

AGENDA
SANTA CRUZ METRO BOARD OF DIRECTORS
REGULAR MEETING OF AUGUST 24, 2012
9:00 AM



Mission Statement: "To provide a public transportation service that enhances personal mobility and creates a sustainable transportation option in Santa Cruz County through a cost-effective, reliable, accessible, safe, clean and courteous transit service."

**THE BOARD MEETING AGENDA PACKET CAN BE FOUND ONLINE AT
WWW.SCMTD.COM AND IS AVAILABLE FOR INSPECTION AT SANTA CRUZ METRO'S
ADMINISTRATIVE OFFICES LOCATED AT 110 VERNON STREET, SANTA CRUZ, CALIFORNIA**


- | | | |
|--------------------------|--|------------------------------|
| <input type="checkbox"/> | <i>Director Margarita Alejo</i> | <i>City of Watsonville</i> |
| <input type="checkbox"/> | <i>Director Hilary Bryant</i> | <i>City of Santa Cruz</i> |
| <input type="checkbox"/> | <i>Director Dene Bustichi</i> | <i>City of Scotts Valley</i> |
| <input type="checkbox"/> | <i>Director Daniel Dodge, Vice Chair</i> | <i>City of Watsonville</i> |
| <input type="checkbox"/> | <i>Director Ron Graves</i> | <i>City of Capitola</i> |
| <input type="checkbox"/> | <i>Director Michelle Hinkle</i> | <i>County of Santa Cruz</i> |
| <input type="checkbox"/> | <i>Director Deborah Lane</i> | <i>County of Santa Cruz</i> |
| <input type="checkbox"/> | <i>Director John Leopold</i> | <i>County of Santa Cruz</i> |
| <input type="checkbox"/> | <i>Director Ellen Pirie</i> | <i>County of Santa Cruz</i> |
| <input type="checkbox"/> | <i>Director Lynn Robinson, Chair</i> | <i>City of Santa Cruz</i> |
| <input type="checkbox"/> | <i>Director Mark Stone</i> | <i>County of Santa Cruz</i> |
| <input type="checkbox"/> | <i>Ex-Officio Director Donna Blitzer</i> | <i>UC Santa Cruz</i> |

Leslie R. White, General Manager / Secretary of the Board
Margaret Gallagher, District Counsel

INTERPRETATION SERVICES / SERVICIOS DE TRADUCCIÓN

Spanish language translation is available on an as needed basis. Please make advance arrangements with Tony Tapiz, Administrative Services Coordinator at 831-426-6080. Traducción al español está disponible de forma según sea necesario. Por favor, hacer arreglos por adelantado con Tony Tapiz, Coordinador de Servicios Administrativos al numero 831-426-6080.

AMERICANS WITH DISABILITIES ACT

 *The METRO Administrative Offices are located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, or to access the agenda and the agenda packet, should contact Tony Tapiz, Administrative Services Coordinator, at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting Santa Cruz METRO regarding special requirements to participate in the Board meeting. For information regarding this agenda or interpretation services, please call Santa Cruz METRO at 831-426-6080.*

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MEETING LOCATION:
WATSONVILLE CITY COUNCIL CHAMBERS, 275 MAIN ST., WATSONVILLE

9:00 A.M.

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

SECTION I: OPEN SESSION

1. ROLL CALL
2. ANNOUNCEMENTS
- 2-1. Amy Weiss will be available for Spanish language interpretation during "Oral Communications" and for any other agenda item for which these services are needed.
3. ORAL AND WRITTEN COMMUNICATIONS
This time is set aside for Directors and members of the general public to address any item not on the Agenda which is within the subject matter jurisdiction of the Board. No action or discussion shall be taken on any item presented except that any Director may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Santa Cruz METRO will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Director may place matters brought up under Oral and Written Communications on a future agenda. In accordance with District Resolution 69-2-1, speakers appearing at a Board meeting shall be limited to three minutes in his or her presentation. Any person addressing the Board may submit written statements, petitions or other documents to complement his or her presentation. When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.
- 3-1 CORRESPONDENCE IN PRAISE OF METRO EMPLOYEE ANDRE HARTE
Submitted by Marjorie Rietz, Freedom, CA
4. LABOR ORGANIZATION COMMUNICATIONS
5. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

All items appearing on the Consent Agenda are recommended actions which are considered to be routine and will be acted upon as one motion. All items removed will be considered later in the agenda. The Board Chair will allow public input prior to the approval of the Consent Agenda items.

- 5-1. CONSIDERATION OF DECLARING ONE (1) 2003 CHEVROLET VENTURE PARATRANSIT VAN AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION
Submitted by Angela Aitken, Finance Manager
- 5-2. ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND GRANT APPLICATIONS FOR AUGUST 2012
Submitted by Tom Hiltner, Legislative and Grants Analyst
- 5-3. ACCEPT & FILE METRO SYSTEM RIDERSHIP REPORT FOR JUNE 2012
Submitted by Erich Friedrich, Junior Transportation Planner

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- 5-4. ACCEPT & FILE METRO PARACRUZ OPERATIONS STATUS REPORT MAY & JUNE 2012
Submitted by April Warnock, Paratransit Superintendent
- 5-5. ACCEPT AND FILE ACCESSIBLE SERVICES REPORTS FOR MAY AND JUNE 2012
Submitted by John Daugherty, Accessible Services Coordinator
- 5-6. CONSIDERATION OF TORT CLAIMS: REJECT THE CLAIM OF KUMAR, ASHOK CLAIM #12-0014; REJECT THE CLAIM OF OLIVIA, FRANCESSO; CLAIM #12-0016
Submitted by Margaret Gallagher, District Counsel
- 5-7. CONSIDERATION OF AWARD OF CONTRACT WITH FEENEY WIRELESS, LLC FOR ON-BOARD BUS WI-FI SERVICE AND EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$60,000
Submitted by Erron Alvey, Purchasing Agent
- 5-8. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH RAYMUNDO ENGINEERING COMPANY, INC. FOR ARCHITECT AND ENGINEERING SERVICES FOR THE SECOND LNG TANK AND EQUIPMENT INSTALLATION AT 1200B RIVER STREET IN AN ADDITIONAL AMOUNT NOT TO EXCEED \$10,000
Submitted by Erron Alvey, Purchasing Agent
- 5-9. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH FLYERS ENERGY, LLC FOR OFF-SITE FUELING OF NON-REVENUE VEHICLES
Submitted by Erron Alvey, Purchasing Agent
- 5-10. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH AIRTEC SERVICE FOR HEATING VENTILATION AND AIR CONDITIONING (HVAC) MAINTENANCE SERVICES IN AN AMOUNT NOT TO EXCEED \$15,000
Submitted by Erron Alvey, Purchasing Agent
- 5-11. CONSIDERATION OF PURCHASE OF GFI GENFARE TICKET VENDING MACHINE (TVM) FOR INSTALLATION AT THE CAVALLARO TRANSIT CENTER IN SCOTTS VALLEY, CALIFORNIA.
Submitted by Ciro Aguirre, Operations Manager

REGULAR AGENDA

- 6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
Presented by Lynn Robinson, Board Chair
- 7. CONSIDERATION OF ADOPTION OF A MANAGEMENT COMPENSATION PROGRAM FOR THE UNREPRESENTED EMPLOYEES FOR THE TIME PERIOD JULY 2012-JUNE 2015 CONTAINING 2% WAGE INCREASES FOR EACH OF THE THREE YEARS
Presented by Leslie R. White, General Manager
- 8. ACCEPT AND FILE STATUS REPORTS OF PROPOSED FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES
Submitted by Leslie R. White, General Manager

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9. CONSIDERATION OF IMPEMENTING A REGULATION ENTITLED HEALTHY FOOD AND BEVERAGE OPTIONS AT SANTA CRUZ METRO FACILITIES
Presented by Margaret Gallagher, District Counsel
10. ORAL ANNOUNCEMENT
The next regularly scheduled Board meeting will be held Friday, September 14, 2012 at 8:30 a.m. at the METRO Administrative Offices located at 110 Vernon Street, in Santa Cruz, California.
11. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION
Presented by Margaret Gallagher, District Counsel
12. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Pursuant to Government Code Section 54956.9)
Name of Case: Sylvia Jimenez v. SCMTD (Before the Workers' Compensation Appeals Board)
2. CONFERENCE WITH LABOR NEGOTIATOR
(Pursuant to Government Code Section 54957.6)
Agency Negotiator: Leslie R. White, General Manager
Employee Organization: Unrepresented Management Group
3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Pursuant to Government Code Section 54957)Title: District Counsel

SECTION III: RECONVENE TO OPEN SESSION

13. REPORT OF CLOSED SESSION
14. ADJOURNMENT

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day. The agenda packet and materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at www.scmtd.com subject to staff's ability to post the document before the meeting.

August 20, 2012

Santa Cruz Metro Administration
110 Vernon Street
Santa Cruz, CA 95060

RECEIVED

2012 AUG 20 PM 2 36

To Whom It May Concern:

SANTA CRUZ METRO
ADMINISTRATION

As you now have likely heard, you have an outstanding bus driver, Andre Harte, who despite potentially grave harm to himself, intervened when he saw a man in the midst of what he assessed to be an assault on another human being. Instead of continuing dutifully on his route, for which no one would ever fault him, he stopped his bus and ran over. It became clear to him that the man was smashing his pit bull on the head in his futile effort to release the dog's jaws from my little dog which the pit bull had furiously shaken and was in the process of finishing the job when Andre calculated what he had to do and did it.

He propelled his two fists into the side of the pit bull, causing it to gasp momentarily for air. Andre knew, he said, that he had a couple of seconds to put his hands inside the pit bull's jaws and pull out the limp body of my little dog, Eddie, which he gently placed in the arms of a woman waiting nearby.

Eddie is now post pit bull thanks to Andre. Aptos Creekside Pet Hospital and Pacific Emergency Vet worked hard to put Eddie back together again. He wore drains all around his neck for a week, symbols of a battle he was winning because of Andre. Eddie's wounds were cleaned, drained and stitched. The trauma and the nightmares will persist beyond the physical healing, but Eddie and I have a hero we can never thank enough, the BEST bus driver in the world, Andre Harte. Santa Cruz Metro is to be commended as well for having the perspicacity to have such a man on your team. We thank Andre and we thank you!!!

Sincerely,



Marjorie Rietz
21 Loma Prieta Ave
Freedom, CA 95019

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012

TO: Board of Directors

FROM: Angela Aitken, Finance Manager

SUBJECT: CONSIDERATION OF DECLARING ONE (1) 2003 CHEVROLET VENTURE PARATRANSIT VAN AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION

I. RECOMMENDED ACTION

That the Board of Directors declares one (1) 2003 Chevrolet Venture Paratransit Van as excess for purposes of disposal or auction and direct staff to use appropriate action for disposal.

II. SUMMARY OF ISSUES

- In accordance with Santa Cruz METRO's policy on disposal of fixed assets and inventoriable items, at least once per year the Finance Manager shall recommend to the Board of Directors a list of items to be declared excess with appropriate action for disposal.
- One (1) 2003 Chevrolet Venture Paratransit Van has exceeded its useful life and is no longer required by Santa Cruz METRO.
- Staff recommends that the Board of Directors declare the above item as excess and direct staff to use appropriate action for disposal.

III. DISCUSSION

In accordance with Santa Cruz METRO's policy on disposal of fixed assets and inventoriable items, at least once per year the Finance Manager shall recommend to the Board of Directors a list of items to be declared excess with appropriate action for disposal.

One (1) 2003 Chevrolet Venture Paratransit Van has exceeded its useful life and is no longer required by Santa Cruz METRO.

Staff recommends that the Board of Directors declare the item on **Attachment A** as excess and direct staff to use appropriate action for disposal.

The current gross market value of the van is approximately \$500.00 as it is in poor condition.

IV. FINANCIAL CONSIDERATIONS

The current book value on the vehicles is \$0. Any revenue generated from the sale of this item will be recorded as income in the current operating budget.

V. ATTACHMENTS

Attachment A: Excess Asset Listing – as of August 24, 2012

Prepared by: Debbie Kinslow, Assistant Finance Manager

Date Prepared: August 10, 2012

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT							
EXCESS VEHICLE LISTING AS OF 8/24/12							
						Residual	
Vehicle #	Manufacturer	Year	VIN	License #	Model	Value	Condition
309	CHEVROLET	2003	1GBDX23E83D263595	E-1150993	VENTURE	\$500.00	POOR

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012

TO: Board of Directors

FROM: Tove Beatty, Grants/Legislative Analyst
Thomas Hiltner, Grants/Legislative Analyst

SUBJECT: STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR AUGUST 2012

I. RECOMMENDED ACTION

This report is for informational purposes only. Active grants and grant proposals are current as of August 13, 2012. No action is required.

II. SUMMARY OF ISSUES

- Santa Cruz METRO relies upon grant funding from other agencies for more than 25% of its FY13 operating revenue and more than 90% of its FY13 capital funding.
- A list of Santa Cruz METRO's active grants (Attachment A) and a list of grant proposals for new funds (Attachment B) are provided monthly in order to apprise the Board of the status of grants funding.
- Santa Cruz METRO has active grant awards totaling \$39,771,627.
- Items in **bold** on Attachments A and B depict changes from last month's report.
- Santa Cruz METRO staff is developing new applications totaling \$12,800,115 for operating and capital projects.

III. DISCUSSION

Santa Cruz METRO relies upon grants from a number of other entities throughout the year for more than 25% of its FY13 operating revenue and over 90% of its FY13 capital funding. Programs such as the Transportation Development Act (TDA) and the Federal Transit Administration (FTA) urbanized area program annually allocate funds by formula while others such as the Monterey Bay Unified Air Pollution Control District's AB2766 Motor Vehicle Emissions Reduction Program and the California Department of Transportation (Caltrans) discretionary planning grants are competitively awarded based on merit. Santa Cruz METRO relies on both formula and discretionary grant revenue to support its operating and capital budgets.

This staff report is to apprise the Board of Directors of active grants funding current projects and proposed grants for new projects and ongoing operating costs. **Attachment A** lists all of Santa Cruz METRO's active grants with the award amount, the remaining balance and the status of the

projects funded by the grant. **Attachment B** lists Santa Cruz METRO's open grant applications with a brief description, source and status of proposed funds. Items in **bold** on Attachments A and B depict changes from last month's report.

IV. FINANCIAL CONSIDERATIONS

Active grant awards for operating and capital projects total \$39,771,627 with an unspent balance of \$21,408,024. The total amount of active grant awards decreased by more than \$11 million due to completed projects being removed from the list. Closure of the ARRA-funded farebox and ParaCruz van replacements and FY12 TDA operating assistance grant account for more than \$10 million of the reduction. The unspent balance decreased from last month because of project spending from open grants.

Current grant applications request \$12,800,115 in new funds, an increase of \$9,694,063 since the last report due to the addition of an FTA 5307 operating assistance application for the previous year's operations and the addition of the application for Prop 1B SLPP funds for the Operations Building. Staff will continue to evaluate new grant opportunities as they arise.

V. ATTACHMENTS

Attachment A: Santa Cruz METRO Active Grants Status Report as of August 13, 2012

Attachment B: Santa Cruz METRO Grant Applications as of August 13, 2012

Attachment A

Santa Cruz METRO Active Grants as of August 13, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
1	FFY10 5309 Bus/Facilities SGR Program	Purchase 11 new CNG replacement buses from FTA discretionary grant program.	\$ 4,830,600	\$ 66,223	FTA 5309 SGR	Will close out remaining grant funds for spare parts by 9/30/12.
2	FY10/11 Proposition 1B - State and Local Partnership Program	Proposition 1B Formula Funds	\$ 427,000	\$ -	CTC/Caltrans	Received payment, will close out 9/30/12.
3	FFY11 5309 Bus/Facilities SGR Program	Discretionary, competitive grant program.	\$ 2,814,538	\$ 2,814,538	FTA 5309 SGR	Programmed into MTTP; application submitted to FTA on 7/12/12; now waiting for DOL approvals and notice of award.
4	Bus Stop Improvements	Improve bus stops in Santa Cruz METRO service area	\$ 500,000	~\$240,100	Caltrans from State Transportation Improvement Program (STIP)	Additional repairs are being planned through 12/31/12, end date of this project, to exhaust grant funding.
5	MBUAPCD AB2766 FY 12 Grant	Discretionary Grant	\$ 160,000	\$ 160,000	MBUAPCD (Air District)	Bids for cars received and beign awarded. IFBs for trucks and conversions being prepared by Fleet and Procurement.
6	SCCRTC Caltrans Small Urban Transit Planning Grant	Discretionary grant.	\$ 8,204	\$ 533	Caltrans/SCCRTC	Reviewing final report. Invoiced 6/30/12 and 2/13/12. On 3/9/12 BOD to approve increase in match of \$4,162 per revised MOU.

Attachment A

Santa Cruz METRO Active Grants as of August 13, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
7	County of Santa Cruz Prop 84 Challenge Grant	Discretionary grant proposals for planning/zoning of unincorporated areas (Live Oak, Soquel Dr. corridor) w/ County of Santa Cruz; and sustainable growth communities grant w/ AMBAG. All need METRO as a partner.	\$ 10,000	\$ 10,000	Funding from Proposition 84 Planning Grants from the State of California Strategic Growth Council.	County received \$500K for Prop. 84 Sustainable Communities Planning Grant Program for a project entitled "The Santa Cruz County Sustainable Community and Transit Corridors Plan" on December 6, 2010. Notification of award 6/3/11. Discussion of an RFP for a consultant will begin in November and the selection process complete by December 2012.
8	AMBAG Sustainable Communities Planning Grant	Discretionary grant sub-award.	\$ 10,000	\$ 10,000	AMBAG sub-award.	Participating in development of Sustainable Communities Strategies, awaiting letter of award from AMBAG at 10/14/11, expect MOU in 2012 per AMBAG.
9	FY09 Comprehensive Security & Surveillance (LMR)	Video Surveillance and Lighting	\$ 440,505	\$ 440,505	FY09 CTSGP funds from Cal EMA	Day Wireless work on \$530,000 contract halted pending FCC license approval. Implementation effort shifted to Video Surveillance and Lighting Project. Ojo Technology will deliver \$440,617 in surveillance equipment in order to expend FY09 funds by the 9/30/12 deadline. \$ Grant Balance as of 8/13/12 .

Attachment A

Santa Cruz METRO Active Grants as of August 13, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
10	FY10 Comprehensive Security & Surveillance; CCTV; LMR; EG	Continue video surveillance, LMR upgrade and install emergency generator.	\$ 440,505	\$ 420,505	FY10 CTSGP funds from Cal EMA	Emergency generator installed and operating. Ojo executed video surveillance contract. Lighting assessment in progress. Expires 3/31/13. \$ Grant Balance as of 8/13/12
11	FY11 Transit Security Project	Santa Cruz METRO video surveillance projects	\$ 440,505	\$ 440,505	FY11 CTSGP funds from Cal EMA	METRO received Cal-EMA advance payment of \$440,505 on 6/4/12. This project is now active. Expires 3/31/14. \$ Grant Balance as of 8/13/12
12	FY12 Transit Security Projects	Video Surveillance and Lighting at remaining METRO Facilities	\$ 440,505	\$ 440,505	FY12 CTSGP funds from Cal EMA	METRO received Cal-EMA advance payment of \$440,505 on 6/20/12. This project is now active. Project expires 3/31/15. \$ Grant Balance as of 8/13/12
13	FY12 STA Funds	FY12 State Transit Assistance (STA) operating revenue for public transit.	\$ 2,851,031	\$ 810,449	SCCRTC	METRO received a third quarter STA payment of \$673,765 on 6/19/12. Payments vary according to tax revenue from diesel fuel sales. Revenue received to date is \$97,691 below anticipated revenue. Grant Balance as of 8/13/12 .

Santa Cruz METRO
Active Grants as of August 13, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
14	FY09 Operating & MetroBase	Urban operating assistance and MetroBase construction funding. CA-90-Y751	\$ 4,753,504	\$ 1,108,062	FTA 5307 urbanized area formula funds and Small Transit Intensive Cities (STIC) fund. STIC funds are in the MetroBase Operations Building project. No expiration date. \$ Grant balance as of 8/13/12.	FY09 transit operations are complete. METRO will begin drawing on these funds for the Operations Building when State Bond funds are expended. No expiration. \$ Grant Balance 8/13/12.
15	FY11 AB2766	MetroBase construction of second L/CNG storage tank.	\$ 200,000	\$ 101,000	AB2766 Monterey Bay Unified Air Pollution Control District (Air District) AB 2766 Motor Vehicle Emissions Reduction Program	United Industries submitted a \$99,000 invoice for contract initiation and METRO requested reimbursement from the Air District. Remaining funds will be invoiced upon delivery of LNG tank #2. Grant expires 2/11/13 . \$ Grant Balance as of 8/13/12.

Attachment A

Santa Cruz METRO Active Grants as of August 13, 2012

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
16	FY08,09,10,11 PTMISEA funds	MetroBase development.	\$ 20,558,730	\$ 13,699,199	FY08, FY09, FY10, FY11 Prop. 1B Public Transportation Modernization and Service Enhancement Account (PTMISEA) through Caltrans	Operations Building invitation for construction and project management bids released 6/29/12 with construction management contract award scheduled on 8/24/12. The construction contract is schedule for award at the 9/14/12 BOD meeting. Contract obligation date extended to 10/24/12 per WK. Expires 6/30/16. \$ Grant Balance as of 8/13/12.
17	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 396,000	\$ 396,000	CA-03-0730-03 FY06 FTA 5309 Bus and Bus Facilities program - legislative earmark.	METRO initiated a public outreach process to gather input on desired improvements to Pacific Station. \$ Grant Balance as of 8/13/12. No expiration.
18	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 490,000	\$ 490,000	FY08 FTA 5309 Bus and Bus Facilities program - legislative earmark.	METRO initiated a public outreach process to gather input on desired improvements to Pacific Station. \$ Grant Balance as of 8/13/12. No expiration.
		Total	\$ 39,771,627	\$ 21,408,024		

Attachment B

Santa Cruz METRO Grant Applications as of August 13, 2012

#	Application Date	Grant	Description	\$ Grant	Funding Source	Status of Award
1	1/0/1900	AMBAG Sustainable Communities Planning Grant	Discretionary grant sub-award.	\$ 10,000	AMBAG sub-award.	Participating in development of Sustainable Communities Strategies, awaiting letter of award from AMBAG at 10/14/11, expect MOU in 2012 per AMBAG.
2	7/1/2012	Caltrans/FTA Sections 5303-5305	Caltrans Planning Grants	\$ 254,533	Caltrans/SCCRTC (partner)	Short Range Transit Plan Community Based Transportation Program grant application with SCCRTC for \$254,533 in grant funds to Caltrans. Notice of award estimated July 2012.
3	3/20/2012	FTA FY12 Section 5309 State of Good Repair Program	FTA	\$ 1,814,197	FTA 5309 SGR	Did not get this grant @ 7/23/12.
4	7/2/2012	FY 11/12 Proposition 1B - State and Local Partnership Program	CTC	\$ 5,812,000	CTC - SLPP	Total allocation of all due SLPP of \$5.812 million to be matched with dedicated local sales tax and used to partially fund construction of the Operations Building portion of the MetroBase Project. Allocation to be approved at August CTC meeting on 8/22 and 8/23/12,
4	12/15/2011	FY12 Rural Operating Assistance	Operating assistance for public transit service in rural areas of Santa Cruz County.	\$ 156,312	Caltrans (FTA 5311)	Application submitted. US DOT approved project programming 3/8/12. Caltrans award now anticipated in September.
5	8/15/2012	FY12 Urban Operating Assistance	Operating assistance for fixed-route and ParaCruz service in urbanized areas of Santa Cruz County.	\$ 4,753,073	FTA 5307	Application submitted.
			Total	\$ 12,800,115		

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012

TO: Board of Directors

FROM: Erich Friedrich, Jr. Transportation Planner

SUBJECT: SANTA CRUZ METRO SYSTEM RIDERSHIP REPORT FOR JUNE 2012

I. RECOMMENDED ACTION

This report is for informational purposes only. No action is required

II. SUMMARY OF ISSUES

- Total ridership for the month of June 2012 was 381,516, which is a increase of 1,157 riders or 0.03% versus June 2011. System Daily Averages for June include:
 - 14,678 riders per Weekday, a loss of 0.56% (83 riders)
 - 8,377 riders per Saturday, a gain of 11.37% (855 riders)
 - 7,846 riders per Sunday, a gain of 23.01 % (1,468 riders)
- Highway 17 Express ridership for the month of June 2012 was 26,784, which is a increase of 1,216 riders, or 4.76%, from June 2011. Daily averages include:
 - 985 riders per Weekday, a gain of 4.16% (39 riders)
 - 679 riders per Saturday, a gain of 11.84% (72 riders)
 - 677 riders per Sunday, a gain of 15.83% (93 riders)
- UCSC students and staff/faculty generated 144,481 rides in June 2012, a gain of 20.44%. Revenue generated from UCSC was \$186,390.18, a 21.84% increase from June 2011.
- Overall, system wide ridership experienced a decrease of 6.07% from FY 2011 to FY 2012 in part due to a service reduction that was implemented on September 15, 2011 which resulted in 8.2% less service from September to late March.

III. DISCUSSION

In the twenty-one (21) weekdays, five (5) Saturdays, and four (4) Sundays of June 2012, Santa Cruz METRO's total ridership was 381,516 riders. This was a small gain from the previous year, increasing by 1,157 riders or 0.03%. The month over month losses in ridership have seemed to bottom out as service was restored on March 29, 2012. Also, there were more school term service days in June 2012, which is a major factor for the strong ridership numbers.. FY12 total ridership was 5,373,217 which was under FY11 by 6.07%.

Attachment A shows that during June 2012, Santa Cruz METRO averaged 14,678 riders per Weekday. This was only a small loss from the previous June of 0.56% which is most likely due

to riders reacting to newly restored service. Saturdays experienced a gain of 11.37% and Sundays experienced a gain of 23.01%, as the UCSC commencements increased demand for choice weekend travel.

Attachment A also shows Highway 17 Express total ridership at 26,784 riders, a new all time record for the month of June. This was a gain from the previous year, increasing by 1,216 riders or simply 4.76%.

FY12 average weekday ridership on the Highway 17 Express was 985 riders per weekday, a 4.16% increase per weekday. Simultaneously Highway 17 Express has seen ridership gains 11.84% on Saturdays and a gains of 15.83% Sundays. These variations in ridership could possibly be due to sustained higher gas prices leading commuters to look for alternatives modes of transportation, and weekend travel demands from UCSC students would be altered due to spring break.

Attachment B shows UCSC ridership increase over June 2011, mainly due to more school term days than the year prior. In June 2012, UCSC generated 144,481 rides between students and staff/faculty. This accounts for almost 38% of Santa Cruz METRO's total ridership count. On School Term Days, ridership decreased 2.47%, while Weekdays experienced gains of 18.38% and Weekend days experienced a 58.68% increase in ridership. Total revenue derived from UCSC in June 2012 was \$186,390.18 a 21.84% decrease from June 2011.

Attachment C depicts Weekday, Saturday, and Sunday ridership by route. Many of Santa Cruz METRO's main-lines routes are well ridden while overall ridership is experiencing a loss over the previous year. Overall, system wide ridership YTD decreased 6.29 % in part due to a service reduction that was implemented on September 15, 2011 which resulted in 8.2% less service than in the prior year.

Attachments D & E: Due to availability of data and the meeting schedule of the Board of Directors, ridership reports for April and May were skipped. A summary of those months can be found in Attachments D and E.

IV. FINANCIAL CONSIDERATIONS.

Revenue derived from passenger fares and passes is reflected in the FY12 Revenue.

V. ATTACHMENTS

- Attachment A: Monthly Ridership Summary**
- Attachment B: UCSC Ridership Summary**
- Attachment C: Ridership by Route**
- Attachment D: Monthly Ridership Summary (April)**
- Attachment E: Monthly Ridership Summery (May)**

Date Prepared: May 16, 2012

Monthly Ridership Summary

JUNE 01, 2012 - JUNE 30, 2012

Calendar Operating Days

	This Year	Last Year
Weekdays	21	22
Saturdays	5	4
Sundays	4	4

Bikes and Mobility Devices

	This Year	Last Year
Bikes	13,461	14,948
Mobility Dev.	1,548	1,706

Monthly System Totals

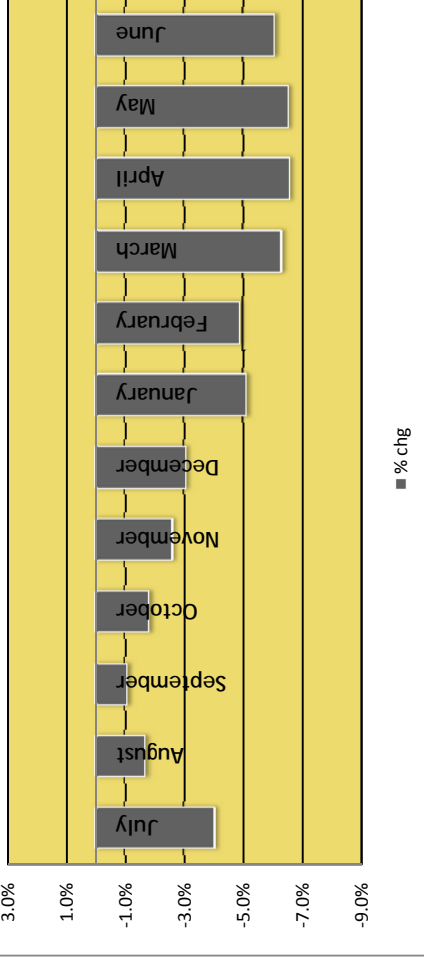
	Monthly Totals		
	This Year	Last Year	Difference % Change
Local Fixed Route	354,732	354,791	-59 -0.02%
AMTRAK/Highway 17 Express	26,784	25,568	1,216 4.76%
System Total	381,516	380,359	1,157 0.30%

	Year to Date Totals		
	This Year	Last Year	Difference % Change
	5,034,169	5,423,167	-388,998 -7.17%
	339,048	296,985	42,063 14.16%
System Total	5,373,217	5,720,152	-346,935 -6.07%

System Daily Averages

	Weekdays			Saturday			Sunday		
	This Year	Last Year	Difference % Change	This Year	Last Year	Difference % Change	This Year	Last Year	Difference % Change
Local Fixed Route	13,693	13,816	-123 -0.89%	7,699	6,916	783 11.33%	7,169	5,794	1,375 23.73%
AMTRAK/Highway 17 Express	985	946	39 4.16%	679	607	72 11.84%	677	585	93 15.83%
System Total	14,678	14,762	-83 -0.56%	8,377	7,522	855 11.37%	7,846	6,379	1,468 23.01%

Total Ridership YTD % Change



UCSC Ridership Summary

JUNE 01, 2012 - JUNE 30, 2012

Calendar Operating Days

	This Year	Last Year
School Term Days	10	7
Weekdays	21	22
Weekend Days	9	8

UCSC Revenue

	This Year	Last Year	\$ Difference	% Change
Student Billing	\$168,240.01	\$133,272.83	\$34,967.18	26.24%
Staff Billing	\$14,672.94	\$14,520.35	\$152.59	1.05%
Night Owl Service	\$0.00	\$2,997.28	-\$2,997.28	-100.00%
Route 20D Service	\$3,477.23	\$2,183.06	\$1,294.17	59.28%
Total	\$186,390.18	\$152,973.52	\$33,416.66	21.84%

UCSC Monthly System Totals

	Monthly Totals			
	This Year	Last Year	Difference	% Change
Students	132,891	108,176	24,715	22.85%
Staff & Faculty	11,590	11,786	-196	-1.66%
Total	144,481	119,962	24,519	20.44%

Year to Date Totals

	This Year	Last Year	Difference	% Change
Students	1,536,563	1,654,542	-117,979	-7.13%
Staff & Faculty	108,721	111,779	-3,058	-2.74%
Total	1,645,284	1,766,321	-121,037	-6.85%

UCSC Service

	METRO	UCSC	Proportion
Service Hours	14,856	3,166	21.3%
Ridership	381,516	144,481	37.9%

UCSC System Daily Averages

	School Term Days			Weekdays				
	This Year	Last Year	Difference	% Change	This Year	Last Year	Difference	% Change
Students	8,816	9,036	-220	-2.44%	5,230	4,346	884	20.34%
Staff & Faculty	524	540	-16	-2.96%	493	488	5	0.96%
Total	9,339	9,576	-236	-2.47%	5,722	4,834	889	18.38%

	Weekend Days			
	This Year	Last Year	Difference	% Change
Students	2,563	1,571	992	63.17%
Staff & Faculty	138	132	8	5.18%
Total	2,701	1,702	999	58.68%

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Ridership by Route

JUNE 01, 2012 - JUNE 30, 2012								
Route	Corridor	Weekday Ridership	Weekday Average	Saturday Ridership	Saturday Average	Sunday Ridership	Sunday Average	Monthly Ridership
10	UCSC via High St.	16,389	780	1,317	263	1,247	312	18,953
15	UCSC via Laurel West	17,405	829					17,405
16	UCSC via Laurel East	48,675	2,318	6,803	1,361	5,014	1,254	60,492
19	UCSC via Lower Bay	23,075	1,099	3,664	733	2,728	682	29,467
3	Mission/Beach	3,077	147	5	1	0		3,082
4	Harvey West/Emeline	4,705	224	167	33	163	41	5,035
8	Emeline	134	6					134
12A	UCSC East Side District	463	22					463
20	UCSC via West Side	12,061	574	2,355	471	1,980	495	16,396
20D	UCSC via West Side Supp.	4,588	218					4,588
30	Graham Hill/Scotts Valley	1,438	68					1,438
33	Lompico SLV/Felton Faire	63	3					63
34	South Felton	12	1					12
35/35A	Santa Cruz/Scotts Valley/SLV	28,399	1,352	4,891	978	3,046	762	36,336
40	Davenport/North Coast	1,269	60	39	8	52	13	1,360
41	Bonny Doon	1,544	74	81	16	70	18	1,695
42	Davenport/Bonny Doon	198	9	70	14	66	17	334
54	Capitola/Aptos/La Selva Beach	138	7	78	16	60	15	276
55	Rio Del Mar	2,146	102					2,146
56	La Selva Beach	359	17					359
66	Live Oak via 17th	11,528	549	2,279	456	1,393	348	15,200
68	Like Oak via Broadway/Portola	7,634	364	1,120	224	757	189	9,511
69A	Cap. Road/Cabrillo/Watsonville	16,664	794	2,783	557	2,288	572	21,735
69W	Capitola Road/Watsonville	17,536	835	3,014	603	2,130	533	22,680
71	Santa Cruz to Watsonville	48,539	2,311	8,758	1,752	6,835	1,709	64,132
72	Corralitos	1,930	92					1,930
74	Ohlone Parkway/Rolling Hills	1,016	48					1,016
75	Green Valley Road	4,970	237	1,070	214	848	212	6,888
79	East Lake	1,711	81					1,711
91x	Santa Cruz/Watsonville Express	9,895	471					9,895
Hwy 17	AMTRAK/Hwy 17 Express	20,683	985	3,393	679	2,708	677	26,784
Monthly Total		308,244	14,678	41,887	8,377	31,385	7,846	381,516
Previous Year		324,755	14,762	30,089	7,522	25,515	6,379	380,359
% Change		-5.08%	-0.56%	39.21%	11.37%	23.01%	23.01%	0.30%

Monthly Ridership Summary

APRIL 01, 2012 - APRIL 30, 2012

Calendar Operating Days

	This Year	Last Year
Weekdays	21	21
Saturdays	4	5
Sundays	5	4

Bikes and Mobility Devices

	This Year	Last Year
Bikes	17,529	20,409
Mobility Dev.	1,682	1,828

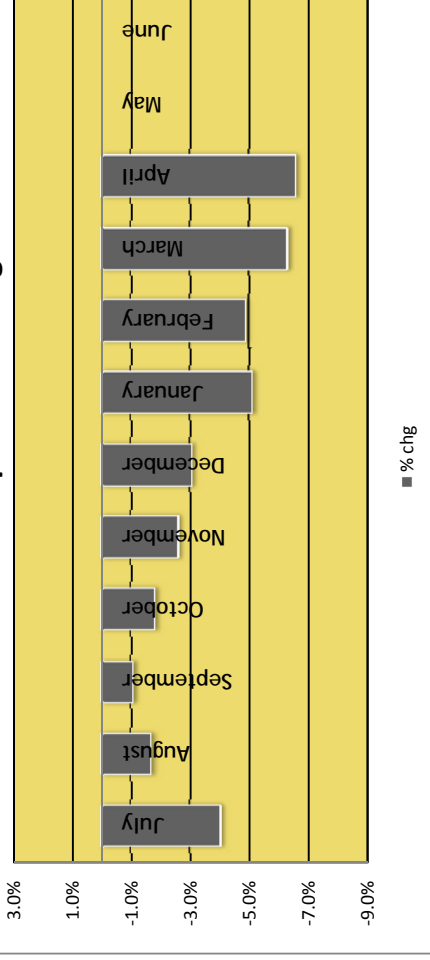
Monthly System Totals

	Monthly Totals		
	This Year	Last Year	Difference % Change
Local Fixed Route	502,676	552,582	-49,906 -9.03%
AMTRAK/Highway 17 Express	30,526	30,309	217 0.72%
System Total	533,202	582,891	-49,689 -8.52%

System Daily Averages

	Weekdays			Saturday			Sunday		
	This Year	Last Year	Difference % Change	This Year	Last Year	Difference % Change	This Year	Last Year	Difference % Change
Local Fixed Route	20,046	21,845	-1,799 -8.24%	10,510	11,446	-936 -8.18%	7,931	9,152	-1,220 -13.33%
AMTRAK/Highway 17 Express	1,122	1,134	-12 -1.03%	749	718	31 4.34%	794	729	65 8.98%
System Total	21,168	22,979	-1,811 -7.88%	11,259	12,164	-905 -7.44%	8,725	9,880	-1,155 -11.69%

Total Ridership YTD % Change



	Year to Date Totals		
	This Year	Last Year	Difference % Change
Local Fixed Route	4,163,958	4,515,575	-351,617 -7.79%
AMTRAK/Highway 17 Express	280,915	241,679	39,236 16.23%
System Total	4,444,873	4,757,254	-312,381 -6.57%

Attachment D

Monthly Ridership Summary

MAY 01, 2012 - MAY 31, 2012

Calendar Operating Days

	This Year	Last Year
Weekdays	23	22
Saturdays	4	4
Sundays	4	5

Bikes and Mobility Devices

	This Year	Last Year
Bikes	18,256	19,118
Mobility Dev.	1,752	1,804

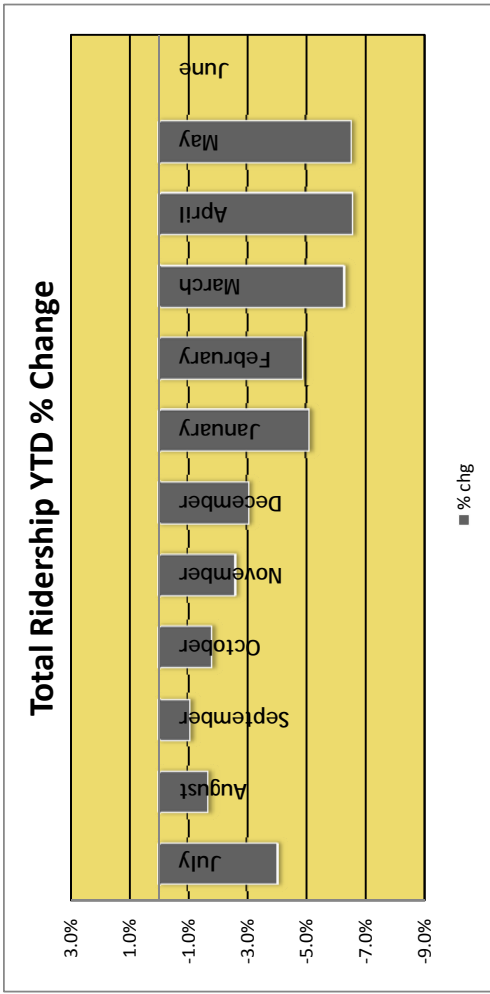
Monthly System Totals

	Monthly Totals			
	This Year	Last Year	Difference	% Change
Local Fixed Route	515,479	552,689	-37,210	-6.73%
AMTRAK/Highway 17 Express	31,349	29,850	1,499	5.02%
System Total	546,828	582,539	-35,711	-6.13%

	Year to Date Totals			
	This Year	Last Year	Difference	% Change
	4,679,437	5,068,299	-388,862	-7.67%
	312,264	271,494	40,770	15.02%
	4,991,701	5,339,793	-348,092	-6.52%

System Daily Averages

	Weekdays			Saturday			Sunday		
	This Year	Last Year	Difference	% Change	This Year	Last Year	Difference	% Change	
Local Fixed Route	19,231	21,033	-1,802	-8.57%	9,960	11,032	-1,072	-9.72%	
AMTRAK/Highway 17 Express	1,058	1,054	5	0.46%	804	715	89	12.46%	
System Total	20,289	22,086	-1,797	-8.14%	10,763	11,746	-983	-8.37%	
					8,332	9,169	-837	-9.13%	
					948	763	185	24.25%	
					9,280	9,932	-652	-6.57%	



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012
TO: Board of Directors
FROM: April Warnock, Paratransit Superintendent
**SUBJECT: METRO PARACRUZ OPERATIONS STATUS REPORT–MAY 2012
METRO PARACRUZ OPERATIONS STATUS REPORT-JUNE 2012**

I. RECOMMENDED ACTION

This report is for information only - no action requested

II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- METRO assumed direct operation of paratransit services November 1, 2004. This service had been delivered under contract since 1992.
- Discussion of ParaCruz Operations Status Report.
- Attachment A1 and A2: On-time Performance Chart displays the percentage of pick-ups within the “ready window” and a breakdown in 5-minute increments for pick-ups beyond the “ready window”. The monthly Customer Service Reports summary is included.
- Attachment B1 and B2: Report of ParaCruz’ operating statistics. Performance Averages and Performance Goals are reflected in the Comparative Operating Statistics Table in order to establish and compare actual performance measures, as performance is a critical indicator as to ParaCruz’ efficiency.
- Attachments C and D: ParaCruz Performance Charts displaying trends in rider-ship and mileage spanning a period of three years.
- Attachment E: Current calendar year’s statistical information on the number of ParaCruz in-person eligibility assessments, including a comparison to past years, since implementation in August of 2002.

III. DISCUSSION

From April 2012 to May 2012, ParaCruz rides increased by 873 rides. The increase in rides does trend typically with the previous two years. The increase is attributed to spring break at the Cabrillo Stroke and Disability Learning Center, which happened in April.

The number of rides performed in May 2012 was 440 less than the number of rides performed in April 2011.

From May 2012 to June 2012, ParaCruz rides decreased by 1320 rides. The decrease is attributed to summer break at the Cabrillo Stroke and Disability Learning Center, which started at the beginning of June.

The number of riders performed in June 2012 was 538 less than the number of rides performed in June 2011.

For June 2012, there were six missed trips, five of which occurred on June 25, the day the cement truck overturned on Hwy 1 and snarled traffic in the county for most of the day.

IV. FINANCIAL CONSIDERATIONS

NONE

V. ATTACHMENTS

- Attachment A1:** ParaCruz On-time Performance Chart
- Attachment B1:** Comparative Operating Statistics Table
- Attachment A2:** ParaCruz On-time Performance Chart
- Attachment B2:** Comparative Operating Statistics Table
- Attachment C:** Number of Rides Comparison Chart and Shared vs. Total Rides Chart
- Attachment D:** Mileage Comparison Chart and Year to Date Mileage Chart
- Attachment E:** Eligibility Chart

ATTACHMENT A.1

Board of Directors
Board Meeting August 24, 2012

ParaCruz On-time Performance Report		
	May 2011	May 2012
Total pick ups	8771	8331
Percent in “ready window”	94.15%	94.83%
1 to 5 minutes late	2.34%	2.06%
6 to 10 minutes late	1.58%	1.55%
11 to 15 minutes late	.98%	.72%
16 to 20 minutes late	.50%	.43%
21 to 25 minutes late	.23%	.18%
26 to 30 minutes late	.11%	.14%
31 to 35 minutes late	.05%	.04%
36 to 40 minutes late	.03%	.04%
41 or more minutes late (excessively late/missed trips)	.01%	.01%
Total beyond “ready window”	5.84%	5.17%

During the month of May 2012, ParaCruz received six (6) Customer Service Reports. Two (2) of the reports were valid complaints, three (3) of the reports were unverifiable, and one (1) of the reports was a compliment.

ATTACHMENT A.2

Board of Directors
Board Meeting August 24, 2012

ParaCruz On-time Performance Report		
	June 2011	June 2012
Total pick ups	7549	7011
Percent in “ready window”	94.12%	94.07%
1 to 5 minutes late	2.34%	2.05%
6 to 10 minutes late	1.47%	1.54%
11 to 15 minutes late	.85%	.97%
16 to 20 minutes late	.60%	.63%
21 to 25 minutes late	.20%	.29%
26 to 30 minutes late	.15%	.19%
31 to 35 minutes late	.11%	.09%
36 to 40 minutes late	.04%	.10%
41 or more minutes late (excessively late/missed trips)	.13%	.09%
Total beyond “ready window”	5.88%	5.93%

During the month of June 2012, ParaCruz received seven (7) Customer Service Reports. Two (2) of the reports were valid complaints, two (2) of the reports were unverifiable, and three (3) of the reports were compliments.

ATTACHMENT B.1

Board of Directors
Board Meeting August 24, 2012

Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through May 2012.

	May 11	May 12	Fiscal 10-11	Fiscal 11-12	Performance Averages	Performance Goals
Requested	9545	9143	93,810	91,781	8335	
Performed	8771	8331	78,907	85,315	7738	
Cancels	18.12%	18.72%	18.34%	18.20%	18.27%	
No Shows	2.64%	3.27%	2.19%	3.14%	3.14%	Less than 3%
Total miles	57,893	56,508	594,317	579,325	52,305	
Av trip miles	4.81	4.89	4.99	4.85	4.83	
Within ready window	94.16%	94.83%	95.62%	95.23%	95.00%	92.00% or better
Excessively late/missed trips	1	1	14	18	2.83	Zero (0)
Call center volume	6349	5922	N/A	65,134	N/A	
Call average seconds to answer	28 secs	20 secs	N/A	23 secs	N/A	Less than 2 minutes
Hold times less than 2 minutes	96.5%	96.6%	N/A	N/A	N/A	Greater than 90%
Distinct riders	812	833	1765	1796	745	
Most frequent rider	51 rides	58 rides	507 rides	468 rides	52 rides	
Shared rides	65.3%	68.5%	62.5%	65.5%	65.03%	Greater than 60%
Passengers per rev hour	2.06	2.05	2.10	2.0	2.00	Greater than 1.6 passengers/hour
Rides by supplemental providers	13.40%	12.17%	11.19%	12.59%	12.19%	No more than 25%
Vendor cost per ride	\$22.96	\$22.96	\$21.11	\$22.15	\$22.34	
ParaCruz driver cost per ride (estimated)	\$21.60	\$25.87	\$23.81	\$25.96	\$25.32	
Rides < 10 miles	63.22%	68.64%	69.63%	68.28%	67.88%	
Rides > 10 miles	36.78%	31.36%	30.37%	31.72%	31.94%	

ATTACHMENT B.2

Board of Directors
Board Meeting August 24, 2012

Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through June 2012.

	June 11	June 12	Fiscal 10-11	Fiscal 11-12	Performance Averages	Performance Goals
Requested	8244	7464	105,055	99,245	8270	
Performed	7549	7011	95,227	92,325	7693	
Cancels	18.98%	16.48%	18.39%	18.07%	18.06%	
No Shows	3.12%	3.46%	2.26%	3.16%	3.17%	Less than 3%
Total miles	52,001	49,012	646,317	628,247	52,056	
Av trip miles	4.68	4.94	4.96	4.86	4.86	
Within ready window	94.12%	94.07%	95.47%	95.14%	95.00%	92.00% or better
Excessively late/missed trips	13	6*	27	24	2.25	Zero (0)
Call center volume	5813	5881	N/A	71,015	N/A	
Call average seconds to answer	28 secs	20 secs	N/A	22.8 secs	N/A	Less than 2 minutes
Hold times less than 2 minutes	96.5%	96.6%	N/A	N/A	N/A	Greater than 90%
Distinct riders	763	754	1842	1865	744	
Most frequent rider	48 rides	54 rides	540 rides	487 rides	53 rides	
Shared rides	59.6%	61.5%	62.1%	65.2%	65.19%	Greater than 60%
Passengers per rev hour	1.98	1.94	2.08	2.00	1.99	Greater than 1.6 passengers/hour
Rides by supplemental providers	8.41%	12.91%	9.95%	12.78%	12.56%	No more than 25%
Vendor cost per ride	\$22.77	\$20.52	\$21.16	\$21.74	\$22.15	
ParaCruz driver cost per ride (estimated)	\$23.70	\$25.92	\$23.80	\$25.97	\$25.65	
Rides < 10 miles	63.22%	70.35%	69.63%	68.44%	68.48%	
Rides > 10 miles	36.78%	29.65%	30.37%	31.56%	31.35%	

*Five (5) missed trips attributed to closure of Hwy 1 on June 25, 2012 due to overturned cement truck.

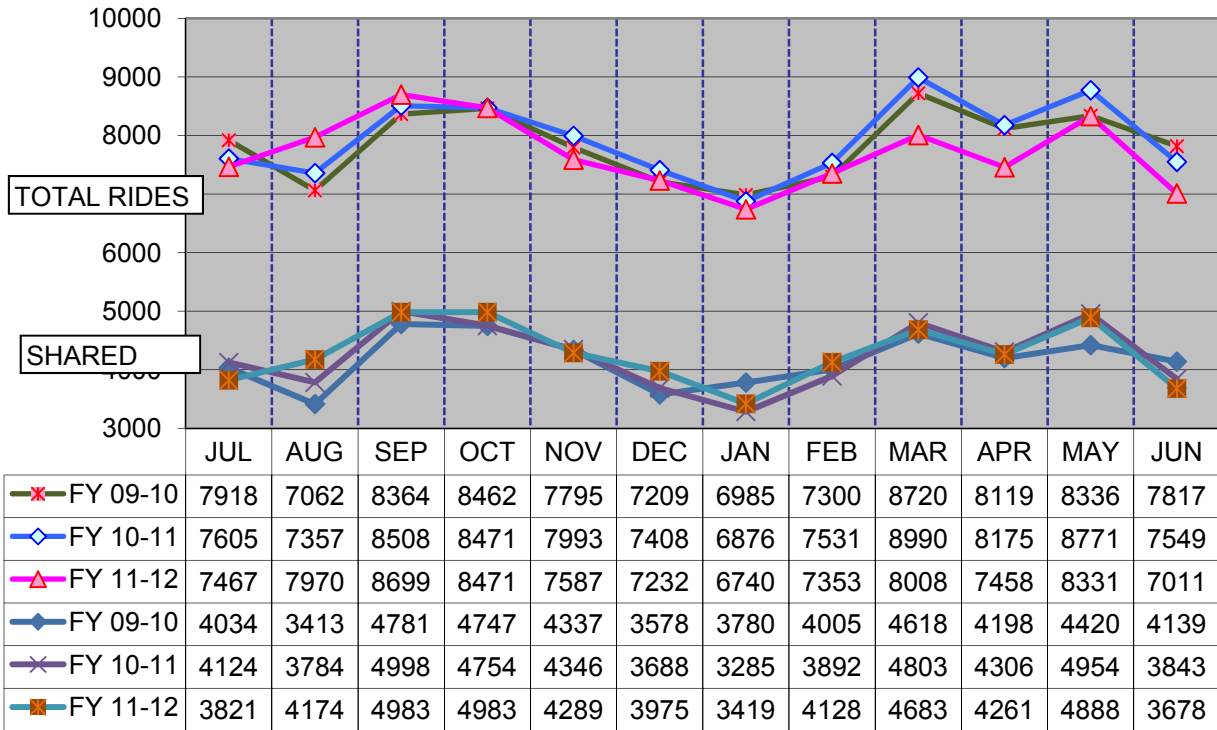
ATTACHMENT B.2

Board of Directors
Board Meeting August 24, 2012

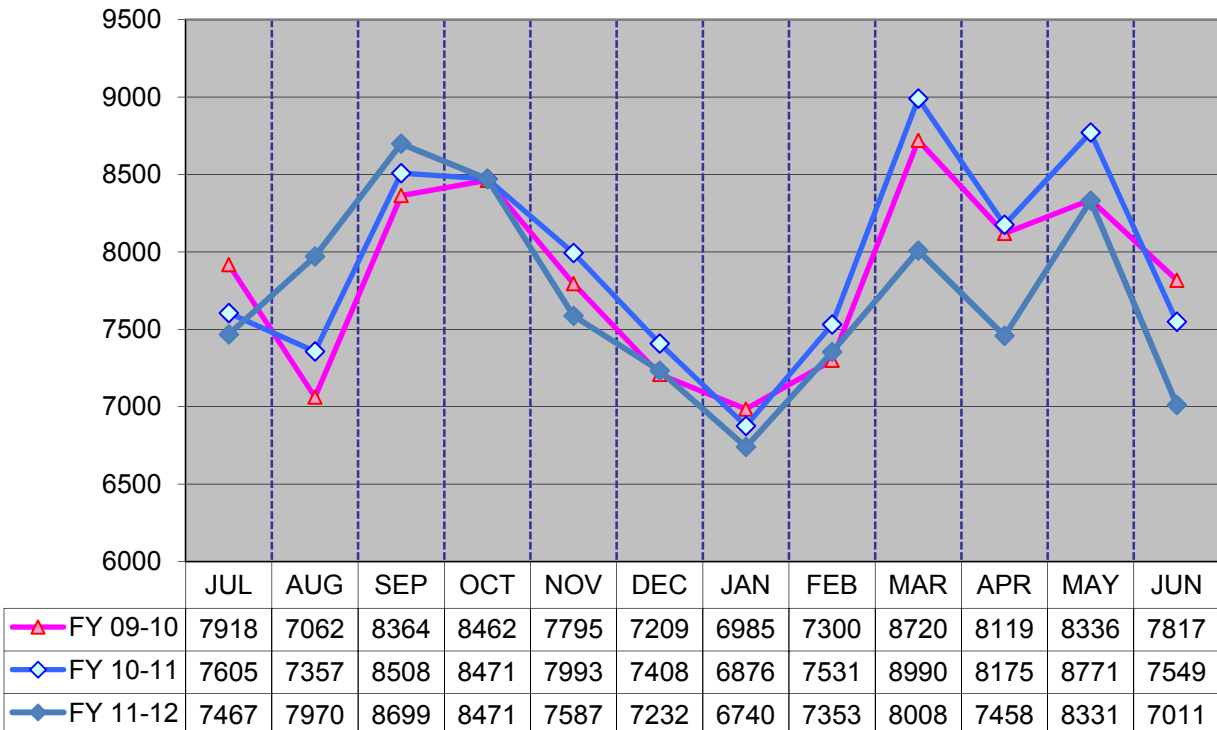
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ATTACHMENT C

TOTAL RIDES vs. SHARED RIDES

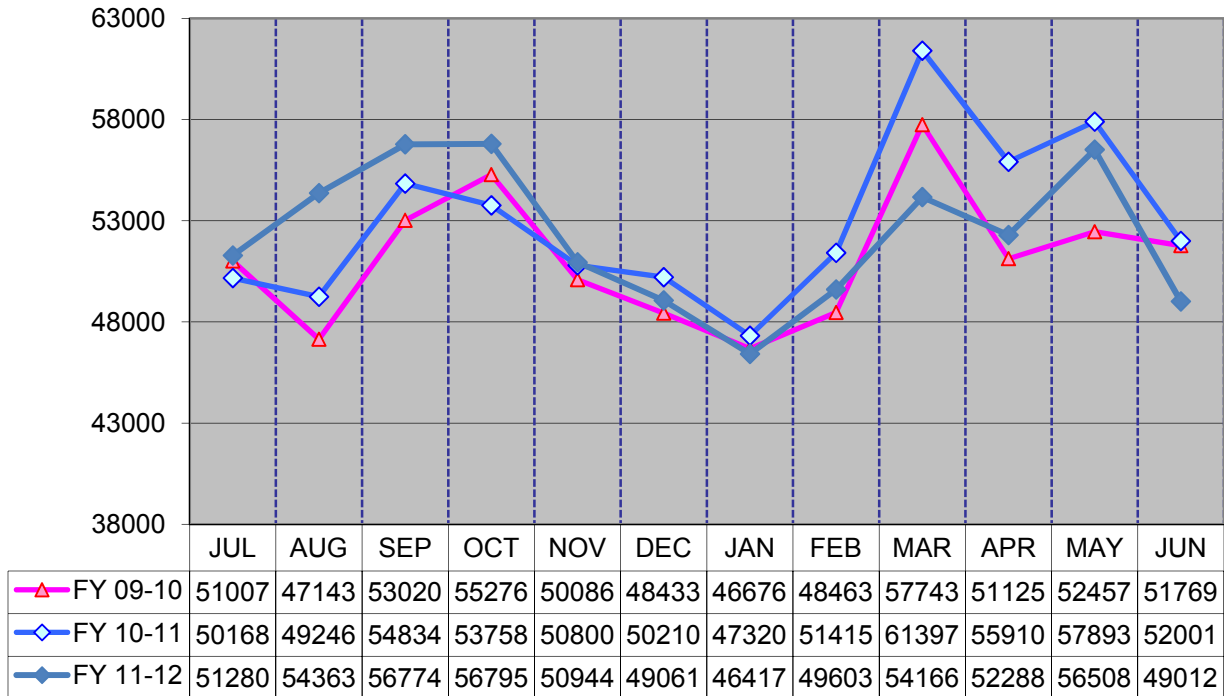


NUMBER OF RIDES COMPARISON CHART

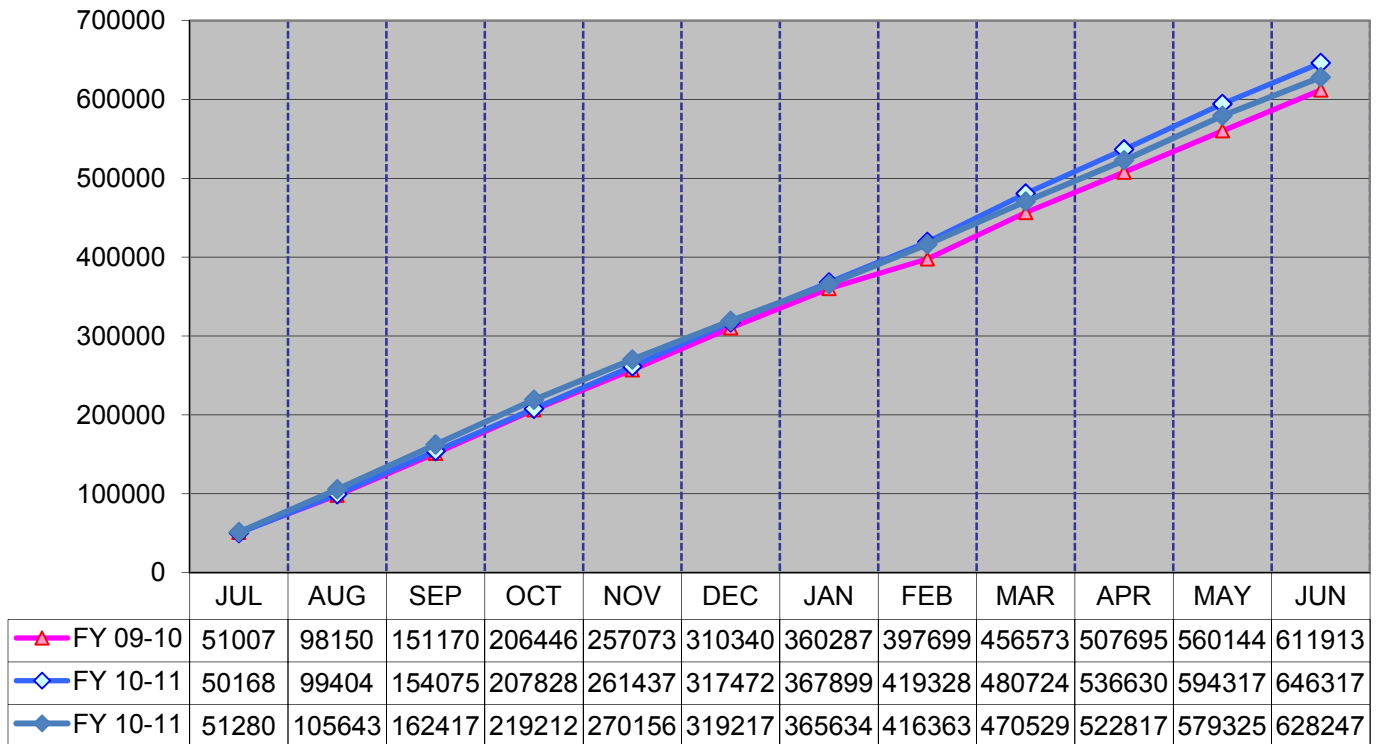


ATTACHMENT D

MILEAGE COMPARISON



YEAR TO DATE MILEAGE COMPARISON CHART



ATTACHMENT E

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED	RESTRICTED	TEMPORARY	DENIED	TOTAL
		CONDITIONAL	TRIP BY TRIP			
MAY 2011	49	1	4	2	0	56
JUNE 2011	48	0	4	0	0	52
JULY 2011	54	0	0	1	0	55
AUGUST 2011	66	0	3	0	1	70
SEPTEMBER 2011	48	0	7	2	0	57
OCTOBER 2011	59	0	4	0	0	63
NOVEMBER 2011	64	0	3	6	1	74
DECEMBER 2011	49	0	1	3	0	53
JANUARY 2012	31	0	2	3	0	36
FEBRUARY 2012	45	0	1	3	0	49
MARCH 2012	52	1	4	0	0	57
APRIL 2012	32	1	3	3	0	39
MAY 2012	50	0	3	1	0	54
JUNE 2012	47	0	2	0	0	49

Number of Eligible Riders for the month of May 2012 = 3085

Number of Eligible Riders for the month of June 2012 =3069

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012
TO: Board of Directors
FROM: John Daugherty, METRO Accessible Services Coordinator
SUBJECT: ACCESSIBLE SERVICES REPORTS FOR MAY AND JUNE 2012

I. RECOMMENDED ACTION

This report is informational only. No action required.

II. SUMMARY OF ISSUES

- After a demonstration project, the Accessible Services Coordinator (ASC) position became a full time position to organize and provide METRO services to the senior/older adult and disability communities.
- Services include the METRO Mobility Training program and ongoing public outreach promoting METRO's accessibility. The ASC also participates in METRO's staff training and policy review regarding accessibility.
- Two persons have served in the ASC position from 1988 to today. In 2002 the ASC position was moved into the newly created Paratransit Department. On May 27, 2011 the Board approved the staff recommendation to receive monthly reports on the activity of the ASC.

III. DISCUSSION

The creation of the Accessible Services Coordinator (ASC) position was the result of a successful demonstration project funded through the Santa Cruz County Regional Transportation Commission. Two persons have served in the ASC position from 1988 to today. Both hiring panels for the ASC included public agency representatives serving older adults and persons with disabilities.

The first ASC, Dr. Pat Cavataio, served from April 1988 through December 1998. The second ASC, John Daugherty, began serving in December 1998.

Under direction, the Accessible Services Coordinator: 1) Organizes, supervises, coordinates and provides METRO services to the older adult and disability communities; 2) Organizes, directs and coordinates the activities and operation of METRO's Mobility Training function; 3) Promotes and provides Mobility Training and outreach services; 4) Acts as information source to staff, Management, funding sources, clients, community agencies and organizations, and the general public

regarding Mobility Training and accessibility; 5) Works with Department Managers to ensure compliance with METRO's accessibility program and policies.

During 2002 the ASC position was moved from Customer Service to the newly created Paratransit Department. Mr. Daugherty was the first employee. His placement was followed by hiring of the first Paratransit Superintendent, Steve Paulson and the current Eligibility Coordinator, Eileen Wagley.

On May 27, 2011 the Board approved the following recommendation: "Staff recommends that this position be reinstated in FY 12 budget with the requirement that this position be evaluated during FY12 to make sure the service items that are being requested by the Community are being carried out by this position. Additionally, staff recommends that this position be required to provide a monthly activity report to the Board of Directors during FY12."

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

Attachment A.1: Accessible Services Coordinator (ASC) Activity Tracking Report for May 2012

Attachment A.2: ASC Activity Tracking Report for June 2012

Prepared by: John Daugherty, METRO Accessible Services Coordinator
Date Prepared: August 17, 2012

Attachment A.1

Accessible Services Coordinator (ASC) Activity Tracking Report for May 2012

What is Mobility Training?

Mobility Training is customized support to allow access to METRO services. It can include:

- **An Assessment:** The ASC meets the trainee to assess the trainee's capabilities to use METRO services. They discuss the trainee's experience using public transit and set goals for training sessions.
- **Trip Planning:** Practice to use bus route schedules, maps, online resources and other tools to plan ahead for trips on METRO fixed route and METRO ParaCruz services. All Mobility Training includes some trip planning.
- **Boarding/Disembarking Training:** Practice to board, be secured, and then disembark (get off) METRO buses. This training has been requested by persons using walkers, wheelchairs, scooters and service animals. The training session includes work with an operator and out of service bus and lasts three to five hours.
- **Route Training:** Practice using METRO buses to travel to destinations chosen by trainees. The training session includes practice on handling fares, bus riding rules and emergency situations. One training session can take two to eight hours. One or two sessions to learn one destination is typical. The number of training sessions varies with each trainee.

During May 2012 there was progress with nine trainees:

- One person successfully completed her Boarding/Disembarking Training.
- She also completed her first and second Route Training sessions.
- Training with three other persons progressed: Two persons completed their second Route Training sessions. The ASC spoke to another person, who was tentative about setting up an Assessment.
- Training with five persons is almost complete: May activity included checking on whether further training is needed and preparation to close their files or complete their referral sheets.

Attachment A.1

Training Overview for May 2012:

- Amount of time dedicated to training sessions and follow up activity: At least 35 hours
- Tracking of scheduled appointments vs. cancelled:
Six appointments scheduled, one appointment cancelled

Highlights of Other Activity – Outreach/orientation performed in the community:

- May 10 Commission on Disabilities meeting
- May 18 Pedestrian Safety Work Group meeting

Meetings are usually scheduled for two hours. Total ASC time spent includes preparation for the meeting, the meeting itself and follow up activity. ASC activity for each meeting can take four to nine hours.

The total audience for May outreach/orientation was at least 14 persons. Information was provided during meetings and follow up phone calls and emails

Requests from the community and METRO staff:

- There were at least 47 individual contacts in person and/or over the phone. Contacts regarded Metro ParaCruz issues, trainee status and questions on Metro system accessibility and trip planning.
- The ASC continued training as back up for the Eligibility Coordinator.

Attachment A.2

Accessible Services Coordinator (ASC) Activity Tracking Report for June 2012

During June 2012 there was progress with nine trainees:

- Three persons were new referrals by the Vista Center Orientation and Mobility Specialist, a school aide and the Eligibility Coordinator: The ASC assessed one person, the ASC set up a meeting with the second person and the ASC met the third person.
- Training with three persons progressed: One person completed three Route Training sessions. The ASC updated the files for two persons after telephone and in person contacts.
- Training with three persons is almost complete: June activity included checking on whether further training is needed and preparation to close their files or complete their referral sheets.

Training Overview for June 2012:

- Amount of time dedicated to training sessions and follow up activity: At least 36.75 hours
- Tracking of scheduled appointments vs. cancelled: Seven appointments scheduled, one appointment cancelled

Highlights of Other Activity – Outreach/orientation performed in the community:

- June 14 Commission on Disabilities meeting
- June 18 Seniors Commission meeting

Meetings are usually scheduled for two hours. Total ASC time spent includes preparation for the meeting, the meeting itself and follow up activity. ASC activity for each meeting can take four to nine hours.

The total audience for June outreach/orientation was at least 22 persons. Information was provided during meetings and follow up phone calls and emails

Requests from the community and METRO staff:

- There were at least 16 individual contacts in person and/or over the phone. Contacts regarded setting up outreach, checking trainee status and answering questions on trip planning and Metro system accessibility.
- The ASC also set up a July presentation to a new group, the 90 Plus Club, at the Mid County Senior Center and left phone messages to arrange other presentations.

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Kumar, Ashok
Date of Incident: 8/4/12

Received: 8/10/12 Claim #: 12-0014
Occurrence Report No.: SC 08-12-03

In regard to the above-referenced Claim, this is to recommend that the Board of Directors take the following action:

- 1. Reject the claim entirely.
- 2. Deny the application to file a late claim.
- 3. Grant the application to file a late claim.
- 4. Reject the claim as untimely filed.
- 5. Reject the claim as insufficient.
- 6. Allow the claim in full.
- 7. Allow the claim in part, in the amount of \$ _____ and reject the balance.

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

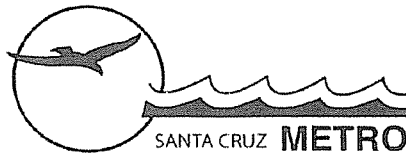
Date: 8.17.12

I, Anthony Tapiz, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of August 24, 2012.

By _____
Anthony Tapiz
RECORDING SECRETARY

Date: _____

MG/lg
Attachment(s)



Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060

CLAIM FOR DAMAGES

(Pursuant to Section 910 et Seq., Government Code)

Claim # 12-0014
(To be completed by METRO staff)

Please Print or Type:

The name and post office address of the claimant:

Claimant's Legal First Name: Ashok

Claimant's Legal Last Name: Kumar

Address to which notices are to be sent: _____

Telephone (Home): _____

Telephone (Business/Cell): _____

Section 111 of the Medicare, Medicaid and SCHIP Extension Act of 2007 (MMSEA), a new federal law that became effective January 1, 2009, requires that the Santa Cruz Metropolitan Transit District report specific information about Medicare beneficiaries who have other insurance coverage. This reporting is to assist Centers for Medicare and Medicaid Services and other insurance plans to properly coordinate payment of benefits among plans so that (your) claims are paid promptly and correctly. We are asking you to answer the following questions so that we may comply with this law.

Are you presently, or have you ever been, enrolled in Medicare Part A or B? Yes or No

IF YES, please provide the following information:

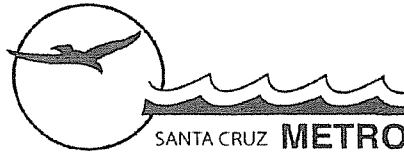
Medicare Claim Number: _____

Date of Birth: _____

Social Security Number: _____

Gender: M or F





Claimant Name: _____

CLAIM FOR DAMAGES

The date, place and other circumstances of the occurrence or transaction that gave rise to the claim asserted:

Date of Incident/Accident: Aug 04, 2012

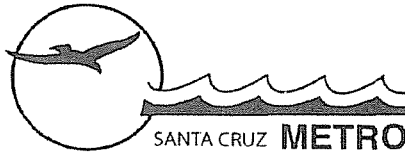
Time of Incident/Accident: 11:30 AM AM PM

Location of Incident/Accident

Street/City: Third Street at Riverside Avenue, Santa Cruz

A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the at the time of presentation of the claim. Please state the known facts surrounding the loss and use additional paper if needed.

My wife was driving our Nissan Sentra car on Third Street at Santa Cruz, which is a one way street. I was sitting in the passenger seat. She was driving in the left lane and she slowed down the car to look for a parking space. Suddenly, Santa Cruz Metro Transit Bus (#2233) came fast in the same direction and hit my car on the right side. Metro Bus damaged my car's right side mirror and mirror holder came off the car's body. There are some scratches on just above the right front wheel. Fortunately, no body was injured. As the right side of mirror is broken, it's not safe to drive my car and I would like to get it repaired as soon as possible. Secondly, I am moving back to my native country (India) next month, therefore I request you to reimburse the claim for the car repair as early as possible.



Claimant Name: Ashok Kumar

CLAIM FOR DAMAGES

The name or names of the METRO employee or employees causing the injury, damage, or loss, if known:

The bus driver of Bus # 2233 (License plate # 1161768)

If the claim totals less than \$10,000, the amount


claimed as of the date of the presentation of the claim: \$ 1194 + Rental Car for 4 days

If the amount exceeds \$10,000.00, this claim would be:

Less than \$25,000
(Limited Civil Case)

More than
\$25,000

Claimant:


ASHOK KUMAR
Signature/Print Name

Date: Aug 06, 2012

Attorney or
Representative:

Signature/Print Name

Date: _____

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Olivia Francesso
Date of Incident: 7/5/2012

Received: 8/15/2012 Claim #: 12-0016
Occurrence Report No.: SC 07-12-12

In regard to the above-referenced Claim, this is to recommend that the Board of Directors take the following action:

- 1. Reject the claim entirely.
- 2. Deny the application to file a late claim.
- 3. Grant the application to file a late claim.
- 4. Reject the claim as untimely filed.
- 5. Reject the claim as insufficient.
- 6. Allow the claim in full.
- 7. Allow the claim in part, in the amount of \$ _____ and reject the balance.

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

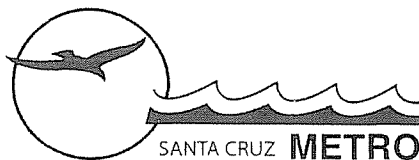
Date: Aug 17, 2012

I, Anthony Tapiz, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of August 24, 2012.

By _____
Anthony Tapiz
RECORDING SECRETARY

Date: _____

MG/lg
Attachment(s)



Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060

CLAIM FOR DAMAGES

(Pursuant to Section 910 et Seq., Government Code)

Claim # 12-0016
(To be completed by METRO staff)

Please Print or Type:

The name and post office address of the claimant:

Claimant's Legal First Name: Francesco

Claimant's Legal Last Name: Olivia

Address to which notices are to be sent: _____

Telephone (Home): _____

Telephone (Business/Cell): _____

Section 111 of the Medicare, Medicaid and SCHIP Extension Act of 2007 (MMSEA), a new federal law that became effective January 1, 2009, requires that the Santa Cruz Metropolitan Transit District report specific information about Medicare beneficiaries who have other insurance coverage. This reporting is to assist Centers for Medicare and Medicaid Services and other insurance plans to properly coordinate payment of benefits among plans so that (your) claims are paid promptly and correctly. We are asking you to answer the following questions so that we may comply with this law.

Are you presently, or have you ever been, enrolled in Medicare Part A or B? Yes or No

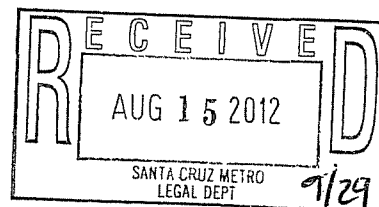
IF YES, please provide the following information:

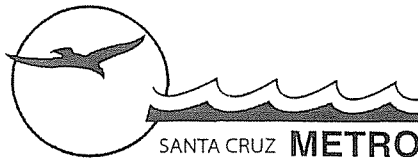
Medicare Claim Number: _____

Date of Birth: _____

Social Security Number: _____

Gender: M or F





Claimant Name: Francesco Olivita

CLAIM FOR DAMAGES

The date, place and other circumstances of the occurrence or transaction that gave rise to the claim asserted:

Date of Incident/Accident: July 5, 2012

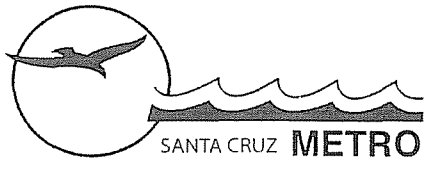
Time of Incident/Accident: about 2:15 AM PM

Location of Incident/Accident

Street/City: San Jose Train station

A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the at the time of presentation of the claim. Please state the known facts surrounding the loss and use additional paper if needed.

I was under the Bus Removing my stuff from the luggage Rack when the Bus started to move while I was still under it. as A result I hit my head & shoulder trying to get from under the bus



Claimant Name: Francesco Olivia

CLAIM FOR DAMAGES

The name or names of the METRO employee or employees causing the injury, damage, or loss, if known:

Mexican Male Name unknown #17
1:10 pm going to
San Jose

If the claim totals less than \$10,000, the amount claimed as of the date of the presentation of the claim: \$ 7500.00 + Medical Bills

If the amount exceeds \$10,000, this claim would be: Less than \$25,000 (Limited Civil Case) More than \$25,000

Claimant: Francesco Olivia
Francesco Olivia
Signature/Print Name

Date: August 1 2002

Attorney or Representative: _____
Signature/Print Name

Date: _____

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012

TO: Board of Directors

FROM: Erron Alvey, Purchasing Agent

SUBJECT: CONSIDERATION OF AWARD OF CONTRACT WITH FEENEY WIRELESS, LLC FOR ON-BOARD BUS WI-FI SERVICE AND EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$60,000

I. RECOMMENDED ACTION

Authorize the General Manager to execute a contract with Feeney Wireless, LLC for On-Board Bus Wi-Fi Service and Equipment in an amount not to exceed \$60,000 and designate Ciro Aguirre, Operations Manager, as Contract Administrator.

II. SUMMARY OF ISSUES

- Santa Cruz METRO has a successful wireless internet program currently on-board seventeen (17) of our Highway 17 fleet. The current provider has reported that our usage continues to be some of the highest usage they have seen around the country in similar programs.
- Due to the popularity and high level of demand for wireless internet, Santa Cruz METRO would like to increase the number of buses able to provide this service. This will also be an opportunity to upgrade the equipment and service for faster speeds and better coverage.
- A formal request for proposals was conducted to solicit proposals from qualified firms.
- One firm submitted a proposal for Santa Cruz METRO's review.
- A three-member evaluation committee comprised of Santa Cruz METRO staff reviewed and evaluated the proposals and is recommending a contract award to Feeney Wireless, LLC.

III. DISCUSSION

Santa Cruz METRO has a successful wireless internet program currently on-board seventeen (17) of our Highway 17 fleet. Eurotech, the current provider, has reported that our usage continues to be some of the highest usage they have seen around the country in similar transit programs.

Due to the popularity and high level of demand for wireless internet on this mainly commuter route, Santa Cruz METRO would like to increase the number of buses able to provide this service. This will also be an opportunity to upgrade the equipment and service for faster speeds and better coverage.

On July 3, 2012, Santa Cruz METRO Request for Proposal No. 12-31 was mailed to fifteen (15) firms, was legally advertised, and a notice was posted on Santa Cruz METRO's web site. On August 7, 2012, proposals were received and opened from one (1) firm – Feeney Wireless, LLC. A sole bid analysis was required due to only one proposal being received. That analysis determined that there was a limited pool of firms that could provide both the equipment and the required installation, integration and maintenance services. They were typically providers of one or the other. The current contract holder, Eurotech, failed to submit a bid and has not responded to inquiries as to why. Santa Cruz METRO's plans and specifications were determined to be non-exclusionary.

A three-member evaluation committee comprised of Ciro Aguirre, Operations Manager, Isaac Holly, Assistant IT Manager, and Bruce Rhodes, Fleet Supervisor, have reviewed and evaluated the proposals.

The evaluation committee used the following criteria as contained in the Request for Proposals:

Evaluation Criteria	Points Possible
1. Responsiveness of Proposal to Scope of Work and Specifications	25
2. Experience of Firm (includes past performance, if applicable)	20
3. References	20
4. Price Proposal	30
5. Service Coverage and Quality	10
6. Support Program	10
5. Disadvantaged Business Enterprise Participation	5
Total Points Possible	120

The evaluation committee is recommending that a contract be established with Feeney Wireless for On-board Bus Wi-Fi Service and Equipment for an amount not to exceed \$60,000 with Ciro Aguirre, Operations Manager, to serve as the Contract Administrator. Contractor will provide all services meeting all Santa Cruz METRO specifications and requirements of the contract, and the Contract Administrator will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS

Funds to support the contract are included in the Operations FY13 capital budget.

V. ATTACHMENTS

Attachment A: Contract with Feeney Wireless, LLC

Note: The RFP along with its Exhibits and any Addendum(s) are available for review at the Administration Office of Santa Cruz METRO.

**PROFESSIONAL SERVICES CONTRACT
FOR PROCUREMENT OF AN ON BOARD INTEGRATED WI-FI SYSTEM (12-31)**

THIS CONTRACT is made effective on _____, 2012 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, a political subdivision of the State of California ("Santa Cruz METRO"), and RER Enterprises, Inc. (DBA Feeney Wireless, LLC) ("Contractor").

1. RECITALS

1.01 Santa Cruz METRO's Primary Objective

Santa Cruz METRO is a public entity whose primary objective is providing public transportation and has its principal office at 110 Vernon Street, Santa Cruz, California 95060.

1.02 Santa Cruz METRO's Need for Procurement of an On Board Integrated Wi-Fi System

Santa Cruz METRO has the need for Procurement of an On Board Integrated Wi-Fi System. In order to obtain these services, Santa Cruz METRO issued a Request for Proposals, dated July 3, 2012, setting forth specifications for such services. The Request for Proposals is attached hereto and incorporated herein by reference as Exhibit "A".

1.03 Contractor's Proposal

Contractor is a firm/individual qualified to provide Procurement of an On Board Integrated Wi-Fi System and whose principal place of business is 1505 Westec Drive, Eugene, Oregon, 97402. Pursuant to the Request for Proposals by Santa Cruz METRO, Contractor submitted a proposal for Procurement of an On Board Integrated Wi-Fi System, which is attached hereto and incorporated herein by reference as Exhibit "B."

1.04 Selection of Contractor and Intent of Contract

On August 17, 2012, Santa Cruz METRO selected Contractor as the offeror whose proposal was most advantageous to Santa Cruz METRO, to provide the Procurement of an On Board Integrated Wi-Fi System described herein. This Contract is intended to fix the provisions of these services.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.01 Documents Incorporated in this Contract

The documents listed below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties' contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with Section 13.14.

A. Exhibit "A"

Santa Cruz Metropolitan Transit District's "Request for Proposals" dated July 3, 2012

B. Exhibit "B" (Contractor's Proposal)

Contractor's Proposal to Santa Cruz METRO for Procurement of an On Board Integrated Wi-Fi System, signed by Contractor and dated August 7, 2012.

2.02 Conflicts

Where in conflict, the provisions of this writing supersede those of the above-referenced documents, Exhibits "A" and "B". Where in conflict, the provisions of Exhibit "A" supersede Exhibit "B".

2.03 Recitals

The Recitals set forth in Article 1 are part of this Contract.

3. DEFINITIONS

3.01 General

The terms below (or pronouns in place of them) have the following meaning in the contract:

3.01.01 CONTRACT - The Contract consists of this document, the attachments incorporated herein in accordance with Article 2, and any written amendments made in accordance with Section 13.14.

3.01.02 CONTRACTOR - The Contractor selected by Santa Cruz METRO for this project in accordance with the Request for Proposals issued July 3, 2012.

3.01.03 CONTRACTOR'S STAFF - Employees of Contractor.

3.01.04 DAYS - Calendar days.

3.01.05 OFFEROR - Contractor whose proposal was accepted under the terms and conditions of the Request for Proposals issued July 3, 2012.

3.01.06 PROVISION - Any term, agreement, covenant, condition, clause, qualification, restriction, reservation, or other stipulation in the contract that defines or otherwise controls, establishes, or limits the performance required or permitted by either party.

3.01.07 SCOPE OF WORK (OR "WORK") - The entire obligation under the Contract, including, without limitation, all labor, equipment, materials, supplies, transportation, services, and other work products and expenses, express or implied, in the Contract.

4. TIME OF PERFORMANCE

4.01 Term

The term of this Contract will be for a period not to exceed five (5) years and shall commence upon the execution of the contract by Santa Cruz METRO.

5. COMPENSATION

5.01 Terms of Payment

Santa Cruz METRO shall compensate Contractor in an amount not to exceed the amounts/rates as set forth in Exhibit B, and as agreed upon by Santa Cruz METRO. Santa Cruz METRO shall reasonably determine whether work has been successfully performed for purposes of payment. Compensation shall be made within thirty (30) days of Santa Cruz METRO written approval of

Contractor's written invoice for said work. Contractor understands and agrees that if he/she exceeds the \$60,000 maximum amount payable under this contract, that it does so at its own risk.

5.02 Invoices

Contractor shall submit invoices with a purchase order number provided by Santa Cruz METRO on a monthly basis. Contractor's invoices shall include detailed records showing actual time devoted, work accomplished, date work accomplished, personnel used, and amount billed per hour. Expenses shall only be billed if allowed under the Contract. Telephone call expenses shall show the nature of the call and identify location and individual called. Said invoice records shall be kept up-to-date at all times and shall be available for inspection by Santa Cruz METRO (or any grantor of Santa Cruz METRO, including, without limitation, any State or Federal agency providing project funding or reimbursement) at any time for any reason upon demand for not less than four (4) years after the date of expiration or termination of the Contract. Under penalty of law, Contractor represents that all amounts billed to Santa Cruz METRO are (1) actually incurred; (2) reasonable in amount; (3) related to this Contract; and (4) necessary for performance of the project.

6. NOTICES

All notices under this Contract shall be deemed duly given upon delivery, if delivered by hand; or three (3) days after posting, if sent by registered mail, receipt requested; to a party hereto at the address hereinunder set forth or to such other address as a party may designate by notice pursuant hereto.

Santa Cruz METRO

Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060
Attention: General Manager

CONTRACTOR

Attention: _____

7. AUTHORITY

Each party has full power and authority to enter into and perform this Contract and the person signing this Contract on behalf of each has been properly authorized and empowered to enter into this Contract. Each party further acknowledges that it has read this Contract, understands it, and agrees to be bound by it.

Signed on _____

SANTA CRUZ METRO - SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR -
RER Enterprises, Inc. (DBA Feeney Wireless, LLC)

By _____
Ethan Ralston, President

Approved as to Form:

Margaret Gallagher
Santa Cruz METRO Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012

TO: Board of Directors

FROM: Erron Alvey, Purchasing Agent

SUBJECT: CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH RAYMUNDO ENGINEERING COMPANY, INC. FOR ARCHITECT AND ENGINEERING SERVICES FOR THE SECOND LNG TANK AND EQUIPMENT INSTALLATION AT 1200B RIVER STREET IN AN ADDITIONAL AMOUNT NOT TO EXCEED \$10,000

I. RECOMMENDED ACTION

Authorize the General Manager to execute a contract amendment for a one-year contract extension with Raymundo Engineering Co., Inc. for Architect and Engineering Services for the Second LNG Tank and Equipment Installation at 1200B River Street for an additional amount not to exceed \$10,000.

II. SUMMARY OF ISSUES

- Santa Cruz METRO has a contract with Raymundo Engineering Co., Inc. for Architect and Engineering Services for the Second LNG Tank and Equipment Installation at 1200B River Street.
- This contract was established on September 9, 2011 for a one-year period with an option to renew upon mutual consent.
- The current contract approved by the Board of Directors will expire on September 8, 2012.
- Raymundo Engineering Co., Inc. has requested no rate changes for the new contract period.
- The services of Raymundo Engineering Co., Inc. are required for the duration of this project, which is estimated to be completed in February 2013, therefore, a one-year contract extension with no rate changes is recommended.

III. DISCUSSION

Santa Cruz METRO has a contract with Raymundo Engineering Co., Inc. for Architect and Engineering Services for the Second LNG Tank and Equipment Installation at 1200B River Street that is due to expire on September 8, 2012. The services of Raymundo Engineering Co., Inc. are required for the duration of this project, which is estimated to be completed in February 2013.

Staff recommends that Santa Cruz METRO exercise the option for a one-year contract extension with Raymundo Engineering Co., Inc. for an additional amount not to exceed \$10,000. Staff further recommends that the Board of Directors authorize the General Manager to sign a one-year contract extension on behalf of Santa Cruz METRO. Frank Cheng, Project and IT Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS

This contract has a total not to exceed of \$41,520. To date \$31,350 has been spent with \$10,170 remaining. Additional funds in an amount of \$10,000 are requested for approval at this time as the project completion date has been pushed back farther than originally scheduled. The new contract total not to exceed would be \$51,520.

Funds to support this contract are included in the MetroBase Project budget.

V. ATTACHMENTS

Attachment A: Contract Amendment with Raymundo Engineering Co., Inc.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FIRST AMENDMENT TO CONTRACT NO. 11-22
FOR ARCHITECT AND ENGINEERING SERVICES FOR THE SECOND LNG TANK
AND EQUIPMENT INSTALLATION AT 1200B RIVER STREET**

This First Amendment to Contract No. 11- for Architect And Engineering Services for the Second LNG Tank and Equipment Installation at 1200B River Street is made effective September 9, 2012 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California (“Santa Cruz METRO”) and Raymundo Engineering Company, Inc. (“Contractor”).

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Architect And Engineering Services for the Second LNG Tank and Equipment Installation at 1200B River Street (“Contract”) on September 9, 2012.
- 1.2 The Contract allows for the extension upon mutual written consent.

Therefore, Santa Cruz METRO and Contractor amend the Contract as follows:

II. TERM

- 2.1 Article 4.01 is amended to include the following language:

This Contract shall continue through September 8, 2013. This Contract may be mutually extended by agreement of both parties.

III. REMAINING TERMS AND CONDITIONS

- 3.1 All other provisions of the Contract that are not affected by this amendment shall remain unchanged and in full force and effect.

IV. AUTHORITY

- 4.1 Each party has full power to enter into and perform this First Amendment to the Contract and the person signing this First Amendment on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this First Amendment to the Contract, understands it, and agrees to be bound by it.

SIGNATURES ON NEXT PAGE

Signed on _____

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR
Raymundo Engineering Company, Inc.

By _____
James Dong
Vice President

Approved as to Form:

Margaret R. Gallagher
Santa Cruz METRO Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012

TO: Board of Directors

FROM: Erron Alvey, Purchasing Agent

SUBJECT: CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH FLYERS ENERGY, LLC FOR OFF-SITE FUELING OF NON-REVENUE VEHICLES

I. RECOMMENDED ACTION

Authorize the General Manager to execute a contract renewal for a one-year contract extension with Flyers Energy, LLC for off-site fueling of non-revenue vehicles.

II. SUMMARY OF ISSUES

- Santa Cruz METRO has gas powered, non-revenue vehicles in its fleet.
- Santa Cruz METRO has a contract with Flyers Energy, LLC for off-site fueling.
- This contract was established on October 1, 2008 for a three-year period with two optional one-year extensions.
- The current contract approved by the Board of Directors will expire on September 30, 2012.
- Flyers Energy, LLC has requested no changes for the new contract period.
- Flyers Energy, LLC has performed its duties well under this contract and therefore, a one-year contract extension with no changes is recommended.

III. DISCUSSION

Santa Cruz METRO has a contract with Flyers Energy, LLC for off-site fueling of non-revenue vehicles that is due to expire on September 30, 2012. Per Bruce Rhodes, Fleet Maintenance Supervisor, over the past year, the quality of service provided by Flyers Energy, LLC has been excellent. The electronic availability of our fueling activity has been very helpful in ensuring accuracy in our data records. Flyers Energy, LLC has reviewed the contract and has agreed to an extension of the Contract under the same terms and conditions.

Staff recommends that Santa Cruz METRO exercise the option for a one-year contract extension with Flyers Energy, LLC. Staff further recommends that the Board of Directors authorize the General Manager to sign a one-year contract extension on behalf of Santa Cruz METRO. Robert Cotter, Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS

This Contract has a current total not to exceed of \$330,000. To date \$245,089.68 has been spent with \$84,910.32 remaining. No additional funds are required at this time. A price analysis of local fuel companies has been performed and the current Contract pricing offered was determined to be fair and reasonable.

Funds to support this contract are included in the Fleet Maintenance FY12 Fuels and Lubricants – Non Revenue Vehicle budget.

V. ATTACHMENTS

Attachment A: Response Letter from Flyers Energy, LLC

Attachment B: Contract Amendment with Flyers Energy, LLC

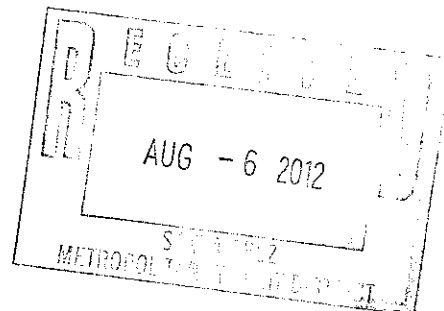
Attachment A



2360 Lindbergh Street, Auburn, CA 95602 (530) 885-0401 fax (530) 885-5851 www 4flyers.com

August 1, 2012

Santa Cruz Metro
110 Vernon Street
Santa Cruz, CA 95060



Re: Santa Cruz Metro Contract No.09-03 for Off-Site Refueling of Non-Revenue Vehicles

Dear Mr. Alvey,

Flyers Energy, LLC would be pleased to extend the above referenced contract for one additional year under the same terms. Please forward the approved documents for signature at your convenience.

If you have any questions please contact me at 530-885-0401 or rickt@4flyers.com

Sincerely,

A handwritten signature in black ink, appearing to read 'Rick Teske', written over a horizontal line.

Rick Teske
General Manager

5-9.a1

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
SECOND AMENDMENT TO CONTRACT NO. 09-03
FOR OFF-SITE REFUELING FOR NON-REVENUE VEHICLES**

This Second Amendment to Contract No. 09-03 for off-site refueling of non-revenue vehicles is made effective October 1, 2011 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California (“Santa Cruz METRO”) and Flyers Energy, LLC (“Contractor”).

I. RECITALS

1.1 Santa Cruz METRO and Contractor entered into a Contract for off-site refueling of non-revenue vehicles (“Contract”) on October 1, 2008.

1.2 Nella Oil Company has officially changed their name to Flyers Energy, LLC.

1.3 The Contract allows for the extension upon mutual written consent

Therefore, Santa Cruz METRO and Contractor amend the Contract as follows:

II. TERM

2.1 Article 3.02 is amended to include the following language:

This contract shall continue through September 30, 2013.

III. REMAINING TERMS AND CONDITIONS

3.1 All other provisions of the Contract that are not affected by this amendment shall remain unchanged and in full force and effect.

IV. AUTHORITY

4.1 Each party has full power to enter into and perform this Second Amendment to the Contract and the person signing this Second Amendment on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this Second Amendment to the Contract, understands it, and agrees to be bound by it.

SIGNATURES ON NEXT PAGE

Signed on _____

Santa Cruz METRO
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR
Nella Oil Company, LLC

By _____
Rick Teske, General Manager

Approved as to Form:

Margaret Gallagher
Santa Cruz METRO Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012

TO: Board of Directors

FROM: Erron Alvey, Purchasing Agent

SUBJECT: CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH AIRTEC SERVICE FOR HEATING VENTILATION AND AIR CONDITIONING (HVAC) MAINTENANCE SERVICES IN AN AMOUNT NOT TO EXCEED \$15,000

I. RECOMMENDED ACTION

Authorize the General Manager to execute a Contract Amendment for a one-year contract extension with Airtec Services for HVAC maintenance services in an amount not to exceed \$15,000.

II. SUMMARY OF ISSUES

- Santa Cruz METRO has a need for an outside vendor for heating, ventilation and air conditioning (HVAC) maintenance services as this is a specialty service requiring licensing and insurance. Any required repairs discovered during maintenance are also covered under this Contract.
- Santa Cruz METRO has a contract with Airtec Services for the required maintenance services and additional repairs.
- This contract was established on October 13, 2011 for a one-year period with four optional one-year extensions.
- The current contract approved by the Board of Directors will expire on October 13, 2012.
- Airtec Services has requested a 3.2% overall price increase for the new contract period.
- Airtec Services has performed its duties very well under this contract and therefore, a one-year contract extension is appropriate. A price analysis was performed. A 3.2% price increase was found to be fair and reasonable, and is therefore recommended.

III. DISCUSSION

Santa Cruz METRO has a contract with Airtec Services for quarterly HVAC maintenance services, and any required repairs, that is due to expire on October 13, 2012. Per Sheldon Njaa, Facilities Maintenance Supervisor, over the past year, communication, response times and

overall quality of service provided by Airtec Services has been excellent. Airtec Services has reviewed the contract and requested a 3.2% pricing increase.

Staff recommends that Santa Cruz METRO exercise the option for a one-year contract extension with Airtec Services, for a Contract Amendment amount not to exceed \$15,000. Staff further recommends that the Board of Directors authorize the General Manager to sign a one-year Contract Amendment on behalf of Santa Cruz METRO. Robert Cotter, Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS

The first year of the contract has a total not to exceed of \$15,000. To date \$7,366.94 has been spent with \$7,633.06 remaining. It is anticipated that there will be one more full service before the first year of the Contract expires, in an amount of approximately \$3,000. This Contract also has a provision for repairs billed at an hourly rate with a discount on parts. The 3.2% increase represents approximately \$350 annually on the maintenance. Additional funds to support the First Contract Amendment term in an amount of \$15,000 are requested for approval at this time.

A price analysis was performed with other local companies that perform these services. A 3.2% price increase was found to be fair and reasonable, and is therefore recommended.

Funds to support this contract are included in the Facilities Maintenance FY13 Outside Repairs – Buildings and Improvements budget.

V. ATTACHMENTS

Attachment A: Response letter from Airtec Services

Attachment B: Contract Amendment with Airtec Services



Heating ■ Air Conditioning ■ Ventilation

August 9, 2012

Santa Cruz Metro
110 Vernon Street
Santa Cruz, CA 95060

Attn: Erion Alvey

Re: Intent to Extend HVAC Maintenance Services
Contract Number 12-09

Erion,

Airtec Service wishes to extend the maintenance agreement contract through October 13, 2013. However, we will need to increase the contract amount 3.2% in order to support labor rate increases to our collective bargaining agreement.

Please advise if this is acceptable.

Sincerely,

A handwritten signature in black ink, appearing to read "David Olson".

David Olson
President

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FIRST AMENDMENT TO CONTRACT NO. 12-09
FOR HEATING VENTING AND AIR CONDITIONING
MAINTENANCE SERVICES**

This First Amendment to Contract No. 12-09 Heating Venting and Air Conditioning Maintenance Services is made effective October 14, 2012 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California (“Santa Cruz METRO”) and Airtec Service. (“Contractor”).

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Heating Venting and Air Conditioning Maintenance Services (“Contract”) on October 14, 2011.
- 1.2 The Contract allows for the extension upon mutual written consent

Therefore, Santa Cruz METRO and Contractor amend the Contract as follows:

II. TERM

- 2.1 Article 4.01 is amended to include the following language:

This contract shall continue through October 13, 2013. This Contract may be mutually extended by agreement of both parties.

III. COMPENSATION

- 3.1 Article 5.01 is amended to include the following language:

A price increase of 3.2% is effective as of October 14, 2012. New Contract rates are per “Attachment A” of this Amendment. Additional funds in the amount of \$15,000 have been approved. The new Contract total not to exceed amount is \$30,000.

IV. REMAINING TERMS AND CONDITIONS

- 4.1 All other provisions of the Contract that are not affected by this amendment shall remain unchanged and in full force and effect.

V. AUTHORITY

- 5.1 Each party has full power to enter into and perform this First Amendment to the Contract and the person signing this First Amendment on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this First Amendment to the Contract, understands it, and agrees to be bound by it.

SIGNATURES ON NEXT PAGE

Signed on _____

Santa Cruz METRO
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR
Airtec Services

By _____
David Olsen, President

Approved as to Form:

Margaret Gallagher
Santa Cruz METRO Counsel

First Amendment Attachment A



September 22, 2011

REVISED
August 17, 2012

Santa Cruz Metropolitan Transit District
District Purchasing Office
110 Vernon Street, Santa Cruz CA 95060

Re: RFP No. 12-09
Heating, Ventilation & Air Conditioning Maintenance Service

Bid Date: September 23, 2011 5:00pm

Estimator: David Olson

Addendums Noted: 1, Dated 9/8/11

We hereby propose to provide labor and materials for RFP 12-09 in accordance with bid specifications as follows:

- Part I Instructions to Offerors
- Part II General Information
- Part III Specifications for Servicing
- Part IV General Conditions
- Part V Contract
- Revised Attachment "A" (Addendum #1)

Proposed scope of work shall provide quarterly (4 times per year) scheduled maintenance service at seven (7) locations:

- Santa Cruz Metro Center 920 Pacific Avenue
Price Quarterly: \$334.00/visit
Price Annually: \$1,337.00/year
- Watsonville Transit Center 475 Rodriguez
Price Quarterly: \$359.00/visit
Price Annually: \$1,436.00/year
- Bart Cavallard Transit Center 264 Kings Village
Price Quarterly: \$220.00/visit
Price Annually: \$880.00/year
- Metro Para Cruz Office 2880 Research Park
Price Quarterly: \$225.00/visit
Price Annually: \$900.00/year

SALES ■ SERVICE ■ DESIGN ■ MAINTENANCE

• Metro Admin. Office	110 Vernon Street	Price Quarterly:	\$743.00/visit
		Price Annually:	\$2,972.00/year
 • Metro Fleet Maintenance	 138 Golf Club Drive	 Price Quarterly:	 \$838.00/visit
		Price Annually:	\$3,352.00/year
 • Metro Fuel Service	 1200 B River Street	 Price Quarterly:	 \$189.00/visit
		Price Annually:	\$756.00/year

Total Proposal Quarterly: \$2,908.00

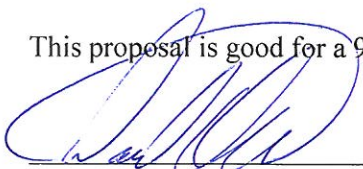
Total Proposal Annually: \$11,633.00

Hourly Rate Straight Time:	\$120.00/hour
Hourly Rate Time & ½:	\$162.00/hour
Hourly rate Double Time (Holidays)	\$206.00/hour
Mileage Rate Costs:	Ø
Material Discount from List:	15%

The above pricing is based on the following:

- All work to be performed at current Santa Cruz County prevailing wage rates.
- Air filter replacement includes E 35 pleated air filters.

This proposal is good for a 90-day period.



 David Olson

8/17/12

 Date

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012

TO: Board of Directors

FROM: Ciro F. Aguirre, Manager of Operations

SUBJECT: CONSIDERATION TO PURCHASE GFI GENFARE TICKET VENDING MACHINE (TVM) FOR INSTALLATION AT THE CAVALLARO TRANSIT CENTER, SCOTTS VALLEY, CA.

I. RECOMMENDED ACTION

That the Board of Directors authorize the purchase of a GFI Genfare TVM for the Cavallaro Transit Center in Scotts Valley.

II. SUMMARY OF ISSUES

- In March 2012 satellite ticket vendor Epic Adventures located in Scotts Valley advised METRO that they would cease selling Santa Cruz METRO tickets and passes.
- Café Amigo opened for business within the Cavallaro Transit Center in April 2012, and as part of their lease agreement their staff was trained in selling tickets and passes as well as providing METRO information.
- Café Amigo operates from 6am to 6:30pm Monday through Friday, 8:30am to 4pm Saturdays, and is closed on Sundays.
- Customer patronage at the Cavallaro Transit Center has increased due to the opening of the Scotts Valley Library, Café Amigo, accessibility to Route 35 and Highway 17 services
- Staff has determined that a need exists, due to increased patronage at the Cavallaro Transit Center, to provide after-hours availability of tickets, passes, and Smart Card value loading options.
- Staff recommends that the METRO Board of Directors approve the purchase and installation of an additional TVM for use at the Cavallaro Transit Center.

III. DISCUSSION

In March 2012 METRO's satellite ticket and pass vendor Epic Adventures located in the Kings Village Shopping Center in Scotts Valley advised METRO that they no longer wished to be part of METRO's satellite vendor program and would cease ticket and pass sales commencing April 01, 2012.

METRO Customer Service staff performed training with staff at Café Amigo and upon opening at the Cavallaro Transit Center in April 2012 Café Amigo began providing METRO tickets, passes, and information.

Café Amigo is open Monday through Friday from 6am to 6:30pm, Saturdays 8:30am to 4pm and is closed Sundays.

Due to increased patronage at the Cavallaro Transit Center, staff has determined that a Ticket Vending Machine installed at the Cavallaro Transit Center will provide after-hours ticket and pass purchasing and Smart Card value loading options, which will add a higher level of convenience to METRO riders.

Staff recommends that the METRO Board of Directors approve the purchase of the GFI Genfare Ticket Vending Machine in the amount quoted (Refer to Attachment A). This will be Sole source procurement due to the GFI Genfare TVM having unique availability. Ms. Erron Alvey, METRO Purchasing Agent will prepare a Sole Source Justification before placing any order.

III. FINANCIAL CONSIDERATIONS

METRO TVM Capital Expense Budget funded at \$100,000

V. ATTACHMENTS

A. GFI Genfare TVM Quote



GFI Genfare
 A Division of SPX Corporation
 751 Pratt Boulevard
 Elk Grove Village, IL 60007
 Ph: (847) 593-8855
 Fax:(847) 593-8870

Sales Quotation

Sold-To-Party

Santa Cruz Metro Transit Dist
 110 Vernon Street
 Santa Cruz CA 95060

Ship-To-Party

Santa Cruz Metro Transit District
 Fleet Maintenance
 138 Golf Club Drive
 Santa Cruz CA 95060

Information

Sales Quote No. 5002601
Document Date 08/15/2012
Customer No. 539
Currency USD
Contact Name Ciro Aguirre
Phone 831-425-8951
FAX 831-426-6117
EMAIL lwhite@scmtd.com
Validity Start Date 08/15/2012
Validity End Date 12/31/2012
Req Delivery Date 08/15/2012

End User

Santa Cruz Metro Transit Dist
 110 Vernon Street
 Santa Cruz CA 95060

Item	Material	Quantity	Price	Amount
10	TVM	1 EA	35,175.00 USD	35,175.00
	TVM			
		Tax	2,989.87 USD	2,989.87
20	B27757-0001	1 EA	6,285.00 USD	6,285.00
	KIT, COIN ACCEPTANCE PKG.-TVM3			
		Tax	534.23 USD	534.23
30	D23888-0004	1 EA	3,940.00 USD	3,940.00
	S/A TRIM, TVM3- TALL			
		Tax	334.90 USD	334.90
40	D23888-0004	1 EA	3,940.00 USD	3,940.00
	S/A TRIM, TVM3- TALL			
		Tax	334.90 USD	334.90
50	D26686-0007	1 EA	2,600.00 USD	2,600.00
	S/A, CARD RDR W/VERIFONE VX-700			
		Tax	221.00 USD	221.00

Signature: _____

Date: 08/16/2012

Sales Representative: Mark Mahon
Email: mark.mahon@spx.com

Phone: 847-871-1415

GFI Price Quotation Summary Terms & Conditions: All prices are valid for 30 days unless otherwise noted above. Delivery will be made within 120 days ARO unless other dates are quoted above. Payment terms are Net 30 days after delivery and based on GFI Genfare customer credit acceptance. Notwithstanding any modifications negotiated with the customer, warranty is (1) year from installation date or (14) months from shipment for new system equipment, whichever comes first. All warranty items must be directed to GFI Genfare for acceptance and disposition, not through OEM Bus Manufacturing Companies. The complete terms of the GFI Genfare warranty are listed at www.gfigenfare.com. Prices do not include any state or local taxes unless specifically listed. Tax is based on shipment and/or invoice date not quote and/or purchase order date. Quotation is FOB Elk Grove Village, IL and freight charges are not included. All price quotations are submitted in accordance with standard GFI Genfare terms and conditions which are available on request.

5-11.a1



GFI Genfare
 A Division of SPX Corporation
 751 Pratt Boulevard
 Elk Grove Village, IL 60007
 Ph: (847) 593-8855
 Fax:(847) 593-8870

Sales Quotation

Sold-To-Party

Santa Cruz Metro Transit Dist
 110 Vernon Street
 Santa Cruz CA 95060

Ship-To-Party

Santa Cruz Metro Transit District
 Fleet Maintenance
 138 Golf Club Drive
 Santa Cruz CA 95060

Information

Sales Quote No. 5002601
Document Date 08/15/2012
Customer No. 539
Currency USD
Contact Name Ciro Aguirre
Phone 831-425-8951
FAX 831-426-6117
EMAIL lwhite@scmttd.com
Validity Start Date 08/15/2012
Validity End Date 12/31/2012
Req Delivery Date 08/15/2012

End User

Santa Cruz Metro Transit Dist
 110 Vernon Street
 Santa Cruz CA 95060

Item	Material	Quantity	Price	Amount
60	D26645-0002 S/A SMART CARD READER,SATURN 6000	1 EA	1,350.00 USD	1,350.00
	Tax	1	114.76 USD EA	114.76
70	D23887-0001 S/A, CHARGER, TRIM CARD	1 EA	4,968.23 USD	4,968.23
	Tax	1	422.29 USD EA	422.29
80	TVM INSTALLATION TVM Installation	1 EA	1,880.00 USD	1,880.00
90	EXTENDED WARRANTY Extended Warranty 1 year after warranty	1 EA	3,095.00 USD	3,095.00
100	EXTENDED WARRANTY Extended Warranty 2 year after warranty	1 EA	3,250.00 USD	3,250.00
110	EXTENDED WARRANTY Extended Warranty 3 year after warranty	1 EA	3,450.00 USD	3,450.00

Signature: _____

Date: 08/16/2012

Sales Representative: Mark Mahon
Email: mark.mahon@spx.com

Phone: 847-871-1415

GFI Price Quotation Summary Terms & Conditions: All prices are valid for 30 days unless otherwise noted above. Delivery will be made within 120 days ARO unless other dates are quoted above. Payment terms are Net 30 days after delivery and based on GFI Genfare customer credit acceptance. Notwithstanding any modifications negotiated with the customer, warranty is (1) year from installation date or (14) months from shipment for new system equipment, whichever comes first. All warranty items must be directed to GFI Genfare for acceptance and disposition, not through OEM Bus Manufacturing Companies. The complete terms of the GFI Genfare warranty are listed at www.gfigenfare.com. Prices do not include any state or local taxes unless specifically listed. Tax is based on shipment and/or invoice date not quote and/or purchase order date. Quotation is FOB Elk Grove Village, IL and freight charges are not included. All price quotations are submitted in accordance with standard GFI Genfare terms and conditions which are available on request.

5-11.a2



GFI Genfare
 A Division of SPX Corporation
 751 Pratt Boulevard
 Elk Grove Village, IL 60007
 Ph: (847) 593-8855
 Fax:(847) 593-8870

Sales Quotation

Sold-To-Party

Santa Cruz Metro Transit Dist
 110 Vernon Street
 Santa Cruz CA 95060

Ship-To-Party

Santa Cruz Metro Transit District
 Fleet Maintenance
 138 Golf Club Drive
 Santa Cruz CA 95060

Information

Sales Quote No. 5002601
Document Date 08/15/2012
Customer No. 539
Currency USD
Contact Name Ciro Aguirre
Phone 831-425-8951
FAX 831-426-6117
EMAIL lwhite@scmttd.com
Validity Start Date 08/15/2012
Validity End Date 12/31/2012
Req Delivery Date 08/15/2012

End User

Santa Cruz Metro Transit Dist
 110 Vernon Street
 Santa Cruz CA 95060

Item	Material	Quantity	Price	Amount
120	FREIGHT Freight	1 EA	395.00 USD	395.00
Final amount:				75,280.18

Signature: _____

Date: 08/16/2012

Sales Representative:

Mark Mahon

Phone: 847-871-1415

Email:

mark.mahon@spx.com

GFI Price Quotation Summary Terms & Conditions: All prices are valid for 30 days unless otherwise noted above. Delivery will be made within 120 days ARO unless other dates are quoted above. Payment terms are Net 30 days after delivery and based on GFI Genfare customer credit acceptance. Notwithstanding any modifications negotiated with the customer, warranty is (1) year from installation date or (14) months from shipment for new system equipment, whichever comes first. All warranty items must be directed to GFI Genfare for acceptance and disposition, not through OEM Bus Manufacturing Companies. The complete terms of the GFI Genfare warranty are listed at www.gfigenfare.com. Prices do not include any state or local taxes unless specifically listed. Tax is based on shipment and/or invoice date not quote and/or purchase order date. Quotation is FOB Elk Grove Village, IL and freight charges are not included. All price quotations are submitted in accordance with standard GFI Genfare terms and conditions which are available on request.

5-11.a3

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012
TO: Board of Directors
FROM: Robyn Slater, Human Resources Manager
SUBJECT: PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors recognize the anniversaries of those District employees named on the attached list and that the Board Chair present them with awards.

II. SUMMARY OF ISSUES

- None.

III. DISCUSSION

Many employees have provided dedicated and valuable years to the Santa Cruz Metropolitan Transit District. In order to recognize these employees, anniversary awards are presented at five-year increments beginning with the tenth year. In an effort to accommodate those employees that are to be recognized, they will be invited to attend the Board meetings to receive their awards.

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

Attachment A: Employee Recognition List

Prepared by: Sherri Escobedo, Administrative Assistant
Date Prepared: August 24, 2012

Attachment A



EMPLOYEE LONGEVITY AWARDS

CERTIFICATE OF APPRECIATION – 15 YEARS

The Board of Directors proudly presents this Certificate of Appreciation for the completion of 15 years of service between 1997 and 2012 to:

Byron L. Watson

Bus Operator

CERTIFICATE OF APPRECIATION - 25 YEARS

The Board of Directors proudly presents this Certificate of Appreciation for the completion of 25 years of service between 1987 and 2012 to:

Anna Gouveia
Eduardo Biddlecome

Transit Supervisor
Bus Operator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012
TO: Board of Directors
FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF ADOPTION OF A MANAGEMENT COMPENSATION PROGRAM FOR THE UNREPRESENTED EMPLOYEES FOR THE TIME PERIOD JULY 2012-JUNE 2015 CONTAINING 2% WAGE INCREASES FOR EACH OF THE THREE YEARS.

I. RECOMMENDED ACTION

That the Board of Directors adopt a Management Compensation Plan for the unrepresented employees at METRO for the time period July 2012-June 2015 containing 2% wage increases for each of the three years as well as adjustments in Annual Leave accruals and Holidays.

II. SUMMARY OF ISSUES

- METRO recently concluded the collective bargaining process with the three employee bargaining units.
- The unrepresented employees at METRO are covered by a Management Compensation Plan.
- The provisions of the Management Compensation Plan are typically revised at the conclusion of the collective bargaining process with the represented employees.
- A Proposed Management Compensation Plan for the time period of July 2012 – June 2015 is attached to this Staff Report.
- The Proposed Management Compensation Plan contains a 2% increase in salary levels for each of the three years of the Plan.
- Increases in the number of paid Holidays and Annual Leave accruals are included in the Proposed Management Compensation Plan.
- The wages and benefit improvements included in the Proposed Management Compensation Plan are consistent with the recent collective bargaining settlements.

III. DISCUSSION

Over the past six months METRO and the three labor organizations have been involved in the collective bargaining process. One of the goals of the collective bargaining process was to attempt to achieve equity and uniformity in many of the benefit components of the Labor

Agreements. To that end we added longevity payments to the two United Transportation Union Contracts and additional Holidays to the Service Employees International Union Memorandum of Understanding. Additionally, the wage adjustment proposed to all three bargaining units was 2% per year for each year of the contracts.

The Proposed Management Compensation Plan addresses wages and benefits for the non-represented personnel at METRO. Attached to this Staff Report is the proposed Management Compensation Plan for the period July 2012/June 2015. The proposed Management Compensation Plan would increase wage level by 2% each of the three years of the Plan. Additionally, the proposed Plan would increase Holidays and Annual Leave levels to make them commensurate with SEIU workers. The exhibits attached to this Staff Report outline the proposed changes.

IV. FINANCIAL CONSIDERATIONS

The three year total of increased cost to METRO of approval of the Proposed Management Compensation Plan is estimated to be \$402,398.

V. ATTACHMENTS

Attachment A: Proposed Management Compensation Plan July 2012/June 2015.

Management Request to BOD– August 10, 2012

- 1) **Salary Increase** – 2%, 2%, 2% salary increase in each of the next 3 years

- 2) **Additional Holidays** - Additional (5) five District paid holidays to align with SEIU, UTU-FR and UTU-PC over the next 3 years

- 3) **Realign annual leave accruals** to be consistent with SEIU MOU
 - Impact – additional three (3) days of accruals

- 4) **Adjust annual leave payout language** to be consistent with SEIU MOU

- 5) **Payouts (Bonuses; non-PERSable, taxable)** - Payout of \$1,750 to each Manager June of 2012

Exhibit A

MANAGEMENT
HOURLY RATES SCHEDULE

Effective 07/11

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	67.54	70.92	74.47	78.19	82.10	86.20
District Counsel	61.32	64.39	67.61	70.99	74.54	78.27
Assistant General Manager	53.09	55.74	58.53	61.46	64.53	67.76
Operations Manager	48.26	50.68	53.21	55.87	58.67	61.60
Maintenance Manager	48.26	50.68	53.21	55.87	58.67	61.60
Finance Manager	48.26	50.68	53.21	55.87	58.67	61.60
Human Resources Manager	43.47	45.64	47.92	50.32	52.83	55.48
Information Technology Manager	43.47	45.64	47.92	50.32	52.83	55.48
Planning & Marketing Manager	43.47	45.64	47.92	50.32	52.83	55.48
Senior Database Administrator	38.86	40.81	42.85	44.99	47.24	49.60
Asst. Manager of Information Technology *	38.86	40.81	42.85	44.99	47.24	49.60
Assistant Finance Manager	36.31	38.13	40.03	42.03	44.14	46.34
Assistant HR Manager	36.31	38.13	40.03	42.03	44.14	46.34
Fixed Route Superintendent	36.31	38.13	40.03	42.03	44.14	46.34
Paratransit Superintendent	36.31	38.13	40.03	42.03	44.14	46.34
Project Manager	36.31	38.13	40.03	42.03	44.14	46.34
Facilities Maintenance Manager	35.29	37.06	38.91	40.85	42.90	45.04
Database Administrator (alternately staffed/Sr. Db Admin)	33.57	35.25	37.01	38.86	40.81	42.85
Asst. Paratransit Superintendent	30.34	31.86	33.45	35.13	36.88	38.73

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

Exhibit A

MANAGEMENT
MONTHLY SALARY SCHEDULE

Effective 07/11

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	11,708	12,293	12,908	13,553	14,231	14,942
District Counsel	10,629	11,161	11,719	12,305	12,920	13,566
Assistant General Manager	9,202	9,662	10,145	10,653	11,185	11,745
Operations Manager	8,366	8,784	9,223	9,685	10,169	10,677
Maintenance Manager	8,366	8,784	9,223	9,685	10,169	10,677
Finance Manager	8,366	8,784	9,223	9,685	10,169	10,677
Human Resources Manager	7,534	7,911	8,306	8,722	9,158	9,616
Information Technology Manager	7,534	7,911	8,306	8,722	9,158	9,616
Planning & Marketing Manager	7,534	7,911	8,306	8,722	9,158	9,616
Senior Database Administrator	6,736	7,073	7,427	7,798	8,188	8,597
Assistant Finance Manager	6,294	6,609	6,939	7,286	7,650	8,033
Assistant HR Manager	6,294	6,609	6,939	7,286	7,650	8,033
Fixed Route Superintendent	6,294	6,609	6,939	7,286	7,650	8,033
Paratransit Superintendent	6,294	6,609	6,939	7,286	7,650	8,033
Project Manager	6,294	6,609	6,939	7,286	7,650	8,033
Facilities Maintenance Manager	6,117	6,423	6,744	7,081	7,435	7,807
Database Administrator (alternately staffed/Sr Db Admin)	5,819	6,110	6,415	6,736	7,073	7,427
Asst Paratransit Superintendent	5,260	5,523	5,799	6,089	6,393	6,713

Exhibit A

MANAGEMENT
HOURLY RATES SCHEDULE

Effective 06/21/2012

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	68.89	72.34	75.96	79.75	83.74	87.93
District Counsel	62.55	65.68	68.96	72.41	76.03	79.83
Assistant General Manager	54.15	56.86	59.70	62.69	65.82	69.11
Operations Manager	49.23	51.69	54.28	56.99	59.84	62.83
Maintenance Manager	49.23	51.69	54.28	56.99	59.84	62.83
Finance Manager	49.23	51.70	54.28	56.99	59.84	62.83
Human Resources Manager	44.34	46.55	48.88	51.32	53.89	56.58
Information Technology Manager	44.34	46.55	48.88	51.32	53.89	56.58
Planning & Marketing Manager	44.34	46.55	48.88	51.32	53.89	56.58
Senior Database Administrator	39.64	41.62	43.70	45.89	48.18	50.59
Asst. Manager of Information Technology *	39.64	41.62	43.70	45.89	48.18	50.59
Assistant Finance Manager	37.04	38.89	40.83	42.87	45.02	47.27
Assistant HR Manager	37.04	38.89	40.83	42.87	45.02	47.27
Fixed Route Superintendent	37.04	38.89	40.83	42.87	45.02	47.27
Paratransit Superintendent	37.04	38.89	40.83	42.87	45.02	47.27
Project Manager	37.04	38.89	40.83	42.87	45.02	47.27
Facilities Maintenance Manager	36.00	37.80	39.69	41.67	43.75	45.94
Database Administrator (alternately staffed/Sr. Db Admin)	34.24	35.95	37.75	39.64	41.62	43.70
Asst. Paratransit Superintendent	30.95	32.50	34.12	35.83	37.62	39.50

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

Exhibit A

MANAGEMENT
MONTHLY SALARY SCHEDULE

Effective 06/21/2012

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	11,941	12,539	13,166	13,823	14,515	15,241
District Counsel	10,842	11,385	11,953	12,551	13,179	13,837
Assistant General Manager	9,386	9,856	10,348	10,866	11,409	11,979
Operations Manager	8,533	8,960	9,409	9,878	10,372	10,891
Maintenance Manager	8,533	8,960	9,409	9,878	10,372	10,891
Finance Manager	8,533	8,961	9,409	9,878	10,372	10,891
Human Resources Manager	7,686	8,069	8,473	8,895	9,341	9,807
Information Technology Manager	7,686	8,069	8,473	8,895	9,341	9,807
Planning & Marketing Manager	7,686	8,069	8,473	8,895	9,341	9,807
Senior Database Administrator	6,871	7,214	7,575	7,954	8,351	8,769
Asst. Manager of Information Technology *	6,871	7,214	7,575	7,954	8,351	8,769
Assistant Finance Manager	6,420	6,741	7,077	7,431	7,803	8,193
Assistant HR Manager	6,420	6,741	7,077	7,431	7,803	8,193
Fixed Route Superintendent	6,420	6,741	7,077	7,431	7,803	8,193
Paratransit Superintendent	6,420	6,741	7,077	7,431	7,803	8,193
Project Manager	6,420	6,741	7,077	7,431	7,803	8,193
Facilities Maintenance Manager	6,240	6,552	6,880	7,223	7,583	7,963
Database Administrator (alternately staffed/Sr. Db Admin)	5,935	6,231	6,543	6,871	7,214	7,575
Asst. Paratransit Superintendent	5,365	5,633	5,914	6,211	6,521	6,847

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

Exhibit A

MANAGEMENT
HOURLY RATES SCHEDULE

Effective 06/20/2013

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	70.27	73.79	77.48	81.35	85.41	89.69
District Counsel	63.80	66.99	70.34	73.86	77.55	81.43
Assistant General Manager	55.23	58.00	60.89	63.94	67.14	70.49
Operations Manager	50.21	52.72	55.37	58.13	61.04	64.09
Maintenance Manager	50.21	52.72	55.37	58.13	61.04	64.09
Finance Manager	50.21	52.73	55.37	58.13	61.04	64.09
Human Resources Manager	45.23	47.48	49.86	52.35	54.97	57.71
Information Technology Manager	45.23	47.48	49.86	52.35	54.97	57.71
Planning & Marketing Manager	45.23	47.48	49.86	52.35	54.97	57.71
Senior Database Administrator	40.43	42.45	44.57	46.81	49.14	51.60
Asst. Manager of Information Technology *	40.43	42.45	44.57	46.81	49.14	51.60
Assistant Finance Manager	37.78	39.67	41.65	43.73	45.92	48.22
Assistant HR Manager	37.78	39.67	41.65	43.73	45.92	48.22
Fixed Route Superintendent	37.78	39.67	41.65	43.73	45.92	48.22
Paratransit Superintendent	37.78	39.67	41.65	43.73	45.92	48.22
Project Manager	37.78	39.67	41.65	43.73	45.92	48.22
Facilities Maintenance Manager	36.72	38.56	40.48	42.50	44.63	46.86
Database Administrator (alternately staffed/Sr. Db Admin)	34.92	36.67	38.51	40.43	42.45	44.57
Asst. Paratransit Superintendent	31.57	33.15	34.80	36.55	38.37	40.29

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

Exhibit A

MANAGEMENT
MONTHLY SALARY SCHEDULE

Effective 06/20/2013

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	12,180	12,790	13,430	14,101	14,804	15,546
District Counsel	11,059	11,612	12,192	12,802	13,442	14,115
Assistant General Manager	9,573	10,053	10,554	11,083	11,638	12,218
Operations Manager	8,703	9,138	9,597	10,076	10,580	11,109
Maintenance Manager	8,703	9,138	9,597	10,076	10,580	11,109
Finance Manager	8,703	9,140	9,597	10,076	10,580	11,109
Human Resources Manager	7,840	8,230	8,642	9,074	9,528	10,003
Information Technology Manager	7,840	8,230	8,642	9,074	9,528	10,003
Planning & Marketing Manager	7,840	8,230	8,642	9,074	9,528	10,003
Senior Database Administrator	7,008	7,358	7,725	8,114	8,518	8,944
Asst. Manager of Information Technology	7,008	7,358	7,725	8,114	8,518	8,944
Assistant Finance Manager	6,549	6,876	7,219	7,580	7,959	8,358
Assistant HR Manager	6,549	6,876	7,219	7,580	7,959	8,358
Fixed Route Superintendent	6,549	6,876	7,219	7,580	7,959	8,358
Paratransit Superintendent	6,549	6,876	7,219	7,580	7,959	8,358
Project Manager	6,549	6,876	7,219	7,580	7,959	8,358
Facilities Maintenance Manager	6,365	6,684	7,017	7,367	7,736	8,122
Database Administrator (alternately staffed/Sr. Db Admin)	6,053	6,356	6,675	7,008	7,358	7,725
Asst. Paratransit Superintendent	5,472	5,746	6,032	6,335	6,651	6,984

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

Exhibit A

MANAGEMENT
HOURLY RATES SCHEDULE

Effective 06/19/2014

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	71.68	75.27	79.03	82.98	87.12	91.48
District Counsel	65.08	68.33	71.75	75.34	79.10	83.06
Assistant General Manager	56.33	59.16	62.11	65.22	68.48	71.90
Operations Manager	51.21	53.77	56.48	59.29	62.26	65.37
Maintenance Manager	51.21	53.77	56.48	59.29	62.26	65.37
Finance Manager	51.21	53.78	56.48	59.29	62.26	65.37
Human Resources Manager	46.13	48.43	50.86	53.40	56.07	58.86
Information Technology Manager	46.13	48.43	50.86	53.40	56.07	58.86
Planning & Marketing Manager	46.13	48.43	50.86	53.40	56.07	58.86
Senior Database Administrator	41.24	43.30	45.46	47.75	50.12	52.63
Asst. Manager of Information Technology	41.24	43.30	45.46	47.75	50.12	52.63
Assistant Finance Manager	38.54	40.46	42.48	44.60	46.84	49.18
Assistant HR Manager	38.54	40.46	42.48	44.60	46.84	49.18
Fixed Route Superintendent	38.54	40.46	42.48	44.60	46.84	49.18
Paratransit Superintendent	38.54	40.46	42.48	44.60	46.84	49.18
Project Manager	38.54	40.46	42.48	44.60	46.84	49.18
Facilities Maintenance Manager	37.45	39.33	41.29	43.35	45.52	47.80
Database Administrator (alternately staffed/Sr. Db Admin)	35.62	37.40	39.28	41.24	43.30	45.46
Asst. Paratransit Superintendent	32.20	33.81	35.50	37.28	39.14	41.10

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

Exhibit A

MANAGEMENT
MONTHLY SALARY SCHEDULE

Effective 06/19/2014

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	12,425	13,047	13,699	14,383	15,101	15,857
District Counsel	11,281	11,844	12,437	13,059	13,711	14,397
Assistant General Manager	9,764	10,254	10,766	11,305	11,870	12,463
Operations Manager	8,876	9,320	9,790	10,277	10,792	11,331
Maintenance Manager	8,876	9,320	9,790	10,277	10,792	11,331
Finance Manager	8,876	9,322	9,790	10,277	10,792	11,331
Human Resources Manager	7,996	8,395	8,816	9,256	9,719	10,202
Information Technology Manager	7,996	8,395	8,816	9,256	9,719	10,202
Planning & Marketing Manager	7,996	8,395	8,816	9,256	9,719	10,202
Senior Database Administrator	7,148	7,505	7,880	8,277	8,687	9,123
Asst. Manager of Information Technology *	7,148	7,505	7,880	8,277	8,687	9,123
Assistant Finance Manager	6,680	7,013	7,363	7,731	8,119	8,525
Assistant HR Manager	6,680	7,013	7,363	7,731	8,119	8,525
Fixed Route Superintendent	6,680	7,013	7,363	7,731	8,119	8,525
Paratransit Superintendent	6,680	7,013	7,363	7,731	8,119	8,525
Project Manager	6,680	7,013	7,363	7,731	8,119	8,525
Facilities Maintenance Manager	6,491	6,817	7,157	7,514	7,890	8,285
Database Administrator (alternately staffed/Sr. Db Admin)	6,174	6,483	6,809	7,148	7,505	7,880
Asst. Paratransit Superintendent	5,581	5,860	6,153	6,462	6,784	7,124

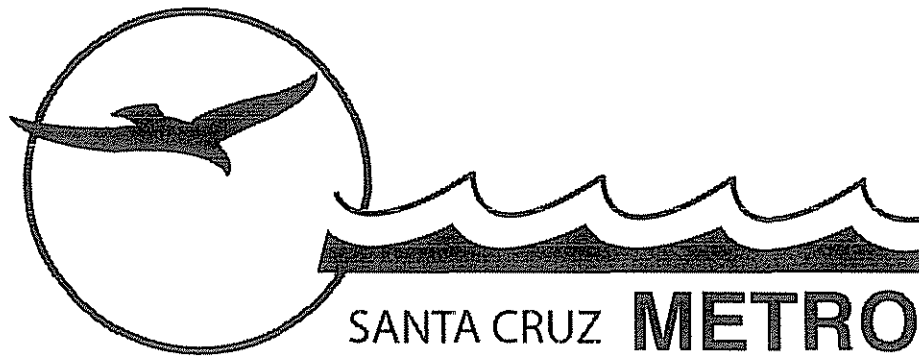
* Asst Manager of Information Technology position added as per Board Action March 11, 2011

SEIU (Hours)		SEIU (Days)	MGMT (Hours)		MGMT (Days)
District Paid Holidays	New Year's Day	8	1	8	1
	Thanksgiving Day	8	1	8	1
	Christmas Day	8	1	8	1
	* Martin Luther King Jr. Day	8	1	8	1
	Independence Day	8	1	8	1
	Memorial Day	8	1	8	1
	Labor Day	8	1	8	1
	* Employee's birthday	8	1	8	1
	Total Paid Holidays (Hours)	64	8	64	8
	Floating Holidays (Hours)	-	-	88	11
Annual Leave (MAX) (Hours)	272	34	184	23	
TOTAL	336	42	336	42	

* Effective July 1, 2013

	SEIU (Hours)	SEIU (Days)	MGMT (Hours)	MGMT (Days)	UTU FR (Hours)	UTU FR (Days)	UTU PC (Hours)	UTU PC (Days)
District Paid Holidays								
	New Year's Day	8	8	1	New Year's Day	8	New Year's Day	8
	Thanksgiving Day	8	8	1	Thanksgiving Day	8	Thanksgiving Day	8
	Christmas Day	8	8	1	Christmas Day	8	Christmas Day	8
	* Martin Luther King Jr. Day	8	8	1	* Martin Luther King Jr. Day	8	* Martin Luther King Jr. Day	8
	Independence Day	8	8	1	Independence Day	8	Independence Day	8
	Memorial Day	8	8	1	Memorial Day	8	Memorial Day	8
	Labor Day	8	8	1	Labor Day	8	Labor Day	8
	* Employee's birthday	8	8	1	* Employee's birthday	8	* Employee's birthday	8
Total Paid Holidays (Hours)	64	8	64	8	64	8	64	8
Floating Holidays (Hours)								
Annual Leave (MAX)	272	34	184	23	244	30.5	244	30.5
TOTAL	336	42	336	42	308	38.5	308	38.5

* Effective July 1, 2013



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

MANAGEMENT COMPENSATION PLAN

JULY 1, 2012 – JUNE 30, 2015



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I. MANAGEMENT POSITIONS

An employee in a regular budgeted management position identified in Exhibit A is engaged in developing, implementing or recommending policy and in affecting employer-employee relations, and shall receive salary and benefits as provided in this plan.

II. PROBATIONARY STATUS

An employee shall serve a probationary period for twelve (12) months following the date of appointment or promotion to a regular budgeted management position.

III. SALARY PLAN

A. Management salary schedules are listed in Exhibit A.

B. Longevity

Santa Cruz METRO shall compensate an employee with longevity increments as follows:

- 5.0% of the base salary after ten years continuous service.
- An additional 5.0% of the base salary after fifteen years continuous service.

C. Supplemental Cash Payment

In the payroll period of June 21, 2012, employees covered by the Management Compensation plan will receive a \$1,750 supplemental cash taxable payment.

IV. HEALTH & WELFARE BENEFITS

A. Medical Insurance

Santa Cruz METRO shall provide medical insurance coverage for an employee, retiree and eligible dependents under the provisions of CalPERS. Santa Cruz METRO shall pay premiums at a level sufficient to cover the cost of the basic monthly medical insurance premiums for HMO plans offered in Santa Cruz County by the CalPERS medical program. Santa Cruz METRO will continue to offer the H-Care Plan (IRC Section 125 pre-tax medical reimbursement plan) as allowed by the County of Santa Cruz. **The amount Santa Cruz METRO pays towards medical premiums for retirees will be consistent with the premium participation amount specified in the Management Compensation Plan in effect at the time of the individual's retirement or the amount stated in Santa Cruz METRO's contract with CalPERS, whichever is greater. Qualifying individuals who retired prior to July 1st 2005 shall continue to receive supplemental premium payments in accordance with Santa Cruz METRO's Retiree supplemental Premium Participation Plan adopted August 25th, 2006.**

An employee who declines participation in Santa Cruz METRO's medical insurance program and produces satisfactory evidence of other medical insurance coverage shall be paid \$300 for each full three calendar month quarter beginning January 1 of each year while in active service and in which Santa Cruz METRO paid coverage would have been provided had Santa Cruz METRO's medical program been elected.

B. Dental Insurance

Santa Cruz METRO shall provide paid dental insurance coverage for an employee and eligible dependents.

C. Vision Insurance

Santa Cruz METRO shall provide paid vision insurance coverage for an employee and eligible dependents.

D. Life and AD&D Insurance

An employee shall be entitled to a \$50,000 term life and AD&D insurance policy paid by Santa Cruz METRO plus \$150,000 in optional supplementary life and AD&D insurance paid by the employee.



E. Survivor's Benefits

Upon the death of a covered employee, who is on Santa Cruz METRO's payroll and has dependents covered under Santa Cruz METRO's medical, vision and dental plans, Santa Cruz METRO's share of coverage of the eligible dependents shall continue for twenty-six (26) consecutive pay periods.

F. Retirement Benefits

An employee shall be enrolled in the Public Employees Retirement System (PERS) including the third level 1959 Survivors benefit as allowed by PERS. The Employee shall pay the "employee share" of PERS up to a maximum of eight percent.

Dental, vision, and life insurance plan coverage shall be provided by Santa Cruz METRO for an employee retired under the provisions of PERS and the employee's dependents until the retired employee reaches age 65. To qualify for this benefit, the retired employee shall have been an employee of Santa Cruz METRO for the equivalent of ten (10) full-time years immediately prior to the date of retirement and reached the age of 50 years.

G. State Disability Insurance

Santa Cruz METRO shall provide paid coverage for an employee for State Disability Insurance.

H. Long Term Disability Insurance

Santa Cruz METRO shall provide for a long term disability insurance plan (LTD). The plan shall provide for monthly payments to an eligible employee of up to \$10,000 per month. The plan shall start LTD one year and one month after month of hire.

I. Deferred Compensation Plan

Santa Cruz METRO shall provide a deferred compensation plan to an employee.

J. Industrial Injury

An employee shall be entitled to workers compensation insurance to be provided by Santa Cruz METRO.

K. Continuation of Insurance during an Unpaid Leave of Absence

An employee who is on an unpaid leave of absence exceeding one hundred eighty (180) calendar days must pay the total monthly premiums in advance to continue medical, dental and vision insurance coverage. Failure of an employee to make advance payments for insurance coverage shall result in the employee and any dependent(s) being dropped from the plans.

L. Principal Domestic Partner Coverages

Santa Cruz METRO medical, dental and vision insurance coverages may be extended to an employee's principal domestic partner (PDP) while the employee's own coverages are being paid by Santa Cruz METRO. In the absence of the PERS Medical Program allowing for PDP coverage, reimbursement of monthly premiums may be made to an individual medical plan to a maximum of \$185.

V. HOLIDAYS

An employee shall be entitled to the following holidays with pay:

- Thanksgiving Day
- Christmas Day
- New Year's Day



Effective July 1, 2012 an employee shall also be entitled to the following holidays with pay:
Labor Day
Independence Day
Memorial Day

Effective July 1, 2013 an employee shall also be entitled to the following holidays with pay:
Martin Luther King Jr. Day
Employee's Birthday

For an employee's birthday falling on February twenty-ninth (29th), the twenty-eighth (28th) day of February will be observed as the employee's birthday in years other than leap years. If an employee's birthday falls on the same day as a paid holiday the employee will be allowed to take the day off and receive the regular hourly rate for the holiday and the equivalent number of hours at the regular hourly rate for their birthday holiday, or, have the equivalent number of hours at the regular hourly rate for their birthday holiday added to his/her annual leave accrual.

In addition to the above-specified days, an employee may choose any (11) eleven additional days as floating holidays or when working a partial year, a prorated number of days as determined by the General Manager. An employee shall be compensated for any unused floating holiday time at the end of the fiscal year at the employee's regular rate of pay, not to exceed the total of eighty-eight (88) when combined with Administrative Leave.

An employee shall be entitled to receive any special non-recurring holiday designated as an official State holiday by the Governor of the State of California or as an official national holiday by the President of the United States, subject to the approval of the Board of Directors.

Upon departure from Santa Cruz METRO for any reason, an employee shall be compensated for any unused holiday time at the employee's hourly rate.

VI. PAID LEAVES

A. Annual Leave

An employee shall accrue annual leave at the following rates:

- a. for the first five years of employment.....ten (10) days/year
- b. between five and nine years of employment.....eighteen (18) days/year
- c. after nine years of employment.....twenty-three (23) days/year

Upon approval of the General Manager an employee shall be permitted to take a minimum of two weeks annual leave each calendar year.

An employee shall accrue the pro-rata portion of annual leave for which he/she is entitled for each pay period or major fraction thereof, for which he/she is in paid status.

An employee may not carryover into the next fiscal year more than (3) three times the annual allotted time. Annual leave accumulated beyond two hundred (200) hours shall upon two (2) weeks advance written request of the employee, be paid to the employee based on the employee's current base hourly rate. Payment shall be made in the subsequent pay period.

Upon departure from Santa Cruz METRO for any reason, an employee shall be compensated for any unused annual leave at the employee's regular rate.



B. Sick Leave

An employee shall be entitled to sick leave with pay at the rate of one day for each month of employment. Sick leave shall mean personal illness or physical incapacity caused by factors over which the employee has no reasonable immediate control, or the illness of a member of the immediate family of such employee which illness requires his/her personal care and attention. Immediate family shall include the parent, spouse, and children, brother, or sister of the employee.

An employee who has accumulated sick leave above 120 days (960 hours) may elect to receive a cash payment of 25% of the accrued sick leave above 120 days in lieu of retaining excess sick leave credits. Any sick leave accrued beyond a balance of 96 hours may, at the option of the employee, be converted to annual leave. All unused sick leave accrued shall be paid to an employee who retires immediately upon leaving Santa Cruz METRO under the provisions of PERS.

C. Administrative Leave

An employee shall be entitled to eighty (80) hours of administrative leave each year in lieu of overtime or when working a partial year, a prorated amount as determined by the General Manager. Upon approval of the General Manager, time worked in excess of eighty hours in a pay period may be saved and taken as time off in another pay period when the extra hours are earned through participation in unusual, lengthy activities which require the presence of the employee in meetings, hearings, or negotiations.

Administrative leave not taken during the fiscal year is lost. Upon the approval of the General Manager, an employee may elect to convert up to eighty (80) hours of Administrative Leave to a bonus payout. In no case will the Administrative Leave and the Floating Holiday amount paid to the employee total more than eighty-eight (88) hours.

D. Personal Leave

An employee shall be entitled to use 40 hours per year of personal leave, chargeable to accumulated sick leave.

E. Bereavement Leave

An employee shall be granted a leave with pay in the event of the death of any member of the employee's family. The leave shall be for a period of three (3) working days, five (5) working days if travel is required in excess of 350 miles. The family member is defined as spouse, parent, grandparent, sister, brother, child, grandchild, foster parent, stepparent, foster child, stepchild, father-in-law, mother-in-law, brother-in-law, sister-in-law, nieces, nephews, aunt, uncle, or any person living in the immediate household of the employee.

F. Hospice and Critical Care Leave

An employee shall be granted necessary leaves up to four (4) months for the care of a critically ill family member with appropriate verification. An employee shall be paid for these absences from his/her sick leave or annual leave accruals.

G. Paid Birth/Adoptive Leave

An employee is entitled to forty hours leave with pay at or about the time of the birth of the employee's child or at the time of adopting a child. The paid leave shall be within two months of the birth or adoption or at the employee's option at the expiration of State Disability Insurance payments.

H. Jury Duty

An employee required to report for jury duty (except for Grand jury) or to answer a subpoena, as a witness shall be granted leave with full pay until released by the court. An employee shall have court-paid per diems deducted from his/her daily pay during jury duty assignment.



I. Paid Military Leave

An employee in permanent status who is required to attend summer military training exercises as part of his/her military reserve obligation, shall be granted paid military leave not to exceed thirty (30) working days annually.

VII. UNPAID LEAVES OF ABSENCE

A. Maternity/Childcare Leave

Maternity/childcare leave shall be granted for a maximum period of twelve (12) months. If an employee does not have a sufficient paid leave balance to cover the period of absence, an unpaid leave of absence shall be granted.

B. FMLA / CFRA

Santa Cruz METRO will comply with the Family Medical Leave Act and the California Family Rights Act, as amended. Generally these Acts provide for up to twelve weeks leave for a serious health condition of the employee or an eligible family member and the employee has worked 1,250 hours in the twelve month period preceding the leave. Accrued sick leave must be used before any unpaid leave. This FMLA/CFRA leave will run concurrently with any other absence due to an employee's serious health condition.

VIII. EXEMPT MANAGEMENT PROVISION

An employee who has exhausted all leave accruals shall not have his/her salary reduced by being absent from work on an authorized absence of less than one full day.

IX. OTHER BENEFITS

A. Training

An employee shall be authorized to attend transit seminars and workshops, and to visit other properties as part of his/her ongoing job duties, and shall be compensated for receipted expenses incurred in so doing.

An employee may request release time and reimbursement of expenses for course work relevant to the employee's current duties and area of responsibility.

Expenses, which may be reimbursed, include tuition, fees, meals and books. For courses, which require an overnight stay out-of-town, the employee may receive a pro-rata meal allowance of \$20 per diem at the discretion of the General Manager.

Reimbursement will be made for academic or professional credentials, certifications, and/or degrees for courses directly related to the employee's current position, specific job tasks and areas of responsibility.

Approval of release time and reimbursement of expenses is at the discretion of the General Manager and subject to the demonstrated cost-benefit ratio of the training and the current workload of the employee.

B. Mileage reimbursement

If Santa Cruz METRO requires an employee to use the employee's private insured automobile to conduct Santa Cruz METRO business, the employee shall be reimbursed for automobile expenses at the rate established annually by the IRS.



C. On Call duty

If an employee is required to be on call, they shall be offered access to a Santa Cruz METRO vehicle in order to provide for home to work transportation. "On call" shall be defined as the requirement for the employee to report to work after or before normal duty hours to perform the functions, which cannot otherwise be performed during regular duty hours. When an employee is assigned such duties on a regular basis, he/she may be assigned a car for home to work transportation on a regular basis. If such work is assigned on a periodic or occasional basis, the assignment of a car for home to work transportation shall be on an as-needed basis only, as approved by the General Manager. The staff car assigned on an on-call basis to an employee shall be used to provide transportation only between the home and the work place. It shall not be used to make intermediate stops or for any other personal use. During normal duty hours, staff cars are similarly restricted for use only for official business of Santa Cruz METRO or for transportation between the facilities of Santa Cruz METRO.

D. Communication Allowance

When approved by the General Manager, an employee may receive a communication allowance of \$75 each two-week pay period. An employee on approved Santa Cruz METRO travel with the General Manager's approval, may be reimbursed for eligible roaming and long distance charges.

X. LAYOFF

A. Insurance

An employee separated from Santa Cruz METRO service as a result of layoff shall have his/her insurance benefits paid by Santa Cruz METRO at the same level while employed for a period of ninety (90) days from the date of separation.

B. Severance Pay

An employee laid off shall be given a severance payment equal to eight (8) hours at the base hourly rate for each 2,080 hours of active service up to a maximum of eighty (80) hours severance pay.

	Year 1	Year 2	Year 3	TOTAL
Contract Increase * +	\$ 36,867 \$	79,052 \$	120,857 \$	236,776
Additional Holidays ** +	\$ 17,938 \$	34,471 \$	35,213 \$	87,622
3 Additional Annual Leave Days	\$ 17,938 \$	18,424 \$	18,869 \$	55,231
Supplemental Payouts ***	\$ 22,769 \$	- \$	- \$	22,769
TOTAL	\$ 95,512 \$	131,947 \$	174,939 \$	402,398

Notes:

* An increase of 2 % shall be effective June 21, 2012; An increase on 2 % shall be effective June 20, 2013; An increase of 2 % shall be effective June 19, 2014; (as per Budget Document for FY13, FY14, FY15 - Draft February 2012 - FOR 13 MANAGERS)

** Labor Day, Independence Day and Memorial Day are listed as District Paid Holidays, effective July 1, 2012. Martin Luther King Jr. Day and the employee's birthday are listed as District Paid Holidays, effective July 1, 2013

*** Supplemental payments in the payroll periods of June 21, 2012 (\$1,750/employee)

+ Includes GM in Year 2 and Year 3

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012
TO: Board of Directors
FROM: Tove Beatty, Grants/Legislative Analyst
SUBJECT: STATUS REPORTS OF FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES

I. RECOMMENDED ACTION

That the Board of Directors accept and file the status reports of Federal and State legislation and current legislative issues through August 16, 2012.

II. SUMMARY OF ISSUES

- Status reports on Congress's, the State Assembly's and Senate's legislative issues are provided monthly to inform the Board of the status of Federal and State legislation of interest to Santa Cruz METRO.
- This month's Federal and State reports reflect pertinent legislative activities which occurred June 14, 2012 – August 16, 2012. The Board did not meet in July 2012, so this report covers two months' worth of activity.
- The House and Senate Conference Committee were able to produce a compromise bill, HR 4348, aka MAP-21, a result of Hurculean staff effort on Capitol Hill, as well as the relentless work of California Senator Boxer. MAP-21 was signed on July 6, 2012 and will sunset on September 30, 2014.
- Small Transit Intensive Cities (STIC) funding in MAP-21, a merit-based funding program rewarding smaller systems, has been increased from 1% of total urbanized area funding to 1.5%, a revenue bump estimated to be in the \$500,000 - \$750,000 range for Santa Cruz METRO.
- Congress passed a six-month Continuing Budget Resolution to save contentious budget discussions until post-election. Republican Presidential candidate and presumed nominee Romney chose Rep. Ryan (R-WI) as his running mate. Rep. Ryan is the author of the House budget including draconian cuts to public transportation.
- The Senate Finance Committee passed a "Tax Extenders" package including the alternative fuel tax credit worth up to \$750,000/year to Santa Cruz METRO, as the CNG fleet grows. It may be heard on the Senate floor following the August recess.
- Please see **Attachments A and B** for all federal legislation and issues being monitored, including running mates and the federal budget. A six-month budget continuing resolution was passed on July 31, 2012 in order to delay this challenging discussion until post-election.

- On August 22, 2012, Santa Cruz METRO anticipates a \$5.812 million State and Local Partnership Program (SLPP) allocation from the California Transportation Commission (to be matched with local funds), to be used for the Metro Base project.
- The FY13 State Budget will also depend on the election in November, and revenues are still not matching estimates. Painful budget cuts/revisions will depend on the November outcomes.
- Santa Cruz METRO is monitoring legislation regarding bus axle weight, the budget and proposal to create a single transportation agency, and the AB-32-mandated Cap and Trade Program. **Please see Attachments C and D.**

III. DISCUSSION

Status reports on Congress's, the State Assembly's and Senate's legislative issues are provided monthly to inform the Board of the status of Federal and State legislation of interest to Santa Cruz METRO. This month's Federal and State reports reflect pertinent legislative activities which occurred June 14, 2012 – August 16, 2012. The Board did not meet in July, so this report covers two months' of activity.

At last report, it was uncertain that a transportation bill could pass, and almost guaranteed that a tenth Continuing Resolution of SAFETEA-LU was in the works. It was, but only for a week. On June 29, 2012, the Senate had approved the Conference Committee's revisions, streamlining and amendments (or lack thereof) to MAP-21 by a vote of 74-19 (passing the House 373-52) and sent it to the President, who was on the road. He signed a one-week CR, and then penned MAP-21 into law on July 6, 2012. MAP-21 goes into effect on October 1, 2012, sunseting at September 30, 2104. An added plus is that independent analysis shows that MAP-21 will reduce the federal deficit by \$16 billion over ten years.

Of note to Santa Cruz METRO is that the STIC funding in MAP-21, a merit-based funding program rewarding smaller systems with high performance indicators such as METRO's, has been increased from 1% of total urbanized area funding to 1.5%, an increase estimated to be in the \$500,000 - \$750,000 range. Santa Cruz METRO, along with other STIC recipients in the FTA community, have been advocating strongly for this program since 2011. In the past, Santa Cruz METRO has used this funding for capital projects, though it retains operational fungibility.

Congress passed a six-month Continuing Budget Resolution to save contentious budget discussions until post-election. Republican candidate and presumed nominee Romney chose Rep. Ryan (R-WI) as his running mate. Rep. Ryan is the author of the House budget which includes draconian cuts to public transportation. An analysis of this budget's impact on Santa Cruz METRO, should it be implemented, would result in the agency's reduction to a skeletal 30-40 bus system with limited service along major corridors only, with an aging fleet lacking adequate funding for timely replacement.

The Senate Finance Committee passed a "Tax Extenders" package including the alternative fuel tax credit worth up to \$750,000 annually to Santa Cruz METRO, as the CNG fleet continues to grow. It may be heard on the Senate floor following the August recess. Please see **Attachments**

A and B for all federal legislation and issues being monitored, including running mates and the federal budget.

On August 22nd, the California Transportation Commission (CTC) will consider and hopefully approve \$5.812 million in Proposition 1B State and Local Partnership Program (SLPP) funding to Santa Cruz METRO for the Metro Base project. The final amount of this allocation is \$12,000 higher than anticipated. The \$5.812 million will be matched 50/50, as per legislative guidelines, with an equal amount in locally generated, transit-dedicated sales tax revenue, supplanted over two (2) fiscal years with State Transportation Assistance (STA) funding (with operational flexibility through 2015). A Board Resolution was approved in June 2012 for the use of SLPP funds for the final phase of the MetroBase project. In addition, State Transit Assistance (STA) revenues for the coming FY13 year are anticipated to be up to \$452,442 higher than anticipated for Santa Cruz METRO. Staff will continue to monitor.

The news has not changed that the State's revenue predictions this year have been rosier than reality. Budget-related ballot measures are critical to the State's budget going forward, but may be overshadowed by an overloaded ballot, confusing voters with "ballot fatigue," who then are more likely to vote "no" on everything spending-related, particularly in this political climate. If these measures do not pass, serious and potentially unrecoverable cuts to social service programs and education will occur, and deeper cuts may eventually trickle down to transportation and transit once again.

Cap-and-Trade is another hot-button issue and amendments to the Budget Act (SB 1018) have been proposed which support the positions of the California Transit Association (CTA) and other many local and regional government entities in advocating for the California Air Resources Board (CARB) to specifically allocate auction revenues of carbon credits to fund the mandates of AB 32, the "Greenhouse Gas Law." The implementing legislation, SB 375, requires a funding mechanism be created and Cap-and-Trade is an ideal source of revenue to meet the planning goals that sustainable communities' strategies require statewide. Ongoing advocacy via letters, calls and visits to legislators to ensure that the transportation sector is on the receiving end of auction revenues from carbon credits are encouraged.

AB 1706, regarding bus axle weight, has been significantly changed due to push-back and compromise with cities, counties and other entities concerned with the pavement impacts of heavy buses. The proposed legislation now "grandfathers" in all rolling stock purchased before 12/31/12 with the caveat that future buses purchased between 2013-2015 be of a similar or lesser weight. It also encourages bus manufacturers to make leaner, greener equipment and basically buys two additional years to come up with a real solution. It passed the Senate Appropriations Committee on 8/6/12.

Cruz METRO is also monitoring the Governor's proposal to create a single transportation agency (in part in anticipated response to the FTA's streamlining of programs in MAP-21). **Please see Attachments C and D.**

IV. FINANCIAL CONSIDERATIONS

As most potential legislation carries a fiscal impact, staff will report on a monthly basis of newly implemented federal and/or State legislation which financially impacts Santa Cruz METRO.

MAP-21 will result in approximately \$5.73 million in formula funding in FY13 (STIC funds = ~\$1.65 million of this amount) and approximately \$5.82 million in formula funding in FY14 (STIC funds = ~ \$1.68 million of this amount). In addition, Santa Cruz METRO is slated to receive formula Bus and Bus Facilities funding in the amounts of ~\$561,000 in FY13 and ~\$588,000 in FY14. More specific information will be available in later reports. Finally, this does not represent any funding available in the few remaining, discretionary, competitive grant programs in MAP-21.

At the state level, Santa Cruz METRO anticipates an allocation of \$5.812 million in SLPP funding on August 22, 2012. The agency also anticipates increased State Transit Assistance revenue of \$452,442 in FY13. In regard to the state budget, much will depend on who holds the majority on the second Wednesday in November. It would be impossible and irresponsible to speculate at this time what state budget considerations may end up being.

V. ATTACHMENTS

Attachment A: Federal Legislative Issues and Status Report, August 16, 2012
FTA MAP-21 Funding Summary
Caltrans' MAP-21 Summary

Attachment B: Federal House and Senate Bills Status Report, August 16, 2012

Attachment C: State of California Legislative Issues and Status Report, August 16, 2012

Attachment D: State of California Assembly and Senate Bills Status Report, August 16, 2012

ATTACHMENT A

Federal Legislative Issues and Status Report August 16, 2012

Current Legislative Issues

Long Term Surface Transportation Act—Conference Bill HR 4348, aka MAP-21

Update at 8/16/12: At last report, it was uncertain that a transportation bill could pass, and almost guaranteed that a tenth Continuing Resolution of SAFETEA-LU was in the works. It was, but only for a week. On June 29, 2012, the Senate had approved the Conference Committee's revisions, streamlining and amendments (or lack thereof) to MAP-21 by a vote of 74-19 (passing the House 373-52) and sent it to the President, who was on the road. He signed a one-week CR, and then penned MAP-21 into law on July 6, 2012.

MAP-21 goes into effect on October 1, 2012, sunseting at June 30, 2104. The many program consolidation impacts on California are discussed in general in the attached documents, and the overall impacts to existing programs can be seen in the comparative budgets of MAP-21 versus SAFETEA-LU. The FTA is currently in the process of conducting webinars and distributing materials on the new legislation, as well as having created a MAP-21-specific website outlining all programs and changes to existing law. An added plus is that independent analysis shows that MAP-21 will reduce the federal deficit by \$16 billion over ten years.

Small Transit Intensive Cities (STIC) Funding in MAP-21

Update at 8/6/12: Of note to Santa Cruz METRO is that the STIC funding in MAP-21, a merit-based funding program rewarding smaller systems with high performance indicators such as METRO's, has been increased from 1% of total urbanized area funding to 1.5%, an increase estimated to be in the \$500,000 range for our community, possibly more. Santa Cruz METRO, along with other STIC recipients in the FTA community, have been advocating strongly for this program since 2011. Thanks go to Carolyn Chaney and her staff at Capital Edge for doggedly monitoring this program over all the years it has been in place and to General Manager Les White for his role in creating this funding tier in SAFETEA-LU in the first place. In this political climate, it is no small victory that it survived the sausage-making. Much was cut from the transportation legislation, thus it is good news to report that STIC funding has actually increased. In the past, Santa Cruz METRO has used this funding for capital projects, though it retains operational fungibility.

FY13 Federal Budget

Updates at 6/13/13 and 8/16/12: Prior to adjourning for August Recess, Congress passed a six-month Continuing Resolution on the federal budget, in order to avoid budget showdowns prior to the November election, and a lame-duck session yet to be determined. Spending bills were being passed one at a time, and some were appropriated at less than authorized levels, showing the impact of HR 5, which staff has been monitoring since January. Some appropriations may face Presidential veto. A full budget bottom line remains to be determined. Most important at the time of this report is the imminent nomination and selection of Rep. Ryan (R-WI), the author of the House budget, as Republican Presidential candidate Mitt Romney's vice-presidential running

ATTACHMENT A

mate. An analysis of this budget's impact on Santa Cruz METRO, should it be implemented, would result in the agency's reduction to a skeletal 30-40 bus system with limited service along major corridors only, with an aging fleet lacking adequate funding for timely replacement.

Update at 5/18/12: Speaker Boehner has threatened the White House with further cuts in exchange for the upcoming debt-ceiling vote. On 3/23/12, Rep. Ryan (R-WI) introduced the "Path to Prosperity" \$2.8 trillion FY13 budget (HCR 112), which has passed in the House, and would result in draconian cuts to many programs, including transit. The Senate's FY13 budget (SCR 39) comes in at \$3.1 trillion. Budgets had to be introduced by April 15th, 2012. In February, the President released his \$3.8 trillion proposal, including cuts to defense and tax loopholes and rates on the richest Americans. The President's budget is seen as reelection campaign material.

The NAT GAS (New Alternative Transportation to Give Americans Solutions) Act (HR 1380 and S 1863) and Senate "Tax Extenders Package"

Update at 6/13/12 and 8/16/12: Technically, the above bills are most likely DOA, but the Senate recently passed a Tax Extenders package out of the Finance Committee and then went on August break. The package includes the 50-cent per gallon-equivalent tax credit for alternative fuels (i.e. CNG), retroactive to 1/1/12 and good through 12/31/13. It may be taken up again in September and passed to the House, or continued until the election is over. Staff and contacts in Washington will monitor this tax credit, eventually worth an estimated \$750,000 per year to METRO as more CNG-fueled buses are added to the fleet.

Also of note is that in early May, the Obama administration tightened regulations on hydraulic fracturing ("fracking"), requiring the disclosure of the ingredients in "fracking fluids" injected into the Earth in the mining process when on federal or American Indian lands. Ingredients can include, but are not limited to: sulfuric acid, benzene and instant coffee.

House Resolution 5 (HR 5)

Update at 6/13/12 and 8/16/12: See above under the update to the budget for an example of the impact of HR 5. Staff is continuing to monitor, as this may result in many appropriations bills being vetoed if they pass the Senate and actually make it to the White House in an election year.

Update at 5/18/12: How funds are appropriated will indicate the impact of HR 5. So far, transit appropriations for our area are up. However, an authorization recently made for transportation was cut approximately \$4 billion when appropriated, thus illustrating the overhanging threat.

Update at 1/18/12: In a secret caucus held on January 4th, House GOP members held an unrecorded vote on a proposed Rules package. Passed in this package was HR 5, a separation of the authorization and appropriations processes in regard to infrastructure funding.

ATTACHMENT A



U.S. Department of Transportation
Federal Transit Administration

Fact Sheet: MAP-21 Funding Summary

	Section	FY 2013	FY 2014
Planning Programs	5305	126,900,000	128,800,000
<i>Metropolitan Transportation Planning</i>	5303	<i>104,971,680</i>	<i>106,543,360</i>
<i>Statewide Transportation Planning</i>	5304	<i>21,928,320</i>	<i>22,256,640</i>
Transit Oriented Development (Pilot)	20005(b)	10,000,000	10,000,000
Urbanized Area Formula Grants	5307	4,397,950,000	4,458,650,000
<i>Passenger Ferry Boat Program (discretionary)</i>	5307(h)	<i>30,000,000</i>	<i>30,000,000</i>
<i>Operational Support Of State Safety Oversight</i>	5329(e)(6)	<i>21,989,750</i>	<i>22,293,250</i>
Mobility of Seniors and Individuals with Disabilities	5310	254,800,000	258,300,000
Formula Grants for Rural Areas	5311	599,500,000	607,800,000
<i>Rural Transportation Assistance Program</i>	5311(b)(3)	<i>11,990,000</i>	<i>12,156,000</i>
<i>Projects of National Scope</i>	5311(b)(3)	<i>1,798,500</i>	<i>1,823,400</i>
<i>Public Transportation on Indian Reservations</i>	5311(c)(1)	<i>30,000,000</i>	<i>30,000,000</i>
<i>Appalachian Development Public Transportation</i>	5311(c)(2)	<i>20,000,000</i>	<i>20,000,000</i>
Bus Testing Facility	5318	3,000,000	3,000,000
National Transit Institute	5322(d)	5,000,000	5,000,000
National Transit Database	5335	3,850,000	3,850,000
State of Good Repair Grants	5337	2,136,300,000	2,165,900,000
<i>High Intensity Fixed Guideway Formula</i>	5337(c)	<i>2,075,415,450</i>	<i>2,104,171,850</i>
<i>High Intensity Motorbus State of Good Repair</i>	5337(d)	<i>60,884,550</i>	<i>61,728,150</i>
Bus and Bus Facilities Formula Grants	5339	422,000,000	427,800,000
<i>States and Territories allocation</i>		<i>65,500,000</i>	<i>65,500,000</i>
<i>Formula allocation</i>		<i>356,500,000</i>	<i>362,300,000</i>
Growing States and High Density States Formula	5340	518,700,000	525,900,000
<i>High Density State Apportionments</i>		<i>259,350,000</i>	<i>262,950,000</i>
<i>Growing State Apportionments</i>		<i>259,350,000</i>	<i>262,950,000</i>
Capital Investment Grants*	5309	1,907,000,000	1,907,000,000
Research, Development, Demonstration, Deployment*	5312	70,000,000	70,000,000
<i>Low and no emissions busses</i>	5312(d)(5)	<i>45,500,000</i>	<i>45,500,000</i>
<i>Low/no emissions buses facilities& equipment</i>	5312(d)(5)	<i>7,000,000</i>	<i>7,000,000</i>
Transit Cooperative Research Program*	5313	7,000,000	7,000,000
Technical Assistance and Standards Development*	5314	7,000,000	7,000,000
Human Resources and Training*	5322	5,000,000	5,000,000
Emergency Relief Program*	5324	as necessary	as necessary
Administrative Expenses*	5334	104,000,000	104,000,000
<i>Public Transportation Safety Program**</i>	5329	<i>4,000,000</i>	<i>4,000,000</i>
<i>Transit Asset Management</i>	5326	<i>1,000,000</i>	<i>1,000,000</i>
TOTAL		10,578,000,000	10,695,000,000

* General Fund. All other programs funded from the Mass Transit Account of the Highway Trust Fund.

** For administrative expenses, at least \$5 million must be for carrying out a public transportation safety program, of which, at least \$1 million must be for carrying out a national transit asset management system.

ATTACHMENT A

Moving Forward with MAP-21 *August 8, 2012*

The new federal Surface Transportation Act, known as “Moving Ahead for Progress in the 21st Century” or MAP-21 was signed in to law on July 6, 2012. Prior to this overhaul of federal surface transportation laws, the last major changes at the federal level occurred with the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA, pronounced Ice-Tea), more than 20 years ago. Given the major changes inherent in MAP-21, a measured approach to implementation is in order. A measured approach will also allow time to receive additional guidance from the Federal Department of Transportation. The bullets below detail the highlights of the Administration’s proposal for MAP-21.

- Funding levels remain the same as Federal Fiscal Year 2012 at \$3.5 billion.
- The Administration’s proposal focuses on maintaining a status quo funding level for overall funding – ensuring that the State and Local Agencies each receive a total share of funding consistent with total funding received under prior federal acts.
- One cannot view each program in isolation because of the dramatic restructuring of programs and funding included in MAP-21. Many programs were eliminated or combined, and new programs were created. The significant changes to programs and program eligibility add to the challenge of creating a funding plan that maintains current total funding levels.
- The proposal retains the existing funding splits between the State and the Locals/Regions - approximately \$2.2 Billion State (62%), approximately \$1.3 billion for Locals/Regions (38%). Changes in this split in the next two years could result in projects that are almost ready to go to construction being removed from the program due to lack of funding.
- Allows for a transitional period recognizing that the regions and the State already have projects programmed against these funds under existing rules:
 - Continues the current level of RSTP funding.
 - Continues the current level of SHOPP program.
 - Continues the current level of Bridge funding for both state and local bridges. The program would continue to be administered by the state.
 - Continues the flow of CMAQ and MP apportionments to regions using existing formulas.
 - Divides the HSIP program as required in MAP-21 after setting aside funds for SRTS.
 - Continues the Safe Routes to School program which would remain administered by the state.
 - Transportation Alternatives Program funding would continue under the STIP formula after setting aside \$5 million for Recreational Trails.
- Legislative changes are not necessary to allow apportionment of funds within California, provided that the state pursues a “status quo” approach discussed above.
- MAP-21 includes and inflation increased to apportionments for FFY 2014. Increases will be applied to programs and all splits.
- Working groups are being established to discuss potential program changes that will take into account federal guidance and performance measurements for MAP-21. The intention is to have a first draft of proposed legislation in early 2013. There will need to be a transition period to implement any program changes.

ATTACHMENT B

**Santa Cruz METRO
Federal House and Senate Bills
Status Report
August 16, 2012**

Federal Bills House	Subject	Introduced/ Amended	Status
MAP-21, HR 4348 Conference Bill	<p>S 1813 (MAP-21) passed the Senate and House after a Joint Conference Committee convened and streamlined the Senate's version and added (or subtracted, as the case may be) some House provisions. No longer is MAP-21 linked to the Keystone pipeline or Arctic Refuge, for example, but Transportation Enhancements' funding was stripped (bicycles, paths of travel, etc.). Initial talk was of another CR and up until the final expiration of SAFETEA-LU at 6/30/12, the outcome was unknown. A week-long extension was passed in hopes that a bill would be to the President in that time. The bill was signed into law on 7/6/12. Please see ATTACHMENT A for more specific information.</p>	7/6/12	7/6/12: Signed into law.
Federal Budget FY13	<p>On 3/23/12 Rep. Ryan (R-KY) introduced the "Path to Prosperity" FY13 proposed budget in the House (HCR 112) and the Senate proposed SCR 39. There are significant differences in the two and the President's budget, which is seen as more of a campaign tool.</p>	7/31/12	<p>8/16/12: A six-month continuing resolution was passed on July 31, 2012, to avoid shutdown of federal programs and kick the budget vote down the road. The President introduced his \$3.8 trillion FY13 budget, largely as a campaign piece. The House passed the FY 13 "Ryan Budget" (Romney's veep choice, Rep. Paul Ryan, authored the budget), with draconian cuts and a \$2.8 trillion pricetag; the Senate FY13 budget comes in at \$3.1 trillion. Speaker Boehner is threatening deeper cuts with the raising of the debt ceiling later in the year.</p>

Santa Cruz METRO
Federal House and Senate Bills
Status Report
August 16, 2012

Federal Bills	Subject	Introduced/ Amended	Status
<p>Senate "Tax Extenders" Legislation (including Transit Communter Benefits and Alternative Fuels (CNG) Tax Credit)</p>	<p>Promotes parity between transit and parking benefits at \$240/month to 12/31/13, and the use of natural gas as fuel with an emphasis on heavy-duty and fleet vehicles, by continuing the 50-cent per gallon-equivalent tax credit through 12/31/13 and retroactive to 1/1/12. The package has passed out of the Senate Finance Committee. Congress has adjourned for home districts, and it is hoped that this package will be considered by the full Senate and then the House in September.</p>	<p>8/2/12</p>	<p>8/16/12: Continuing to monitor any legislation having to do with the extension of this tax credit, we were monitoring HR 1380 until this happened. For now, this is the "tax extenders" package.</p>
<p>S.1660: American Jobs Act of 2011 (Reid, D-NV)</p>	<p>The legislation includes many moving targets of job-creating provisions. For transportation, the bill includes a transfer of \$19.5 billion from the General Fund to the HTF to finance infrastructure job-creating projects. The bill is financed by various IRS code adjustments and changes designed to raise \$9 billion, tightens standards and credits for biofuels (raising \$24 billion); some basically incompressible changes to the Economic Substance Doctrine (\$5 billion) and a reduction in the Medicare Improvement Fund worth \$8 billion.</p>	<p>10/11/11</p>	<p>8/16/12: This is the President's "Jobs Bill," which has lost momentum but is a platform piece for the President's reelection campaign. Cloture was not invoked, but Leader Reid wants to reconsider at a later date, perhaps after a successful election season.</p>

ATTACHMENT C

State of California Legislative Issues and Status Report August 16, 2012

FY12 State Budget and Proposition 1B Bond Programs

Update at 6/13/12 and 8/16/12: On August 23rd, staff will attend the California Transportation Commission (CTC) meeting in Sacramento for the consideration and anticipated approval of \$5.812 million in Proposition 1B State and Local Partnership Program (SLPP) funding to Santa Cruz METRO. The final amount of this allocation is \$12,000 higher than anticipated. The \$5.812 million will be matched 50/50, as per legislative guidelines, with an equal amount in locally generated, transit-dedicated sales tax revenue, supplanted over two (2) fiscal years with State Transportation Assistance (STA) funding (with operational flexibility through 2015) so that both the Operations and Capital budgets remain the same, and all is within the rules for the use of each funding stream. A Board Resolution was approved in June 2012 for the use of SLPP funds for the final phase of the MetroBase project.

State Transit Assistance (STA) revenues for the coming FY13 year are anticipated to be up to \$452,442 higher than anticipated for Santa Cruz METRO. Staff will continue to monitor.

Headlines continue to show that other revenue predictions earlier this year were unfortunately, much rosier than reality. The Governor's budget-related ballot measures are critical to the State's budget going forward. If they do not pass, serious and potentially unrecoverable cuts to social service programs and education will occur, and deeper cuts may eventually trickle down to transportation and transit once again.

Governor's Proposal to Create a Single Transportation Agency

Update at 6/13/12 and 8/16/12: Staff is continuing to monitor this issue, which will be impacted by the post-election State budget, among many other variables. This is a priority of the Governor's and favors a scaled-back number of transportation programs and monitoring agencies and offices. Now that we have a federal surface transportation act, the State Department of Transportation (Caltrans) can more accurately determine the impact of MAP-21 on proposed changes and streamlining measures.

Update at 1/18/12: Governor Brown is proposing a single agency comprised of: Caltrans, the Department of Motor Vehicles (DMV), High Speed Rail Authority (HSRA), California Highway Patrol (CHP), California Transportation Commission (CTC) and the Board of Pilot Commissioners (as in pilot boats). The reasoning is to provide additional oversight, particularly to the HSRA and CTC. The California Transit Association (CTA) is monitoring.

ATTACHMENT C

California Air Resources' Board Cap and Trade Program (AB32-mandated)

Update at 6/13/12 and 8/16/12: This is a hot-button issue and amendments to the Budget Act (SB 1018) have been proposed which support CTA, the California Alliance for Jobs, Transportation California and many local and regional government entities in advocating for the California Air Resources Board (CARB) to specifically allocate auction revenues of carbon credits to fund the mandates of AB 32, the "Greenhouse Gas Law." The implementing legislation, SB 375, requires a funding mechanism be created and cap-and-trade is thought to be a good source of revenue to meet the planning goals of sustainable communities' strategies required statewide. Ongoing advocacy via letters, calls and visits to legislators to ensure that the transportation sector is on the receiving end of auction revenues from carbon credits (~66 million of which will be sold at between \$10-\$50 ea.).

The Governor's budget incorporates \$1 billion in expected revenue from the new Cap and Trade regulation under greenhouse gas legislation AB32, which was adopted by the California Air Resources Board in late 2011.

The California Legislature: Bills of Interest

Update at 6/13/12 and 8/16/12: Since last month, all bills with any "legs" moved from the House of origin to the next. AB 1706, the legislation regarding bus axle weight, has been significantly changed due to push-back and compromise with cities, counties and other entities concerned with pavement impacts heavy buses (and potential revenue generated from some sort of usage fee or penalty), and now grandfathered in all buses purchased before 12/31/12 with the caveat that future buses purchased between 2013-2015 be of a similar or lesser weight, encourages bus manufacturers to make leaner, greener equipment and basically buys two additional years to come up with a real solution among stakeholders. Since the Governor does not like "blue-ribbon panels," this idea has been gutted from the bill. It passed the Senate Appropriations Committee on 8/6/12 after much in the way of advocacy efforts from the CTA.

See above for information on SB 1018, the Budget Act.

Update at 4/18/12 and 5/18/12: Letters to all members of the Assembly Transportation Committee were faxed in support of AB 1706 (D-Eng). Santa Cruz METRO is also monitoring AB 1532 (D-Perez), the so-called "Speaker's Bill" and AB 2404, to collect and distribute fees for purposes of carrying out AB 32. See **Attachment D**.

Statewide Elimination/Liquidation of Redevelopment Agencies (RDAs)

Update at 6/13/12 and 8/16/12: This unpleasant process continues, with the State Director of Finance rejecting all appeals requesting any sort of exemption regarding former RDA funds. It is still messy and complicated. Continuing to monitor. (California RDAs lost a decision at the State Supreme Court level and are now required to dissolve.) Money goes to the state and will be redistributed to the schools.

ATTACHMENT D

Santa Cruz METRO
State of California
Assembly and Senate Bills Status Report
August 16, 2012

State Bills Senate/Assembly	Subject	Last Amended	Status
SB 1018 (Budget Bill): PUC Section 748.5: Linking Categories of Customers	<p>The California Air Resources Board's (CARB) allocation of cap-and-trade allowances supports the return of allowance auction revenue to the utility and municipal customers (such as transit districts) for mitigation of AB 32 (the "Greenhouse Gas Bill") costs. This is a call to amend the Budget Act, which is pending the Governor's line item veto pen, to make sure that high users receive revenue allocations to balance implementation and sustainability costs of AB 32, including necessary transportation investments and Sustainable Communities Strategies.</p>	6/27/2012	8/16/12: California Transit Association supports this amendment; SB 1018 is in the Committee on Budget and Fiscal Review; it is expected the Governor will veto some items.
AB 1532: California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Account (Perez - D)	<p>This bill would create the Greenhouse Gas Reduction Account within the air Pollution Control Fund. This bill would require money collected be deposited in this account and, upon appropriation by the Legislature, be used for purposes of carrying out the AB32, and would require that the money be awarded to measures and programs that meet the specified criteria.</p>	8/6/2012	8/16/12: Passed in committee as amended; re-referred to Appropriations; now in suspense file.
AB 1706: Vehicles: Unladen Weight (Eng - D)	<p>This bill has been amended and, after much push-back from cities and other municipalities and coalitions, now grandfathered in all buses purchased by 12/31/12, even if overweight under current law, and allows transit providers to continue to replace fleet vehicles as necessary below the weight of the heaviest similar fleet vehicle in operation. This measure sunsets in 2015, and during the two-year period, the issue will be examined by transportation agencies, bus manufacturers (urged to engineer lighter alternatively-fueled vehicles with less impact on pavement, etc.), and Cities/Counties and Departments of Public Works, among many other stakeholders in the issue of transit bus axle weight.</p>	8/13/2012	8/16/12: Passed to Senate @ 5/29/12; cleared Transportation and Housing Committee; @ 8/13/12 passed Senate Appropriations Committee unanimously.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: August 24, 2012

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDERATION OF IMPLEMENTING A REGULATION ENTITLED HEALTHY FOOD AND BEVERAGE OPTIONS AT SANTA CRUZ METRO FACILITIES

I. RECOMMENDED ACTION

Adopt the attached Regulation entitled Healthy Food and Beverage Options at Santa Cruz METRO Facilities

II. SUMMARY OF ISSUES

- At the February 24, 2012, Santa Cruz METRO Board of Directors regular meeting, Vice Chair Daniel Dodge facilitated a presentation by the Jovenes Sanos Group on healthy vending food choices for the Watsonville Transit Center Tenants. The group presented a video to raise awareness of Childhood Obesity and Diabetes and how Santa Cruz METRO could make a contribution through its policy decisions regarding the food products in its vending machines or sold by its vendors at the transit centers.
- Director Dodge indicated that he would support more healthy selections in vending machines at Santa Cruz METRO's transit centers. At the conclusion of the Jovenes Sanos Group presentation, the Board of Directors created a Task Force to review policies regarding this matter and make recommendations.
- On May 11, 2012, the Santa Cruz METRO Board of Directors discussed the concept of implementing a healthy food and beverage policy for Santa Cruz METRO employees' vending machines and for transit center food/beverage restaurants and kiosks.

III. DISCUSSION

The Healthy Options Task Force met to discuss how best to implement a program which would have a real impact on Santa Cruz METRO's transit center food and beverage options as well as the vending machines located in Santa Cruz METRO facilities. The Task Force was sensitive to the needs of the transit center tenants not wanting to take any actions which would jeopardize the viability of the businesses. The Task Force wanted to help the tenants improve their business products with more healthy options.

The Task Force also discussed modifications to the vending machine products. The proposed policy set forth in Attachment A incorporates many of the proposals submitted by the Task Force for vending machines.

The Task Force recognized that an important component to a Healthy Food and Beverage Options Program is education. The proposed regulation incorporates a requirement for annual distribution of written materials and information to Santa Cruz METRO employees and tenants regarding the impacts of obesity on the individual and society and how to maintain a healthy weight.

Santa Cruz METRO operates its transit services by and through four (4) transit centers located throughout Santa Cruz County: Pacific Station in downtown Santa Cruz, 920 Pacific Avenue, Santa Cruz, CA. 95060, Watsonville Transit Center, 475 Rodriguez Street, Watsonville, CA 95076, Bart Cavallero Transit Center, 246 Kings Village Drive, Scotts Valley, CA 95066, and Capitola Mall, 1855 41st Avenue, Capitola, CA 95010.

Santa Cruz METRO leases space at the transit centers to small businesses in order to provide various food and beverage options for Santa Cruz METRO passengers and the public. The location, business name and type of food presented are as follows:

Location	Name of Business	Types of Food Served
Pacific Station	Café' Lena	Café selling sandwiches, soups, various lunch items, ice cream and candy.
	Metro Market	Convenience store selling prepackaged food, including candy, soda, chips and cigarettes.
	Betty's Noodles	Asian Food
	Santa Cruz Coffee Roasting Company	Coffee-to-go retail store.
	Taqueria El Dandy	Mexican food
Watsonville Transit Center	La Mancha	Sandwich Shop (selling hot dogs, sandwiches, sodas, tea, ice cream and juice).
	Jessica's Grocery	Convenience Store selling coffee and pre-packed food including candy, soda, chips, pastries, Mexican popsicles, cigarettes and lottery tickets.

Location	Name of Business	Types of Food Served
	Taqueria Lidia	Authentic Oaxacan food, including mole, burritos, tamales, quesadillas, empanadas and sodas.
Bart Cavallero Transit Center	Café Amigo	Coffee, cappuccino, espresso drinks, hot and iced teas. Also serving hot and cold sandwiches, salads, hard boiled eggs, fresh fruit, pastries, protein bars and yogurt.

Further, Santa Cruz METRO has the majority of its employees working in four other locations: Administration Offices, 110 Vernon Street, Santa Cruz, CA 95060, Maintenance Facility, 138 Gulf Club Drive, Santa Cruz, Ca 95060, Operations Facility 1200 River Street, Santa Cruz, CA 95060, and ParaCruz Administration and Operations, 2880 Research Park Drive #160, Santa Cruz, CA, Soquel, CA. Each of these buildings contains vending machines which employees access on a regular basis. As of May 11, 2012, the vending machines at these facilities contained snack items and drinks, as listed below:

Office Location	Drinks Available	Snacks Available
Administration Building	Sodas, diet sodas, Glaceau Vitamin Waters, Water, Nestea Iced Tea, Powerade.	Chips, granola bars, nuts, crackers, cookies, candy and yogurt pretzels.
Maintenance Building	Sodas, diet soda, Glaceau Vitamin Water, Monster Energy Drink, Powerade	Chips, Pop-tarts, cookies, Rice Krispy Treats, candy, salted peanuts, granola bars, Fiber-One Bars, cinnamon rolls, Cup-O-Noodles.
Operations Facility	Sodas, diet soda, Nestea Iced Tea, Water.	Chips, Pop-tarts, Chex Mix, candy, granola bars, nuts, Fig Newton cookies, yogurt pretzels.

Office Location	Drinks Available	Snacks Available
ParaCruz Facility	Sodas, diet sodas, Glaceau Vitamin Water, Powerade, Monster Energy Drink, water, Minute Maid Juice, V-8 Juice	Chips, Pork Rinds, Pop-tarts, crackers, candy, cookies, yogurt pretzels, granola bars, and trail mix, Rice Krispy Treats.

Santa Cruz METRO staff recommends approval of the Healthy Food and Beverage Options at Santa Cruz METRO Facilities Regulation which is set forth in Attachment A. It is also recommended that the matter be revisited in 3-6 months at which time the effectiveness of the policy could be evaluated.

IV. FINANCIAL CONSIDERATIONS

At this time there are no financial considerations.

V. ATTACHMENTS

Attachment A: Proposed Healthy Food and Beverage Options at Santa Cruz METRO Facilities Regulation

ATTACHMENT A
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Regulation Number: AR-1032

Computer Title: healthyfood

Effective Date: [date GM signs]

Pages: 6

TITLE: HEALTHY FOOD AND BEVERAGE OPTIONS AT SANTA CRUZ METRO FACILITIES

Procedure History

NEW POLICY

SUMMARY OF POLICY

APPROVED

I. POLICY

- 1.01 The Santa Cruz Metropolitan Transit District (Santa Cruz METRO) recognizes that obesity is a significant health issue in the County of Santa Cruz and has an impact on Santa Cruz METRO's annual budgets through higher costs for health insurances and on the provision of public transportation.
- 1.02 Santa Cruz METRO finds that promoting healthy food and beverage options at its facilities including its transit centers, is an effective way to reduce health issues related to unhealthy eating habits such as diabetes, heart disease, and being overweight.
- 1.03 Santa Cruz METRO designed this regulation to encourage its employees to eat in a more healthy way and to encourage the transit center tenants/vendors to offer healthy food and beverage options as an effective way to provide its passengers and the public with healthy alternatives.
- 1.04 Santa Cruz METRO requires that all vending machines made available to its employees on Santa Cruz METRO premises have healthy options included in the items for sale as specifically set forth within this regulation.
- 1.05 Santa Cruz METRO recognizes that it must lead by example in order to have its employees, vendors and customers follow suit and, therefore, commits itself to the practice of healthy eating by offering healthy options in all Santa Cruz METRO sponsored programs and events.

II. APPLICABILITY

- 2.01 This regulation is applicable to Santa Cruz METRO employees, transit center tenants/vendors and vending machine operators.
- 2.02 The applicable contents of this regulation shall be implemented by Santa Cruz METRO's Purchasing Agent or his/her designee in the installation, operation and maintenance of all

ATTACHMENT A

Policy and Regulation

Page 2 of 6

vending machines in Santa Cruz METRO facilities which are accessed by Santa Cruz METRO's employees.

- 2.03 The applicable contents of this regulation shall be implemented by Santa Cruz METRO's District Counsel in the letting of tenant space.
- 2.04 The Administrative Services Coordinator and/or his/her designee is required to insure that at each and every Santa Cruz METRO sponsored program or event at which food is offered that healthy food options are made available.

III. DEFINITIONS:

- 3.01 Healthy Beverage Option: See Section 4.01a - below.
- 3.02 Healthy Food Option: See Section 4.01a - below.
- 3.03 Obesity: Obesity is a chronic condition defined by an excess amount body fat.
- 3.04 Santa Cruz METRO sponsored program and/or event: A Santa Cruz METRO program/event in which Santa Cruz METRO provides at least 50% of the food.

IV. STANDARDS:

- 4.01 The following standard for all vending machines located in any Santa Cruz METRO facility shall be implemented through the Purchasing Agent and/or his/her designee as follows:
 - a. Fifty Percent of the Beverages in each vending machine shall be limited to the following criteria:
 - i.) Water;
 - ii.) Coconut water;
 - iii.) 100% fruit/vegetable juice;
 - iv.) Fruit-based drinks containing at least 50% juice and no added caloric sweeteners;
 - v.) All other non-caloric beverages, including diet sodas;
 - vi.) Sports drinks less than or equal to 100 calories; and
 - vii.) No greater than 12 ounces except water, with a preference for juices in small size portions (6 ounces).
 - b. Fifty percent of Snacks/foods shall meet all the following criteria per individual package;
 - i.) Not more than 250 calories;

ATTACHMENT A

- ii.) Not more than 35% calories from fat with the exception of nuts and seeds, snack mixes and other foods of which nuts are a part must meet the 35% standard;
 - iii.) Not more than 10% calories from saturated fat;
 - iv.) Does not contain trans fats added during processing (hydrogenated oils and partially hydrogenated oils);
 - v.) Not more than 35% total weight from sugar and caloric sweeteners with the exception of fruits and vegetables that have not been processed with added sweeteners or fats; and
 - vi.) Not more than 360 mg of sodium per serving.
- c. At least one item meeting the snack criteria in each vending machine shall also meet the FDA definition of “low sodium” (less than 140 mg per serving).
 - d. The vending machine options shall contain some items that include at least 2 grams of dietary fiber.
 - e. Items that meet nutrition standards shall not be priced higher than the items that do not meet the standards.
 - f. Advertising on vending machines shall include advertising only of beverages and foods that meet the nutrition standards.
- 4.02 The following standard for all beverage/ food vendors-tenants at Santa Cruz METRO transit centers shall be implemented through the terms as conditions of the Lease Agreements as follows:
- a. Santa Cruz METRO tenants are encouraged to provide healthy food and beverage options at their establishments.
 - b. Santa Cruz METRO tenants are encouraged to participate in the Healthy Food and Beverage Options Program which is set forth in Attachment A
- 4.03 The following healthy food and beverage option standard shall be implemented by the Administrator Services Coordinator at all Santa Cruz METRO sponsored events and programs:
- a. The criteria set forth in Section 4.01 regarding Vending Machines shall be implemented at all Santa Cruz METRO sponsored events and programs.
- 4.04 On an annual basis, the Human Resources Manager or his/her designee shall distribute to all employees written materials on the dangers of obesity, how to maintain a healthy weight and what healthy food and drink options are available in the local markets. Similar written materials shall be provided to all Santa Cruz METRO tenants on an annual basis by the District Counsel.

ATTACHMENT A

Policy and Regulation

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V. ADMINISTRATION OF REGULATION

- 5.01 The Purchasing Agent or his/her designee shall insure that all contracts with vending machine companies comply with this policy. District Counsel will insure that all Santa Cruz METRO leases contain language that encourages the tenants to provide healthy food and beverage options on their menus or as products in their stores.
- 5.02 Santa Cruz METRO will integrate the Healthy Food and Beverage Options at Santa Cruz METRO Facilities Policy into their Policies and Procedures.
- 5.03 The Human Resources Manager or his/her designee shall provide a copy of this policy to all new employees and to any other employee upon request.

ATTACHMENT A

Attachment A

Santa Cruz METRO's Healthy Food and Beverage Options Program

1. Santa Cruz METRO encourages each transit center Tenant to provide healthy food and beverage options for sale at its business.
2. Additionally, Santa Cruz METRO establishes the Santa Cruz METRO's Healthy Food and Beverage Options Program in order to further encourage its Tenants to offer healthy food and beverage alternatives to its customers. To participate in the program, the Tenant of a food/beverage store or kiosk must be willing to offer at least 10 new healthy products (Criteria set forth in Sections 4.01a. and b. of the Regulation) to its customers for a minimum period of time of 6 months. If the Tenant operates a restaurant, to participate it must be willing to offer at least 3 new healthy menu options (Criteria set forth in Attachment) to customers for a minimum period of time of 6 months. (Notwithstanding the criteria set forth herein, the Tenant must remain in compliance with the terms and conditions of the Lease Agreement.)
3. Any Tenant who wishes to participate in the Healthy Food and Beverage Option Program will notify the Santa Cruz METRO's Paralegal who is serving in the capacity of Property Manager. The Tenant will complete an application and return it to the Property Manager.
4. Thereafter, the Property Manager and the tenant will meet to review the application and to insure that the new healthy options meet the required criteria and that they are in conformity with the terms and conditions of the Lease Agreement. If all eligibility requirements are met, the Property Manager and the Tenant will create a letter agreement in which the Tenant identifies the various products or menu items which meet the required criteria and which the Tenant agrees to sell on a regular basis at his/her business for the minimum period to qualify for the program.
5. During the period of the Agreement, the Property Manager will provide the business with support and encouragement which may include written materials.
6. At the conclusion of the 6 month period, the Tenant will provide a signed affidavit attesting to its compliance with the Program criteria. Upon receipt of the affidavit, the Tenant will be invited to attend a meeting of the Santa Cruz METRO Board of Directors to be recognized as a "Santa Cruz METRO Healthy Vendor." All media outlets will be notified of the award and invited to attend the event. Additionally, Santa Cruz METRO will issue a press release which honors the tenant receiving the award.

ATTACHMENT A

Attachment A-1

Additional Healthy Food Options

1. Fruits or vegetables prepared in a low-fat way (ex. green salads, baked potato, stir fried or steamed vegetables);
2. Fruits or vegetables offered as a substitute for less healthy side dishes such as french fries;
3. Offer at least one fat free or low fat salad dressing;
4. Include skim milk or 1% milk on the menu if milk product is served;
5. Offer water and make it accessible to customers free of charge;
6. Offer whole grain bread as an option instead of white bread, or a no bread option (lettuce wrap);
7. Offer at least one healthier dessert option. (ie: fresh fruit);
8. Prepare meat, fish, poultry, or meat alternative in a low fat way such as broiling, baking, poaching, roasting, and steaming or stir frying. Visible fat removed from any meat or poultry before cooking;
9. Offer at least one low-fat vegetarian dish (low-fat not exceeding 500 calories);
10. Provide option to serve, butter, margarine, sour cream, salad dressing, or mayonnaise on the side or not at all;
11. Offer a menu with smaller portions or half portion meals at a lower cost. Allow customer to split a meal at no cost.
12. Provide calorie information visible at the point of purchase or provide healthier option stickers on the menu;
13. Offer corn tortillas instead of flour tortillas;
14. Offer whole beans instead of refried beans.