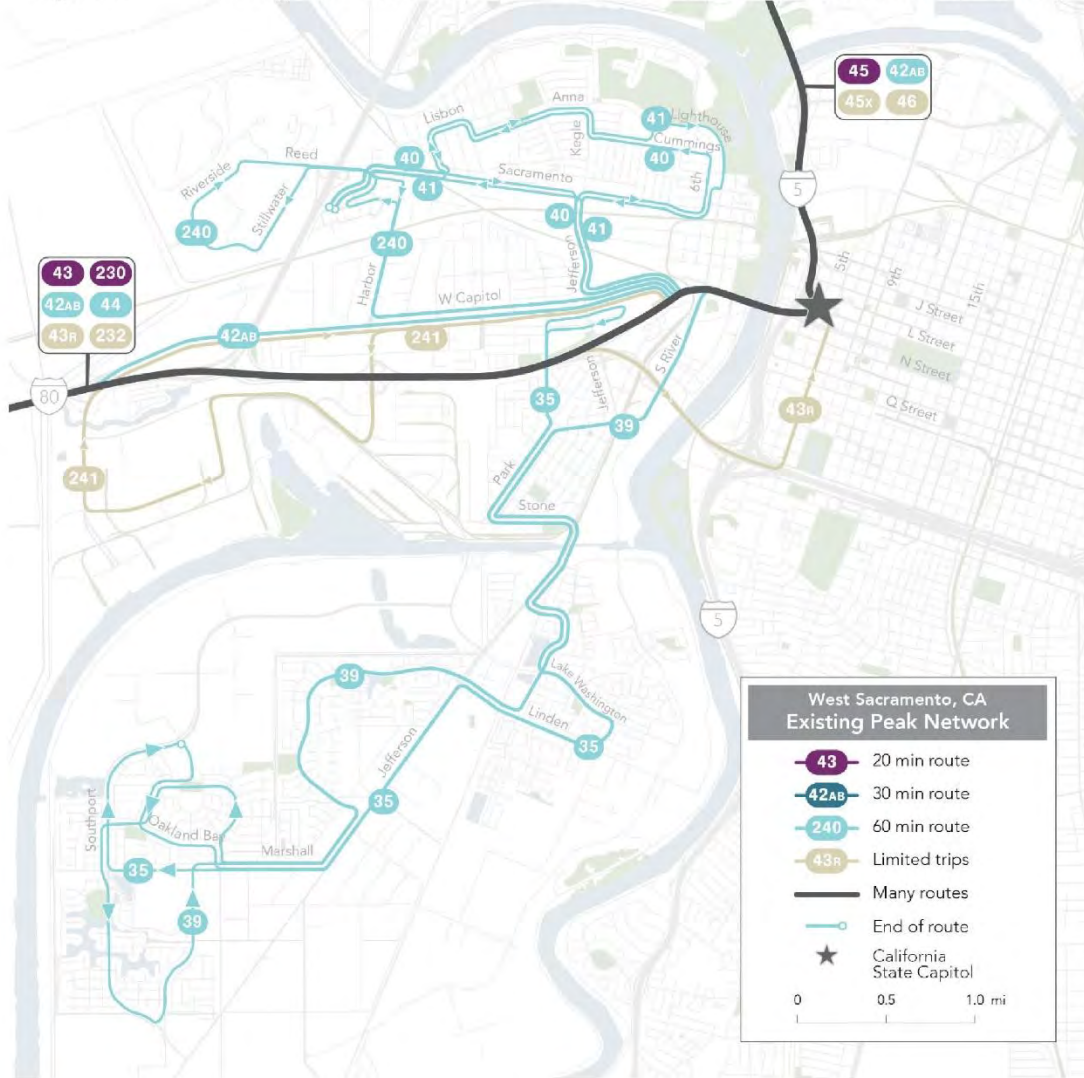


Dan Boyle & Associates, Inc.

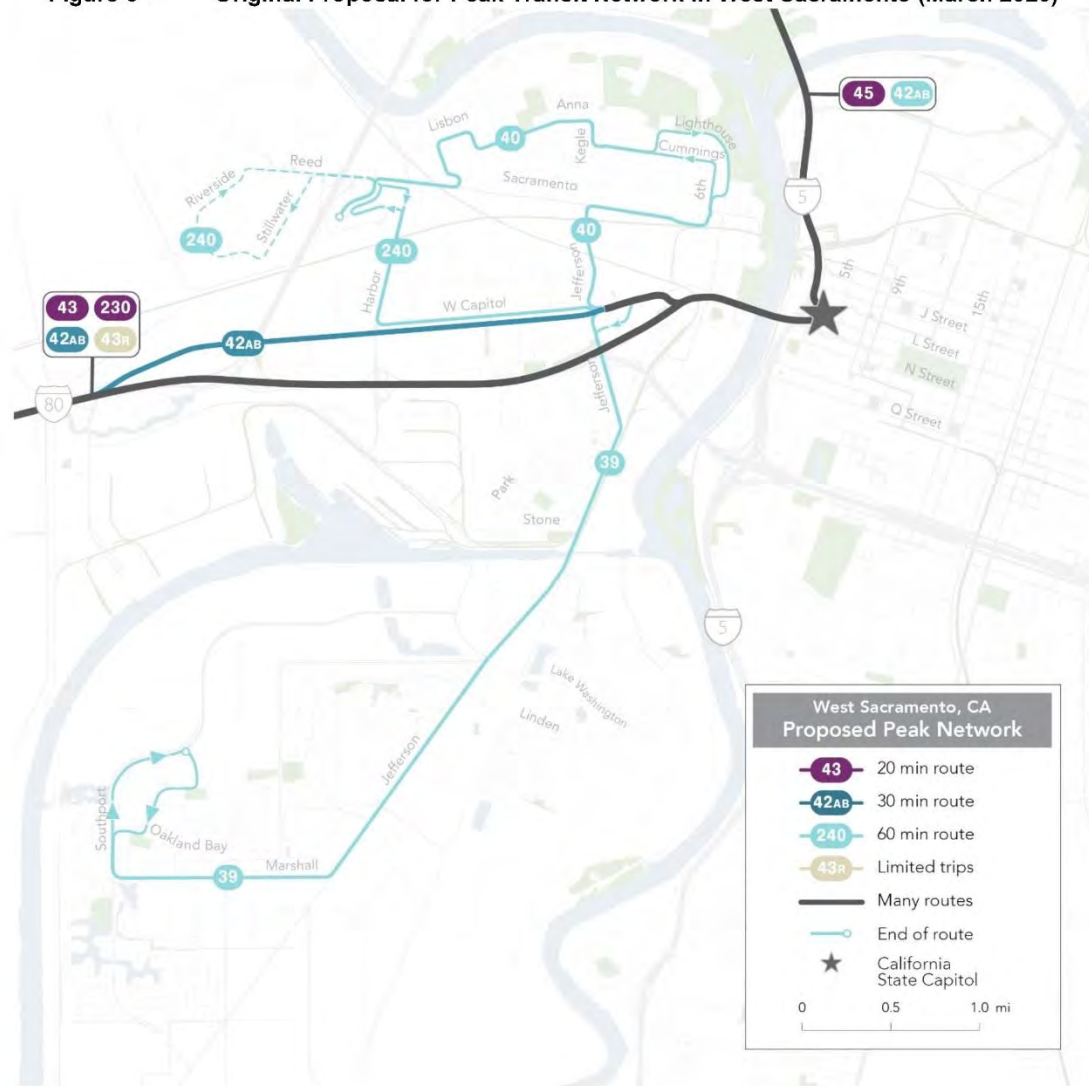
Figure 4 **Original Proposal for Peak Transit Network in Davis (March 2020)**



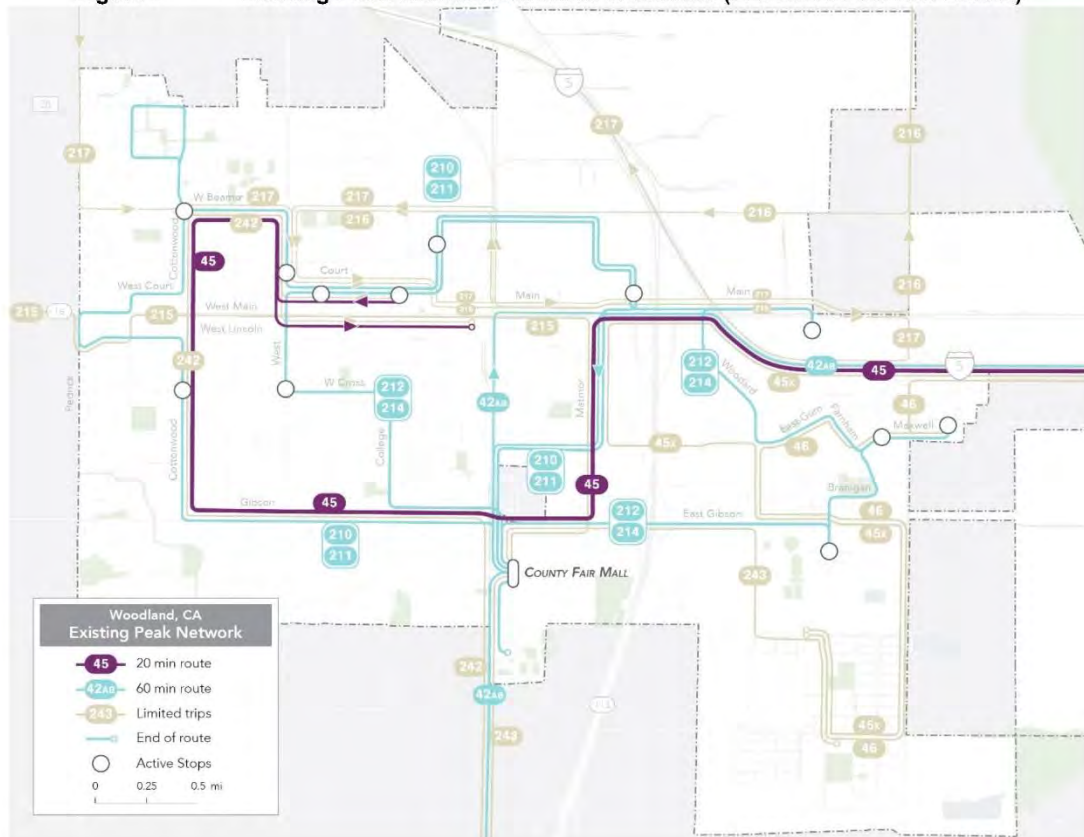
Dan Boyle & Associates, Inc.

Figure 5 Existing Peak Transit Network in West Sacramento (Pre-COVID Service Levels)

Dan Boyle & Associates, Inc.

Figure 6 Original Proposal for Peak Transit Network in West Sacramento (March 2020)

Dan Boyle & Associates, Inc.

Figure 7 Existing Peak Transit Network in Woodland (Pre-COVID Service Levels)

Dan Boyle & Associates, Inc.

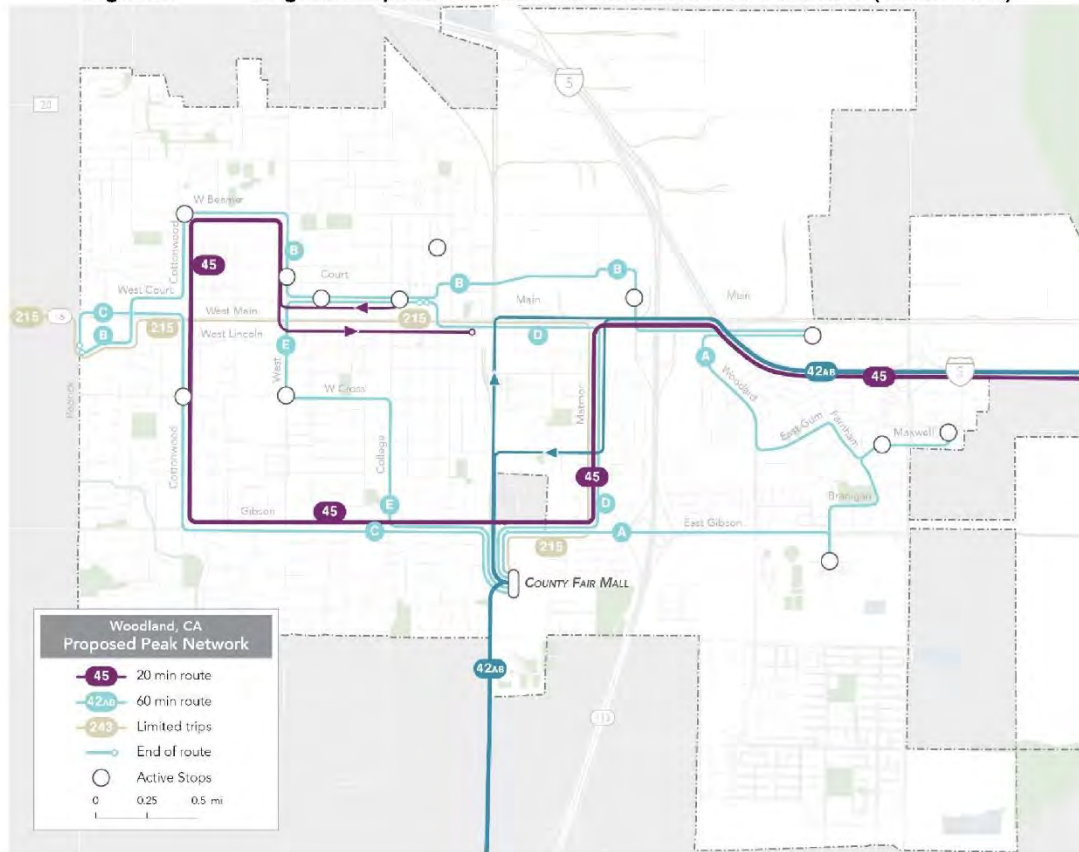
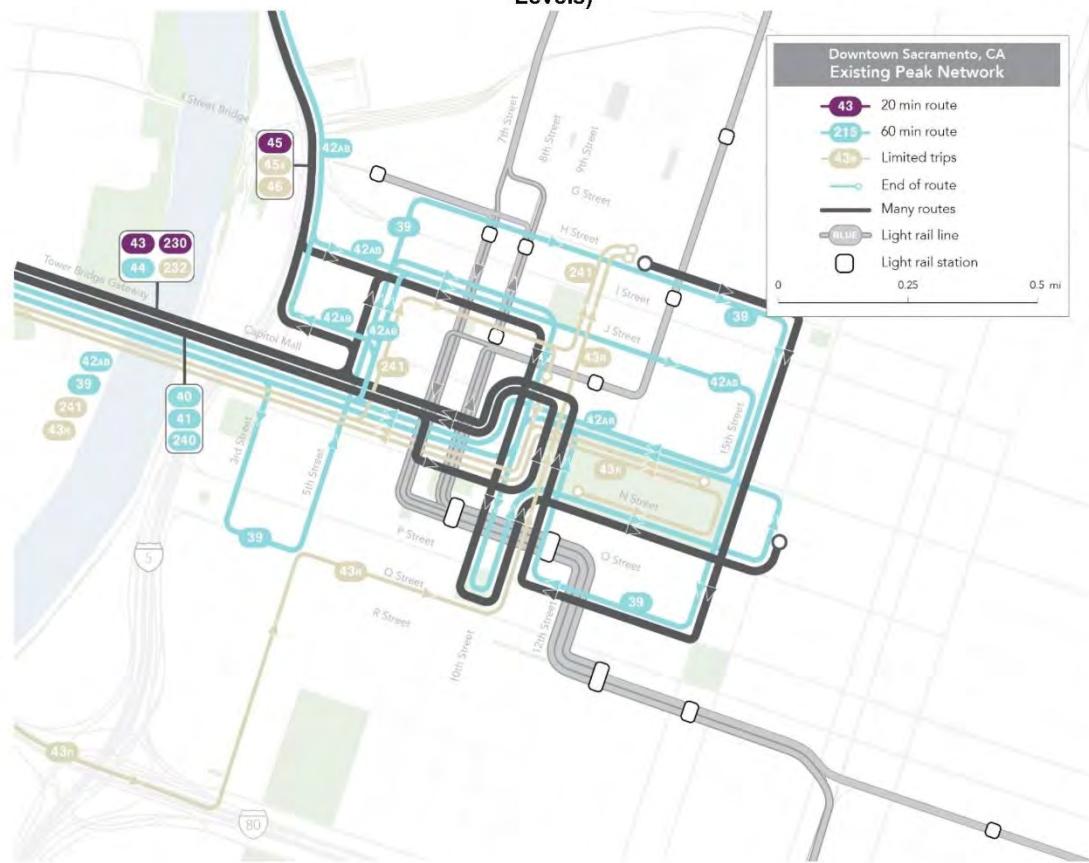
Figure 8 Original Proposal for Peak Transit Network in Woodland (March 2020)

Figure 9 Existing Peak Transit Network in Downtown Sacramento (Pre-COVID Service Levels)



**Downtown Sacramento, CA
Proposed Peak Network**

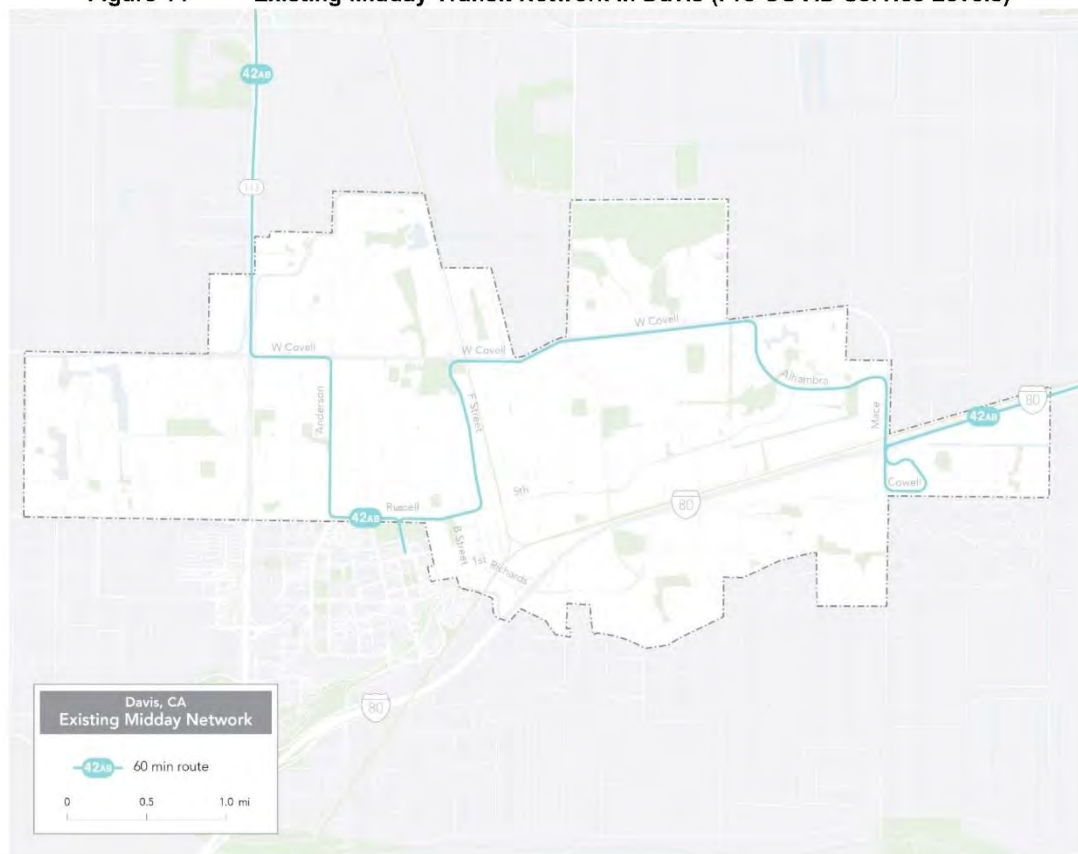
- 43** 20 min route
- 42AB** 30 min route
- 215** 60 min route
- 43+** Limited trips
- Many routes** (thick black line)
- BLUE** Light Rail Line
- Light Rail Station

0 0.25 0.5 mi

42AB 43 230
39 40 240
43+

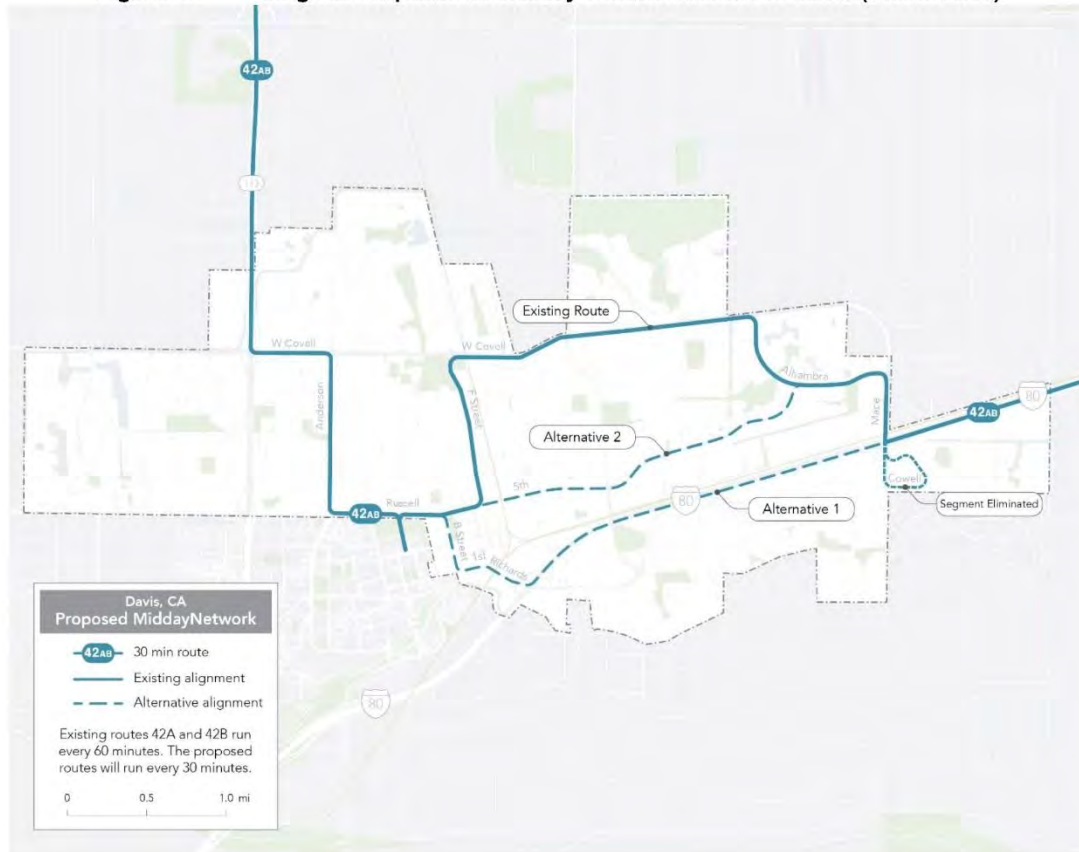
74 | Page

Figure 11 Existing Midday Transit Network in Davis (Pre-COVID Service Levels)



Dan Boyle & Associates, Inc.

Figure 12 **Original Proposal for Midday Transit Network in Davis (March 2020)**



Dan Boyle & Associates, Inc.

Figure 13 Existing Midday Transit Network in West Sacramento (Pre-COVID Service Levels)

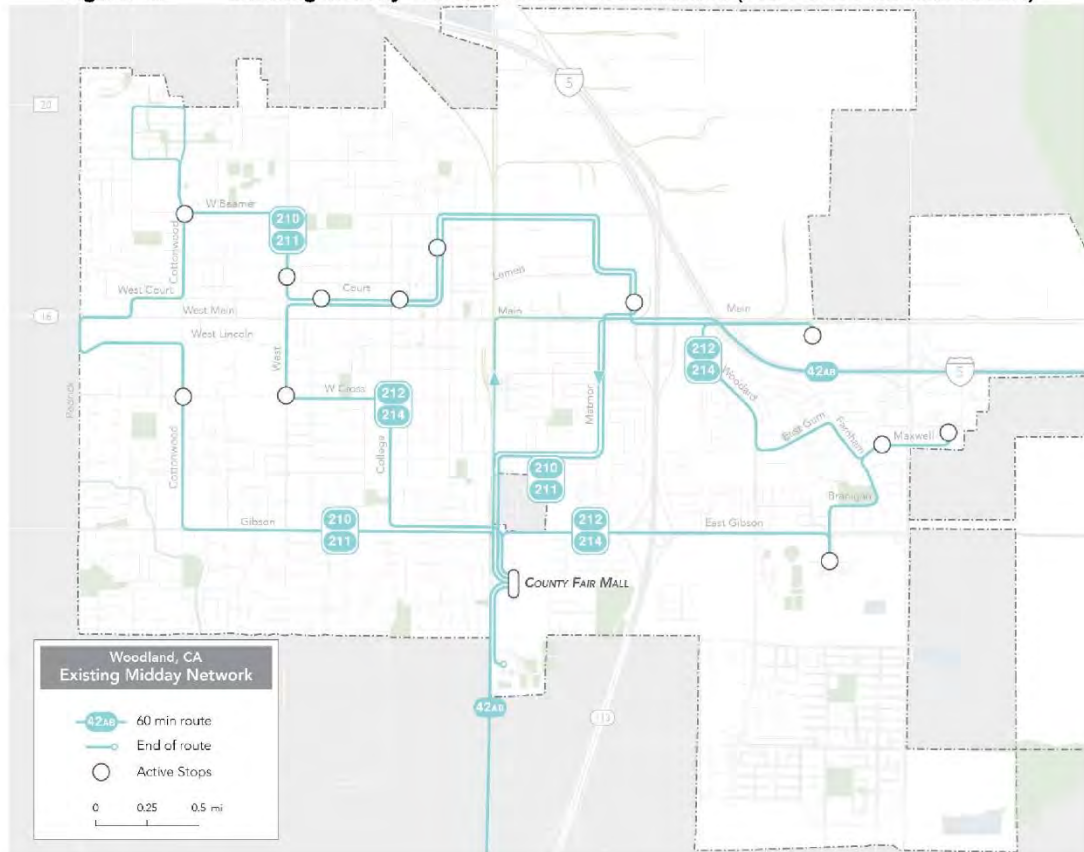
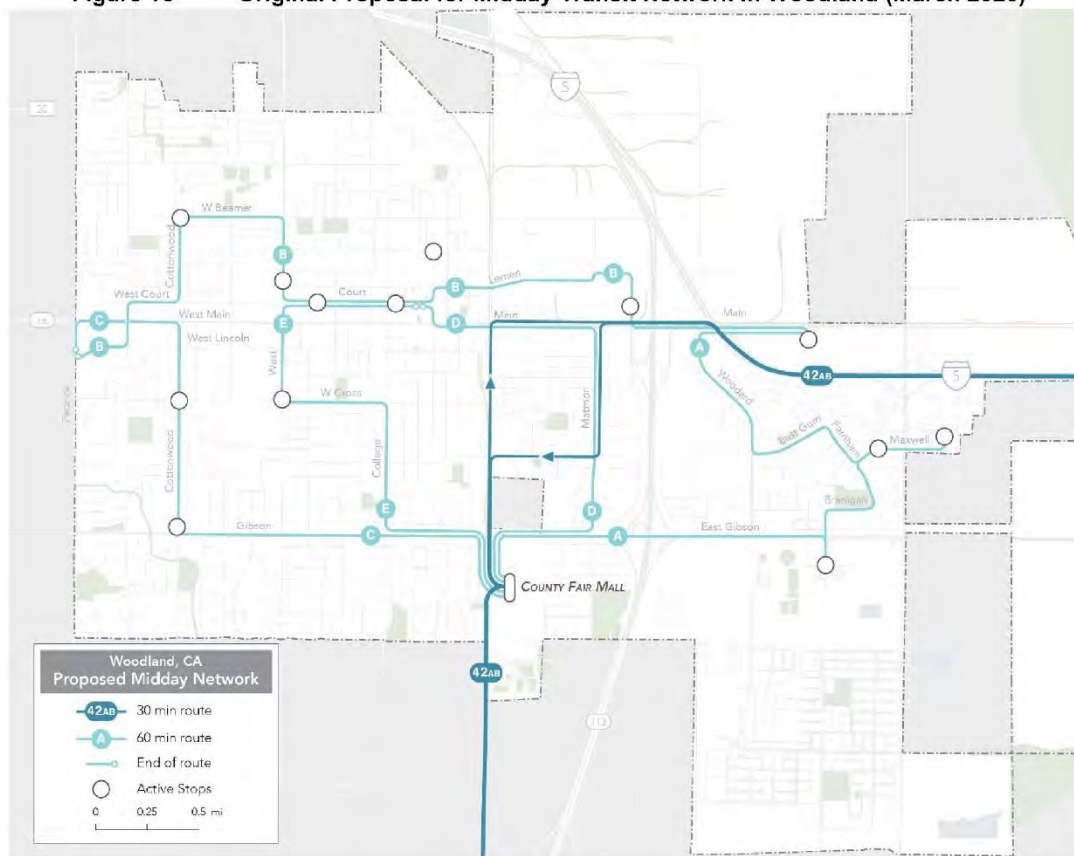
Figure 15 Existing Midday Transit Network in Woodland (Pre-COVID Service Levels)

Figure 16 **Original Proposal for Midday Transit Network in Woodland (March 2020)**



Dan Boyle & Associates, Inc.

3. Reassess and Reprioritize YoloGo Recommendations and Establish Priorities for a Service Recovery Plan

These are two sides of the same coin. Reassessing YoloGo recommendations cannot take place in a vacuum. This must include a short-term component that addresses where and how to bring back service in a post-COVID world.

The Service Recovery Plan is being developed at a time of many unknowns:

- Will state office workers come back to their offices or will they continue to work from home?
- When will college students return?
- Will UC Davis staff come back to their offices or will they continue to work from home?
- When will middle school and high school students return to their schools full-time?

At the same time, this crisis has revealed two critical facts:

- The importance of essential workers
- Their reliance on transit for the journey to work.

This is the clear market to focus on in the near-term. While casino workers are not classified as essential workers, they are reasonably similar in terms of income and use of transit to get to work. Ridership on Route 215 since the casino re-opened indicates the extent to which these workers rely on transit.

The proposed priorities for restoring service and re-evaluating YoloGo recommendations are:

1. Essential worker commute trips. These can best be served by increased frequency of service on important routes such as the 42A and 42B.
2. Community circulation needs, recognizing that low-income residents rely on transit to get to shopping and medical appointments. Restoration of pre-COVID service spans on local routes is important here.
3. Commute/express routes oriented toward office workers and university staff. This is the lowest priority because there are so many unknowns about if and how this market will return.

One way to assess which routes are most important for essential workers is to examine the routes that experienced the least loss of ridership. Table 1 shows the post-COVID ridership change by route, sorted by the percentage decrease in ridership between October 2019 and October 2020. Routes that did not operate in 2020 are not included, nor is the new Route 138 Causeway Connection.

Route 215 Cache Creek Casino-Woodland shows the smallest decrease in ridership, followed by Route 240 West Sacramento-Sacramento Shuttle, Route 40 West Sacramento Local, and Routes 42A/42B Intercity Loop (shown together as Route 42). The two busiest routes (215 and 42) accounted for 54 percent of all Yolobus ridership in October 2019 and 69 percent of all Yolobus ridership in October 2020.

Table 1
Percentage Change in Ridership Post-COVID by Route

Route	Ridership Oct 2019	Ridership Oct 2020	% change
215	19,764	10,957	-45%
240	5,262	2,227	-58%
40	4,668	1,517	-68%
42	37,778	12,230	-68%
212/214	5,874	1,674	-72%
210/211	6,169	1,676	-73%
35	2,832	764	-73%
41	4,531	1,035	-77%
241	1,067	184	-83%
45	3,143	430	-86%
230	2,412	229	-91%
43	5,754	371	-94%

3.1 Why Frequency?

Some have asked why there is so much emphasis on improved frequency in the YoloGo. There are two answers to this question.

The first answer is that improved frequency is the most effective way to increase ridership. Transportation analysts use elasticities to measure the impacts of various changes on ridership. A study by the Transit Cooperative Research Program brought together evidence of ridership response to various transit improvements.¹ The standard fare elasticity is -0.33, interpreted as for every 10 percent reduction in fares, ridership will increase by 3.3 percent. The standard service elasticity is +0.6, interpreted as for every 10 percent increase in service levels, ridership will increase by 6 percent. Quantitative methods indicate that service improvements have a greater impact on ridership than do fare changes.

The second answer is that riders and residents consistently expressed a preference for more frequent service in the public outreach when asked to choose among alternatives.

- In the pop-up workshops conducted during October and November 2019, "higher frequency service" was the top response (at 23 percent of all respondents) to a question asking what service improvements would you make first if you were king or queen for a day at Yolobus.
- In the virtual workshop, 62 percent of respondents preferred more frequent service to more routes serving more destinations, while 57 percent preferred more frequent service to

¹ TCRP Report 95, *Traveler Response to Transportation System Changes, Chapter 9: Transit Scheduling and Frequency*. Washington, DC: Transportation Research Board, 2004. The report indicates an average service elasticity of +0.5 but notes a wide range of elasticities. For frequency improvements when service is infrequent (headways greater than 50 minutes), an elasticity of +0.58 is reported (Table 9.2, p. 9-8).

longer hours of service. In response to the king or queen for a day question, 30 percent chose “higher frequency service,” the most frequent response among all alternatives.

- Responses to the Phase 2 public outreach that was conducted in February/March 2020 were overwhelmingly favorable to the proposal to increase frequency on Routes 42A/42B to every 30 minutes.
- In the customer survey conducted by Yolobus during July and August 2020, 42 percent of respondents riding Routes 42A/42B during COVID-19 reported that that more frequent service would encourage them to increase their use of Yolobus service. Also, 38 of the 62 survey respondents who made open ended comments/suggestions were Route 42 riders and nine of these riders (24 percent) expressed a preference for increased service frequency and/or concern about crowding on the bus during the pandemic.

Upon reflection, this preference for increased frequency makes perfect sense. Offering one bus every 60 minutes severely limits the market for bus ridership to those whose other mobility choices are seriously limited and those who prefer public transportation for environmental or other reasons. A bus every 30 minutes is a huge improvement for current riders (this is the main reason that service elasticities are higher for infrequent service). Results from the *SacRT Forward* implementation, which established a network of 30-minute routes throughout the district, showed that the declining trend in ridership was halted and even reversed by these changes.

Routes 42A/42B carry one-third of all riders who use Yolobus. Focusing service improvements on the most important and frequently used routes in the transit network will maximize the ridership impacts resulting from these changes.

3.2 COVID and Peak-Period Travel Times

The original recommendations included schedule adjustments for several routes, most notably for running times on routes on I-5 or I-80 during peak periods. The current schedules used the same running times throughout the day, resulting in an inability to maintain on-time performance.

One of the effects of COVID has been a reduction in work trips, which has affected congestion levels on I-5 and I-80. On Wednesday November 6, 2019, the project team recorded travel times between timepoints on Routes 42A and 42B once per hour as a check on running time data obtained from the ridecheck. We used Google maps real-time travel time between timepoints. Of course, this does not provide an accurate measure of bus running times because the bus stops along the way. On interstate segments where the bus does not stop, travel times are very close to bus running times. The project team repeated this process on Wednesday September 30, 2020.

Figures 17 through 20 present results for segments between downtown and the airport via I-5 and between West Sacramento Transit Center and Davis via I-80. Travel times during afternoon peak hours have decreased significantly, to the point where there is no “peak” travel time hour observable in the 2020 data. The high travel time between the West Sacramento Transit Center and Davis in the 13:00 hour is probably due to an accident or other one-time delay.

Dan Boyle & Associates, Inc.

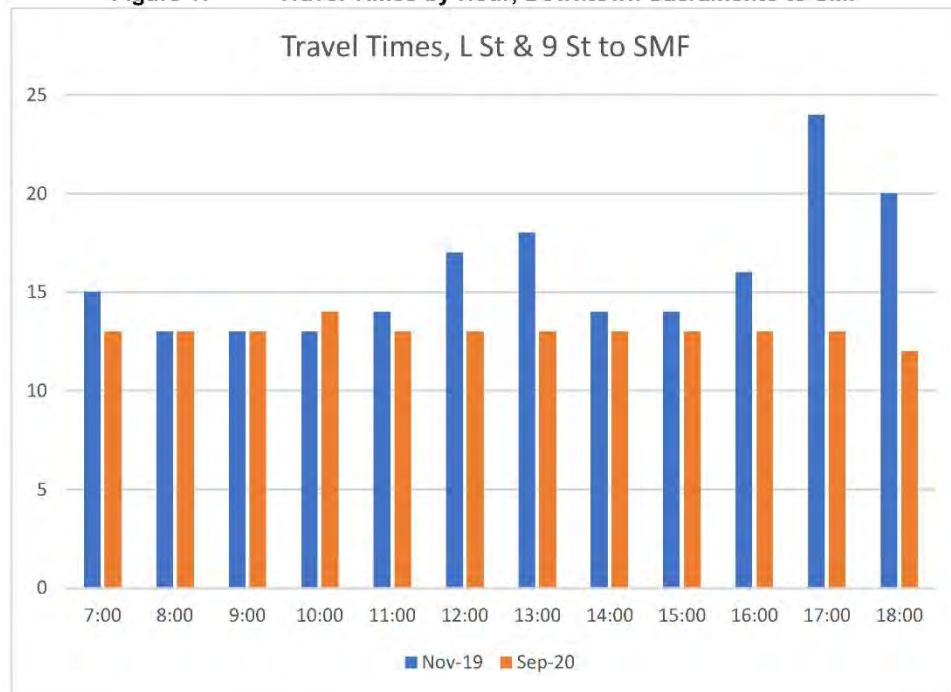
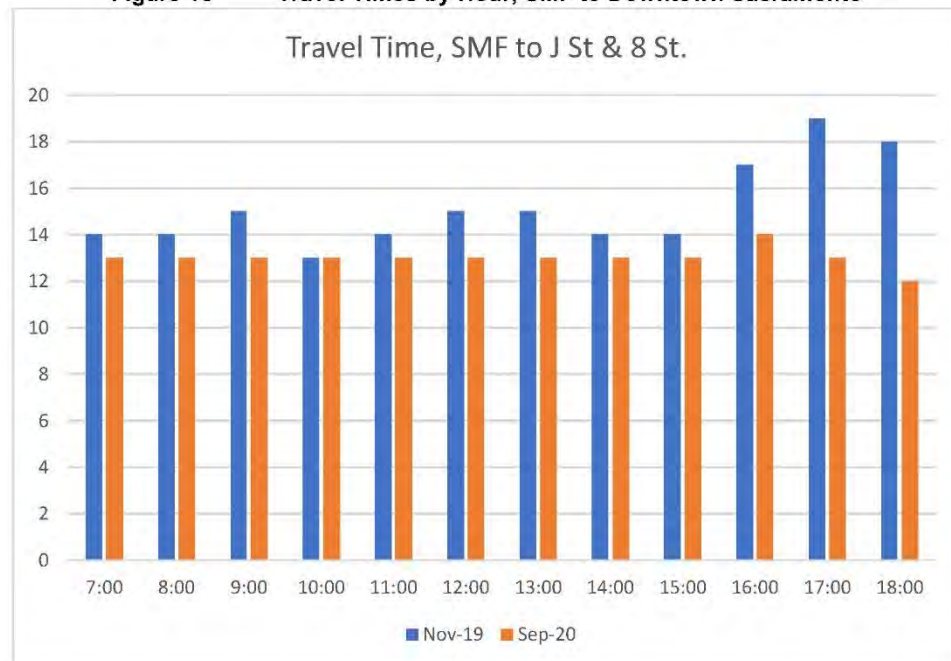
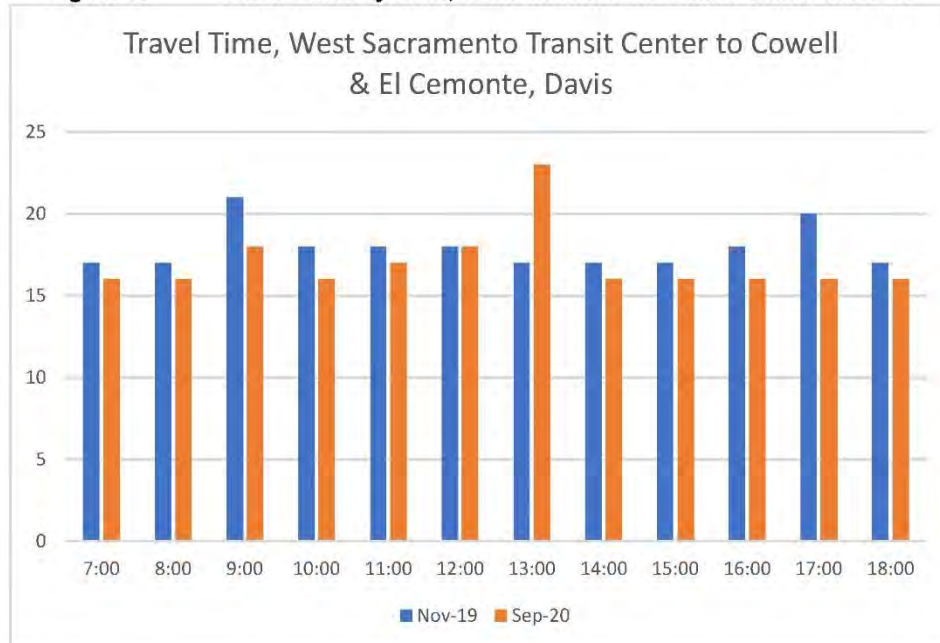
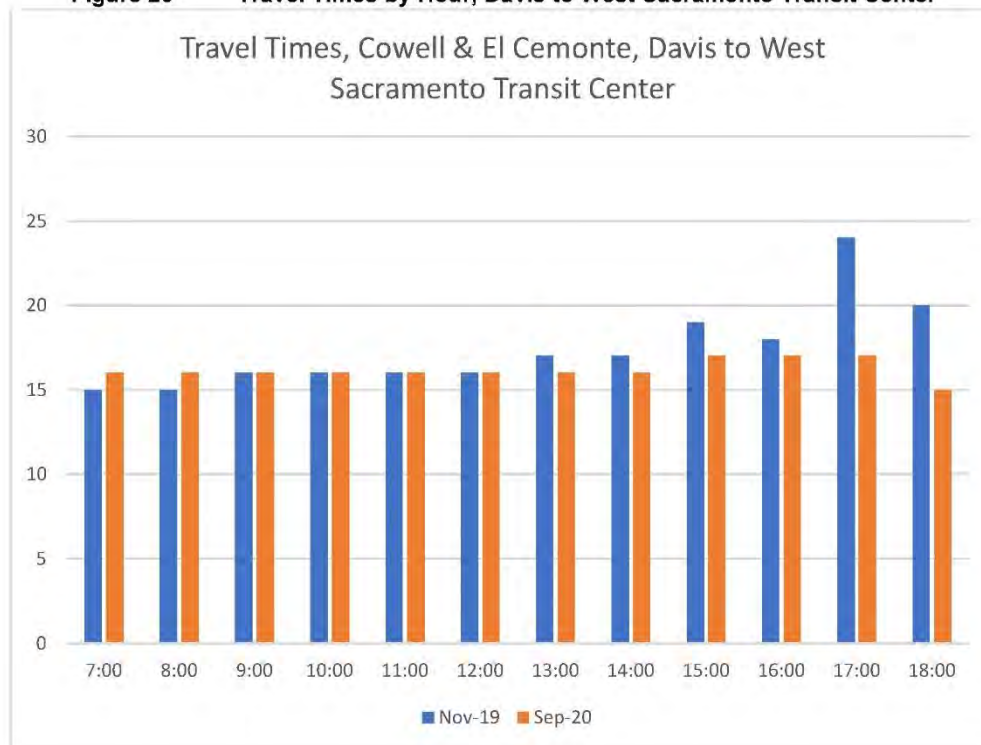
Figure 17 Travel Times by Hour, Downtown Sacramento to SMF**Figure 18** Travel Times by Hour, SMF to Downtown Sacramento

Figure 19 Travel Times by Hour, West Sacramento Transit Center to Davis**Figure 20** Travel Times by Hour, Davis to West Sacramento Transit Center

Dan Boyle & Associates, Inc.

4. Revised YoloGo Recommendations and Proposed Service Recovery Plan

Yolobus is no exception to trends in the transit industry of sharply reduced ridership and reduced service levels as a result of the pandemic. Based on the priorities for service restoration listed in Section Three, a multi-phase set of recommendations are proposed.

PHASE 1 DISCONTINUE OR PERMANENTLY REDUCE SELECT SERVICES

- Formally discontinue or permanently reduce select services, as detailed in Tables 2 and 4, to free up resources for reallocation to other service enhancements. Many of the routes proposed for elimination have already been temporarily discontinued due to COVID-19, but a process needs to take place to make these service cuts permanent, including a public hearing process.

42A/42B

- Add 30-minute service in peak hours
- Streamline routing in Davis and downtown Sacramento and route all trips through downtown Sacramento (this provides a one-seat ride between West Sacramento and the airport)
- Minimize layover at County Fair Mall during the midday (not all buses will leave on the hour)
- Restore most of the span of service (early morning trips from Sacramento to the airport can be provided by SacRT Route 142 when this route is resumed)

RESTORE SPAN OF SERVICE ON LOCAL ROUTES & RESTRUCTURE SERVICE ON ROUTES 35 AND 39 IN WEST SACRAMENTO

- Restore certain trips on West Sacramento local routes
- Combine Routes 35 and 39 into a merged (commuter + local) and streamlined route connecting Southport with downtown Sacramento, with two midday trips along with peak-period service, and enhance pedestrian facilities along Jefferson Boulevard
- Reinstate route 43 reverse commute between Sacramento and UCD
- Add one afternoon route 43 trip from Sacramento to Davis

These Phase 1 changes are proposed for July 2021.

PHASE 2 MICROTRANSIT/ROUTE REVISIONS IN WOODLAND, WINTERS & WEST SACRAMENTO

- As discussed with the City of Woodland, introduce microtransit service and restructure the four local Woodland routes into two routes
- Restore the peak-period connection between Winters and Davis (Route 220C) and continue with replacement of Route 220 with microtransit
- Modify route 240 in West Sacramento, so that only peak hour trips serve Riverside area

These Phase 2 changes are proposed for September 2021.

PHASE 3 EXPRESS/COMMUTE ROUTES

- Wait on restoring service to key express routes (43, 45, 230) until there is evidence of State workers and University staff returning to work in their offices instead of remotely (the proposed metric for adding back trips is when productivity on these routes equals or exceeds pre-COVID productivity)

These Phase 3 changes are proposed for consideration no sooner than January 2022. Restoration of service on key express routes will be based on productivity levels on these routes, as noted above.

PHASE 4 42A/42B

- Add 30-minute service between 6 am and 6 pm on weekdays when ridership increases by 60 percent on peak-period trips.

Table 2 (after Section 5) summarizes the original proposals in the YoloGo, changes due to COVID-19, the new post-COVID proposals, and the weekday impacts of the proposal on ridership and revenue hours. Ridership and revenue hour changes are calculated based on pre-COVID totals. Microtransit ridership in Woodland and Winters is estimated on an average of 2.5 passengers per revenue hour. Figures 21 through 28 depict the revised changes.

5. Performance/Demand Triggers

Planning transit in a post-COVID world involves greater uncertainty than usual. It is reasonable to assume that essential workers and low-income residents will continue to use transit. As noted earlier, riders commuting to work in offices in downtown Sacramento or on the UC Davis campus may no longer need to work at their offices five days a week. The following performance or demand triggers are recommended for restoring or increasing service.

- Key express routes (43, 45, and 230): these routes are still operating, but with reduced number of daily trips. The proposed trigger for restoring all trips is when productivity (boardings per revenue hour) increases to pre-COVID levels. For example, weekday ridership on Route 45 has declined from 137 to 20, and productivity is down from 16.0 to 3.7 rides per trip. An increase in ridership to 85 would result in productivity returning to 16.0 rides per trip and would indicate that demand has increased to the point where restoring trips may be appropriate.
- Routes 42A and 42B: the original recommendations proposed 30-minute service during the day on weekdays on these routes, which carry one-third of all daily riders on Yolobus. The revised recommendation is for 30-minute service during peak periods only (approximately 7 to 9 am and 3 to 5 pm), in recognition of lower ridership today and as “proof of concept” regarding the impact of increased frequency on ridership. Peak-period ridership is expected to increase by 60 percent, which translates to a post-COVID overall increase of 18 percent on these routes. An increase in weekday ridership of 18 percent would indicate that the expected benefits of increased ridership have been realized, at which point it may be appropriate to further expand service and/or

Dan Boyle & Associates, Inc.

frequency on these two routes (e.g., 6 am to 6 pm on weekdays). Expansion of service would be planned and implemented where greatest demand is observed. Expansion could take the form of even greater frequency during peak, expanded 3-minute frequency throughout the service day, or additional “shoulder hour” expansions.

- In Section 6, there are additional recommendations for performance or demand triggers that can be used on an ongoing basis systemwide to evaluate route-level performance, and to adjust service levels as appropriate.

Table 2 Original and Revised Proposal

Route	Original Proposals Assuming No Increase in Cost	Daily Ridership change	Daily Rev Hr change	Changes due to COVID	New Proposals	New Ridership change	New Rev Hr change
42A/42B	30-minute service 6a-6p weekdays; Streamline in downtown Sacramento and Davis	597	52.70	Shorter weekday span - 5 trips deleted	30-minute service peak hours only weekdays; Streamline in downtown Sacramento and Davis; Operate through Sacramento on all trips; Restore early/late trips; minimize layover	374	15.72
35	Discontinue	-111	-13.95	Shorter weekday span - 3 trips deleted	Combine with 39	-66	-13.08
40	No change	-32	-5.00	Shorter weekday/ Sat. span - 5 wknd/1 Sat trips deleted	Restore early/late trips		
41	No change	-21	-2.00	Shorter weekday span - 2 trips deleted	Restore early/late trips		
210	Restructure Woodland routes			No service	Discontinue	-103	-11.83
					Replace with microtransit	40	16.00
211	Restructure Woodland routes			4 weekday trips and 1 Saturday trip deleted	Restructure with Route 212; restore early/late trips	0	0.05
212	Restructure Woodland routes			3 weekday trips and 1 Saturday trip deleted	Restructure with Route 211; restore early/late trips	0	0.05
214	Restructure Woodland routes			No service	Discontinue	-92	-12.75
					Replace with microtransit	40	16.00
216	Discontinue	-4	-1.85	Replaced by microtransit	Discontinue	-4	-1.85
217	Discontinue	-3	-3.23	No service	Discontinue	-3	-3.23
220	Move earliest Saturday trip to later			No service	Discontinue	-34	-7.75
					Replace with microtransit	20	8.00
240	Shorten route and add time to sched	-47	-4.50	Shorter weekday span - 5 trips deleted	Shorten route and add time to sched; restore early/late trips		
39	Discontinue	-90	-9.90	No service	Combine with 35 (see above)		
220C	No change			No service	No change		
241	Discontinue	-4	-4.40	2 weekday trips deleted	Discontinue	-4	-4.40
242	Discontinue	-12	-1.52	No service	Discontinue	-12	-1.52
243	Discontinue	-5	-1.53	No service	Discontinue	-5	-1.53
43	No change			3 am, 2 pm trips deleted	Continue reduced service	-70	-4.92
43R	No change			No service	Restore	0	0.00
44	Discontinue	-87	-5.87	No service	Discontinue	-87	-5.87
45	No change			1 am, 2 pm trips deleted	Continue reduced service	-29	-3.06
45X	Discontinue	-4	-1.97	No service	Discontinue	-4	-1.97
46	Discontinue	-20	-1.85	No service	Discontinue	-20	-1.85
230	No change			1 am, 1 pm trip deleted	Continue reduced service	-21	-2.12
232	Discontinue	-2	1.97	No service	Discontinue	-2	1.97
TOTAL BUS		158	-0.22			-179	-57.27

NOTE: Ridership and revenue hour changes are from pre-COVID levels

Dan Boyle & Associates, Inc.

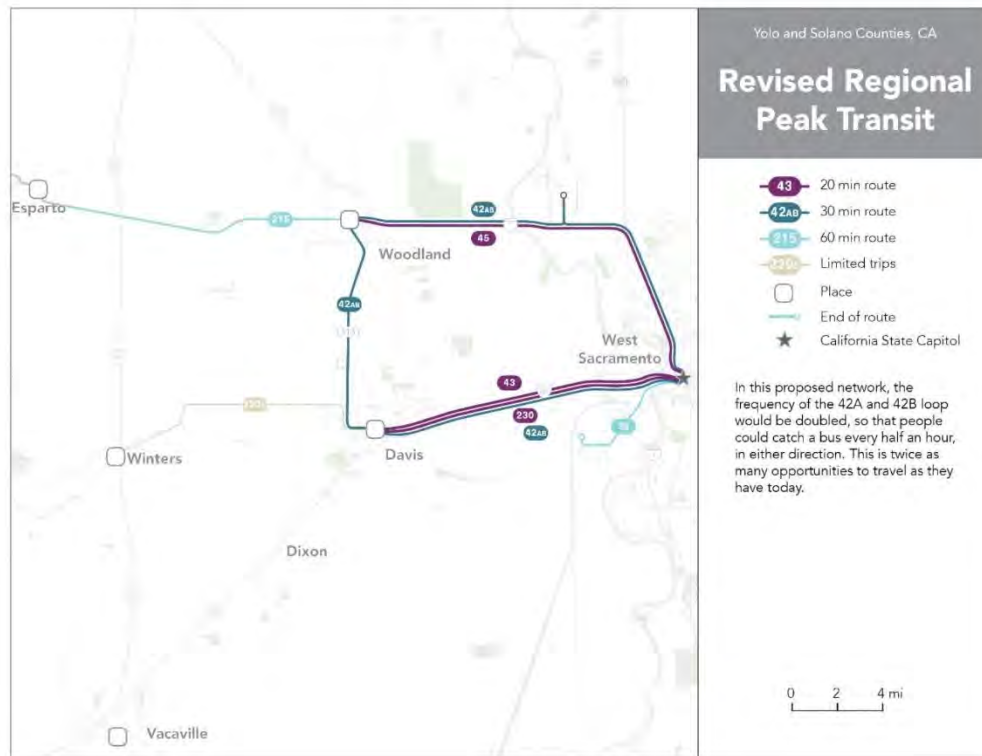
Figure 21 Revised Recommendation for Peak Transit Network

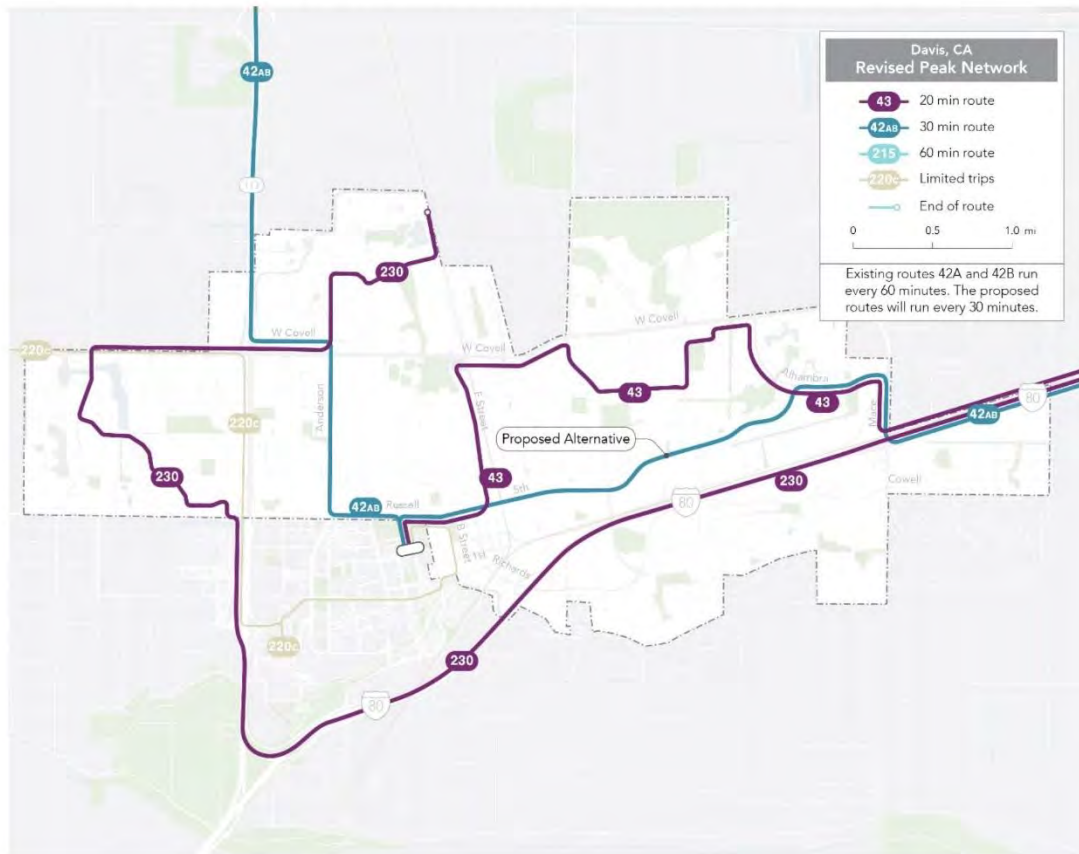
Figure 22 Revised Recommendation for Peak Transit Network in Davis

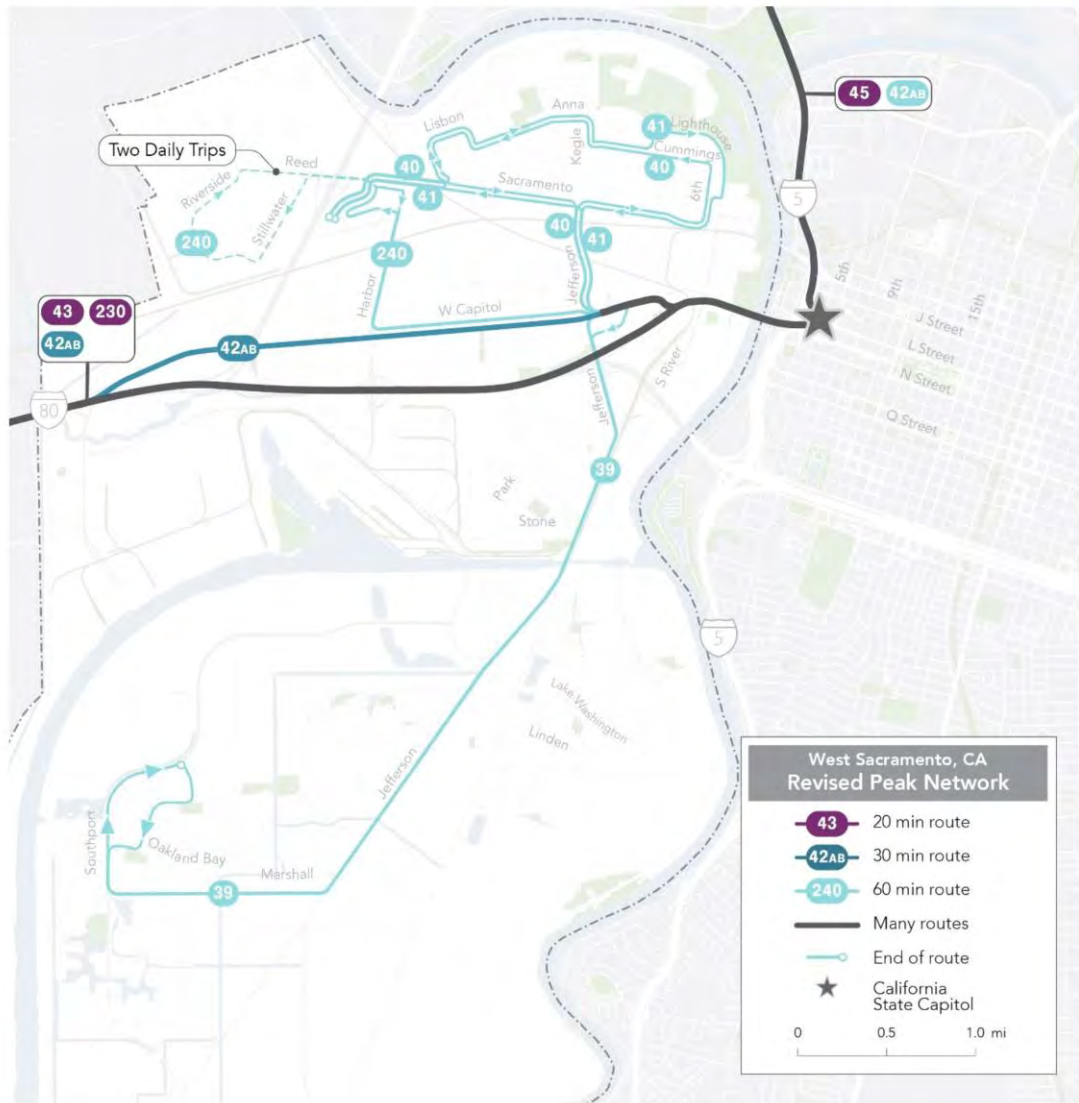
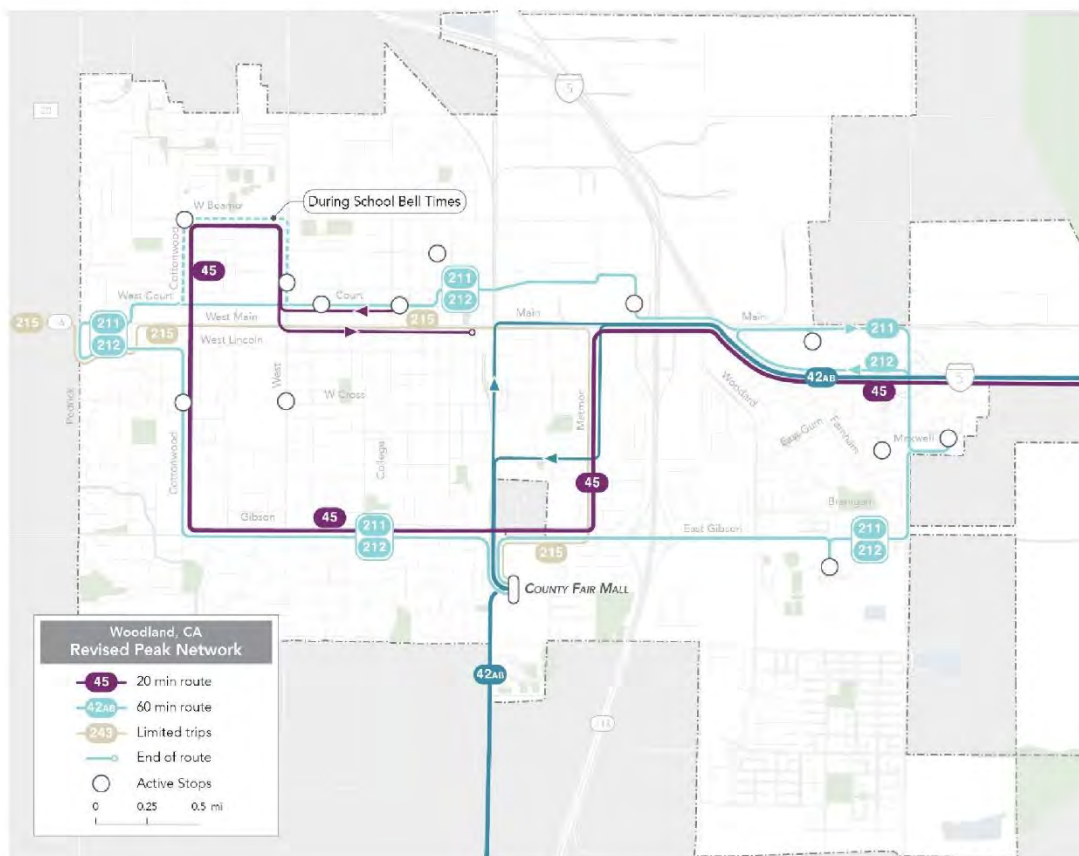
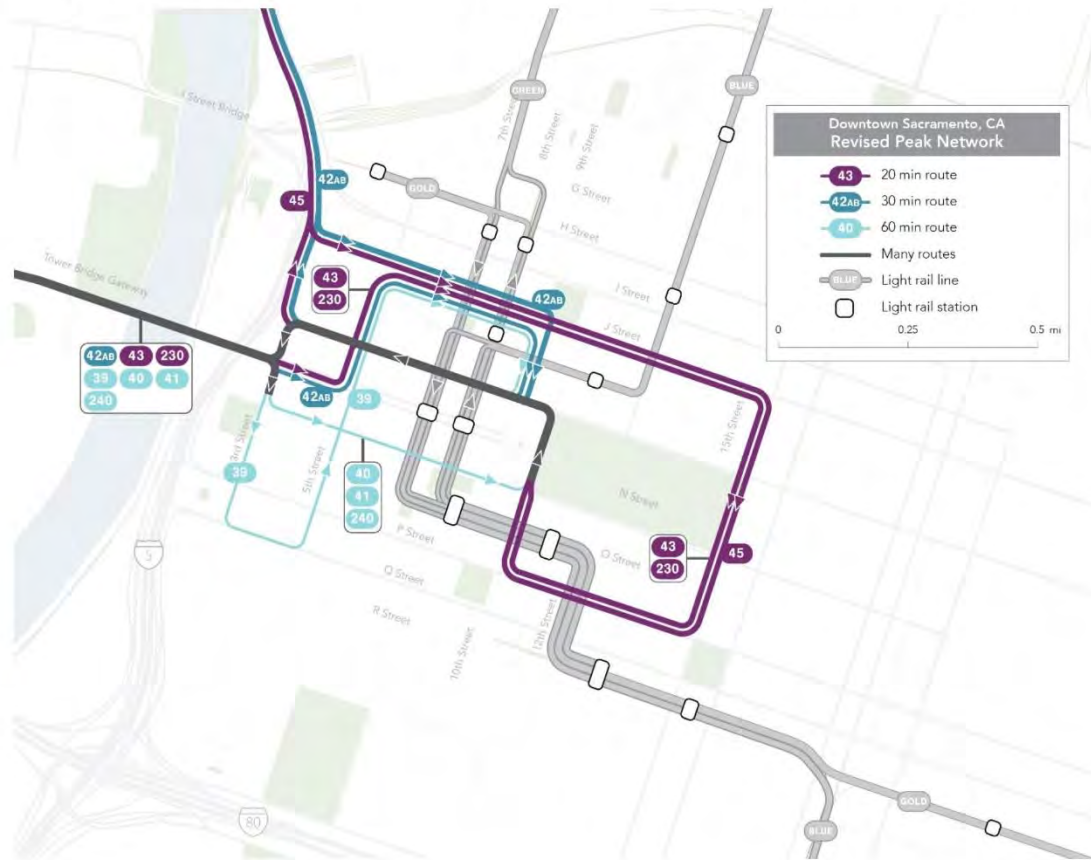
Figure 23 Revised Recommendation for Peak Transit Network in West Sacramento

Figure 24 **Revised Recommendation for Peak Transit Network in Woodland**



Dan Boyle & Associates, Inc.

Figure 25 **Revised Recommendation for Peak Transit Network in Downtown Sacramento**

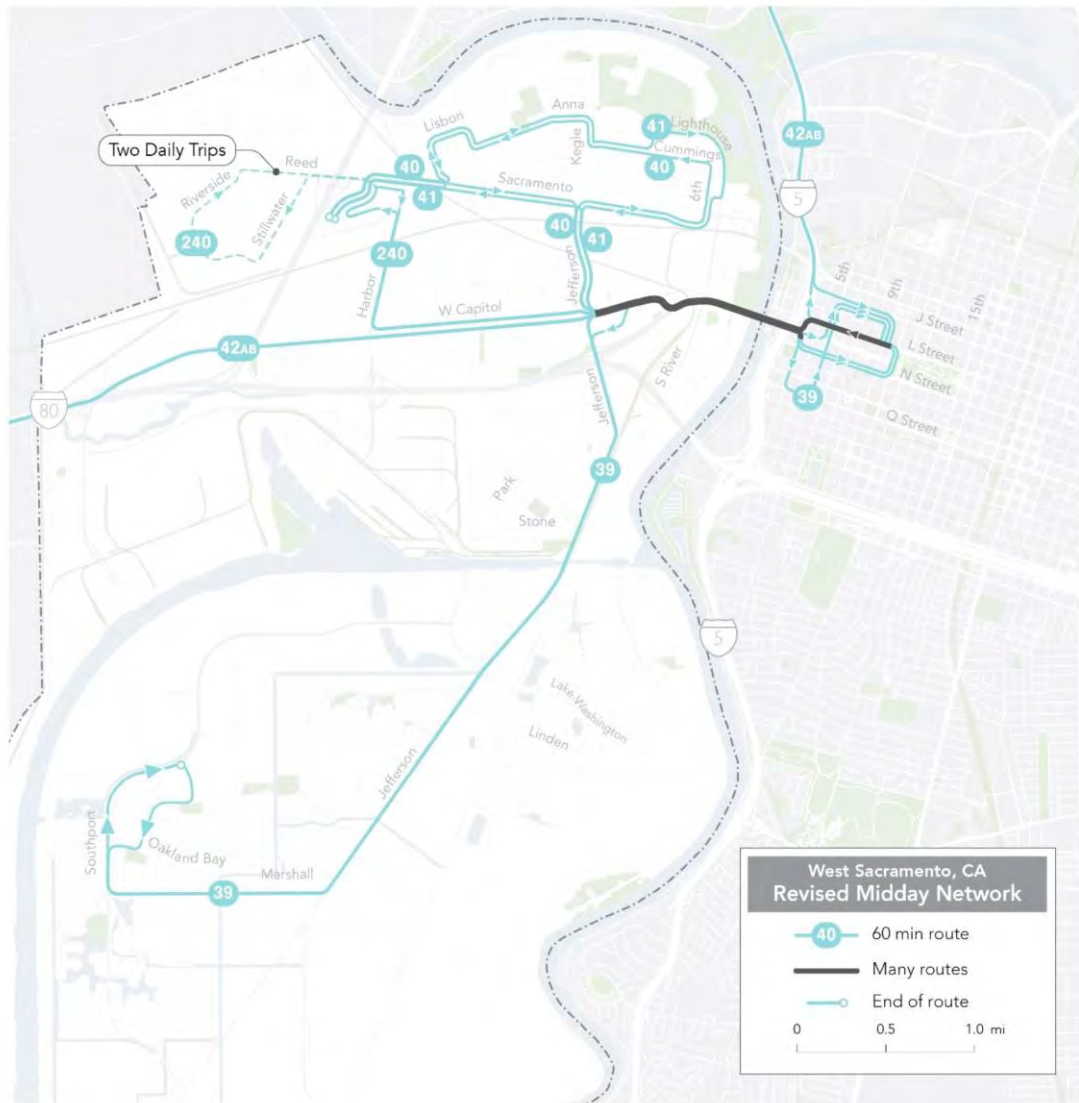


Dan Boyle & Associates, Inc.

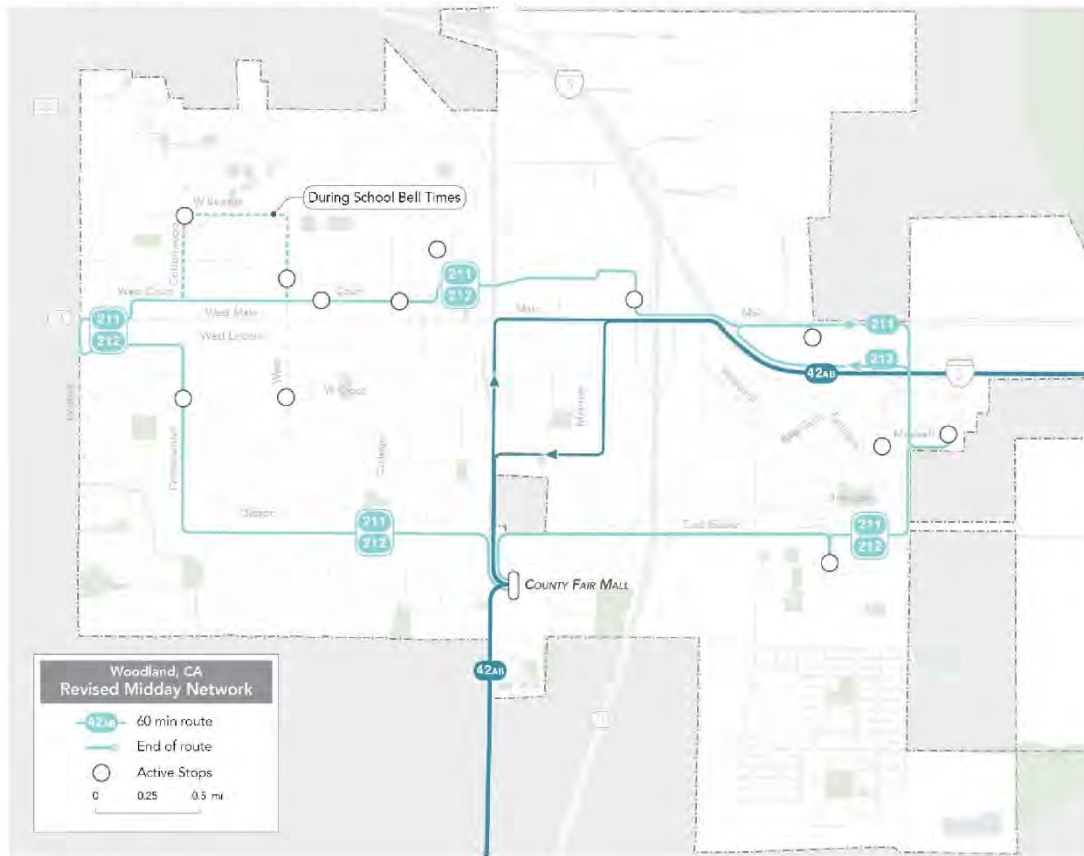
Figure 26 **Revised Recommendation for Middyay Transit Network in Davis**



Dan Boyle & Associates, Inc.

Figure 27 Revised Recommendation for Middyay Transit Network in West Sacramento

Dan Boyle & Associates, Inc.

Figure 28 Revised Recommendation for Midday Transit Network in Woodland

6. Proposed Service and Implementation Guidelines

The process of identifying triggers for service restoration or enhancements leads to a consideration of how to evaluate route-level performance and implement changes or new service. Three guiding principles are proposed:

- Quantitative comparisons are useful in understanding performance. Productivity (measured as boardings per revenue hour or vehicle hour) is the metric most often used by transit agencies to evaluate performance.
- Routes are designed for various purposes and with varied expectations. Comparisons among similar routes acknowledges these different purposes and expectations.
- New or enhanced service needs time to find its market. A time frame of 18 months is appropriate as a pilot or demonstration period, with clear performance expectations set in advance. Interim standards can also be set, e.g., within 12 months a pilot program should achieve at least half of expected ridership or productivity.

Dan Boyle & Associates, Inc.

Some agencies use absolute measures (e.g., 10 boardings per revenue hour) as a standard for evaluation. Other agencies have found relative measures to be more useful. In either case, the standard is used as an indicator that a given route is performing below expectations and should be reviewed. The following procedure is recommended for YTCD:

- A. Define route groupings. The website groups routes into regular, commute, and express bus service.
- B. Establish a relative standard that productivity of an individual route should be no more than 25 percent below the average productivity for all routes in the group.

An example of how this would be applied using regular routes is shown below. Regular weekday routes are sorted by weekday productivity in 2019, from the most productive (Route 215) to the least (Route 217). The average productivity for regular routes on weekdays is 12.2, and 75 percent of average is 9.13. Routes with productivity below 9.13 (below the bold horizontal line in the table) are flagged for further analysis.

Table 3
Example of Application of Service Guidelines

Regular Route	2019 Weekday Productivity (Boardings per Revenue Hour)
215	17.6
42A	15.7
42B	13.3
240	13.2
41	12.3
40	10.6
211	9.0
210	8.7
212	8.0
35	8.0
214	7.2
220	4.4
216	2.2
217	0.9
Average	12.2
75%	9.13

Recommendations from this analysis address every regular route with weekday productivity below 75 percent of average. The Woodland local routes (210 and 211 East Woodland and 212 and 214 West Woodland) were replaced by a new local route structure in the original recommendations; the revised recommendations replace two routes with microtransit service and restructure the remaining two routes. Route 35 Southport Local has been combined with Route 39 Southport/Sacramento Commute into a streamlined single route that will connect to downtown

Dan Boyle & Associates, Inc.

Sacramento on every trip and will include some midday service. Route 216 Knights Landing/Woodland, Route 217 Dunnigan/Yolo/Woodland, and Route 220 Davis/Winters/Vacaville will be discontinued, replaced in Winters and Knights Landing by microtransit service.

This approach can be extended to evaluate commute and express routes as well as Saturday and Sunday regular routes. Note that the approach is not prescriptive; it does not require specific action to be taken if a route is below 75% of the average productivity in the group. Subsequent staff analysis may suggest various alternatives, but YCTD and its Board retain the authority to decide which (if any) of the alternatives will be implemented.

Effective evaluation and monitoring of microtransit projects and services require a modified approach, as no historic service performance trends exist (i.e., service not impacted by COVID-19). A combination of recent performance (e.g., rides/hour, cost/ride, etc.) combined with other important qualitative measures should be employed. YCTD will develop the performance metrics through discussions with advisory committees, its Board of Directors, and public insight.

7. Summary

The revised service plan has been developed based on a proposed service recovery strategy emphasizing travel by essential workers and low-income individuals. Lower priority is given to commute and express trips because it is not known how many state office workers in downtown Sacramento or employees at UC Davis will return to their offices on a 5-day-a week basis.

YCTD has maintained trips on three of its most productive express routes (Routes 43, 45, and 230), and a metric is proposed that would restore all trips on these routes when the overall productivity levels reach pre-COVID levels. The revised plan assumes that microtransit service will replace certain fixed routes in Woodland and Winters. The revised plan also assumes that current peak-hour travel times on I-5 and I-80 will continue for the foreseeable future, removing the need to add time in the schedules for routes utilizing these roads.

Table 4 summarizes the revised service plan and its projected impacts to ridership, revenue hours, and vehicle hours (or "gate to gate" hours, a measure used in calculating payments to YCTD's contractor).

The recommendations in the original report related to finance, administration, and Yolobus Special service are unchanged with one exception. The recommendation to change the location and procedure for operator reliefs has been postponed to a future date.


Table 4 Revised Service Plan

Route	Revised Weekday Proposals	New Ridership change	New Rev Hr change	New Veh Hr change
42A/42B	30-minute service peak hours only weekdays; Streamline in downtown Sacramento and Davis; Operate through Sacramento on all trips; Restore early/late trips; minimize layover	374	15.72	16.16
35	Combine with 39	-66	-13.08	-16.19
40	Restore early/late trips			0.00
41	Restore early/late trips			0.00
210	Discontinue	-103	-11.83	-12.03
	Replace with microtransit	40	16.00	16.00
211	Restructure with Route 212; restore early/late trips	0	0.05	0.05
212	Restructure with Route 211; restore early/late trips	0	0.05	0.05
214	Discontinue	-92	-12.75	-12.95
	Replace with microtransit	40	16.00	16.00
216	Discontinue (operates 3 days per week)	-4	-1.85	-1.85
217	Discontinue (operates 2 days per week)	-3	-3.23	-3.23
220	Discontinue	-34	-7.75	-8.25
	Replace with microtransit	20	8.00	8.00
240	Shorten route and add time to sched; restore early/late trips			0.00
39	Combine with 35 (see above)			0.00
220C	Restore			0.00
241	Discontinue	-4	-4.40	-6.14
242	Discontinue	-12	-1.52	-1.70
243	Discontinue	-5	-1.53	-2.21
43	Continue reduced service	-70	-4.92	-9.25
43R	Restore	0	0.00	0.00
44	Discontinue	-87	-5.87	-10.35
45	Continue reduced service	-29	-3.06	-4.30
45X	Discontinue	-4	-1.97	-2.27
46	Discontinue	-20	-1.85	-3.55
230	Continue reduced service	-21	-2.12	-3.68
232	Discontinue	-2	1.97	3.00
	Total Weekday Bus	-179	-57.27	-76.01
	Total Weekday Microtransit	100	40.00	40.00
Route	Revised Saturday Proposals	New Ridership change	New Rev Hr change	New Veh Hr change
35	Discontinue	-24	-10.95	-12.45
210/214	Replace with microtransit	20	8.00	8.00
220	Discontinue	-53	-7.93	-10.07
	Replace with microtransit	20	8.00	8.00
	Total Saturday Bus	-77	-18.88	-22.52
	Total Saturday Microtransit	40	16.00	16.00
Route	Revised Sunday Proposals	New Ridership change	New Rev Hr change	New Veh Hr change
35	Discontinue	-13	-8.95	-10.32
210/214	Replace with microtransit	20	8.00	8.00
	Total Sunday Bus	-13	-8.95	-10.32
	Total Sunday Microtransit	20	8.00	8.00

NOTE: Ridership and revenue hour changes are from pre-COVID levels

BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT

350 Industrial Way, Woodland, CA 95776----(530) 661-0816

Topic: Report on Current YCTD Microtransit (Yolo Urban-Rural (YOUR) Ride) Projects	Agenda Item#: Agenda Type:	9 Deliberation/Action
		Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Prepared By: Kristen Mazur	Approved By: 	Meeting Date: March 8, 2021

RECOMMENDATION:

It is recommended that the Yolo County Transportation District (YCTD) Board of Directors receive and provide comment and feedback on staff's initial Yolo Urban-Rural (YOUR) Ride microtransit performance evaluation. It is also recommended that the Board advise staff on recommended goals (quantitative and qualitative) and performance metrics for YOUR Ride microtransit service going forward, should the YCTD Board choose to continue and/or expand YCTD's YOUR Ride services.

REASON FOR RECOMMENDATION:

The following update on current YCTD microtransit service (YOUR Ride) and initial information and data was provided to both the YCTD Citizens Advisory Committee and Technical Advisory Committee in late February and early March respectively. Minutes from both meetings are included in the YCTD March 2021 Board meeting packet.

The report aims to provide a more direct comparison between the YOUR Ride service and respective fixed-route services which are currently replaced by the pilot projects. This staff report provides additional information and comparisons between the service modes. YCTD Board feedback on available operational performance will help staff determine the applicability of future microtransit options within the District's service area. Defining the goals of YCTD's YOUR Ride service—both qualitative and quantitative—and setting productivity benchmarks (e.g., cost per ride, rides per hour) will help YCTD staff and the Board ensure that YoloBus' mix of fixed route and microtransit services is accurately reflecting the transportation, transit, and mobility needs of its communities.

BACKGROUND:

Originally launched in August 2019 through a SACOG Civic Lab grant funding, YOUR Ride microtransit services sought to determine an optimal way to connect rural communities to their small urban neighbors in a cost-effective, efficient, and community-supported manner. YOUR Ride began in a limited fashion, connecting the Knights Landing community in unincorporated Yolo County to the City of Woodland. In March 2020, the COVID-19 pandemic significantly disrupted YCTD and YoloBus services, as well as mobility throughout the region. YOUR Ride was expanded (including the grant funding source) to add a distinct zone including the City of Winters and El Rio Villa, allowing for microtransit connections to the Cities of Davis and Vacaville.

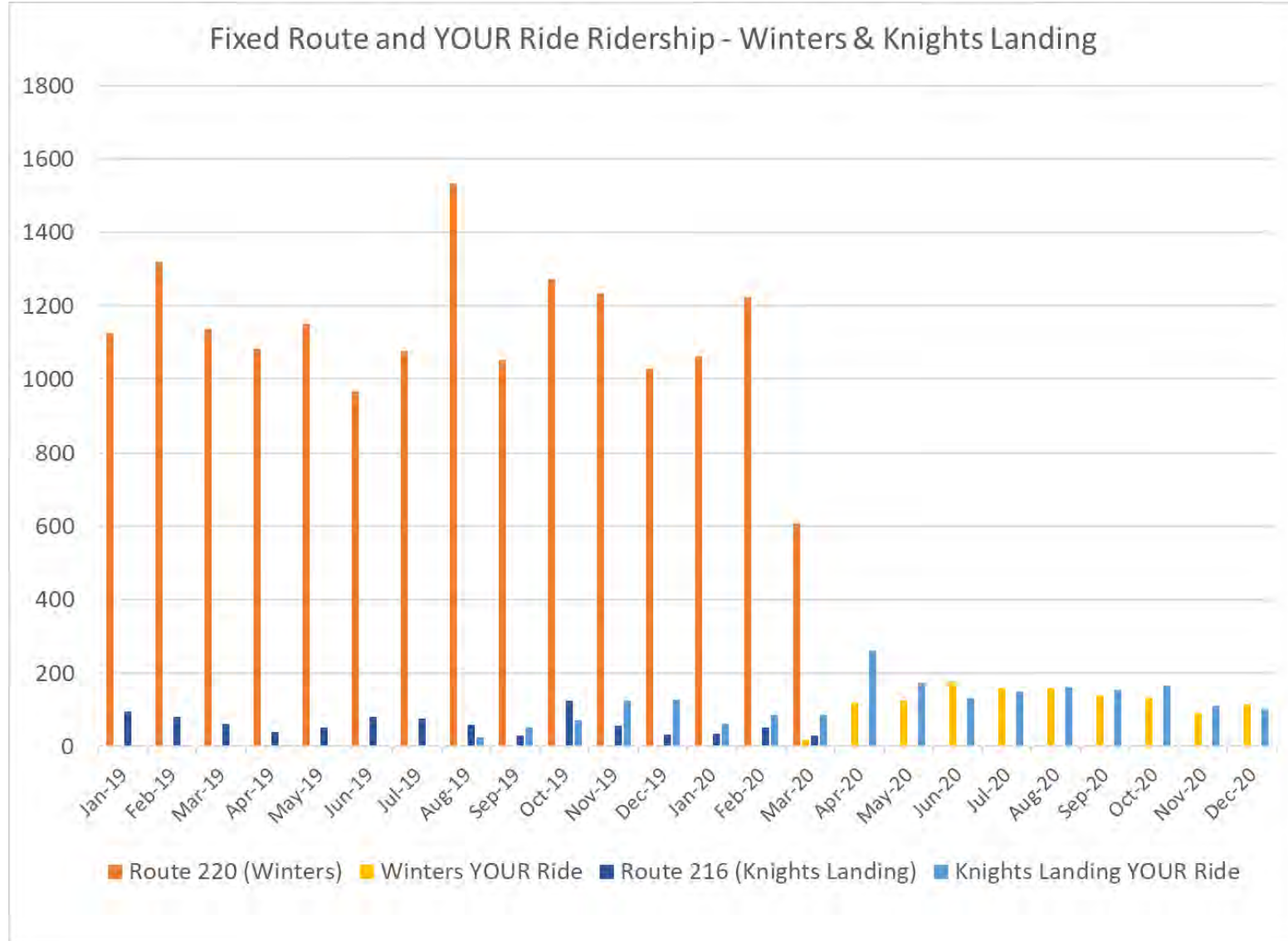
YCTD is working to determine the best use of available resources, including driver, vehicle, and funding availability, and is evaluating the merits and challenges of establishing YOUR Ride as a permanent mode of service. YCTD is also considering an expansion of microtransit to the City of Woodland as part of the District's network enhancement and restructuring.

Key Performance Indicators (KPI) provide a snapshot of the efficiency of microtransit, though assessment of performance need not be strictly quantitative. Hard to measure factors including customer satisfaction, quality of

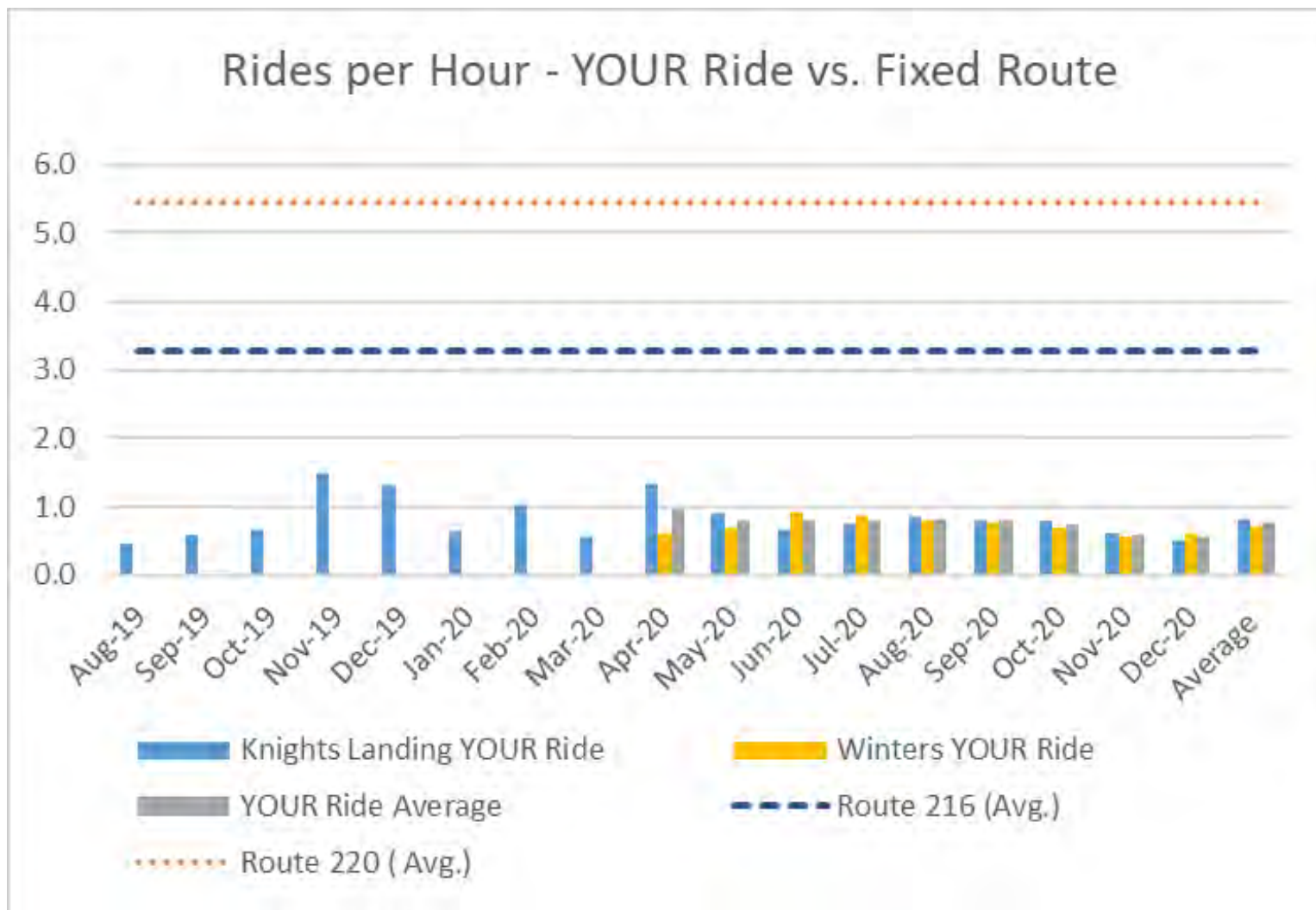
life, and health benefits, should also be factored into the District's evaluation of the YOUR Ride service.

In general, it appears the costs and performance of the YOUR Ride service has stabilized, though possibly stunted due to the current operating environment. The costs for providing service escalate exponentially with demand due to rider capacity limits on the YOUR Ride vehicles (currently not more than four riders at a time) and the subsequent need to introduce additional vehicles and other resources.

Staff seeks input and guidance from the Board and the public on determining which such qualitative metrics should be considered/established, as well as the best approach towards collecting the required information from riders and the public at large. It should be noted, public feedback provided as part of participation in the YoloGo public outreach process is currently being considered as part of the District's overall service planning.



Better
Performance
↑




Better
Performance



For Reference: Yolobus Systemwide Average (FY19 NTD)

- Rides per revenue hour (Fixed Route): 11.7
- Rides per revenue hour (Demand Response including ADA Paratransit): 1.5




 Better
Performance

For Reference: Yolobus Systemwide Average (FY19 NTD)

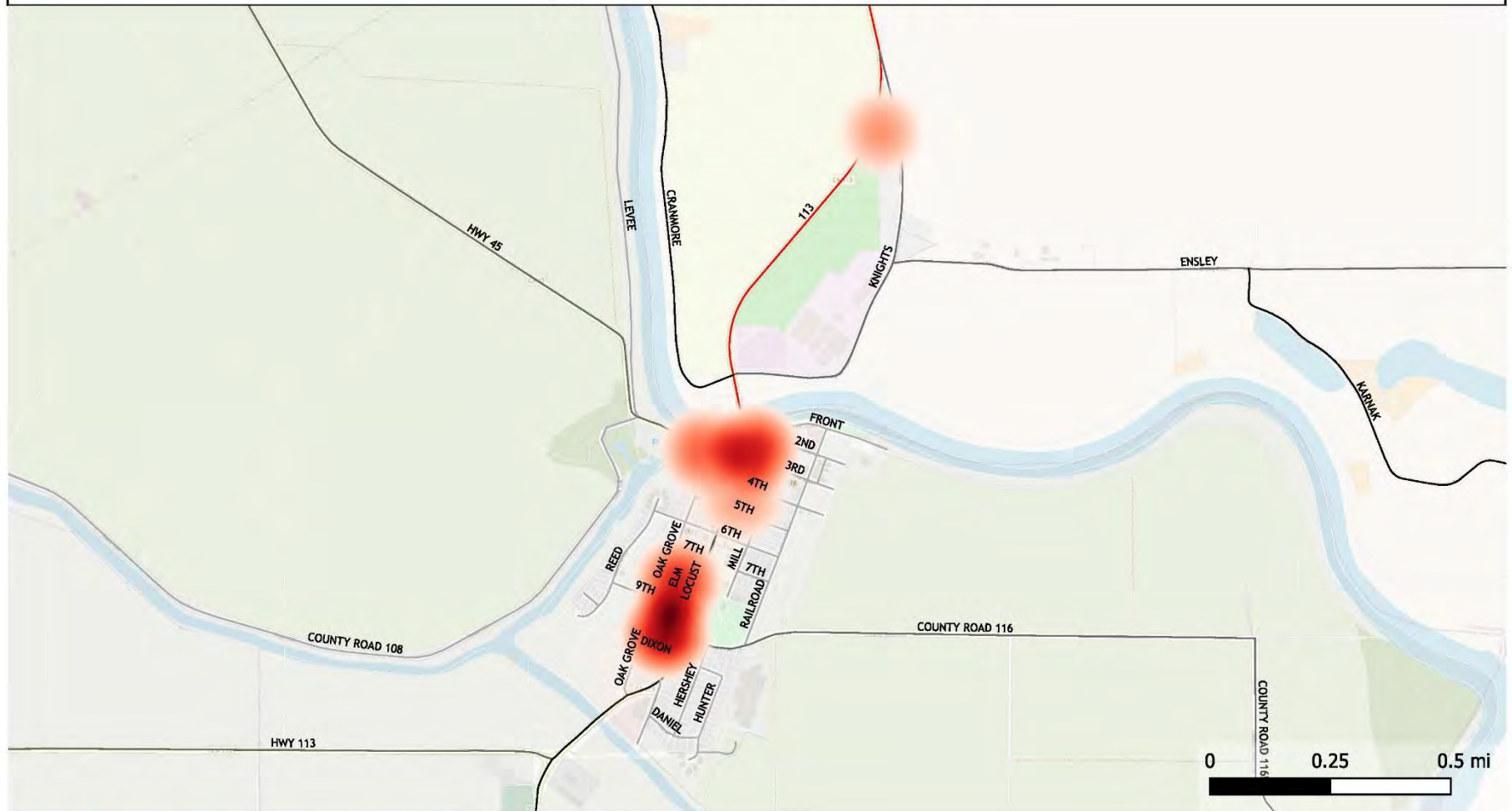
- Operating expenses per ride (Fixed Route): \$9.85

- Operating expenses per ride (Demand Response including ADA Paratransit): \$76.69

OnDemand Heat Map

Knight's Landing, CA

September 1, 2020 through February 19, 2021

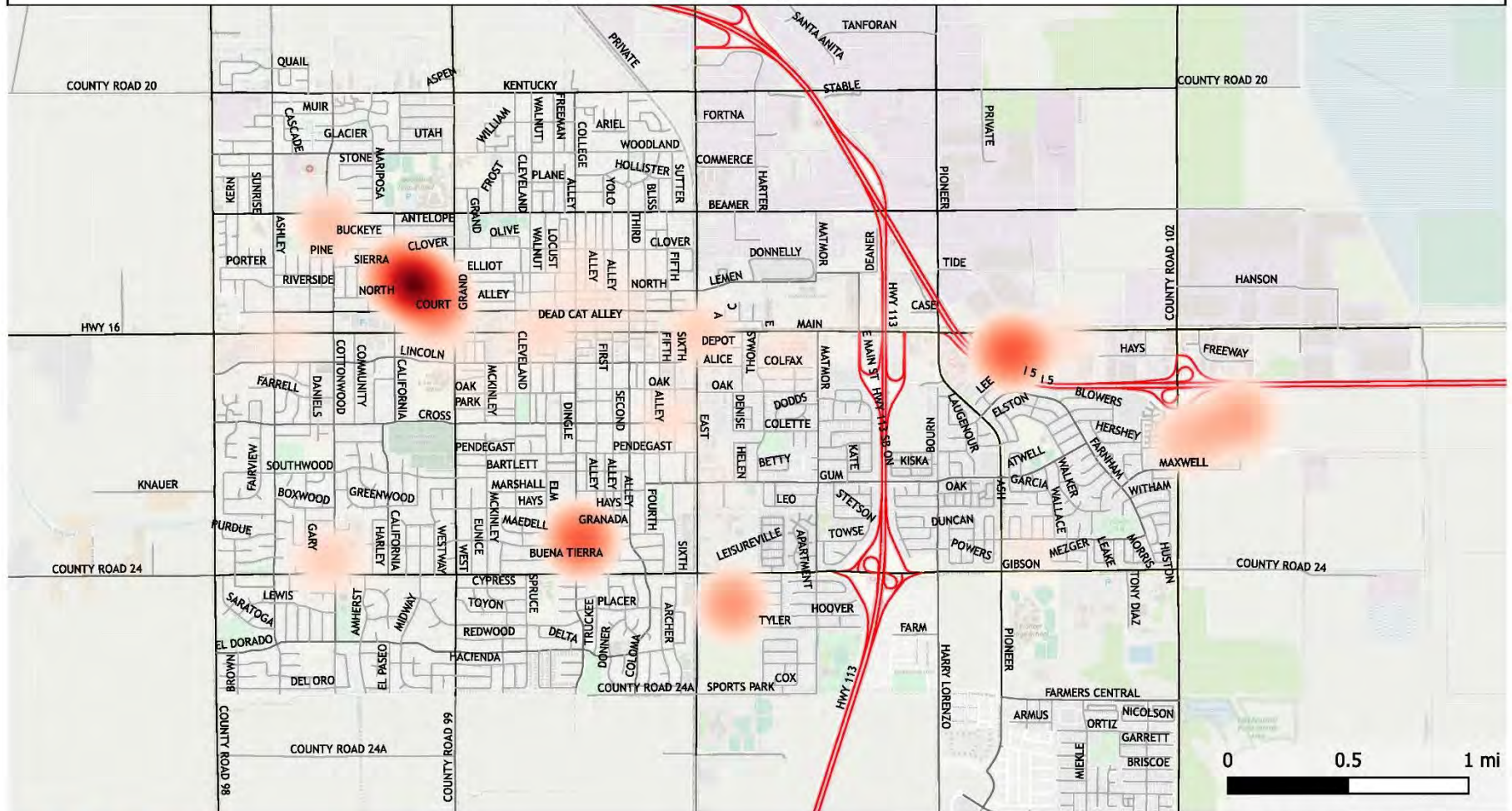


Yolo County Transportation District
350 Industrial Way
Woodland, CA 95776
(530) 666-2877

OnDemand Heat Map

Woodland, CA

September 1, 2020 through February 19, 2021

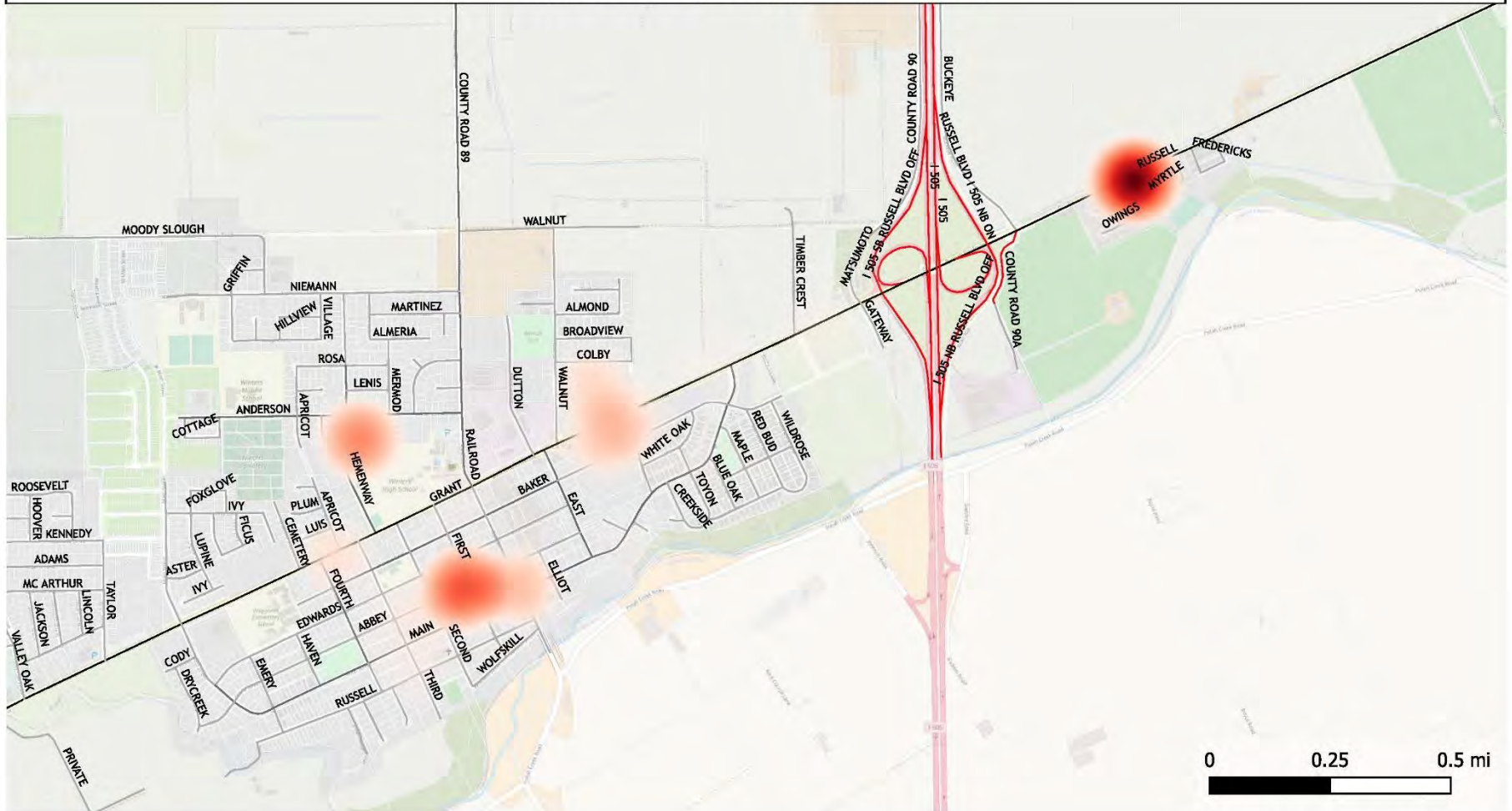


Yolo County Transportation District
350 Industrial Way
Woodland, CA 95776
(530) 666-2877

OnDemand Heat Map

Winters, CA

September 1, 2020 through February 19, 2021

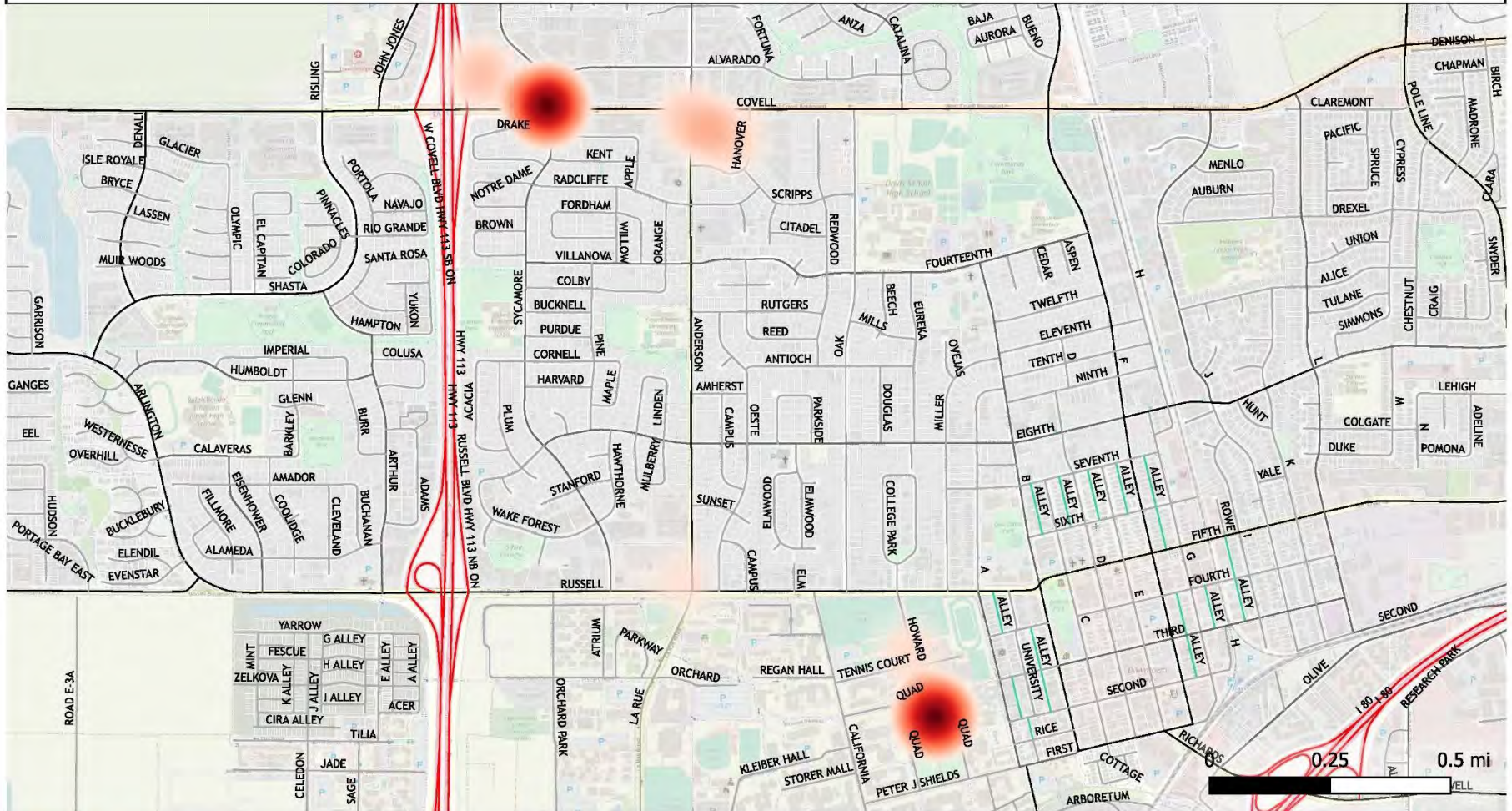


Yolo County Transportation District
350 Industrial Way
Woodland, CA 95776
(530) 666-2877

OnDemand Heat Map

Davis, CA

September 1, 2020 through February 19, 2021

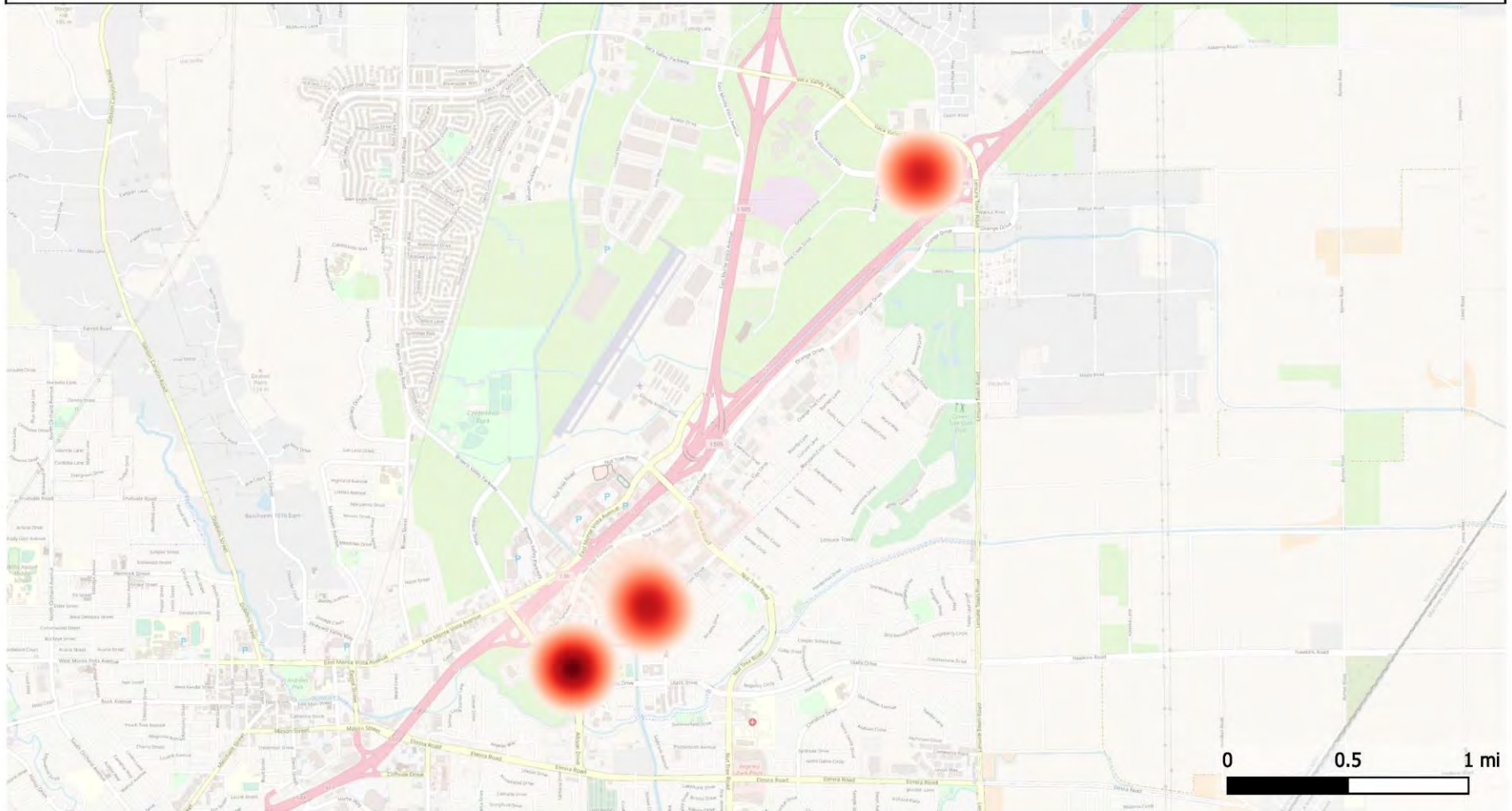


Yolo County Transportation District
350 Industrial Way
Woodland, CA 95776
(530) 666-2877

OnDemand Heat Map

Vacaville, CA

September 1, 2020 through February 19, 2021



Yolo County Transportation District
350 Industrial Way
Woodland, CA 95776
(530) 666-2877


BUDGET IMPACT:

Continued operations of the microtransit service as a permanent mode for Yolobus may result in increased operational costs due to increased vehicle/driver demand and limited capacity. Final costs of transitioning to permanent microtransit service areas will need to include any applicable increases in liability coverages, additional fuel/maintenance costs, and any necessary technology and hardware required.

This Page Intentionally Left Blank

BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT

350 Industrial Way, Woodland, CA 95776 --- (530) 661-0816

Topic: Grant Limited Emergency Authority to Executive Director	Agenda Item #: Agenda Type:	10 Deliberation/Action
		Attachments <input checked="" type="radio"/> Yes <input type="radio"/> No
Prepared by: Terry Bassett	Approved by: 	Meeting Date: March 8, 2021

RECOMMENDATION:

It is recommended that, due to COVID-19, the YCTD Board of Directors grant continued emergency authority to its Executive Director, authorizing him, or his designee, in collaboration with the Board Chair, Vice-Chair and District Counsel, to:

- 1) On an ongoing basis:
 - a. Approve the insertion of additional bus trips, as necessary, when bus loads significantly exceed capacity restrictions set by the district, as such activities are consistent with YCTD board's core values on safety, as well as its sensitivity to the social distancing protocols of the County of Yolo; and
 - b. Plan for and execute emergency changes in services made necessary as the result of COVID-19 related guidance/directives from the Yolo County Emergency Operations Center, the Yolo County Health Officer, the California Office of Emergency Services, the Governor of the State of California, or other regional, state or federal authorities that have jurisdiction over YCTD.
- 2) For the period of March 9-April 30, 2021: Working with Cache Creek Casino Resort, plan for and implement service schedule changes on Yolobus route 215.

REASON FOR RECOMMENDATION:

The recommended actions are intended to limit emergency authority, due to COVID-19 considerations, while still providing a path forward for dealing with Cache Creek Casino Resort requests regarding adjustments to the Route 215 service level.

BACKGROUND:

We are seeking ongoing emergency authority to provide capacity on buses when needed, as well as to respond to requests and directives from health and safety related agencies. While doing business, it is important to have the flexibility to undertake reasonable measures in response to capacity issues, as well as health and safety matters.

Regarding Route 215 specifically, we have been engaged in discussions with Cache Creek Casino Resort (Casino) representatives regarding the number of round trips that YCTD provides between Woodland and the Casino. The Casino is seeking financial relief because Route 215 ridership is around 60% of pre-COVID-19 levels. To help address this, and in consultation with Casino staff, YCTD staff developed and implemented a schedule which reduced the number of Route 215 round trips from 17 a day to 12 a day, effective February 1, 2021.

Since February 1st, we received negative reactions from several sources about bus overcrowding. From February 1-10, there were 48 occasions when bus loads on our 57-passenger MCI buses exceeded our limit of 26 people per trip. Some 22 of those 48 occasions had loads of 35 or more.

To fix this capacity problem, we reinstated three peak period round trips, each running within about 10 minutes of a preceding bus trip. This brought us back to running 15 of the original 17 trips. This mitigated the passenger load problem; however, since then, the Casino has reiterated the importance of getting back down to 12 round trips per day. We are endeavoring to find a way to accommodate this request.

BUDGET IMPACT:


Unknown at this time.

Route 215 Ridership Per Trip for February, 2021

Start Time	Direction	1-Feb	2-Feb	3-Feb	4-Feb	5-Feb	6-Feb	7-Feb	8-Feb	9-Feb	10-Feb	11-Feb	12-Feb	13-Feb	14-Feb	15-Feb	16-Feb	17-Feb	18-Feb	19-Feb	20-Feb	21-Feb	22-Feb	23-Feb	24-Feb	25-Feb	26-Feb	27-Feb	28-Feb
WESTBOUND ROUTE 215																													
5:45 AM	WB	31	31	36	38	43	31	41	39	46	35	34	28	27	26	25	28	25	26	24	11	25	25	26	26	27	25	26	26
5:55 AM	WB	12	12	3	2	0	0	0	0	0	0	0	16	13	9	12	2	7	16	18	24	8	23	24	12	14	18	13	10
AM Peak (2 trips)	WB	43	43	39	40	43	31	41	39	46	35	34	44	40	35	37	30	32	42	42	35	33	48	50	38	41	43	39	36
6:55 AM	WB	0	7	5	12	19	9	8	8	6	9	15	19	8	8	14	6	21	17	10	11	12	16	6	9	13	13	9	9
7:55 AM	WB	18	17	18	26	22	11	14	22	17	24	33	21	10	24	19	22	17	29	20	16	0	19	21	16	24	0	13	14
8:55 AM	WB	17	12	10	11	10	19	18	19	9	8	16	13	16	16	14	15	7	15	14	22	29	22	14	9	13	12	19	13
12:55 PM	WB	19	11	41	9	12	16	15	13	13	7	10	11	14	21	13	8	8	16	14	12	17	12	17	9	8	8	22	14
1:45 PM	WB	30	30	0	26	24	33	22	30	29	30	25	24	12	24	26	23	21	27	25	20	24	26	26	26	24	22	28	22
1:55 PM	WB	0	0	1	1	0	0	0	0	0	0	3	2	8	2	12	2	8	2	2	3	6	9	8	2	4	3	3	7
PM Peak (2 trips)	WB	30	30	1	27	24	33	22	30	29	30	28	26	20	26	38	25	29	29	27	23	30	35	34	28	28	25	31	29
2:55 PM	WB	5	5	2	5	8	7	8	9	7	0	4	5	8	4	11	2	4	7	9	11	10	6	2	3	7	27	11	19
3:55 PM	WB	10	13	13	14	18	0	16	11	14	16	16	15	13	8	9	0	13	12	12	0	5	2	2	16	18	13	5	6
4:55 PM	WB	5	7	7	0	7	13	16	15	4	3	3	10	8	2	2	0	0	6	9	4	1	0	2	7	2	4	4	3
8:55 PM	WB	14	13	19	0	0	10	21	8	15	14	0	4	9	17	19	10	8	9	24	15	14	22	15	10	0	5	16	11
9:45 PM	WB	32	30	25	30	31	41	34	39	28	24	26	21	30	23	27	26	29	27	27	26	20	25	26	26	26	27	28	22
9:55 PM	WB	4	21	3	15	10	0	0	0	0	0	6	7	7	13	11	3	10	16	15	21	12	10	2	4	22	24	29	16
Late Peak (2 trips)	WB	36	51	28	45	41	41	34	39	28	24	32	28	37	36	38	29	39	43	42	47	32	35	28	30	48	51	57	38
11:55 PM	WB	3	3	8	3	6	17	1	7	5	1	2	10	3	5	2	2	3	5	7	3	2	1	4	4	7	3	4	3
EASTBOUND ROUTE 215																													
7:07 AM	EB	25	27	1	0	0	0	0	0	0	0	35	22	25	25	28	26	26	26	23	28	27	27	26	22	26	24	27	25
7:15 AM	EB	20	15	40	36	40	38	35	34	43	35	0	10	16	16	15	10	10	9	11	10	13	9	4	11	11	17	12	13
AM Peak (2 trips)	EB	45	42	41	36	40	38	35	34	43	35	35	32	41	41	43	36	36	35	34	38	40	36	30	33	37	41	39	38
8:07 AM	EB	0	2	1	6	4	9	1	0	1	1	4	4	1	3	4	1	1	3	3	4	1	2	0	0	3	3	1	6
9:07 AM	EB	11	11	1	5	6	6	8	12	12	2	9	4	7	5	6	1	6	10	4	8	22	10	10	9	3	5	6	8
10:07 AM	EB	4	4	3	4	5	0	1	16	3	7	7	4	5	1	5	3	8	4	9	9	0	3	0	5	8	30	1	0
2:07 PM	EB	3	6	7	5	3	5	3	6	3	6	12	6	7	5	5	5	6	10	5	9	6	13	0	5	5	4	4	6
3:07 PM	EB	0	41	35	0	0	0	0	0	0	0	26	0	20	28	19	30	28	26	19	2	24	26	26	21	27	25	21	22
3:15 PM	EB	34	0	4	37	33	33	29	35	35	33	11	26	11	11	17	20	11	11	16	12	10	9	19	11	16	11	14	11
PM Peak (2 trips)	EB	34	41	39	37	33	33	29	35	35	33	37	26	31	39	36	50	39	37	35	14	34	35	45	32	43	36	35	33
4:07 PM	EB	13	13	8	17	22	11	16	14	6	7	14	8	13	8	5	6	12	20	16	16	14	14	9	9	15	9	14	10
5:07 PM	EB	20	25	21	23	25	0	8	20	22	26	36	28	15	15	26	22	20	32	23	0	10	27	26	13	26	26	21	8
6:15 PM	EB	12	15	1	11	13	21	8	0	8	6	14	13	20	16	16	4	6	13	13	22	19	11	11	2	10	22	18	20
10:07 PM	EB	2	4	6	0	0	9	2	8	0	0	0	7	5	9	0	5	2	8	12	7	9	4	6	6	0	0	5	10
11:07 PM	EB	27	0	24	20	0	0	0	0	0	0	16	13	23	22	24	16	18	20	20	3	25	26	23	19	17	20	1	9
11:15 PM	EB	0	16	1	5	30	27	31	2	31	25	6	14	7	8	12	4	0	0	0	19	4	11	7	0	18	0	14	22
Late Peak (2 trips)	EB	27	16	25	25	30	27	31	2	31	25	22	27	30	30	36	20	18	20	20	22	29	37	30	19	35	20	15	31
1:07 AM	EB	9	11	17	0	0	0	14	13	13	13	2	10	12	11	3	12	11	8	9	14	8	10	10	7	11	9	11	11
Daily Total:		380	402	361	361	391	366	370	380	370	332	385	375	373	385	401	314	346	430	413	362	377	420	372	319	405	409	400	376

This Page Intentionally Left Blank

BOARD COMMUNICATION: YOLO COUNTY TRANSPORTATION DISTRICT
350 Industrial Way, Woodland, CA 95776---- (530) 661-0816

Topic: Consider Director's Report	Agenda Item #: Agenda Type:	11
		Deliberation/Action
Prepared By: Terry Bassett, Jose Perez	Approved By: 	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
		Meeting Date: March 8, 2021

RECOMMENDATION:

Your Board reserves the right to take action on all items below, except for oral report items.

BACKGROUND:

a. Oral Report

b. Free Rides For COVID-19 Vaccinations

Effective March 1, 2021, YCTD approved and began implementing free transit rides for COVID-19 vaccination appointments. The vaccination related free rides will be available on YoloBus fixed routes, paratransit and microtransit services, effective March 1 to June 30, 2021. This offer coincides with a Sacramento Regional Transit (SacRT) program providing free transit service to COVID-19 vaccinations. Participants need to provide proof of a COVID-19 vaccination appointment and are to show the driver confirmation of said appointment to the operator. Acceptable confirmations include an appointment card, email or text message from their health provider/vaccination center. YCTD staff provided notices onboard vehicles, distributed emails, and promoted the program through social media, and will continue the awareness campaign through the life of the program. Additional information is available to the public at <https://yolobus.com/news/index.php/684>.

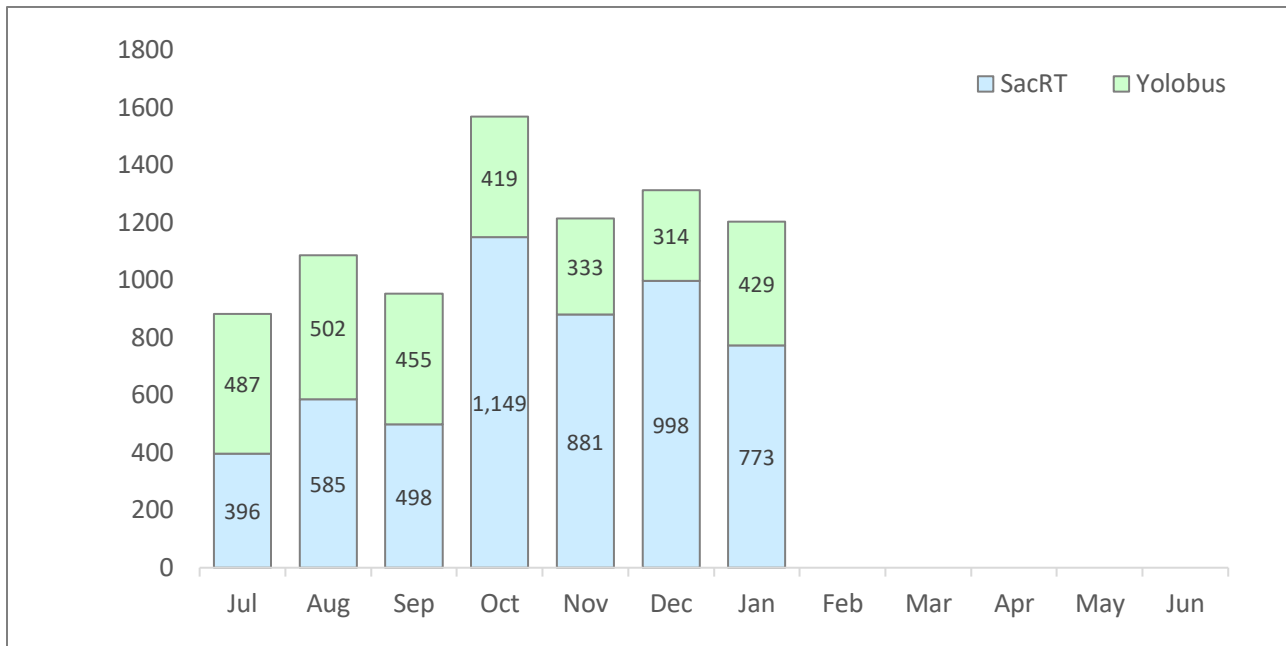
c. Update on Causeway Connection Service

YCTD staff has coordinated with SacRT and UC Davis staff with respect to the refinement development of future operating procedures and schedules. Effective April 1, 2021, minor adjustments on which agency will operate specific trips will go into effect. Current published schedules identify which trip is operated by each agency, and the materials will be updated to reflect the planned changes. The changes were made to improve reliability in on-time performance for key early-morning trips. The partners are working on planning and updating trip running times and schedules. These revisions will also be developed to account for the return of full-time UC campus activity. The anticipated ability to provide service without significant pandemic restrictions (and resulting increases in demand) will also allow the partners to consider whether to implement the original expansion bus stops to locations in east Davis (Mace Park and Ride) and Downtown Sacramento. Such changes, if implemented, would not likely occur until after Labor Day in September 2021. Overall Causeway Connection ridership targets were significantly impacted by COVID-19 and reduced demand. YCTD has set a conservative target for average rides per day at 520 at the originally planned service levels (assumes ten rides/trip, with a total of 52 trips a day).

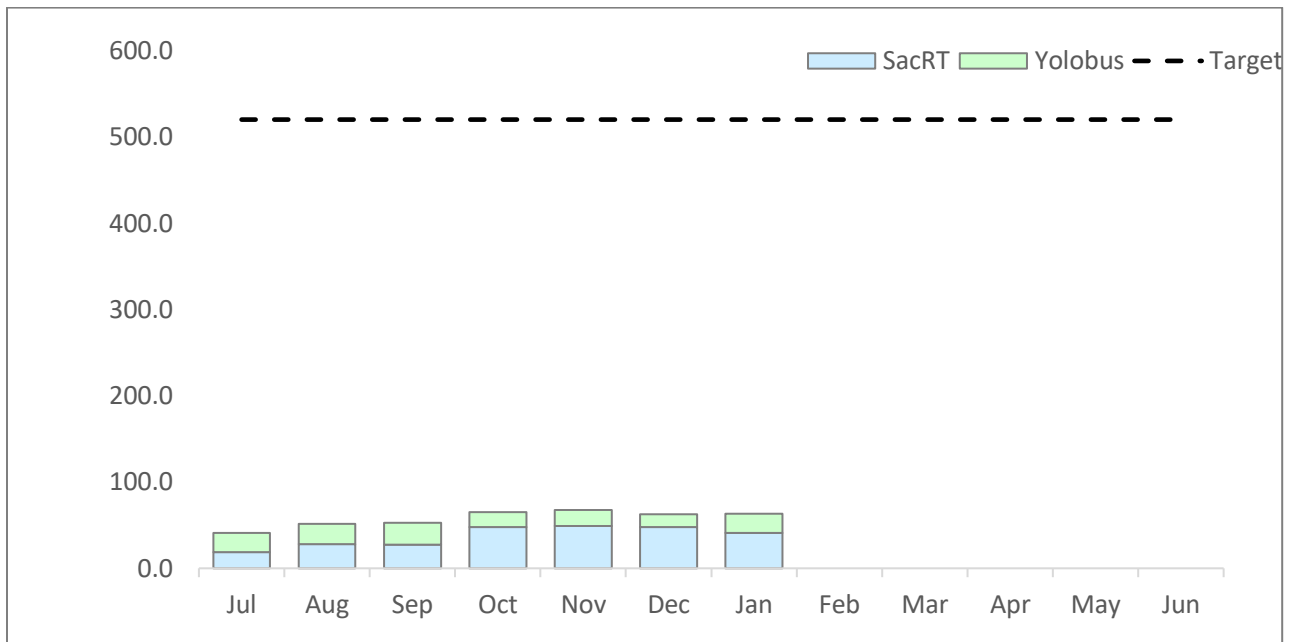
Current rides per day average around 34 rides. It should be noted current ridership has been in service entirely within the impacts of the ongoing COVID pandemic and with the number of trips per day ranging from 10 at launch to the current 30 trips per day.

Causeway Connection Ridership (FY 2021):

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total
YCTD	487	502	455	419	333	314	429	2,939
SacRT	396	585	498	1,149	881	998	773	5,280
Total	883	1,087	953	1,568	1,214	1,312	1,202	8,219



Average Daily Ridership (FY 2021)



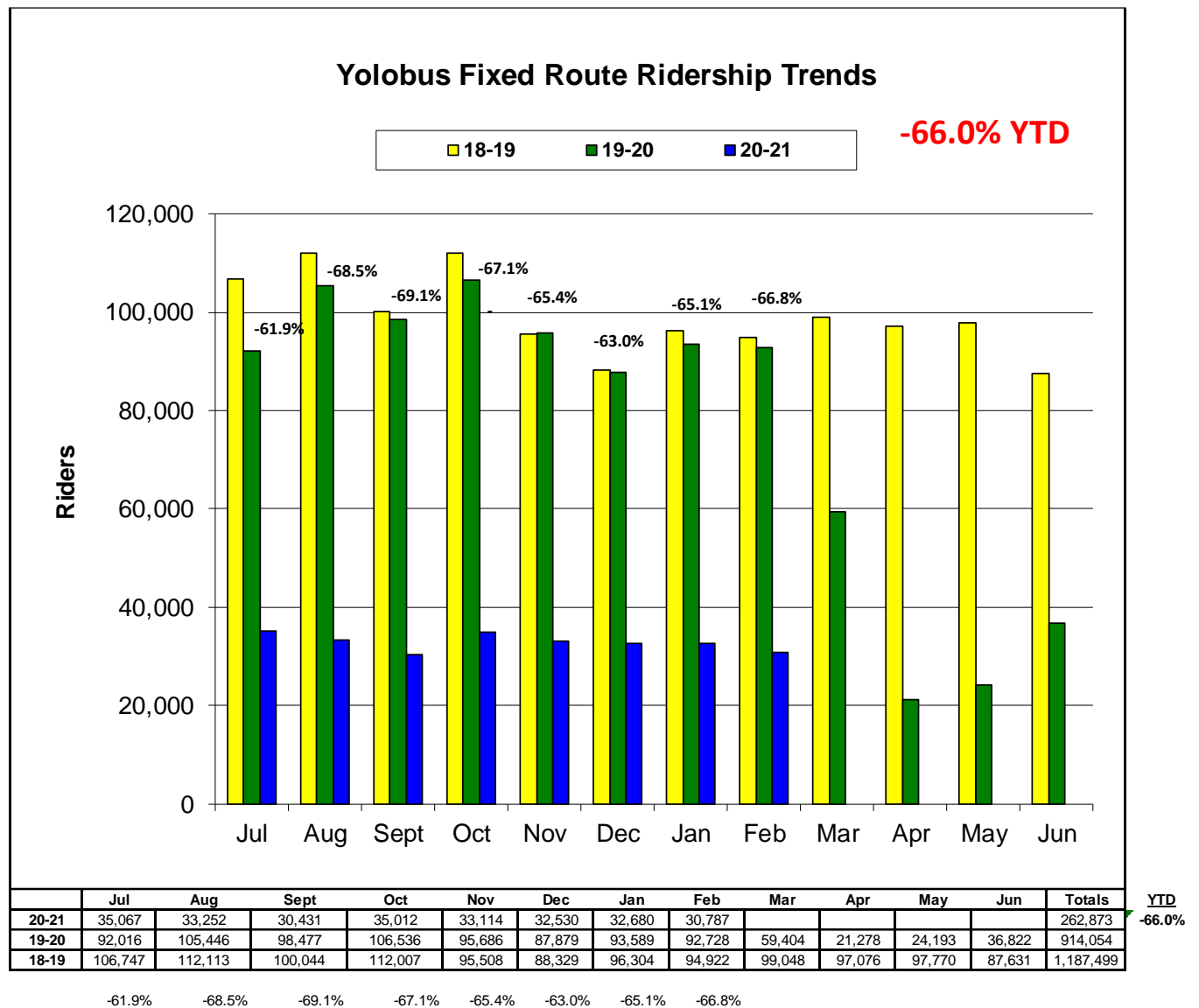
d. Monthly Progress Report on Three Primary Goals, Desired Outcomes for Succession Plan

- i. Develop a 3-year budget that is reflective of board priorities on effectiveness, seamlessness, efficiency, and sustainability, while taking the revised Comprehensive Operational Analysis (COA—also known as YoloGo) recommendations into consideration. Prepare draft 3-year budget, or financial plan, by March 30, 2021. Provide monthly or quarterly updates, as appropriate. **March 8, 2021 Update:** This is an ongoing project and is intermixed with the COA, as described in agenda item 8 in this Board packet. It is still staff's intention to prepare a draft 3-year budget by March 30, 2021. Because the COA/YoloGo recommendations are still undergoing refinement and adjustments, there will not be a lot of specificity in years 2 and 3.
- ii. Review and proactively redesign and implement transportation related service changes and public outreach programs, consistent with board priorities, in response to existing and new COVID-19 outbreaks which may occur over the next 3-years. Provide monthly updates, as appropriate. **March 8, 2021 Update:** This is an ongoing project and is intermixed with the COA/YoloGo, as described in agenda item 8 in this Board packet.
- iii. Develop and submit a proposed succession plan, reflective of district-wide priorities. Review district activities, employee roles, responsibilities, job descriptions, and desired outcomes for a succession plan, by November 30, 2020. Provide succession plan recommendations by May 31, 2021. Provide monthly updates, as appropriate. **February 2021 Update:** In December and January, I submitted the desired outcomes for a succession plan to the Board. I intend to provide the succession plan recommendations by the May 31st deadline described above.

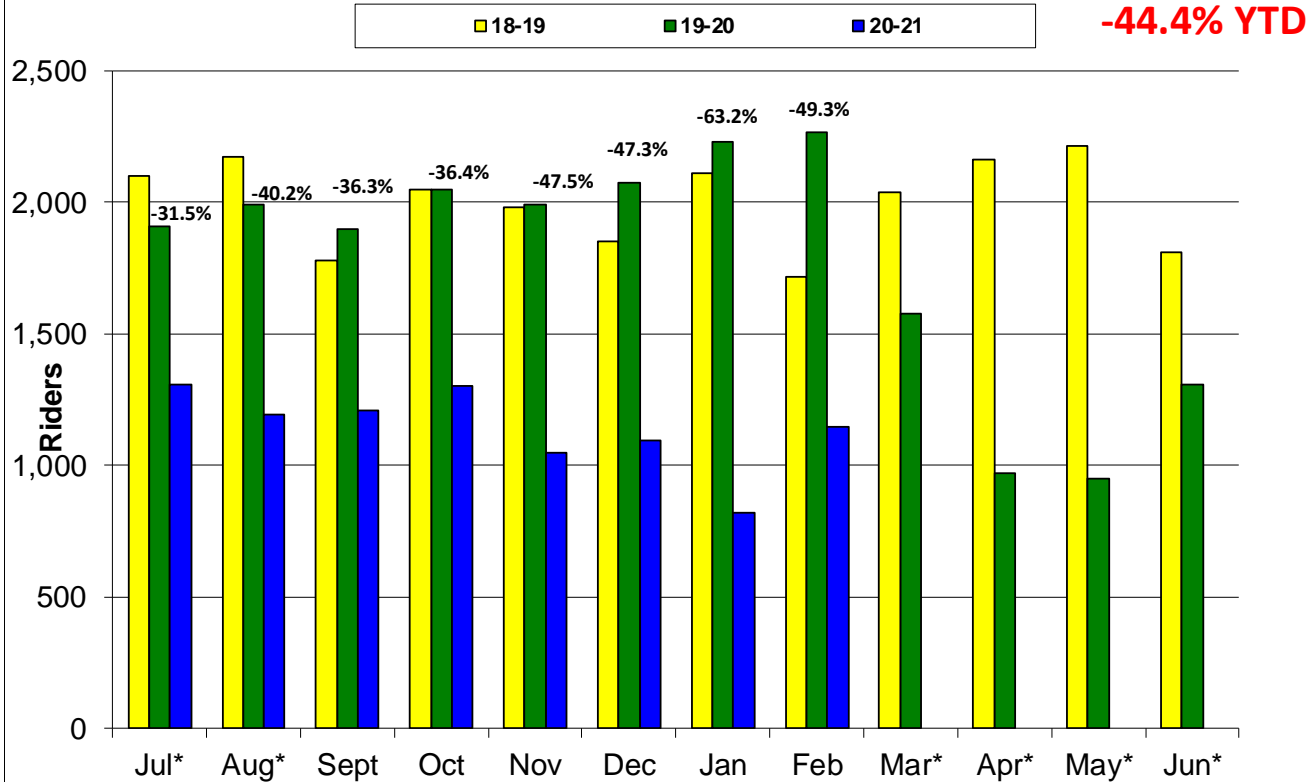
e. Attachments

- i. February 2021 Ridership Report for Fixed Route, Paratransit and Microtransit
- ii. Updated Long-Range Board Meeting Calendar
- iii. Draft Minutes of February 22, 2021 Citizens Advisory Committee Meeting
- iv. Draft Minutes of March 1, 2021 Technical Advisory Committee Meeting
- v. Nominations Submitted Under Current SACOG Competitive Round

Attachment i: February 2021 Ridership Report for Fixed Route, Paratransit and Microtransit



Yolobus Special Paratransit (ADA) Ridership Trends



	Jul*	Aug*	Sept	Oct	Nov	Dec	Jan	Feb	Mar*	Apr*	May*	Jun*	Totals	YTD
20-21*	1,309	1,192	1,210	1,302	1,046	1,094	821	1,148					9,122	-44.4%
19-20	1,910	1,994	1,901	2,047	1,994	2,077	2,230	2,266	1,578	972	947	1,308	21,224	
18-19	2,099	2,173	1,781	2,048	1,982	1,850	2,109	1,715	2,039	2,163	2,216	1,808	24,806	

-31.5% -40.2% -36.3% -36.4% -47.5% -47.3% -63.2% -49.3%

*Includes YOUR Ride microtransit ridership (Knights Landing + Winters):

Microtransit Ridership-Knights Landing (KL) and Winters

20-21	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
KL	148	161	153	165	110	102	92	113
Winters	158	160	139	133	91	114	113	124
Total	306	321	292	298	201	216	205	237

Attachment ii: Updated Long-Range Board Meeting Calendar

Long Range YCTD Board Meeting Calendar (subject to modifications)												
Updated March 8, 2021												
<u>April 12, 2021</u>												
1 Financial & Ridership Update (status of fares, LTF, STA, CARES, fund balance, other revenues)												
2 Introduction of Draft 3-Year Budget												
3 Director's Report, Monthly Progress Report on Three Primary Goals												
4 Consider Adoption of Final COA/YOLO GO Study												
5 Update on Causeway Connection												
<u>May 10, 2021</u>												
1 Third Quarter Financial and Performance Reports for January 1-March 30, 2021												
2 Financial & Ridership Update (status of fares, LTF, STA, CARES, fund balance, other revenues)												
3 Introduction of Draft Preliminary FY 21/22 Budget												
4 Consider Succession Plan recommendations, revised job descriptions and changes in salary ranges												
5 Director's Report, Monthly Progress Report on Three Primary Goals												
6 Update on Causeway Connection Service												
7 SRTP: Draft goals and performance measures for all modes (fixed route, microtransit, ADA paratransit)												
8 Public Hearing on Recommended Changes in Bus Routes and Schedules												
<u>June 14, 2021</u>												
1 Financial & Ridership Update (status of fares, LTF, STA, CARES, fund balance, other revenues)												
2 Public Hearing and Possible Adoption of Preliminary FY 21/22 Budget and Three-Year Budget												
3 Agreement for YCTD SRTP FY 2022-2029												
4 Election of 2021-2020 Chair & Vice Chair												
5 Director's Report, Monthly Progress Report on Three Primary Goals												
6 Introduce Potential Changes in Causeway Connection Bus Schedule and Routes												
7 Consider RFP for new microtransit software to be used existing and expanded service areas as recommended by COA												
<u>July 12, 2021</u>												
1 Consider RFP for Fuel Study												
2 Possible Public Hearing Regarding Changes in Causeway Connection (Route 138) Bus Schedule and Routes												
<u>August 9, 2021</u> TBD												
1 Award contract for new microtransit software												
2 SRTP: Draft 10 Year Capital and Operating Plan												
<u>September 13, 2021</u> TBD												
1 SRTP: Public Outreach Update												
<u>October 11, 2021</u> TBD												
<u>November 8, 2021</u> TBD												
1 SRTP: Draft SRTP Document, including outreach results, final performance measures, and final 10-Year Capital and Operating Plan												
<u>December 13, 2021</u> TBD												
1 SRTP: Final SRTP Document												
<u>January 10, 2021</u> TBD												
<u>February 14, 2021</u> TBD												

Attachment iii: Draft Minutes of February 22, 2021 Citizens Advisory Committee Meeting

Citizens' Advisory Committee (CAC) Minutes

350 Industrial Way, Woodland, CA 95776

February 22, 2021

Via Zoom

1. Call to order/Roll Call

Chair Baker called the meeting to order at 6:03 pm

West Sacramento	Patrick Guild
Winters	Lisa Baker
Woodland	Mollie D'Agostino
Davis	Stephen Streeter (<i>joined at 6:07</i>)
Yolo County	Olin Woods
At Large	Andy Furillo

Staff members present were Terry Bassett, YCTD Executive Director; Jose Perez, YCTD Deputy Director Operations, Planning & Special Projects; Kristen Mazur, YCTD Senior Transportation Planner and YCTD Executive Assistant Kathy Souza.

Also attending were Transdev General Manager Michael Klein and Operations Manager Kyle Eggen and Alan Hirsch, Andrew Furillo, and Joe Bolte, Davis.

2. Self-Introductions

Staff and committee members gave brief self-introductions.

3. Approval of Agenda

Mr. Woods made the motion, seconded by Mr. Streeter, to approve the agenda for the February 22, 2021 meeting. The motion passed unanimously.

4. Selection of Chair, Vice-Chair for February-June 2021

Mr. Woods nominated Ms. Baker for the position of Chair, seconded by Mr. Streeter. There were no further nominations and Ms. Baker was unanimously selected as Chair.

Mr. Woods nominated Mr. Streeter as Vice Chair, seconded by Mr. Furillo. There were no further nominations and Mr. Street was unanimously selected as Vice Chair.

5. Distribution of CAC Bylaws, YCTD Board Vision, Values, and Priorities

Mr. Perez explained these attached documents were to familiarize the committee members with the workings of the CAC and goals of the YCTD board.

6. Comments from CAC members and public –

Mr. Hirsch welcomed the new committee members and stated they would serve as transit ambassadors, advocates for riders, and provide input on matters before the board of directors. He added that he would like to see more information about the committee on the website.

Mr. Streeter asked if the usual April transit workshop would be held and if so, could a Causeway Connection bus be displayed at that workshop. He asked what orientation was provided to new committee members. Mr. Perez responded that staff would provide Causeway Connection at the transit workshop. He added that Mr. Furillo had attended an orientation and facility tour the previous week, stating that both Ms. D'Agostino and Mr. Guild were welcome to request a similar orientation.

7. Approval of Minutes of January 4, 2021 Meeting

Mr. Woods made the motion to approve minutes of the January 4, 2021 seconded by Mr. Guild. The motion passed unanimously.

Mr. Hirsch state he wanted to see recent and historical minutes available on the website.

8. Update on COA and Reassessment Study

Chair Baker asked that, going forward, acronyms be presented in full in the title of each item.

Mr. Perez presented the staff report. He informed the committee that this was the final week of the virtual workshop.

Mr. Furillo complimented the streamlining and efficiency increases within the proposed peak hour service increases. He asked that staff coordinate with Unitrans to ensure the first and last mile needs were being met.

Ms. D'Agostino asked what caused the suggestion for limited peak hours increases rather than during all service hours. Mr. Bassett responded that the Route 42 was the costliest of the routes and had suggested that the expansion begin during peak hours then review what impacts those changes have before requesting increased funds to expand the additional service.

Chair Baker pointed out that the survey seemed under-represented by young adults, seniors, and outlying areas such as Winters. Mr. Bassett was to send the most recent updated survey data which might show additional information for those groups. Chair Baker suggested reaching out to the community colleges for input from those young adults.

Mr. Furillo questioned the proposed elimination of the Route 217 when it's ridership appeared to be comparable to that of Knights Landing service. Mr. Perez replied that the Route 217 had been eliminated following a public hearing due to the low ridership and high cost of operation. He pointed out that the Dunnigan service had been over 50 miles round trip while the Knights Landing was about 20 miles round trip. This created a significantly higher cost of operation. Mr. Bassett stated the District would be glad to work with the Dunnigan community to arrange a van pool setup for a more cost-effective solution if they were interested.

Mr. Hirsch suggested that baseline data be developed to assess the proposed changes based on pre-COVID ridership, Sacramento employment numbers and Caltrans traffic figures.

Mr. Guild asked about discontinuation of the Route 39 in West Sacramento. Staff explained that the Routes 39 and 35 were proposed to be merged into a Route 39 to focus on major corridors per interest from both City staff and survey respondents. It would start early and end late enough to accommodate commuters while also providing service along the corridors. Mr. Guild said that the report stated the report stated the Route 39 would be continued. Mr. Perez responded that the consultant would be advised to correct that misstatement.

Mr. Perez informed the committee that during the coming week there would be a significant effort to step up the outreach to encourage more responses to the survey. Social media, flyers, stationary signs, and scrolling signs/announcements would all be reemphasized during the week.

Mr. Woods asked when this study would be reassessed once the COVID situation was over. Mr. Bassett stated that metrics were to be developed as part of the project to allow on-going evaluation of services going forward.

9. Report on Current YCTD Microtransit Projects

Mr. Perez presented the staff report.

Mr. Furillo asked about the current service for Winters. He recounted he had been in Winters and attempted to book a ride at 4:15 the previous Saturday understanding that service was provided until 4:30. When calling Yolobus Customer Service he was informed that service had been stopped for the day. He requested a clarification of the service, connectivity to Solano County, and commuter service between

Winters and Davis. Mr. Bassett responded that the proposal was to continue with some level of microtransit within Winters and reinstituting the 220C.

Chair Baker stated that there was an issue of service to provide social equity. The study reported an increase in ridership from previously underserved populations since beginning microtransit.

Mr. Furillo requested comparative ridership numbers, rather than simply “heat” maps, for Winters and El Villa Rio. Mr. Perez stated the numbers would be available but that a software issue had delayed access in time for the CAC meeting.

Mr. Woods asked if the recent change in elected leadership for West Sacramento had resulted in opportunities to reopen discussion about the duplication of transit services by both West Sacramento Via and Yolobus.

Mr. Guild asked if the ridership numbers reflected individuals or if a family group was counted together. Mr. Bassett and Mr. Perez responded that each rider would be counted separately even if individuals qualified for discounted fares. Mr. Guild stated a desire for additional data with trip destinations and purpose.

Ms. D’Agostino pointed out that the presented data was gathered in and represented travel during the pandemic period. She suggested that data collection should not stop at the end of the study but continue to allow informed decision making in the future.

Mr. Hirsch stated that the placement of the El Villa Rio facility out of the town of Winters had created the social inequity with poor land use planning and the microtransit service was a band-aid on the problem created thereby. He stated the CAC should be active in advocating for transit efficient land planning.

10. Executive Director Report/Updates

Mr. Bassett and Mr. Perez provided the following information with no action taken.

a. Causeway Connection Update

b. SACOG Competitive Funding Round Update

c. YCTD Next Short Range Transit Plan

d. Other items –

- i.** Chair Baker asked for an update on the vacant At-Large CAC position. Mr. Bassett stated that leads provided by the Chair were being pursued. Mr. Hirsch suggested several possible groups to approach to provide diversity to the committee.
- ii.** Mr. Woods requested an update on the Streetcar Project. Mr. Perez stated a West Sacramento city staff member stated the project was still alive but there was no further information.

e. Attachments

- i.** *YCTD Citizens Advisory Committee Bylaws*
- ii.** *YCTD Vision, Values, and Priorities*

11. Other Matters, future agenda topics

Mr. Hirsch requested a future presentation on bus rapid transit. He suggested the committee develop a long-range issues calendar.

Chair Baker said they would expect a return of the short-range transit plan at a future meeting.

12. Next Meeting

Mr. Perez announced that the proposed date for the next meeting would be April 5, 2021. Mr. Perez would send a poll to the members regarding the start time for that next meeting.

13. Adjourn

Mr. Woods made the motion to adjourn, seconded by Mr. Streeter. The motion was approved unanimously. There being no further business, Chair Baker adjourned the meeting at 8:07 p.m.

Respectfully submitted,

Kathy Souza
YCTD Executive Assistant.

Attachment iv: Draft Minutes of March 1, 2021 Technical Advisory Committee Meeting

**Technical Advisory Committee to the
Yolo County Transportation District
Meeting Minutes
350 Industrial Way, Woodland, CA 95776
March 1, 2021**

1) **Call to Order** – Jose Perez welcomed the attendees. The meeting was called to order at 1:30 p.m.

2) **Introductions** – Attending via Zoom were:

Davis - Brian Abbanat

Unitrans – Jeff Flynn

Winters – Alan Mitchell

Woodland - Brent Meyer

Caltrans – Nick Hernandez

West Sacramento - Jason McCoy

Not present were representatives for Yolo County and YSAQMD.

Attending in person:

YCTD - Jose Perez, Kristen Mazur.

3) **Approval of Minutes from November 2, 2020** – Mr. Perez asked for any modifications to the minutes. There were insufficient votes to approve the minutes. Mr. Perez stated they would be submitted for approval at the May meeting.

4) **Comments from TAC members and public regarding matters not on the Agenda**

Mr. Abbanat stated that Davis had launched a transportation planning effort on Russell Blvd between the west edge of town and D Street. He added there would be an announcement of a workshop in April.

5) **YCTD Comprehensive Operational Analysis and Reassessment Study Update and Discussion-**

Mr. Perez reviewed the staff report.

West Sacramento – Mr. McCoy asked what the financial implications were for implementation of the COA recommendations. Mr. Perez responded that those numbers would depend on which parts of the COA recommendations were approved.

Davis – Mr. Abbanat asked for additional information on comments coming in from the community outreach. Mr. Perez replied that it was a mix of request for additional service such as Wild Wings west of Woodland and generalized approval of the proposal.

Woodland – Mr. Meyer asked if when the costs were presented would they be broken out by jurisdiction. Mr. Perez responded that it would. Mr. Meyer asked about timing of the implementation of the increased service of the Route 42, expressed concern that implementation might be premature with the on-going COVID pandemic. Mr. Perez replied that the consultant had been requested to develop performance metrics to enable staff to monitor the success or lack thereof for the services changes. Ms. Mazur stated that some of the respondents had expressed support for the added 42 service to allow increased social distancing.

Mr. Perez stated an update would be presented to the board at its March meeting and staff currently planned to present for adoption at the April meeting. That final presentation could move if so, directed by the board. Ms. Mazur reminded the committee members that final cost/revenue figures could not be provided until a final set of

changes was approved by the YCTD board. She stated that staff was working to provide estimates for the various proposed changes.

6) Report on Current YCTD Microtransit Projects

Ms. Mazur reviewed the staff report.

Mr. Abbanat asked if the same riders were traveling the same trips or if a wider group of riders were taking less frequent trips. Mr. Perez replied that it was more the same riders to the same locations.

Mr. Mitchell stated that the program had started at the beginning of the COVID isolation period and expressed the hope that the pilot could be extended. Mr. Perez responded that staff would like to do so but it would depend on the expenses being approved by the City of Winters. Mr. Mitchell reported new development might bring about 1,000 new residents to Winters, another reason to possibly extend the pilot program.

7) Executive Director Report Updates

- a. Causeway Connection Update – Mr. Perez presented the staff report.
- b. SACOG Competitive Funding Round Update.
- c. YCTD Next Short Range Transit Plan – Ms. Mazur presented the staff report.
- d. CCJPA Transfer Agreement Update - Mr. Perez presented the staff report.
- e. YCTD Discount Pass Program - Ms. Mazur presented the staff report.
- f. Other Items

8) Next Proposed Meeting Date

Next meeting was tentatively scheduled for April 5, 2021.

9) Adjourn

There being no further business, the meeting adjourned by consensus at 2:50 p.m.

Respectfully submitted

Kathy Souza
YCTD Executive Assistant

Attachment v: Nominations Submitted Under Current SACOG Competitive Round

2021 Regional Program Applications Reviewed

Lead Agency	Project Title	2021 Regional Program Category	Funding Request (\$1000)
City of Marysville	5th Street Road Rehabilitation Project	M&M	\$ 1,000
City of Rancho Cordova	Mather Field Road Rehabilitation Project	M&M	\$ 3,750
City of Rancho Cordova	White Rock Road- 0.5 Mile East of Rancho Cordova Parkway to Easterly City Limits	Transformative	\$ 17,807
City of Sacramento	14th Avenue Extension	Transformative	\$ 6,468
City of Sacramento	Broadway Complete Street	Transformative	\$ 9,024
City of Sacramento	Florin Road Intersection Safety Improvements	M&M	\$ 3,057
City of Sacramento	Florin Road Vision Zero	Transformative	\$ 5,102
City of Sacramento	Franklin Blvd Complete Streets Phases 1&2	M&M	\$ 4,971
City of Sacramento	Lampasas Ave Safety Improvements	M&M	\$ 1,545
City of Sacramento	Marysville Blvd Vision Zero Project	M&M	\$ 885
City of Sacramento	Meadowview Road Complete Street	Project Gap Funding Support	\$ 1,868
City of Sacramento	Northwood School Access Improvements	M&M	\$ 2,070
City of Sacramento	Pedestrian Crossing at R and 29th/30th Street	M&M	\$ 3,320
City of Sacramento	Sacramento River Parkway	Transformative	\$ 6,250
City of Sacramento	Stockton Blvd Complete Street Project	M&M	\$ 885
City of Sacramento	Truxel Bridge Concept and Feasibility Study	Transformative	\$ 552
City of West Sacramento	I Street Deck Conversion for Active Transportation	M&M	\$ 3,239
City of West Sacramento	Sycamore Trail Phase 2/3 Bicycle & Pedestrian Overcrossing & Extension	Transformative	\$ 6,189
City of Wheatland	Spenceville Road Improvement Project	Revolving Match Fund	\$ 1,360
City of Woodland	Matmor Road and E. Gum Avenue Complete Streets Project	M&M	\$ 5,000
City of Yuba City	Walton Ave Project	M&M	\$ 3,750
Paratransit Incorporated	Access for Youth Travel Training Program	Transformative	\$ 750
Sacramento County	65th Street Complete Streets Rehabilitation	M&M	\$ 2,011
Sacramento County	Andrea-Antelop-Watt Complete Streets Rehabilitation	M&M	\$ 4,566
Sacramento County	Bradshaw Road at Jackson Road Intersection Improvement Project	Transformative	\$ 4,000
Sacramento County	Central Ave and Greenback Lane Complete Streets Rehabilitation	M&M	\$ 4,896
Sacramento County	Elverta Road Improvement Project: Dutch Haven Blvd to Watt Avenue	Transformative	\$ 5,000
Sacramento County	Fair Oaks Blvd Bicycle and Pedestrian Mobility Project, Phase 2	Project Gap Funding Support	\$ 1,327
Sacramento County	Florin Road Complete Streets Rehabilitation	M&M	\$ 2,949
Sacramento County	Folsom Blvd Complete Streets Phase 3	M&M	\$ 4,883

Lead Agency	Project Title	2021 Regional Program Category	Funding Request (\$1000)
Sacramento County	Folsom Blvd Intelligent Transportation System Upgrade	M&M	\$ 674
Sacramento County	Fruitridge Road Complete Streets Rehabilitation	M&M	\$ 4,999
Sacramento County	Greenback Lane Complete Streets Rehabilitation	M&M	\$ 3,017
Sacramento County	Hazel Avenue/US 50 Interchange Project	Transformative	\$ 11,000
Sacramento County	Madison Avenue Complete Streets Improvements	Transformative	\$ 1,500
Sacramento County	North Watt Ave Bike/Ped Crossing at UPRR	M&M	\$ 800
Sacramento County	South Sacramento Sidewalk Gap Closure Project	M&M	\$ 2,756
Sacramento County	South Watt Avenue Improvement Project: Florin Road to Jackson Road (SR-16)	Transformative	\$ 9,000
Sacramento County	Traffic Signal (Intelligent Transportation System) Interconnect Upgrade	M&M	\$ 1,068
Sacramento County	Watt Avenue Sidewalk Gap Closure Project	M&M	\$ 1,804
Sacramento Metropolitan Air Quality Management District	SECAT	M&M	\$ 5,000
Sacramento Regional Transit District	CNG Tank and Bus Replacement	M&M	\$ 5,000
Sacramento Regional Transit District	Connect Card 2.0	M&M	\$ 5,000
Sacramento Regional Transit District	Light Rail Modernization Phase 1 & 2 Light Rail Vehicles Purchase	Transformative	\$ 21,922
Sacramento Regional Transit District	Light Rail Modernization Phase 2- Four Station Conversions	M&M	\$ 2,388
Sacramento Regional Transit District	Light Rail Modernization Phase 2- Light Rail Vehicles	M&M	\$ 5,000
Sacramento Regional Transit District	Sacramento Valley Station Loop Stations- Project Development	M&M	\$ 1,702
Sutter County	Riego Road/ Baseline Road Improvement Project	Transformative	\$ 8,409
Unitrans	Battery Electric Bus Modernization & Replacement Program	M&M	\$ 2,523
Yolo County	County Road 98 Safety & Bicycle Improvement- Phase 2	Transformative	\$ 28,106
Yolo County	County Road 27 Bike Lane & Road Rehabilitation	M&M	\$ 1,643
Yolo County	County Road 31 Bike Lane & Road Rehabilitation- CR98 to CR97	M&M	\$ 1,147

Lead Agency	Project Title	2021 Regional Program Category	Funding Request (\$1000)
Yolo County	County Road 31 Bike Lane & Road Rehabilitation--CR95 to CR93A	M&M	\$ 2,085
Yolo County	County Road 31 Bike Lane & Road Rehabilitation--CR97 to CR95	M&M	\$ 2,251
Yolo County Transportation District	Increased Frequency on Route 42A/42B	Transformative	\$ 1,213
Yolo County Transportation District	Re-Tank Nine Compressed Natural Gas Buses	M&M	\$ 598
Yuba County	Hammonton Smartsville & Doolittle Drive Intersection Project	M&M	\$ 739
Yuba County	Hammonton -Smartsville Road Overlay and Shoulder Widening Project	M&M	\$ 2,764

2021 SACOG Community Design Program (Round 9)

List of Applications

COMPETITIVE CATEGORY TOTALS

Lead Agency	Project Title	Funding Request
City of Citrus Heights	Auburn Blvd Complete Street (Phase 2)	\$ 4,000,000
City of Elk Grove	Laguna West Mobility Hub	\$ 1,070,000
City of Rancho Cordova	Chase Drive - American River Parkway Connection Project	\$ 2,362,000
City of Sacramento	Broadway Complete Street (I5 to Highway 99)	\$ 2,656,000
City of Sacramento	Envision Broadway in Oak Park (Highway 99 to MLK)	\$ 841,000
City of Sacramento	Franklin Blvd Complete Street	\$ 2,656,000
City of Sacramento	Stockton Blvd Complete Street	\$ 885,000
City of Yuba City	Butte House Road Complete Streets	\$ 590,000
Sacramento County	Arden Way Complete Street Ph 2	\$ 3,919,000
Sacramento County	Greenback Lane Complete Street, Ph 1	\$ 2,348,000
Sacramento Regional Transit District	Sacramento Valley Station Realignment and Railyards Station - Environmental and Design	\$ 2,861,000
Sacramento Regional Transit District	Watt Ave I-80 LRT station	\$ 2,133,000
Yolo County Transportation District	Pedestrian Enhancements at Main and Industrial Way	\$ 177,000
Competitive Category Totals		\$ 26,498,000

NON-COMPETITIVE CATEGORY TOTALS

Lead Agency	Project title	Funding Request
City of Davis	Fifth Street Improvements (L to Pole Line)	\$ 100,000
City of Folsom	Central Business Dist. Streetscape Study	\$ 100,000
City of Galt	Kost Road Improvements at UPRR Crossing	\$ 275,000
City of Isleton	General Plan Update Phase 4	\$ 100,000
City of Live Oak	General Plan Elements	\$ 100,000
City of Marysville	Galvan Park Modernization	\$ 100,000
City of West Sacramento	Sacramento Ave. Complete Streets Corridor Improvement Plan	\$ 273,000
City of Wheatland	Hop Farm and Johnson Rancho Study	\$ 100,000
City of Winters	Grant Ave. Pedestrian Improvements	\$ 100,000
City of Woodland	Main Street Feasibility Study	\$ 100,000
Sutter County	Parks and Open Space Planning	\$ 100,000
Yolo County	County Road 32A Railroad Crossing Relocation "Project Positioning"	\$ 100,000
Yuba County	Emission Reduction and Energy Conservation – Electric Charging Stations	\$ 100,000
Non-Competitive Category Totals		\$ 1,648,000

COMMUNITY DESIGN TOTAL \$ 28,146,000