Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
619.231.1466 FAX 619.234.3407

Agenda

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

9:00 a.m.

James R. Mills Building
Board Meeting Room, 10th Floor
1255 Imperial Avenue, San Diego

This information will be made available in alternative formats upon request. To request an agenda in an alternative format, please call the Clerk of the Board at least two working days prior to the meeting to ensure availability. Assistive Listening Devices (ALDs) are available from the Clerk of the Board/Assistant Clerk of the Board prior to the meeting and are to be returned at the end of the meeting.

ACTION RECOMMENDED

1. Roll Call

2. Approval of Minutes - May 14, 2015 — Approve

3. Public Comments - Limited to five speakers with three minutes per speaker. Others will be heard after Board Discussion items. If you have a report to present, please give your copies to the Clerk of the Board.

Please SILENCE electronics during the meeting

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

CONSENT ITEMS

6.	Semiannual Uniform Report of Disadvantaged Business Enterprise (DBE) Awards or Commitments and Payments	Information
7.	Revisions to Board Policy No. 20: Allocation of State Transit Assistance Funds Action would approve and adopt the updated Board Policy No. 20: Allocation of State Transit Assistance Funds.	Approve
8.	Revisions to Board Policy No. 21: MTS Revenue-Generating Display Advertising, Concessions, and Merchandise Action would approve and adopt the proposed revisions to Board Policy No. 21: MTS Revenue-Generating Advertising, Concessions, and Merchandise.	Approve
9.	Investment Report - April 2015	Information
10.	Trolley Station Monument Signs - Contract Award Action would authorize the Chief Executive Officer (CEO) to execute Doc. No. PWL164.0-15 with A Good Sign & Graphics Company for the procurement and installation of MTS Trolley station monument signs.	Approve
11.	Merchant Service Provider - Contract Award Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G1803.0-15 with Elavon, Inc. (Elavon) for the provision of Compass Card (Compass) program merchant services.	Approve
12.	Regional Transportation Management System Back Office Upgrade and Contract Bus Fleet Expansion Agreement - Contract Amendment Action would authorize the Chief Executive Officer (CEO) to execute Amendment No. 3 to MTS Doc. No. G1544.0-13 with Xerox Transport Solutions, Inc., on a sole source basis, for the installation of Automated Vehicle Announcements on an additional 299 vehicles with the existing Regional Transit Management System (RTMS).	Approve
13.	Take One Notices Printing and Delivery Services - Exercise Contract Option Years Action would authorize the Chief Executive Officer (CEO) to execute Amendment No. 1 to MTS Doc. No. G1298.0-10 with AAA Printing Company (AAA) to exercise option years one and two for Take One Notices printing and delivery services.	Approve
14.	Motorola Regional Transit Management System Annual Maintenance and Support Services - Contract Amendment Action would authorize the Chief Executive Officer (CEO) to: (1) execute MTS Doc. No. G0867.16-03 with Motorola, Inc. (Motorola) to extend the Regional Transit Management System (RTMS) annual maintenance and support period from July 1, 2015 through June 30, 2016; and (2) execute MTS Doc. No. G0868.10-03 with North County Transit District (NCTD) for a Funds Transfer Agreement.	Approve
15.	Softchoice Microsoft Enterprise Agreement - Contract Amendment Action would: (1) Ratify MTS Doc. No. G1477.1-12 with Softchoice for the purchase of Microsoft Enterprise Agreement Licensing, which was previously executed pursuant to the Chief Executive Officer's (CEO) authority; and (2) Authorize the CEO to execute Amendment No. 2 with Softchoice for additional Microsoft Enterprise Agreement Licensing for the remaining license period.	Approve

16. Title VI Program Submittal — Approve

Action would enact Resolution No. 15-11 approving the Title VI Program, including the plans, notices, records, maps, and data that demonstrate MTS's compliance with requirements of Title VI of the Civil Right Act of 1964 (Title VI), for submittal to the Federal Transit Administration (FTA).

17. Kimley-Horn Task Order: Design and Construction Documents for Transit Store Relocation — Approve

Action would: (1) ratify the Kimley-Horn Work Order No. 13.12 for the preliminary concept design work for a proposed relocation of the Transit Store to 1255 Imperial Avenue, Suite 100; and (2) authorize the Chief Executive Officer (CEO) to execute Kimley-Horn Work Order No. 13-12.01 to prepare design and construction documents for the Transit Store Relocation Project.

CLOSED SESSION

24. a. CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Pursuant to California Government Code Section 54956.9 (U.S. Department of Labor) — Possible Action

Oral Report of Final Actions Taken in Closed Session

NOTICED PUBLIC HEARINGS

25. None.

DISCUSSION ITEMS

30. Amendments to Ordinance No. 13, an Ordinance Regarding Prohibited Conduct Onboard Transit Vehicles, and Prohibited Actions on or About a Transit Facility, Trolley Station or Bus Stop (Samantha Leslie) — Approve

Action would: (1) adopt the proposed amendments to Ordinance No. 13 (An Ordinance regarding prohibited conduct onboard transit vehicles, and prohibited actions on or about a transit facility, trolley station or bus stop); and (2) direct publication of a summary of the amendments to Ordinance No. 13.

REPORT ITEMS

45. Los Angeles-San Diego-San Luis Obispo Rail Corridor Agency (LOSSAN) Interagency Transfer Agreement with the State of California for Administration of Pacific Surfliner Service (Brent Boyd) — Information

46. Annual Security Report (January 1, 2014 through December 31, 2014) (Bill Burke) — Information

47. Operations Budget Status Report for April 2015 (Mike Thompson) — Information

60. Chairman's Report — Information

61. Chief Executive Officer's Report — Information

62. Board Member Communications

63. Additional Public Comments Not on the Agenda
If the limit of 5 speakers is exceeded under No. 3 (Public Comments) on this agenda, additional speakers will be taken at this time. If you have a report to present, please furnish a copy to the Clerk of the Board. Subjects of previous hearings or agenda items may not again be addressed under Public Comments.

64. Next Meeting Date: July 16, 2015

65. Adjournment

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

DRAFT MINUTES

May 14, 2015

1. Roll Call

Chairman Mathis called the Board meeting to order at 9:00 a.m. A roll call sheet listing Board member attendance is attached.

2. Approval of Minutes

Mr. Cunningham moved to approve the minutes of the April 16, 2015, MTS Board of Directors meeting. Ms. Emerald seconded the motion, and the vote was 11 to 0 in favor with Ms. Cole, Mr. Gloria, Mr. Minto and Ms. Salas absent.

3. Public Comments

Mitchell Matheny – Mr. Matheny commented on a letter that was handed out about an issue with the 934 bus route. He said that he would like to see the trolley tap and go stations moved to a more convenient area at the Gaslamp Station so people leaving Petco Park will not have to walk as far. He commented that other cities include transportation ticket packages with their sporting event tickets.

Juanita Broughman – Ms. Broughman discussed her idea of installing bathrooms at trolley stations for people with prepaid compass cards. She said that a scanner could be installed at the restroom doors to only allow people to enter with fare loaded compass cards.

Michele Fortanas – Ms. Fortanas stated that she has Crohn's disease and while she was at the Old Town Trolley Station she needed to use the restroom. She said that she was told by an MTS staff person that the restrooms were for staff only. The staff person told her that she needed to walk to a further side of the station to use the public restrooms. Ms. Fortanas said that the public restrooms were closed. She said there needs to be an action taken by the City of San Diego and MTS to install more convenient public restrooms.

CONSENT ITEMS

6. San Diego and Arizona Eastern (SD&AE) Railway Company Quarterly Reports and Ratification of Actions Taken by the SD&AE Board of Directors at its Meeting on April 14, 2015

7. Increased Authorization for Three Legal Service Contracts to Pay Projected Expenses in Fiscal Years 2015 and 2016
Action would approve increasing the dollar amount of three (3) legal services contracts to cover expenses through the remainder of Fiscal Year 2015 (FY15) and all of Fiscal Year 2016 (FY16).

8. Investment Report - March 2015

9. California Department of Transportation Program of Projects for Federal Transit Administration Section 5311(f) Funding, Fiscal Year 2015
Action would approve Resolution No. 15-9 authorizing the use of, and application for, $250,000 of Federal Transit Administration (FTA) Section 5311(f) funds for operating assistance in non-urbanized areas.

10. Funding of Orange Line Tie Replacement Project - Francis to 43rd Street
Action would approve the use of $463,825 in Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) program funding and transfer $900,000 from the San Diego Metropolitan Transit (MTS) SD100 Replacement project (project number 11373) to fund the Orange Line Tie Replacement project.

11. SAP Public Services, Inc. - Contract Amendment
Action would: (1) ratify the $63,227 in additional software license support included in MTS's contract with SAP Public Services, Inc. (SAP) (MTS Doc. No. G1680.0-14); and (2) authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G1680.1-14 amending the contract with SAP to purchase MS SQL Server Run-Time Licenses for the SAP Implementation of the Enterprise Resource Planning (ERP)/Transit Asset Management (TAM) Project and consolidate software support expenses for other SAP licenses under a single contract.

Action on Recommended Consent Items

Ms. Rios moved to approve Consent Agenda Item Nos. 6 – 11. Ms. Emerald seconded the motion, and the vote was 11 to 0 in favor with Ms. Cole, Mr. Gloria, Mr. Minto and Ms. Salas absent.

CLOSED SESSION

24. Closed Session Items

The Board convened to Closed Session at 9:12 a.m.

a. CLOSED SESSION - CONFERENCE WITH LABOR NEGOTIATORS
Pursuant to California Government Code Section 54957.6
Agency: San Diego Transit Corporation (SDTC) and San Diego Trolley, Inc. (SDTI)
Agency-Designated Representative: Jeff Stumbo
Employee Organization: International Brotherhood of Electrical Workers, Local 465 (Representing SDTI Train Operators, Electromechanics, Servicers and Clerical)
Employee Organization: Amalgamated Transit Union, Local 1309 (Representing Bus Operators and Clerical Employees at SDTC)

b. CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Pursuant to California Government Code Section 54956.9(d)(1) David Long v. HMS Construction, et al. SDSC Case No. 37-2014-00083536-CU-PO-CTL

The Board reconvened to Open Session at 9:54 a.m.

Oral Report of Final Actions Taken in Closed Session

Karen Landers, General Counsel, reported the following:

a. The Board ratified a tentative agreement with the Amalgamated Transit Union, Local 1309. The vote was 11 to 0 in favor, with Bragg, Cunningham, Emerald, Jones, Mathis, McClellan, McWhirter, Rios, Roberts, Sandke and Zapf voting aye and Cole, Gloria, Minto and Salas absent. As to the labor negotiations with the International Brotherhood of Electrical Workers, Local 465, that report was not given and was deferred to the June Board meeting.

b. The Board received a report from legal counsel.

NOTICED PUBLIC HEARINGS

25. Fiscal Year 2016 Budget: Public Hearing and Adoption (Mike Thompson)

Mike Thompson, Director of Financial Planning and Analysis, provided a presentation on the fiscal year (FY) 2016 budget. He discussed the budget development process, subsidy revenue assumptions for Federal, TDA and TransNet, State Transit Assistance and Lease/Leaseback transactions. Mr. Thompson reviewed service level assumptions, passenger level revenue assumptions and contingency reserves. He discussed the FY 2016 revenue projections, and expense assumptions for personnel.

Ms. Emerald asked how long it will take to hire additional IT department staff members. Mr. Thompson stated that the hiring process is already in progress. Ms. Emerald asked if MTS is still in the practice of selling its old trolley cars. Mr. Jablonski replied that MTS still has an agreement with Mendoza, Argentina, however they are having some financial issues. He said that there have been a few cars that have been sold or donated to museums and also to the Department of Homeland Security. Mr. Jablonski also mentioned that there are other options such as scrapping the remaining trolleys. Ms. Emerald asked how many old trolley cars are left. Mr. Jablonski replied that there would be 40 trolley cars going to Mendoza, Argentina, which would leave about 31 trolley cars left over. He stated that there are already a few cars that will be going to other buyers, so there would be about 25 total cars left over.

Mr. Thompson continued the presentation and discussed expense assumptions for pension reform, purchased transportation, outside services, materials and supplies, risk management, and energy.

Ms. Bragg asked what is driving the 8.5% annual increase in paratransit service. Mr. Thompson replied that the general demand for this service has increased.

Ms. Emerald asked about Noble Energy and if MTS has a current contract in place. Mr. Thompson replied that we do have a contract with Noble Energy and the contract was renewed this year for 3 years with 3 option years. He noted that MTS is in the Direct Access Program regardless if we are under contract with Noble Energy or any other company. Mr. Jablonski commented that the contract with Noble Energy is not a set fixed price contract; however they help to negotiate the best rate. Ms. Emerald inquired if bridge inspections have been completed. Mr. Thompson replied that the inspections will begin next year and MTS will contract out the inspections. Ms. Emerald requested for a future update to the Board regarding bridge inspections.

Ms. Zapf asked what paratransit service means. Mr. Jablonski replied that paratransit service is the Americans with Disabilities Act (ADA) transit service. Ms. Zapf asked how the service operates. Mr. Jablonski replied and explained the requirements of this service and how the paratransit vehicles operate day to day.

Mr. Thompson continued his presentation and reviewed consolidated revenues less expenses, 5 year trends, 5 year projections and ongoing concerns. Mr. Jablonski commented on the Moving Ahead for Progress in the 21st Century Act (MAP-21) and stated that it will expire at the end of the month. He said that if MAP-21 is not extended, it could potentially impact grants. He noted that we will know more information soon and an update will be given.

Ms. Zapf asked about capacity levels on the Blue Line Trolleys and asked if people are being turned away. Mr. Jablonski said people are not being turned away, but the trolley cars are very full. She asked about the issue of passengers boarding the trolleys at the San Ysidro Station with no fares. Mr. Jablonski replied that code compliance officers and security staff are constantly monitoring and taking correction action regarding that issue.

Ms. Rios inquired about ADA paratransit service and pickup and drop off practices. Mr. Jablonski stated that this service is traditionally a curb to curb service, not a door to door service. He noted that the FTA has recently come out with a new law saying that if a person needs door service that we are required to accommodate the passengers' needs.

Action Taken

Ms. Emerald moved to: (1) hold a public hearing, receive testimony, and review and comment on the fiscal year (FY) 2016 budget information presented in this report; and (2) enact Resolution No. 15-10 adopting the operating and capital budget for MTS and approving the operating budgets for San Diego Transit Corporation (SDTC), San Diego Trolley, Inc. (SDTI), MTS Contract Services, and the Coronado Ferry. Ms. Rios seconded the motion, and the vote was 12 to 0 in favor with Ms. Cole, Mr. Minto and Ms. Salas absent.

DISCUSSION ITEMS

30. None.

REPORT ITEMS

45. Pacific Imperial Railroad (PIR) Desert Line Agreement - Status Update (Karen Landers)

Karen Landers, General Counsel, provided a status update on the PIR Desert Line Agreement. Ms. Landers commented that she and Mr. Jablonski attended a Smart Borders Coalition meeting with PIR and Baja Rail. The other people in attendance at the meeting made it clear that they are very interested in this project and want to see it move forward as quickly as possible. It was reported at that meeting that PIR and Baja Rail have been meeting weekly for the last several months to discuss establishing both short and long term agreements. There is no agreement set as of now, but both parties stated that they are close to closing an agreement. Baja Rail reported on significant work that they have done on their line and facilities in Mexico. PIR reported that they have resolved their payment issues with JL Patterson, which is their railroad engineering firm. PIR has also hired contractors and materials are currently being ordered. A JL Patterson representative said it will take about $10 million to get the line ready for

test train operations. The next PIR payment of $500,000 is due on July 1, 2015. Ms. Landers noted that MTS has hired its own consultant to assist and advise MTS on reviewing the work plans and the information submitted by PIR. The consultants will also being going out to oversee the work that will be done on the line to ensure it is consistent with Federal Railroad Administration (FRA) requirements. Ms. Landers stated that she anticipates having a much more detailed update at the June Board meeting.

Mr. Jablonski commented that there has been extensive work done by PIR trying to enact an agreement with Baja Rail. There has been progress, but an agreement is still not in place yet.

Ms. Emerald asked why this agreement has been so hard to put into place between PIR and Baja Rail. Mr. Jablonski replied that PIR has been trying very hard to establish an agreement with Baja Rail, but Baja Rail is still not settling on an agreement yet. Mr. Roberts commented that the economic rewards of this deal are very high, which helps to offset risks.

Mr. Cunningham asked if PIR is still meeting their milestones and complying with their lease contract. Mr. Jablonski replied yes. Mr. Cunningham asked if we are engaging in any milestone extensions at this time. Mr. Jablonski replied that depending on the construction that needs to be done in order to operate a test train there could be a possibility of PIR temporarily running a trucking operation until the line is ready for train operation.

Mr. Sandke commented that he also agrees that the long term economic benefits of this project and the Desert Line are very large and encourages the Board to think towards the long term benefits.

60. Chairman's Report

Chairman Mathis commented that immediately following the Board meeting is a ceremony for the MTS and Coca-Cola laptop scholarship awards.

61. Audit Oversight Committee Chairman's Report

There was no Audit Oversight Committee Chairman's Report.

62. Chief Executive Officer's Report

Mr. Jablonski noted that MTS was awarded the Government Finance Officers Association (GFOA) Certificate of Achievement for Finance and Accounting. He commented that he attended the APTA Bus and Paratransit Conference in Fort Worth, TX. At the conference, MTS was awarded the APTA Safety Award for bus operations. The award video was presented to the Board.

63. Board Member Communications

There were no Board Member Communications.

64. Additional Public Comments on Items Not on the Agenda

There were no additional public comments.

65. Next Meeting Date

The next regularly scheduled Board meeting is June 18, 2015.

66. Adjournment

Chairman Mathis adjourned the meeting at 11:15 a.m.

_____
Chairperson
San Diego Metropolitan Transit System

Filed by:

_____
Clerk of the Board
San Diego Metropolitan Transit System

Approved as to form:

_____
General Counsel
San Diego Metropolitan Transit System

Attachment: Roll Call Sheet

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS
ROLL CALL

MEETING OF (DATE): May 14, 2015 CALL TO ORDER (TIME): 9:03 a.m.

RECESS: _____ RECONVENE: _____

CLOSED SESSION: 9:12 a.m. RECONVENE: 9:54 a.m.

PUBLIC HEARING: 9:55 a.m. RECONVENE: 10:52 a.m.

ORDINANCES ADOPTED: _____ ADJOURN: 11:15 a.m.

BOARD MEMBER		(Alternate)		PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
BRAGG	☒	(Bilbray)	☐	9:03 a.m.	11:11 a.m.
COLE	☐	(Alvarez)	☐		
CUNNINGHAM	☒	(Mullin)	☐	9:03 a.m.	11:15 a.m.
EMERALD	☒	(Alvarez)	☐	9:03 a.m.	11:15 a.m.
GASTIL	☐	(Jones)	☒	9:03 a.m.	11:15 a.m.
GLORIA	☒	(Alvarez)	☐	9:40 a.m.	11:15 a.m.
MATHIS	☒			9:03 a.m.	11:15 a.m.
MCCLELLAN	☒	(Ambrose)	☐	9:03 a.m.	11:15 a.m.
MCWHIRTER	☒	(Arapostathis)	☐	9:03 a.m.	11:15 a.m.
MINTO	☐	(McNelis)	☐		
RIOS	☒	(Sotelo-Solis)	☐	9:03 a.m.	11:11 a.m.
ROBERTS	☒	(Cox)	☐	9:03 a.m.	11:15 a.m.
SALAS	☐	(Miesen)	☐		
WOIWODE	☐	(Sandke)	☒	9:03 a.m.	11:15 a.m.
ZAPF	☒	(Alvarez)	☐	9:03 a.m.	11:15 a.m.

SIGNED BY THE CLERK OF THE BOARD: Julia Sansone

CONFIRMED BY THE GENERAL COUNSEL: Karl Anderson

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 6

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

JUNE 18, 2015

SUBJECT:

SEMIANNUAL UNIFORM REPORT OF DISADVANTAGED BUSINESS ENTERPRISE (DBE) AWARDS OR COMMITMENTS AND PAYMENTS

INFORMATIONAL ONLY

Budget Impact

None.

DISCUSSION:

As a Federal Transit Administration (FTA) grantee, MTS complies with the federal regulations set forth in Title 49 of the Code of Federal Regulations Part 26 regarding participation by DBEs in the U.S. Department of Transportation (DOT) Program. The DBE regulations requires MTS to prepare DBE overall goals based upon the number of ready, willing, and able DBE-certified contractors available to bid on certain categories of MTS procurements.

The goals of the DBE program are:

1. to ensure nondiscrimination in the award and administration of DOT-assisted contracts;

2. to create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;

3. to ensure that the DBE program is narrowly tailored in accordance with applicable law;

4. to ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;

5. to help remove barriers to the participation of DBEs in DOT-assisted contracts;

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

6. to assist the development of firms that can compete successfully in the marketplace outside of the DBE program; and

7. to provide appropriate flexibility to recipients of federal financial assistance in establishing and providing opportunities for DBEs.

For the current triennial reporting period (October 1, 2012, to September 30, 2015), MTS has a race-neutral program with an aspirational goal of 4.1% DBE participation.

A race-neutral DBE program means that no special quotas or advantages are provided to DBE contractors. Instead, MTS conducts outreach to DBE and other contractors in an effort to inform them of upcoming MTS procurements. Successful bidders are chosen using race-neutral means generally through a low-bid or best-value procurement process.

For purposes of reporting DBE participation rates to the FTA, MTS may only count participation by certified DBE contractors. Certified DBE contractors must: (1) have a majority owner who is socially and economically disadvantaged (Native Americans, African Americans, Hispanics, Asian-Pacific, Subcontinent Asian Americans and women are currently presumed to be socially and economically disadvantaged by the FTA); and (2) meet specified income limits for both the business and the majority owner.

Summary of Semiannual DBE Report Findings (Federal Funds Only)

The current FTA semiannual reporting period runs from October 1, 2014 to March 31, 2015. For projects using federal funds, there were a total of 38 contracts that were entered into during the reporting period (Attachment A) and 22 contracts that were completed during the reporting period (Attachment B).

	Contract Awards/Commitments			Goal
REPORTING PERIOD	Total Federal $$	DBE $$	DBE %	vs 4.1%
Oct 1, 2014 to Mar 31, 2015	$60,000,489.70	$0.00	0%	-4.1%

	Contracts Completed (Actual Payments)			Goal
REPORTING PERIOD	Total Federal $$	DBE $$	DBE %	vs 4.1%
Oct 1, 2014 to Mar 31, 2015	$1,209,954.09	$0.00	0%	-4.1%

The MTS History of DBE Semi Annual Reports (Attachment C) shows MTS DBE participation from Federal Fiscal Year 2004 to present. For the current FTA Triennial reporting period, MTS's cumulative DBE attainment is 3.80% for Contract Awards/Commitments and 16.35% for Contracts Completed.

Local Funds

MTS generally reserves federal funds for capital projects and state-of-good-repair vehicle or system maintenance projects. MTS uses local and state funds for MTS administrative costs and other operating expenses (e.g., marketing expenses, land management, office supplies). SANDAG is responsible for most of the MTS-related construction projects. Some small construction projects are completed by MTS using Job Order Contracts originally awarded as part of SANDAG's construction contacting program. Only contracts awarded and paid by MTS using federal funds (or a portion of federal funds) are reported

to the FTA under the DBE reporting obligation. In addition, the FTA only calculates the realization of DBE firms. The FTA does not record the realization of minority or women-owned firms that do not meet the DBE personal and business income limits. Such firms are identified as "WBE", "MBE" and "SB" in the attached MTS reports.

MTS's participation rates for the reporting period, using local funds, were as follows:

	Contract Awards/Commitments		
REPORTING PERIOD	Total $$	DBE $$	DBE %
Local Funds: Oct 1, 2014 to Mar 31, 2015	$346,896,435.26	$115,969.00	0.03%

	Contract Completed		
REPORTING PERIOD	Total Local $$	DBE $$	DBE %
Local Funds: Oct 1, 2014 to Mar 31, 2015	$3,148,201.29	$10,891.00	0.35%

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Karen Landers, 619.557.4512, karen.landers@sdmts.com

Attachments: A. Semiannual DBE Report Spreadsheet 10/1/14-3/31/15 – Contracts Awarded
B. Semiannual DBE Report Spreadsheet 10/1/14-3/31/15 – Contracts Completed
C. History of Semiannual DBE Reports (FY 2004 to Present)

AWARDED CONTRACTS
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

FEDERAL CONTRACTS

Contract #	Doc #	Organization	Subject	Total Contract / PO / WO Amount	Funding Source	DBE	Owner of DBE - Gender	Owner of DBE - Minority	SBE/MBE/WBE/DVBE	DBE reported	Day	FTA	Federal Share %	Local Share %	Actual Federal Dollars Committed
1	3846	AIRGAS	TIG WELDER	$ 13,208.35	12812-0200	N					10/7/2014	Y	80%	20%	$ 10,566.68
2	PW001128	T&M ELECTRIC	ELECTRICAL AND LANDSCAPE 12TH	$ 13,250.00	12824-1000	N					10/7/2014	Y	80%	20%	$ 10,600.00
3	3844	CDWG	SAMSUNG 55" LED	$ 2,336.87	350-53440	N					10/7/2014	Y	80%	20%	$ 1,869.50
4	3848	GRAINGER	STORAGE CABNETS	$ 2,130.23	12812-0200	N					10/8/2014	Y	80%	20%	$ 1,704.18
5	3852	GRAINGER	GRINDER TOOL & WORKBENCH	$ 1,548.72	12812-0200	N					10/9/2014	Y	80%	20%	$ 1,238.98
6	3851	GRANGER	PALLET JACK	$ 1,865.60	12812-0200	N					10/10/2014	Y	80%	20%	$ 1,492.48
7	3854	SID TOOL COMPANY	MOBILE COMPUTER CABINET	$ 4,120.43	12812-0200	N					10/16/2014	Y	80%	20%	$ 3,296.34
8	PW001129	ELECTRO SPECIALTY SYSTEMS	CCTV RELOCATION BLUE LINE	$ 5,760.00	12833-0200	N			SB (Micro)		10/22/2014	Y	80%	20%	$ 4,608.00
9	B0621.0-15	3DEGRES	GREEN POWER AGREEMENT FOR LEED	$ 2,327.00	801-55210	N					10/28/2014	Y	50%	50%	$ 1,163.50
10	3867	TOOLFETCH LLC	EAGLE SAFETY CABINET	$ 4,426.40	12812-0200	N					10/30/2014	Y	80%	20%	$ 3,541.12
11	3870	MILE-X EQUIPMENT, INC	25 TON AIR HYDRAULIC SHOP PRESS	$ 5,916.24	12812-0200	N					11/3/2014	Y	80%	20%	$ 4,732.99
12	PWG157.0-14	ASBURY ENVIRONMENTAL SERVICES	CLARIFIER WASTE TRANSPORT AND RECYCLING	$ 282,949.00	35053710 / 331/33253710	N					11/12/2014	Y	80%	20%	$ 226,359.20
13	PW001135	CEMENT CUTTING INC.	DETECTABLE WARNING PAVERS DOMES MOV	$ 17,834.00	12824-1000	N			SB		12/9/2014	Y	80%	20%	$ 14,267.20
14	3906	ONE SOURCE DISTRIBUTORS LLC	TOOLS AND EQUIPMENT	$ 56,609.79	12828-0200	N					12/11/2014	Y	80%	20%	$ 45,287.83
15	3905	PERFORMANCE UTILITY SERVICE IN	WIRING MATERIAL AND CONDUIT 43 ST P	$ 92,331.14	12828-0200	N			SB		12/11/2014	Y	80%	20%	$ 73,864.91
16	3904	SUPERIOR READY MIX CONCRETE LP	ROCK CONCRETE AND RED DRY MIX	$ 5,570.64	12828-0260	N					12/11/2014	Y	80%	20%	$ 4,456.51
17	PWL158.0-14	ELECTRO SPECIALTY SYSTEMS	CCTV BLUE LINE PROCUREMENT AND INSTALLAT	$ 292,872.01	12833-0200	N			SB (Micro)		12/19/2014	Y	80%	20%	$ 234,297.61
18	PWG153.0-14	THYSSENKRUPP ELEVATOR (TKE)	ELEVATOR & ESCALATOR MAINTENANCE & REPAI	$ 302,252.00	33153710/33253710/38053710	N					12/31/2014	Y	80%	20%	$ 241,801.60
19	G1205.2-10	FIRST TRANSIT, INC	EXERCISE OPTION PERIOD 1 - YEAR 6 AND 7	$ 40,520,696.54	850-58110	N					1/7/2015	Y	22%	78%	$ 8,914,553.24
20	3919	J&R CONCRETE PRODUCTS	FIREWALL ELECTRICAL BOTTOM	$ 6,966.00	12828-0200	N					1/9/2015	Y	80%	20%	$ 5,572.80
21	3920	SAP AMERICA INC	MANAGING TECHNICAL OBJECTS IN PLANT	$ 3,000.00	11345-0800	N					1/9/2015	Y	80%	20%	$ 2,400.00
22	3933	TOOLFETCH	EAGLE SAFETY CABINET	$ 1,197.05	12812-0200	N					1/15/2015	Y	80%	20%	$ 957.64
23	PW001139	HEAVILAND ENTERPRISES INC	MTS IMPERIAL AV STATION LANDSCAPING	$ 19,201.23	12824-1000	N					1/26/2015	Y	80%	20%	$ 15,360.98
24	PWL158.1-14	ELECTRO SPECIALTY SYSTEMS	PROCURE AND INSTALL BLUE CCTV AMENDMENT	$ 8,832.00	12833-0200	N			SB (Micro)		2/2/2015	Y	80%	20%	$ 7,065.60
25	3956	AZTEC TECHNOLOGY CORP	OCEAN CONTAINER 8X20 FOR 43 ST	$ 2,734.56	12828-0200	N			SB		2/9/2015	Y	80%	20%	$ 2,187.65
26	G1366.2-11	TERMINIX	INCREASE SERVICE FREQUENCY	$ 1,900.00	350-53710	N					2/10/2015	Y	80%	20%	$ 1,520.00
27	PW001143	AMIGOS DESIGN BUILD LANDSCAPER	12TH & IMPERIAL LANDSCAPING	$ 19,870.00	12824-1000	N			SB (Micro)		2/18/2015	Y	80%	20%	$ 15,896.00

AWARDED CONTRACTS
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

28	G1731.0-15	LABYRINTH SOLUTIONS INC	ERP/TAM IMPLEMENTATION SERVICES	$	6,950,000.00	11345-0800	N					2/23/2015	Y	36%	64%	2,515,016
29	G1791.0-15	THE PELOTON ALLIANCE	ERP/TAM IMPLEMENTATION QA CONSULTANT	$	75,000.00	11345-0600	N					2/25/2015	Y	80%	20%	$ 60,000.00
30	3981	MIRAMAR BOBCAT INC	18 INCH CLASS 3 TRENCHING BUCKET	$	1,142.86	12828-0200	N					3/4/2015	Y	80%	20%	$ 914.29
31	B0571.1-12	BATTERY SYSTEMS INC.	BATTERIES FOR BUSES AND AUTO - YR 1 & 2	$	212,976.00	312-54510	N					3/6/2015	Y	80%	20%	$ 170,380.80
32	3984	MATTHIAS MOOS	CANTENARY ITEMS	$	42,962.40	12828-0200	N					3/10/2015	Y	80%	20%	$ 34,369.92
33	3986	ENTERPRISE FLEET SERVICES	BRAKE REPAIRS, TIRES	$	50,000.00	VARIES	N					3/16/2015	Y	38%	62%	$ 19,000.00
34	B0614.0-14	TRANSDEV SERVICES, INC	FIXED ROUTE AND BRT SERVICES	$	336,905,360.00	VARIOUS	N					3/16/2015	Y	14%	86%	$ 47,166,750.40
35	3993	GRAYBAR ELECTRIC CO	GREENLINE 6810 CABLE FEEDER PART	$	9,059.68	12828-0200	N					3/20/2015	Y	80%	20%	$ 7,247.74
36	PW001144	SIMPLEX GRINNELL LP	RELOCATION MAIN PIPE	$	2,900.00	11294-1000	N					3/20/2015	Y	80%	20%	$ 2,320.00
37	L1237.0-15	SIMPLEX GRINNELL	MONITORING SVCS FOR FIRE AND SAFETY	$	198,405.00	360-57320	N					1/9/2015	Y	80%	20%	$ 158,724.00
38	PWB133.2-11	SOUTHCOAST HVAC	HVAC MAINTENANCE SVCS FOR KMD AND IAD	$	18,880.00	331-53710	N					2/18/2015	Y	80%	20%	$ 15,104.00

TOTAL AWARDED FUNDS ON FEDERAL CONTRACTS	$ 386,158,391.74
FEDERAL FUNDS AWARDED ON FEDERAL CONTRACTS	$ 60,000,489.70
LOCAL FUNDS AWARDED ON FEDERAL CONTRACTS	$ 326,157,902.04
FEDERAL FUNDS AWARDED TO DBE	$ -
FEDERAL DBE PARTICIPATION %	0.00%
FEDERAL SBE/ MBE/ WBE/ DVBE PARTICIPATION %	$ 352,186.97
FEDERAL FUNDS AWARDED TO SBE/ MBE/ WBE/ DVBE	0.59%

LOCALLY FUNDED CONTRACTS

3841	CDWG	EQUIPMENT	$	7,805.48	11311-1500	N					10/7/2014	N
3842	CDWG	EQUIPMENT	$	7,705.40	11352-200	N					10/7/2014	N
3845	CDWG	QUANTUM LTO5 DATA	$	2,445.67	661-54920	N					10/7/2014	N
PWL134.0-12.28.1	HERZOG	MERLIN DRIVE REPLACEMENT	$	1,537.25	11369-0200	N					10/7/2014	N
3843	NTH GENERATION	ARCSIGHT SERVER AND IMPEMENTATION	$	37,040.93	11319-0200	N			WBE		10/7/2014	N
PWB156.0-14	WATSON FURNITURE GROUP. INC.	RADIO COMM ROOM FURNITURE	$	110,193.70	11290-0200	N					10/7/2014	N
G1493.0-13.08	KIMLEY-HORN	SAIL AND GROUND WATER ANALYSIS	$	26,500.00	11309-0600	N					10/8/2014	N
G1494.0-13.01.2	PACIFIC RAILWAY ENTERPRISES	MVE PRINT VERIFICATION	$	39,960.00	11330-000	Y	F	Caucasian		$ 39,960.00	10/8/2014	N
G1493.0-13.09	KIMLEY-HORN	FIELD SURVEY	$	2,100.00	11369-0600	N					10/8/2014	N
G1493.0-13.07	KIMLEY-HORN	MONUMENT SIGN FOUNDATION DESIGN	$	3,982.79	11375-0600	N					10/8/2014	N
3847	LLOYDS COLLISION CENTER	AUTO REPAIR SUV P-141	$	6,482.75	424-54530	N					10/8/2014	N
G1680.0-14	SAP PUBLIC SERVICES	SAP ERP AND TAM SOFTWARE	$	1,983,226.60	11307-0100	N					10/9/2014	N
3849	VULCAN - CALMAT	BASE SAND AND GRAVEL	$	410.62	11369-1000	N					10/9/2014	N

AWARDED CONTRACTS
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

3853	CITY ELECTRIC	SECURITY TRAINING ROOM	$ 995.00	11352-0200	N					10/10/2014	N
3850	TWINING CONSULTING	COMPACTION TESTING	$ 958.00	11369	N					10/10/2014	N
L1198.0-14	ZEMARC CORP	RAIL LUBRICATORS	$ 237,616.37	11371-0200	N					10/10/2014	N
G1399.1-12	PRIZM JANITORIAL SERVICES, INC	EXERCISE 2 OPTION YEARS	$ 18,180.40	5840-53114	N			SB (Micro)		10/13/2014	N
G1496.0-13.01.03	RAILPROS	ROE AND REAL ESTATE GENERAL	$ 100,000.00	791-53114	N			SB		10/13/2014	N
B0609.1-14	HECTOR LOPEZ	OPTION YEAR 1	$ 1,800.00	840-53114	N					10/13/2014	N
PWL154.0-14	SCHMIDT FIRE PROTECTION CO	SAPPHIRE FIRE SUPPRESSION FOR SDSU	$ 123,160.88	11377-0200	N			SB		10/13/2014	N
3855	ZAMPA MANAGEMENT	TONER FOR 1 YEAR	$ 12,263.99	902-54910	N			SB (Micro)		10/13/2014	N
3856	HOTEL RESTAURANT SUPPLY	COFFEE BREW POT	$ 3,191.60	902-54910	N					10/16/2014	N
3857	DELL	DELL LATITUDE LAPTOP	$ 1,736.08	11352-1500	N					10/20/2014	N
G1709.1-14	GOODWILL	COMPASS CARD OUTLET - TIME EXTENSION / EXERCISE OPTION YR	$ 3,000.00	530-53114	N					10/21/2014	N
3858	TELERIK	3 YRS SUPPORT	$ 1,517.60	661-53910	N					10/21/2014	N
PW001130	AMERICA'S FINEST CARPET	CARPET TAXI ADMIN 2ND FLOOR	$ 5,157.80	791-53114	N					10/23/2014	N
PW001131	CITY ELECTRIC WORKS	INSTALL 3 CIRCUITS 10TH FLOOR	$ 1,480.00	791-53114	N					10/23/2014	N
PW001132	SCHMIDT FIRE PROTECTION	REPAIR TO PYRAMID BLDG ALARM SYSTEM	$ 3,522.00	791-53114	N			SB		10/23/2014	N
G1690.1-14	FINEST CITY OIL	COMPASS CARD OUTLET	$ 3,000.00	530-53114	N					10/24/2014	N
G1692.1-14	SLEEWA	COMPASS CARD OUTLET	$ 3,000.00	530-53114	N					10/24/2014	N
G1691.1-14	SUPER MERCADO MURPHY'S	COMPASS CARD OUTLET	$ 3,000.00	530-53114	N					10/24/2014	N
3866	BAY ALARM	BURGLAR AND FIRE ALARM MONITORING	$ 407.87	791-53510	N					10/28/2014	N
3864	SAP AMERICA, INC	SAP01 CLASSES	$ 17,390.00	11307-0800	N					10/28/2014	N
3865	DELL COMPUTER CORP	LATITUDE E7440 AND E/PORT	$ 5,208.22	661-54930	N					10/29/2014	N
3747	RUSH PRESS	2014 REGIONAL TRANSIT MAPS, PROOFS	$ 19,386.13	553-53750	N					10/29/2014	N
G1732.0-15	THE PELOTON ALLIANCE	ERP/TAM CONSULTING SERVICES	$ 80,000.00	11307-0800	N					10/29/2014	N
G1738.0-15	ROSS & BARUZZINI	REBANDNING PHASE 2	$ 149,930.00	951-53114	N					10/30/2014	N
3868	TRI-SIGNAL INTEGRATION INC	UL FIRE LISTED POWER SUPPLY	$ 1,584.36	11337-0200	N					10/30/2014	N
G1739.0-15	DAY WIRELESS SYSTEM	800 MHZ REBANDING PHASE 2	$ 180,180.00	951-53114	N					10/31/2014	N
PWL134.0-12.30.1	HERZOG CONSTRUCTION	ADDITIONAL RAIL INSTALLATION	$ 3,382.80	11369-1000	N					11/3/2014	N
3872	ADVERTISING CONCEPTS INC	MOBILE SILICONE POCKETS	$ 3,856.00	551-53750	N					11/4/2014	N
3876	CDW GOVERNMENT INCORPORATED	RNW SPS EE 4 ESS 1Y A	$ 2,850.00	66153910	N					11/4/2014	N
3873	GREEN PEARLE INTERNATIONAL INC	16OZ TWISTER TUMBLER MUG (RED)	$ 3,157.80	551-53750	N					11/4/2014	N

AWARDED CONTRACTS
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

3871	HOTSY PRESSURE WASHING	POWER WASHER W/ TRAILER DOUBLE AXLE	$ 32,991.84	11335-0200	N					11/4/2014	N
3874	SAP AMERICA INC	ADM100 - SAP BASIS ADMINISTRATION	$ 3,750.00	11307-0100	N					11/4/2014	N
3875	DELL COMPUTER CORP	LATITUDE E7440 AND E-PORTS PLUS	$ 4,459.83	661-54930	N					11/5/2014	N
PWL150.5-14	GLOBAL POWER GROUP, INC.	EXPAND SCOPE AND TIME	$ 18,729.43	11342-1000	N					11/6/2014	N
PWB149.1-14	TELLIARD CONSTRUCTION	AMPS BUS WASH INSTALL, IAD	$ 3,500.00	11286-1000	N			SB (Micro)		11/6/2014	N
3880	ADVERTISING CONCEPTS	EAR BUDS, RED, SINGLE COLOR IMPRINT	$ 3,866.40	551-53750	N					11/7/2014	N
3881	CAREERBUILDER GOVERNMENT SOLUT	JOB POSTINGS 6/2014 -6/2016	$ 48,840.00	71153410	N					11/7/2014	N
3877	DELL COMPUTER CORP	OPTIPLEX 9220 AND DELL 24 MONITOR	$ 95,319.24	661-54930	N					11/7/2014	N
PW001133	LEGEND FENCE CORP	FENCING AT IAD RAM BLDG	$ 10,891.00	11200-1000	Y	M	Hispanic		$ 10,891.00	11/7/2014	N
PW001134	MADDEN CONSTRUCTION	RENO. WALLS FOR EMERGENCY OPS CTR	$ 1,818.18	11352-0800	N					11/7/2014	N
3863	QUANTUM CORPORATION	SSC14-RS00-CG11 GOLD (SUPPORT PLAN)	$ 2,999.94	661-53910	N					11/7/2014	N
PWG148.0-14	MOBILE RELAY ASSOCIATES	DISPATCH CONSOLES AND RADIOS	$ 473,820.00	11339-0200/35003910	N			SB (Micro)		11/10/2014	N
3883	CDWG GOVERNMENT INCORPORATED	RED HAT RHELS PREM NODES	$ 1,484.00	532-53910	N					11/17/2014	N
3888	CDWG GOVERNMENT INCORPORATED	HP LJ ENTER 700	$ 1,964.52	66154930	N					11/17/2014	N
3892	CORODATA	STORAGE FEE BOX 48 MONTHS	$ 20,790.00	902-53910	N					11/17/2014	N
3887	DELL COMPUTER CORP	LATITUDE E7440 AND E-PORT PLUS	$ 2,324.17	661-54930	N					11/17/2014	N
3885	ERGOMETRICS & APPLIED PERSONNE	TRANSIT OPS ASSESSMENT ADMIN	$ 4,320.00	71153410	N					11/17/2014	N
3884	LINKEDIN CORPORATION	RECRUITER SEAT AND 5 JOB POSTINGS	$ 31,400.00	71153410	N					11/17/2014	N
3891	SAN DIEGO TOURISM AUTHORITY	COLOR ADS	$ 25,500.00	551-53114	N					11/17/2014	N
3890	UC SAN DIEGO GUARDIAN	1/4 PAGE, BLACK & WHITE PRINT ADS	$ 4,320.00	551-53114	N					11/17/2014	N
G1544.2-13	XEROX TRANSPORTATION	ADD SPANISH ANNOUNCEMENTS	$ 28,195.00	11290-0200	N					11/17/2014	N
G1767.0-15	BRICEHOUSE STATION, LLC	COMPASS CARDS SALES OUTLET	$ 16,500.00	530-53114	N					11/18/2014	N
3894	DIAMOND ENVIRONMENTAL SERVICES	VIP PORTABLE TOILET UNITS	$ 9,459.90	5084653910/5084753910	N					11/18/2014	N
3895	MYTHICS INC	ORACLE DATABASE ENTERPRISE EDITION	$ 17,594.76	11311-1500	N					11/18/2014	N
G1679.2-14	SIGNA DIGITAL SOLUTIONS	1 MONTH EXTENSION	$ 3,000.00	902-53650	N			SB		11/18/2014	N

AWARDED CONTRACTS
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

3886	ALTEC ENVIRONMENTAL PRODUCTS	ALTEC WOOD CHIPPER 49HP DIESEL	$ 32,400.00	11389-0200	N					11/20/2014	N
3896	CARMON INTERNATIONAL	REPLACE EXTERIOR STAIR CASE	$ 10,511.00	609-00000	N					11/20/2014	N
3879	UNION TRIBUNE	HELP WANTED ADS - BUS RECRUITMENT	$ 12,173.00	71153410	N					11/25/2014	N
G1768.0-15	BIG BEN MARKET	COMPASS CARDS SALES OUTLET	$ 3,000.00	530-53114	N					11/28/2014	N
3897	PHIL'S BBQ	FOOD & SERVICE FOR 2014 HOLIDAY PAR	$ 4,012.55	71153420	N					11/28/2014	N
PWL155.0-14	KRATOS PUBLIC SAFETY & SECURIT	PROCUREMENT AND INSTALL CCTV GREEN LINE	$ 790,628.09	11324/11365-0200	N					12/3/2014	N
G1750.0-15	REDHILL GROUP, INC.	CUSTOMER SATISFACTION SURVEY	$ 90,000.00	55153910	N			SB (Micro)		12/3/2014	N
G1528.1-13	INTELLICHOICE - EFORCE	2 ADDITIONAL DAYS ON SITE	$ 2,990.00	11322-1500	N					12/5/2014	N
G1429.2-12	OPPER & VARCO, LLP	AMNDMNT 2 LEGAL SVCS ENV & REAL ESTATE L	$ 50,000.00	121-53110/53111	Y	F	Caucasian		$ 50,000.00	12/8/2014	N
PW001126	MADDEN CONSTRUCTION INC	IAD ROOM ELECTRICAL AND CARPETING	$ 16,140.70	11290-0200	N					12/8/2014	N
3869	SAP AMERICA	BUSINESS PROCESSES IN PLANT LIFECYC	$ 3,250.00	11307	N					12/8/2014	N
3900	SUNGARD BI-TECH INC	IFAS ANNUAL SUPPORT	$ 22,219.75	66153910	N					12/8/2014	N
3902	CDW GOVERNMENT INC	VMWARE VSPHERE 5 ENT PLUS 1 PRO	$ 13,584.00	661-53910	N					12/11/2014	N
G1658.1-14	ISS FACILITIES, INC.	ADD 10 STATIONS TO CLEANING SCHEDULE	$ 339,876.00	845-53114	N					12/11/2014	N
G1765.0-15	AMERICAN INTERNET SERVICES, LL	COLOCATION DATA SERVICE	$ 198,438.00	532-53910	N					12/16/2014	N
3901	ABTECH SYSTEMS INC	ELLIPSE IFAS MAINTENANCE SERVICES	$ 89,637.00	661-53910	N					12/17/2014	N
3911	CELICO PARTNERSHIP DBA VERIZON	SAMSUNG GALAXY TABLETS	$ 7,834.75	11354-1500	N					12/17/2014	N
3903	PROCLIPS USA INC	CHARGING HOLDER PEDESTAL MOUNT	$ 5,233.09	11354-0200	N					12/17/2014	N
G1493.0-13.09.01	KIMLEY-HORN	NORTH AVENUE PROPOSED GRADE CROSSIN	$ 6,900.00	11369-0600	N					12/19/2014	N
G1493.0-13.10	KIMLEY-HORN	SOLAR POWERED LED LIGHT AND BATTERY	$ 7,000.00	11375-0600	N					12/19/2014	N
G1694.0-14	STEER DAVIES AND GLEAVE INC	WEBSITE REPLACEMENT PROJECT	$ 130,398.06	11370-0800	N					12/19/2014	N
L0856.4-09	CANON BUSINESS SOLUTIONS	TIME EXTENSION AND CONTRACT VALUE INCREASE	$ 20,010.70	902-59620	N					12/23/2014	N
3899	CALIFORNIA TRANSIT ASSOCIATION	PUBLIC TRANSIT SYSTEM MEMBERSHIP DU	$ 40,483.00	902-59110	N					12/23/2014	N
3914	NETWRIX CORPORATION	NETWRIX AUDITOR ALL 1 YR STANDARD	$ 2,090.00	661-53910	N					12/23/2014	N
3913	PRESSNET EXPRESS	MTS EMPLOYEES NEWSLETTER	$ 8,316.00	551-53750	N					12/23/2014	N
3898	SAP AMERICA, INC.	SAP FIN CLASS	$ 17,390.00	11307-0100	N					12/23/2014	N
3910	SOLARWINDS INC	ORION IP ADDRESS MANAGER	$ 799.00	661-53910	N					12/23/2014	N

AWARDED CONTRACTS
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

3912	SUNGARD BI-TECH INC	IFAS ANNUAL SUPPORT	$ 3,278.18	661-53910	N					12/23/2014	N
PWL134.0-12.27.2	HERZOG CONSTRUCTION	SUPPLEMENTAL - ADDITIONAL UNDERGROU	$ 12,908.56	11369-1000	N					12/31/2014	N
3915	DELL COMPUTER CORP	MODEM, WIRELESS, MINICARD, HALOGEN	$ 176.23	661-54930	N					1/2/2015	N
3917	CDW GOVERNMENT INCORPORATED	SAMSUNG 55" LED HOSPITALITY	$ 2,690.56	661-54930	N					1/6/2015	N
3916	DANE PRAIRIE SYSTEMS LLC	WIN2PDF TERMINAL SERVER EDITION	$ 2,050.00	11311-0200	N					1/6/2015	N
3923	AT&T	SWITCHES FOR VARIOUS BUILDINGS	$ 21,763.57	11315-1500	N					1/8/2015	N
3925	CALIFORNIA COMMERCIAL SECURITY	KANTECH ANNUAL SUPPORT	$ 900.00	66153910	N					1/9/2015	N
3922	CDW GOVERNMENT INC	MAXELL LTO5 ULTRIUM 1.5/3	$ 2,700.00	66154920	N					1/9/2015	N
3918	COSTCO	80 VIZIO TV RECIEVER AND WALL MOUNT	$ 3,216.23	11352-1500	N					1/12/2015	N
3926	IPSWITCH INC	WHATSUP GOLD PREMIUM 500 SVC	$ 2,123.75	661-53910	N					1/12/2015	N
3929	CDW GOVERNMENT INC	SYM EV RNW/3873798	$ 3,887.68	661-53910	N					1/13/2015	N
3924	DELL COMPUTER CORP	LATITUDE E7440 BTX-GSA	$ 23,385.84	661-54930	N					1/13/2015	N
PW001136	FISHER WIRELESS SERVICES	BASE RADIO EQUIP AND ANTENNA	$ 2,065.27	11352-20654	N					1/14/2015	N
3934	DRUG TESTING NETWORK INC	ADDITIONAL TESTING SVCS	$ 1,000.00	71153410/71153420	N					1/15/2015	N
G1769.0-15	BUSINESS MATTERS	COMPASS CARDS SALES OUTLET	$ 3,000.00	530-53114	N					1/15/2015	N
3932	CDW GOVERNMENT INC	ELECTRONIC EQUP	$ 2,917.65	411-54990	N					1/15/2015	N
PWG148.1-14	MOBILE RELAY ASSOCIATES	INCREASE MOBILE RADIOS, ANTENA FINS, BRA	$ 25,485.00	11333-0200/85053910	N			SB (Micro)		1/15/2015	N
G1679.3-14	SIGNA DIGITAL SOLUTIONS INC	ADDS NEW ERP GROUP COPIER IN 2ND FLR TAX	$ 1,000.00	902-53650	N			SB		1/19/2015	N
G1496.0-13.02.02	RAILPROS	DESIGN FOR BUS WASH CLARIFIER UTILI	$ 2,759.00	11286-0600	N			SB		1/21/2015	N
3936	AQUENT	TEMP EMPLOYEE - COMM DESIGNER	$ 24,480.00	551-50701	N					1/21/2015	N
PW001138	RSI ROOFING	ROOF AND GUTTER REPAIR	$ 3,371.00	791-53114	N			SB		1/21/2015	N
3938	SD CONVENTION CENTER	FULL PAGE ADS	$ 13,095.00	551-53114	N					1/21/2015	N
3937	XEROX TRANSPORT SOLUTIONS	GARMIN 19X ANTENNA SOFTWARE	$ 5,722.00	202-53910	N					1/21/2015	N
3939	CDW GOVERNMENT	PIONEER 17" POS AIO	$ 4,963.68	532-54920	N					1/23/2015	N
PW001141	A-1 ALL AMERICAN ROOFING CO	ROOF REPAIR AT 306 FRONT STREET	$ 1,317.00	791-53114	N					1/26/2015	N
3940	CDW GOVERNMENT	CANON DR G1100 IMAGE FORMULA	$ 5,070.60	661-54930	N					1/26/2015	N
3941	SHI INTERNATIONAL CORP	MAINTENANCE FOR COMMVAULT BACKUP	$ 18,922.00	661-53910	N					1/26/2015	N

AWARDED CONTRACTS
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

3943	CDW GOVERNMENT	ANTI VIRUS LICENSES	$ 13,945.00	66154930/66153910	N					1/28/2015	N
L1192.0-14	DELLNER INC CORPORATION	PROCURE AND INSTALL OF COUPLER AND DRAFT	$ 4,306,816.00	11304-0200	N					1/28/2015	N
3944	SOLARWINDS INC	SAM SCANNING ENGINE	$ 13,000.00	11380-1500	N					1/29/2015	N
3946	MERCHANT SOLUTIONS CO	VERIFONE FACTORY WARRANTY	$ 2,172.96	532-54920	N					1/30/2015	N
PW001140	BAY ALARM	INSTALLATION BAYS 1-3 AND 4	$ 12,780.00	791-53510000	N					1/30/2015	N
PW001137	VINYARD DOORS INC	BUILDING B ROLLUP DOOR LUMP SUM	$ 8,875.00	11200-0200	N			WBE; SB (Micro)		1/30/2015	N
3716	CONTRAFLOW CONSULTING	TEMP STAFFING SERVICES	$ 390,400.00	532-50701	N					1/30/2015	N
3942	EOUTREACH SOLUTIONS LLC	MEDIA MONITORING SERVICES	$ 29,997.00	551-53114	N					2/2/2015	N
G1415.4-12	NMS MANAGEMENT INC	AMENDMENT TO TAXI JANITORIAL AGMT	$ 12,403.00	791-53910	Y	M	Hispanic		$ 12,403.00	2/2/2015	N
G1493.0-13.05.02	KIMLEY HORN	GREEN LINE COMM UPGRADE GENERAL ENG	$ 28,000.00	11368-0600	N					2/3/2015	N
3948	FUSION STORM	QUANTUM SCALAR i500	$ 67,119.32	661-53910/11315	N					2/5/2015	N
3935	VICTORY STANLEY INC	BENCHES, TRASH RECEPTICLES	$ 13,300.00	11200-0200	N					2/5/2015	N
3949	CDW GOVERNMENT	APC REPLACEMENT BATTERY RBC43	$ 2,420.48	661-54930	N					2/6/2015	N
3950	CDW GOVERNMENT	CISCO CATALYST COMPACT	$ 2,703.61	661-54930	N					2/6/2015	N
G1705.0-14	RVK INC	INVESTMENT CONSULTING SVCS - PENSION PLAN	$ 487,077.31		N					2/6/2015	N
3954	CDW GOVERNMENT	VARIOUS ITEMS	$ 1,003.98	661-54930	N					2/9/2015	N
3952	S & A SYSTEMS INC	SOFTWARE LICENSE & MAINTENANCE	$ 16,995.00	661-53910	N					2/9/2015	N
3951	RICOH	KOFAX SUPPORT 1.1.15 - 12.31.15	$ 11,357.00	661-53910	N					2/10/2015	N
3953	AT&T	SWITCH UPGRADES FOR COPLEY PARK	$ 11,860.53	11315-1500/661-53910	N					2/11/2015	N
3955	DELL COMPUTER CORP	LATITUDE E7440 BTX GSA#GS-35F-4076D	$ 7,795.29	661-54930	N					2/11/2015	N
3965	BMC SOFTWARE INC	TRACK-ITI MAINTENANCE RENEWAL	$ 4,271.96	661-53910	N					2/18/2015	N
3961	CDW GOVERNMENT	ANTI VIRUS LICENSES	$ 21,984.45	661-53910	N					2/18/2015	N
3966	CDW GOVERNMENT	HP CLJ PRO 400 AND VARIOUS OTHERS	$ 1,962.57	661-54930	N					2/18/2015	N
3964	CDW GOVERNMENT INC	HP C 7000 SERVER HARDWARE	$ 299,236.16	11380-0200	N					2/18/2015	N
3963	INIT INNOVATIONS IN TRANSPORTA	ANNUAL EXT. OF MAINTENANCE SUPP	$ 11,690.56	661-53910	N					2/18/2015	N
3959	T FETTER	COPLEY PARK PLACE MAINTENANCE	$ 9,411.36	850-53910	N					2/18/2015	N
3969	CDW GOVERNMENT INC	SONY 70" AND LG 55"	$ 2,990.44	111-54930	N					2/19/2015	N
3968	CUBIC TRANSPORTATION SYSTEMS	SCRIPT TO REMOVE PII	$ 47,880.00	532-53910	N					2/19/2015	N
PW001140	BAY ALARM	BAYS 1-4 AND MONITORING AND MAINT.	$ 15,120.00	791-53510000	N					2/20/2015	N

AWARDED CONTRACTS
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

PWL161.0-15	CALIFORNIA AIR COMPRESSOR CO	TWO AIR COMPRESSORS FOR BLDG C TROLLEY	$ 57,843.49	11384-0200	N					2/20/2015	N
3970	MYTHICS INC	ORACLE DATABASE LICENSES	$ 4,995.32	661-53910	N					2/20/2015	N
3967	CUSTOM ECO FRIENDLY	7000 LAMINATED GROCERY TOTES	$ 10,271.80	551-53950, 551-53750	N					2/23/2015	N
PWG148.2-14	MOBILE RELAY ASSOCIATES	ADD 6TH DISPATCH STATION	$ 7,238.00	11333-0200/85053910	N			SB (Micro)		2/23/2015	N
PWL154.1-15	SCHMIDT FIRE PROTECTION CO	ADMENDMENT 1 ADDITIONAL EQUIPMENT	$ 7,950.00	11377-0200	N			SB		2/25/2015	N
G1493.0-13.12	KIMLEY HORN	TENANT IMPROVEMENT AT 1255 IMPERIAL	$ 26,300.00	902-30100000	N					2/25/2015	N
3972	AMERICAN OFFICE PRODUCTS	BOXES OF COFFEE FOR 1 YEAR	$ 9,480.24	902-54910	N			SB		2/26/2015	N
3960	AT&T	SWITCH UPGRADE FOR COPLEY/EL CAJON	$ 15,949.33	661-53910	N					2/26/2015	N
3973	SOFTCHOICE CORPORATION	MAINT & SUPPORT RENEWAL	$ 5,967.23	661-53910	N					2/26/2015	N
3975	CDW GOVERNMENT	BARRACDUDA NG	$ 70,279.20	532-53910/11380-0200	N					3/2/2015	N
B0615.0-14	BRASCO INTERNATIONAL	BUS SHELTERS	$ 6,407,655.00	11362-0200	N					3/2/2015	N
3976	DELL COMPUTER CORP	OPTIPLEX AND MONITORS	$ 86,304.13	661-54930	N					3/2/2015	N
G1528.2-13	INTELLICHOICE DBA EFORCE	MODIFICATION OF BOARD 405 REPORT	$ 3,458.00	11322-1500	N					3/2/2015	N
G1493.0-13.08.01	KIMLEY HORN	SOIL AND GROUND ANALYSIS 1535 NEWTO	$ 2,790.00	11309-0600	N					3/2/2015	N
3974	DIANE MCDEVITT CONSULTING	SCOPE OF WORK REVIEW	$ 16,000.00	532-53910	N					3/3/2015	N
3978	DAY WIRELESS SYSTEMS	RECTIFIER BATTERIES	$ 16,741.00	11200-0200	N					3/4/2015	N
3983	CDW GOVERNMENT INC	MICROSOFT SURFACE PRO PEN	$ 2,633.35	661-54930	N					3/5/2015	N
PWL153.2-14	ELECTRO-SPECIALTY SYSTEMS	CCTV BLUE LINE 2ND AMENDMENT	$ 51,415.71	11324-0200	N			SB (Micro)		3/5/2015	N
3979	HUMAN RESOURCES TECHNOLOGIES	HRT-TSS-3002 SECRET SERVER	$ 3,302.42	661-53910	N					3/5/2015	N
3982	CDW GOVERNMENT INC	CISCO CSCC IRONPORT	$ 12,600.00	661-53910	N					3/6/2015	N
G1706.0-14	NYHART	3RD PARTY ADMIN FOR SDTC PENSION PLAN	$ 168,762.00		N					3/9/2015	N
3987	INIT INNOVATIONS IN TRANSPORTA	CONFIG OF WLAN STATION AT COPLEY	$ 2,002.00	451-53910	N					3/10/2015	N
3988	CDW GOVERNMENT INC	HP 8/8 & 8/24 FC SWITCH 8-PT UPG	$ 2,949.00	661-54930	N					3/11/2015	N
3989	CDW GOVERNMENT INC	STARTECH HDMI AND WIFI TO HDMI	$ 648.54	661-54930	N					3/12/2015	N
3991	LLOYDS COLLISION CENTER INC	REPAIR OF VEHICLE ACCIDENT DAMAGE	$ 2,079.81	424-53620	N					3/12/2015	N
3992	AT&T	CISCO SWITCHES	$ 149,365.83	11324-0200	N					3/16/2015	N
3994	LE FLORE GROUP LLC	PROCUREMENT CONSULTANT	$ 20,150.00	641-53910	N					3/17/2015	N
PW001145	VINYARD DOORS INC	BUILDING A ROLL UP DOOR	$ 14,633.32	11294-1000	N			WBE; SB (Micro)		3/17/2015	N

AWARDED CONTRACTS
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

G1810.0-15	NYHART	ACTUARIAL VALUATION SERVICES	$ 26,000.00	902-53114	N					3/20/2015	N
3996	THE LAWTON GROUP	TEMP EMPLOYEE- RISK/CLAIMS DEPT	$ 2,715.60	633-50701	Y		Caucasian		$ 2,715.00	3/23/2015	N
3995	CUBIC TRANSPORTATION SYSTEMS	POS PUCK TR-3	$ 42,846.84	532-53910	N					3/23/2015	N
G1703.0-14	SIGNA DIGITAL SOLUTIONS, INC	COPIER PURCHASES, MAINTENANCE AND REPAIR	$ 594,407.64	11504-0200	N			SB		3/24/2015	N
3997	SAN DIEGO AIRDUCT CLEANING	AIR DUCT CLEANING FOR TAXI BUILDING	$ 1,500.00	902-53910	N					3/25/2015	N
3998	THUNDERBIRD PRODUCTS INC	FABRICATION OF AMERICA PLAZA	$ 392.40	551-53114	N					3/25/2015	N
B0611.3-14	CREATIVE BUS SALES	EXERCISE REMAINING 3 OPTION	$ 216,218.07	11306-0200	N					3/27/2015	N
B0623.0-15	CREATIVE BUS SALES	2 TYPE B PARATRANSIT BUSES	$ 146,185.08	11306-0200	N					3/27/2015	N
3999	EL DORADO SANDBLASTING	VINTAGE TROLLEY KIOSK SURFACE	$ 725.00	551-53114				SB (Micro)		3/27/2015	N
4002	PATCO INDUSTRIES	GRS 5H DUAL CONTROL SWITCH MACHINE	$ 30,225.00	11388-0200	N					3/27/2015	N
G1496.0-13.04	RAILPROS	PSR FOR CT. HOUSE CAP&TRADE GRANT	$ 38,000.00	11200-0600	N			SB		3/27/2015	N
4000	WALSH MCKEAN FURCOLO LLP	LEGAL SERVICES	$ 20,000.00	923-53310/53311	N					3/27/2015	N
4003	ENO TRANSPORTATION FOUNDATION	TRANSIT MID-MANAGER SEMINAR	$ 3,300.00	451534-30000	N					3/30/2015	N
3985	TIERNEY BROTHERS	SMART BOARD 55"	$ 6,950.00		N					3/6/2015	N
3958	NETWRIX CORPORATION	AUDITOR	$ 9,500.00		N					2/12/2015	N
3945	NATIONAL BUSINESS FURNITURE	OFFICE CHAIRS	$ 2,999.24		N					1/28/2015	N
3882	NATIONAL BUSINESS FURNITURE	OFFICE DESKS	$ 10,699.46		N					11/10/2014	N
3889	CDW GOVERNMENT	RF IDEAS PC PROX READER	$ 1,692.86		N					11/25/2014	N
3878	RUSH PRESS	2014/2015 QUARTERLY	$ 18,360.00		N					11/10/2014	N
3921	THORNBURG & LITTEKEN	TEMPORARY STAFFING	$ 66,449.10		N					1/7/2015	N
3927	THORNBURG & LITTEKEN	TEMPORARY STAFFING	$ 88,488.40		N					1/14/2015	N
3928	NINYO AND MOORE	CONSULTING SERVICES FOR COPLEY	$ 1,400.00		N					1/12/2015	N
3930	TRANSIT INFO PRODUCTS	SCHEDULE HOLDERS	$ 5,045.04		N					1/16/2015	N
3990	KNORR BRAKE CORP	FLUSHING UNITS	$ 160,380.00		N					3/12/2015	N

TOTAL LOCAL FUNDS AWARDED	$346,896,435.26
LOCAL FUNDS AWARDED ON LOCAL CONTRACTS	$20,738,533.22
LOCAL FUNDS AWARDED ON FEDERAL CONTRACTS	$326,157,902.04
TOTAL LOCAL FUNDS AWARDED TO DBE	$115,969.00

AWARDED CONTRACTS
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

LOCAL FUNDS AWARDED TO DBE ON LOCAL CONTRACTS	$115,969.00
LOCAL FUNDS AWARDED TO DBE ON FEDERAL CONTRACT	$0.00
LOCAL DBE PARTICIPATION %	0.03%
TOTAL LOCAL FUNDS AWARDED TO SB/MBE/WBE/DVBE	$1,719,888.85
LOCAL FUNDS AWARDED TO SB/ MBE/ WBE/ DVBE ON LOCAL CONTRACT	$1,631,842.11
LOCAL FUNDS AWARDED TO SB/ MBE/ WBE/ DVBE ON FEDERAL CONTRACT	$88,046.74
LOCAL SB/ MBE/ WBE/ DVBE PARTICIPATION %	0.50%

CONTRACTS COMPLETED
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

FEDERAL CONTRACTS

Contract	Doc #	Organization	Subject	Total Not to Exceed Awarded Amount for Contract / PO / WO	Total Spent for Completed Contract	Funding Source	DBE	Owner of DBE - Gender	Owner of DBE - Minority	SBE/MBE/WBE/DVBE	DBE reported	Completion	FTA	Federal Share %	Local Share %	Actual Federal Dollars Spent
1	3846	AIRGAS	TIG WELDER	$ 13,208.35	$ 13,208.35	12812-0200	N					10/7/2014	Y	80%	20%	$ 10,566.68
2	3844	CDWG	SAMSUNG 55" LED	$ 2,336.87	$ 2,336.87	350-53440	N					10/7/2014	Y	80%	20%	$ 1,869.50
3	3848	GRAINGER	STORAGE CABNETS	$ 2,130.23	$ 2,130.23	12812-0200	N					10/8/2014	Y	80%	20%	$ 1,704.18
4	3852	GRAINGER	GRINDER TOOL & WORKBENCH	$ 1,548.72	$ 1,548.72	12812-0200	N					10/9/2014	Y	80%	20%	$ 1,238.98
5	3851	GRANGER	PALLET JACK	$ 1,865.60	$ 1,865.60	12812-0200	N					10/10/2014	Y	80%	20%	$ 1,492.48
6	PW001129	Electro Specialty Systems	CCTV RELOCATION BLUE LINE	$ 5,760.00	$ 5,760.00	12833-0200	N			SB (Micro)		10/22/2014	Y	80%	20%	$ 4,608.00
7	L0900.0-09	HITEC ENTERPRISES	GEARBOX OVERHAUL KITS FOR SD100 LRVS	$ 2,177,243.75	$ 1,287,460.00	11251-0200	N					10/30/2014	Y	80%	20%	$ 1,029,968.00
8	3870	MILE-X EQUIPMENT, INC	25 TON AIR HYDRAULIC SHOP PRESS	$ 5,478.00	$ 5,478.00	12812-0200	N					11/3/2014	Y	80%	20%	$ 4,382.40
9	PW001135	CEMENT CUTTING INC.	DETECTABLE WARNING PAVERS DOMES MOV	$ 18,374.00	$ 18,374.00	12824-1000	N			SB		12/9/2014	Y	80%	20%	$ 14,699.20
10	3905	PERFORMANCE UTILITY SERVICE IN	WIRING MATERIAL AND CONDUIT 43 ST P	$ 92,331.14	$ 4,462.34	12828-0200	N			SB		12/11/2014	Y	80%	20%	$ 3,569.87
11	PWL113.1-09	KONE	EXTEND 6 MONTHS	$ 5,500.00	$ 2,762.35	331-53720	N					12/31/2014	Y	80%	20%	$ 2,209.88
12	PWL116.3-09	KONE	EXTEND 6 MONTHS	$ 20,000.00	$ 16,110.00	381-53630	N					12/31/2014	Y	80%	20%	$ 12,888.00
13	L1062.0-12	SIMPLEX GRINELL	FIRE ALARM MONITORING	$ 99,990.00	$ 99,990.00	360-53720	N					1/8/2015	Y	80%	20%	$ 79,992.00
14	3919	J&R CONCRETE PRODUCTS	FIREWALL ELECTRICAL BOTTOM	$ 6,966.00	Cancelled	12828-0200	N					1/9/2015	Y	80%	20%	$ -
15	PW001139	HEAVILAND ENTERPRISES INC	MTS IMPERIAL AV STATION LANDSCAPING	$ 19,201.23	Cancelled	12824-1000	N					1/26/2015	Y	80%	20%	$ -
16	PWB133.1-11	SOUTH COAST HEATING AND AIR	INCREASE AMOUNT DUE TO EMERGENCY SERVICE	$ 6,700.00	$ 6,700.00	331-53710	N					1/30/2015	Y	80%	20%	$ 5,360.00
17	3956	AZTEC TECHNOLOGY CORP	OCEAN CONTAINER 8X20 FOR 43 ST	$ 2,734.56	$ 2,734.56	12828-0200	N			SB		2/9/2015	Y	80%	20%	$ 2,187.65
18	PW001143	AMIGOS DESIGN BUILD LANDSCAPER	12TH & IMPERIAL LANDSCAPING	$ 19,870.00	$ 19,870.00	12824-1000	N			SB (Micro)		2/18/2015	Y	80%	20%	$ 15,896.00
19	L1065.0-12	PATRIOT ENVIRONMENTAL SERVICES	TRAUMA SCENE CLEAN UP SERVICES	$ 31,050.00	$ 6,426.00	380-53720	N					2/28/2015	Y	80%	20%	$ 5,140.80
20	3981	MIRAMAR BOBCAT INC	18 INCH CLASS 3 TRENCHING BUCKET	$ 1,142.86	$ 1,142.86	12828-0200	N					3/4/2015	Y	80%	20%	$ 914.29
21	3993	GRAYBAR ELECTRIC CO	GREENLINE 6810 CABLE FEEDER PART	$ 9,059.68	$ 9,059.69	12828-0200	N					3/20/2015	Y	80%	20%	$ 7,247.75
22	3930	TRANSIT INFO. PRODUCTS	SCHEDULE HOLDERS	$ 5,045.04	$ 5,023.04	12824-0200	N					1/16/2015	Y	80%	20%	$ 4,018.43

CONTRACTS COMPLETED
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

TOTAL PAID ON COMPLETED FEDERAL CONTRACTS	$ 1,512,442.61
FEDERAL FUNDS PAID ON COMPLETED FEDERAL CONTRACTS	$ 1,209,954.09
LOCAL FUNDS PAID ON COMPLETED FEDERAL CONTRACTS	$ 302,488.52
FEDERAL FUNDS PAID TO DBE	$ -
FEDERAL DBE PARTICIPATION %	0.00%
FEDERAL FUNDS PAID TO SBE/ MBE/ WBE/ DVBE	$ 40,960.72
FEDERAL SBE/ MBE/ WBE/ DVBE PARTICIPATION %	3.39%

LOCALLY FUNDED CONTRACTS

3841	CDWG	EQUIPMENT	$ 7,805.48	$ 7,805.47	11311-1500	N			10/7/2014	N
3843	NTH GENERATION	ARCSIGHT SERVER AND IMPEMENTATION	$ 37,040.93	$ 37,040.93	11319-0200	N		WBE	10/7/2014	N
3847	LLOYDS COLLISION CENTER	AUTO REPAIR SUV P-141	$ 6,482.75	$ 6,482.75	424-54530	N			10/8/2014	N
3853	CITY ELECTRIC	SECURITY TRAINING ROOM	$ 995.00	$ 995.00	11352-0200	N			10/10/2014	N
3850	TWINING CONSULTING	COMPACTION TESTING	$ 958.00	$ 754.80	11369	N			10/10/2014	N
3856	HOTEL RESTAURANT SUPPLY	COFFEE BREW POT	$ 3,191.60	$ 2,948.05	902-54910	N			10/16/2014	N
G1708.0-14, G1708.1-14	NTH GENERATION	RTMS BACK OFFICE EQUIPMENT & TAX ADJUSTMENT	$ 53,772.81	$ 53,762.84	11290-0200/661-53910	N		WBE	10/17/2014	N
G1707.0-14, G1707.1-14	NTH GENERATION	RTMS BACK OFFICE EQUIPMENT & TAX ADJUSTMENT	$ 402,260.26	$ 381,260.26	11290-1500/661-53910	N		WBE	10/17/2014	N
3857	DELL	DELL LATITUDE LAPTOP	$ 1,736.08	$ 1,736.31	11352-1500	N			10/20/2014	N
3858	TELERIK	3 YRS SUPPORT	$ 1,517.60	$ 1,517.60	661-53910	N			10/21/2014	N
PW001130	AMERICA'S FINEST CARPET	CARPET TAXI ADMIN 2ND FLOOR	$ 5,157.80	$ 5,154.80	791-53114	N			10/23/2014	N
PW001131	CITY ELECTRIC WORKS	INSTALL 3 CIRCUITS 10TH FLOOR	$ 1,480.00	$ 1,480.00	791-53114	N			10/23/2014	N
PW001132	SCHMIDT FIRE PROTECTION	REPAIR TO PYRAMID BLDG ALARM SYSTEM	$ 3,522.00	$ 3,522.00	791-53114	N		SB	10/23/2014	N
3866	BAY ALARM	BURGLAR AND FIRE ALARM MONITORING	$ 407.87	$ 407.87	791-53510	N			10/28/2014	N
3864	SAP AMERICA, INC	SAP01 CLASSES	$ 17,390.00	$ 17,390.00	11307-0800	N			10/28/2014	N
3865	DELL COMPUTER CORP	LATITUDE E7440 AND E/PORT	$ 5,208.22	$ 5,208.22	661-54930	N			10/29/2014	N
3747	RUSH PRESS	2014 REGIONAL TRANSIT MAPS, PROOFS	$ 19,386.13	$ 19,386.13	553-53750	N			10/29/2014	N
3868	TRI-SIGNAL INTEGRATION INC	UL FIRE LISTED POWER SUPPLY	$ 1,584.36	$ 1,584.36	11337-0200	N			10/30/2014	N
B0563.5-11	TRAPEZE SOFTWARE GROUP	ANNUAL MAINTENANCE RENEWAL	$ 59,200.00	$ 59,209.00	661-53910	N			10/31/2014	N
L1176.0-14	CARLOS GUZMAN	BODY REHAB FOR 5 SD-100 LRVS	$ 221,900.00	$ 119,745.00	11165-0800	N			10/31/2014	N

CONTRACTS COMPLETED
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

G1501.0-13	R. L. BANKS & ASSOCIATES, INC.	ON-CALL COUNSEL FOR MTS DESERT LINE	$ 25,000.00	$ 7,172.41	12153110	N					10/31/2014	N
G1325.0-10	RAEL & LETSON	GASB 45 ACTUARIAL REPORT	$ 75,500.00	$ 74,200.00		N					10/31/2014	N
G1493.0-13.08	KIMLEY-HORN	SAIL AND GROUND WATER ANALYSIS	$ 26,500.00	$ 8,282.35	11309-0600	N					11/1/2014	N
3872	ADVERTISING CONCEPTS INC	MOBILE SILICONE POCKETS	$ 3,856.00	$ 2,869.50	551-53750	N					11/4/2014	N
3876	CDW GOVERNMENT INCORPORATED	RNW SPS EE 4 ESS 1Y A	$ 2,850.00	$ 2,850.00	66153910	N					11/4/2014	N
3873	GREEN PEARLE INTERNATIONAL INC	16OZ TWISTER TUMBLER MUG (RED)	$ 3,157.80	$ 3,157.80	551-53750	N					11/4/2014	N
3871	HOTSY PRESSURE WASHING	POWER WASHER W/ TRAILER DOUBLE AXLE	$ 32,991.84	$ 32,991.84	11335-0200	N					11/4/2014	N
3874	SAP AMERICA INC	ADM100 - SAP BASIS ADMINISTRATION	$ 3,750.00	$ 3,750.00	11307-0100	N					11/4/2014	N
3875	DELL COMPUTER CORP	LATITUDE E7440 AND E-PORTS PLUS	$ 4,459.83	$ 4,459.83	661-54930	N					11/5/2014	N
3880	ADVERTISING CONCEPTS	EAR BUDS, RED, SINGLE COLOR IMPRINT	$ 3,866.40	$ 3,866.40	551-53750	N					11/7/2014	N
3877	DELL COMPUTER CORP	OPTIPLEX 9220 AND DELL 24 MONITOR	$ 95,319.24	$ 95,305.62	661-54930	N					11/7/2014	N
PW001133	LEGEND FENCE CORP	FENCING AT IAD RAM BLDG	$ 10,891.00	$ 10,891.00	11200-1000	Y	M	Hispanic		$ 10,891.00	11/7/2014	N
PW001134	MADDEN CONSTRUCTION	RENO. WALLS FOR EMERGENCY OPS CTR	$ 1,818.18	$ 1,818.18	11352-0800	N					11/7/2014	N
3863	QUANTUM CORPORATION	SSC14-RS00-CG11 GOLD (SUPPORT PLAN)	$ 2,999.94	$ 2,999.94	661-53910	N					11/7/2014	N
G1573.1-13	BRICEHOUSE STATION	COMPASS CARD OUTLET AGMT EXTENSION	$ 16,500.00	$ 16,500.00		N					11/14/2014	N
B0609.0-14	HECTOR LOPEZ	TECATE BUS STOP	$ 1,650.00	$ 1,650.00	840-53114	N					11/14/2014	N
G1300.0-10	CANON BUSINESS SOLUTIONS	PRUCHASE COPIER FOR FINANCE W/MAINTENANC	$ 12,078.56	$ 9,954.35	902-53720	N					11/17/2014	N
3883	CDWG GOVERNMENT INCORPORATED	RED HAT RHELS PREM NODES	$ 1,484.00	$ 1,484.00	532-53910	N					11/17/2014	N
3888	CDWG GOVERNMENT INCORPORATED	HP LJ ENTER 700	$ 1,964.52	$ 1,964.52	66154930	N					11/17/2014	N
3885	ERGOMETRICS & APPLIED PERSONNE	TRANSIT OPS ASSESSMENT ADMIN	$ 4,320.00	$ 4,320.00	71153410	N					11/17/2014	N
3884	LINKEDIN CORPORATION	RECRUITER SEAT AND 5 JOB POSTINGS	$ 31,400.00	$ 31,400.00	71153410	N					11/17/2014	N
3886	ALTEC ENVIRONMENTAL PRODUCTS	ALTEC WOOD CHIPPER 49HP DIESEL	$ 32,400.00	$ 32,400.00	11389-0200	N					11/20/2014	N
3896	CARMON INTERNATIONAL	REPLACE EXTERIOR STAIR CASE	$ 10,511.00	$ 10,511.00	609-00000	N					11/20/2014	N
3879	UNION TRIBUNE	HELP WANTED ADS - BUS RECRUITMENT	$ 12,173.00	$ 12,173.00	71153410	N					11/25/2014	N

CONTRACTS COMPLETED
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

3897	PHIL'S BBQ	FOOD & SERVICE FOR 2014 HOLIDAY PAR	$ 4,012.55	$ 4,012.55	71153420	N					11/28/2014	N
B0607.0-14	SAN DIEGO GAS & ELECTRIC	UNDERGROUND ELECTRIC TO CNG EL CAJON	$ 21,926.00	$ 21,926.00	11482-1000	N					12/1/2014	N
PW001126	MADDEN CONSTRUCTION INC	IAD ROOM ELECTRICAL AND CARPETING	$ 16,140.70	$ 16,140.70	11290-0200	N					12/8/2014	N
3869	SAP AMERICA	BUSINESS PROCESSES IN PLANT LIFECYC	$ 3,250.00	$ 3,250.00	11307	N					12/8/2014	N
3900	SUNGARD BI-TECH INC	IFAS ANNUAL SUPPORT	$ 22,219.75	$ 22,219.74	66153910	N					12/8/2014	N
G1561.1-13	BIG BEN MARKET	COMPASS CARD OUTLET AGMT EXTENSION	$ 2,500.00	$ 2,291.63		N					12/9/2014	N
G1597.1-13	BUSINESS MATTERS	COMPASS CARD OUTLET AGMT EXTENSION	$ 2,500.00	$ 2,499.96		N					12/9/2014	N
3902	CDW GOVERNMENT INC	VMWARE VSPHERE 5 ENT PLUS 1 PRO	$ 13,584.00	$ 13,584.00	661-53910	N					12/11/2014	N
3911	CELICO PARTNERSHIP DBA VERIZON	SAMSUNG GALAXY TABLETS	$ 7,834.75	$ 7,834.75	11354-1500	N					12/17/2014	N
3903	PROCLIPS USA INC	CHARGING HOLDER PEDESTAL MOUNT	$ 5,233.09	$ 5,233.09	11354-0200	N					12/17/2014	N
PWB149.0-14	TELLIARD CONSTRUCTION	REPLACEMENT BUS WASH	$ 671,573.00	$ 661,558.08	11286-1000	N			SB (Micro)		12/21/2014	N
3899	CALIFORNIA TRANSIT ASSOCIATION	PUBLIC TRANSIT SYSTEM MEMBERSHIP DU	$ 40,483.00	$ 40,483.00	902-59110	N					12/23/2014	N
3914	NETWRIX CORPORATION	NETWRIX AUDITOR ALL 1 YR STANDARD	$ 2,090.00	$ 2,090.00	661-53910	N					12/23/2014	N
3898	SAP AMERICA, INC.	SAP FIN CLASS	$ 17,390.00	$ 17,390.00	11307-0100	N					12/23/2014	N
3910	SOLARWINDS INC	ORION IP ADDRESS MANAGER	$ 799.00	$ 799.00	661-53910	N					12/23/2014	N
3912	SUNGARD BI-TECH INC	IFAS ANNUAL SUPPORT	$ 3,278.18	$ 3,278.18	661-53910	N					12/23/2014	N
G1702.0-14	AMERITRAN SERVICE CORP	IN-PLANT INSPECTIONS	$ 11,775.00	$ 11,775.00	11306-0800	N					12/30/2014	N
G1361.1-11	KEENAN & ASSOCIATES	EXERCISE YEAR 1	$ 92,610.00	Cancelled	903-52310	N					12/31/2014	N
L0856.3-09	CANON	EXTEND CONTRACT	$ 28,770.00	$ 28,214.47	902-59620	N					12/31/2014	N
PWL150.5-14	GLOBAL POWER GROUP, INC.	EXPAND SCOPE AND TIME	$ 18,729.43	$ 18,729.43	11342-1000	N					12/31/2014	N
PWL134.0-12.27.2	HERZOG CONSTRUCTION	SUPPLEMENTAL - ADDITIONAL UNDERGROU	$ 12,908.56	$ 12,908.56	11369-1000	N					12/31/2014	N
3915	DELL COMPUTER CORP	MODEM, WIRELESS, MINICARD, HALOGEN	$ 176.23	$ 176.23	661-54930	N					1/2/2015	N
3917	CDW GOVERNMENT INCORPORATED	SAMSUNG 55" LED HOSPITALITY	$ 2,690.56	$ 2,690.56	661-54930	N					1/6/2015	N
3916	DANE PRAIRIE SYSTEMS LLC	WIN2PDF TERMINAL SERVER EDITION	$ 2,050.00	$ 2,050.00	11311-0200	N					1/6/2015	N

CONTRACTS COMPLETED
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

3923	AT&T	SWITCHES FOR VARIOUS BUILDINGS	$ 21,763.57	$ 21,763.57	11315-1500	N					1/8/2015	N
3922	CDW GOVERNMENT INC	MAXELL LTO5 ULTRIUM 1.5/3	$ 2,700.00	$ 2,700.00	66154920	N					1/9/2015	N
3918	COSTCO	80 VIZIO TV RECIEVER AND WALL MOUNT	$ 3,216.23	$ 3,216.23	11352-1500	N					1/12/2015	N
3926	IPSWITCH INC	WHATSUP GOLD PREMIUM 500 SVC	$ 2,123.75	$ 2,123.75	661-53910	N					1/12/2015	N
3929	CDW GOVERNMENT INC	SYM EV RNW/3873798	$ 3,887.68	$ 3,887.68	661-53910	N					1/13/2015	N
3924	DELL COMPUTER CORP	LATITUDE E7440 BTX-GSA	$ 23,385.84	$ 23,385.84	661-54930	N					1/13/2015	N
3932	CDW GOVERNMENT INC	ELECTRONIC EQUP	$ 2,917.65	$ 2,917.68	411-54990	N					1/15/2015	N
3940	CDW GOVERNMENT	CANON DR G1100 IMAGE FORMULA	$ 5,070.60	$ 5,070.60	661-54930	N					1/26/2015	N
3944	SOLARWINDS INC	SAM SCANNING ENGINE	$ 13,000.00	$ 13,000.00	11380-1500	N					1/29/2015	N
3946	MERCHANT SOLUTIONS CO	VERIFONE FACTORY WARRANTY	$ 2,172.96	$ 2,172.96	532-54920	N					1/30/2015	N
PW001137	VINYARD DOORS INC	BUILDING B ROLLUP DOOR LUMP SUM	$ 8,875.00	$ 8,875.00	11200-0200	N			WBE; SB (Micro)		1/30/2015	N
G1328.3-10	MIS SCIENCES, CORP.	OPTION YEAR 3	$ 72,936.00	$ 72,936.00	661-53910	N			SB (Micro)		1/31/2015	N
L1153.0-13	GILLIG, LLC	OPERATOR SEAT REPLACEMENT	$ 296,049.60	$ 296,049.60	11332-0200	N					1/31/2015	N
G1679.0-14; G1679.2-14; G1679.3-14	SIGNA DIGITAL SOLUTIONS	COPIER MAINTENANCE AND REPAIR SERVICES; 1 MONTH EXTENSION; NEW GROUP COPIER	$ 22,342.94	$ 20,798.38	902-53720; 902-53850	N			SB		1/31/2015; 2/28/2015	N
G1732.0-15	THE PELOTON ALLIANCE	ERP/TAM CONSULTING SERVICES	$ 80,000.00	$ 49,300.00	11307-0800	N					1/31/2015	N
B0589.3-13	GILLIG, LLC	INCREASE QUANTITY OF BUS MANUALS	$ 3,155.76	$ 3,155.76	11310-0200/1300	N					2/1/2015	N
3935	VICTORY STANLEY INC	BENCHES, TRASH RECEPTICLES	$ 13,300.00	$ 13,300.00	11200-0200	N					2/5/2015	N
3951	RICOH	KOFAX SUPPORT 1.1.15 - 12.31.15	$ 11,357.00	$ 11,357.00	661-53910	N					2/10/2015	N
3955	DELL COMPUTER CORP	LATITUDE E7440 BTX GSA#GS-35F-4076D	$ 7,795.29	$ 7,795.29	661-54930	N					2/11/2015	N
G1690.0-14	FINEST CITY OIL, INC.	COMPASS CARD OUTLET	$ 2,500.00	$ 2,083.30		N					2/13/2015	N
G1692.0-14	SLEEWA, INC.	COMPASS CARD OUTLET	$ 2,500.00	$ 2,083.30		N					2/13/2015	N
G1691.0-14	SUPER MERCADO MURPHY'S	COMPASS CARD OUTLET	$ 2,500.00	$ 2,083.30		N					2/13/2015	N
3965	BMC SOFTWARE INC	TRACK-IT! MAINTENANCE RENEWAL	$ 4,271.96	$ 4,271.96	661-53910	N					2/18/2015	N
G1328.0-10.03	PB AMERICAS, INC.	GENERAL PLANNING 62ND/ENCANTO	$ 24,000.00	$ 19,681.95	968-54113	N					2/28/2015	N

CONTRACTS COMPLETED
October 1, 2014 to March 31, 2015
All Contracts, POs and WOs except $0, Revenue, Transit Vehicle Manufacturer and Real Property

PWB156.0-14	WATSON FURNITURE GROUP. INC.	RADIO COMM ROOM FURNITURE	$ 110,193.70	$ 110,193.70	11290-0200	N					2/28/2015	N
3976	DELL COMPUTER CORP	OPTIPLEX AND MONITORS	$ 86,304.13	$ 86,304.14	661-54930	N					3/2/2015	N
3998	THUNDERBIRD PRODUCTS INC	FABRICATION OF AMERICA PLAZA	$ 392.40	$ 392.00	551-53114	N					3/25/2015	N
4003	ENO TRANSPORTATION FOUNDATION	TRANSIT MID-MANAGER SEMINAR	$ 3,300.00	$ 3,300.00	451534-30000	N					3/30/2015	N
L0856.4-09	CANON BUSINESS SOLUTIONS	TIME EXTENSION AND CONTRACT VALUE INCREASE	$ 20,010.70	$ 14,174.18	902-59620	N					3/31/2015	N
3985	TIERNEY BROTHERS	SMART BOARD 55"	$ 6,950.00	$ 6,950.00		N					3/6/2015	N
3958	NETWRIX CORPORATION	AUDITOR	$ 9,500.00	$ 9,500.00		N					2/12/2015	N
3945	NATIONAL BUSINESS FURNITURE	OFFICE CHAIRS	$ 2,999.24	$ 2,999.24		N					1/28/2015	N
3882	NATIONAL BUSINESS FURNITURE	OFFICE DESKS	$ 10,699.46	$ 10,699.46		N					11/10/2014	N
3889	CDW GOVERNMENT	RF IDEAS PC PROX READER	$ 1,692.86	$ 1,692.86		N					11/25/2014	N

TOTAL LOCAL FUNDS PAID ON COMPLETED CONTRACTS	$ 3,148,201.29
LOCAL FUNDS PAID ON COMPLETED LOCAL CONTRACTS	$ 2,845,712.77
LOCAL FUNDS PAID ON COMPLETED FEDERAL CONTRACTS	$ 302,488.52
TOTAL LOCAL FUNDS PAID TO DBE ON COMPLETED CONTRACTS	$ 10,891.00
LOCAL FUNDS PAID TO DBE ON FEDERAL CONTRACT	$ -
LOCAL FUNDS PAID TO DBE ON LOCAL CONTRACT	$ 10,891.00
LOCAL DBE PARTICIPATION %	0.35%
TOTAL LOCAL FUNDS PAID TO SB/MBE/WBE/DVBE ON COMPLETED CONTRACTS	$ 1,249,993.65
TOTAL LOCAL FUNDS PAID SB/MBE/WBE/DVBE ON FEDERAL CONTRACT	$ 10,240.18
LOCAL FUNDS PAID TO SBE/ MBE/ WBE/ DVBE ON LOCAL CONTRACT	$ 1,239,753.47
LOCAL SBE/ MBE/ WBE/ DVBE PARTICIPATION %	39.71%

LEFT OFF TO ENSURE NO DOUBLE REPORTING - MTS REPORTS THE WORK ORDERS AS AWARDED AND COMPLETED OFF THIS CONTRACT

G1328.0-10	PB AMERICAS, INC.	MOU ASSIGN PORTIONS ON-CALL GRAL TRANSP	$ 200,000.00		50454 / 53114	N		2/28/2015	N

MTS History of DBE Semi Annual Reports									
			Contract Awards/Commitments			Contracts Completed (Actual Payments)		
	GOAL	REPORTING PERIOD	Total Federal $$	DBE $$	DBE %	Total Federal $$	DBE $$	DBE %
FY 04		Oct 1 03 to Mar 31 04	$ 68,933,772.00	$ 3,789,506.00	5.50%	$ 253,216.00	$ 67,220.00	26.55%
		Apr 1 04 to Sept 30 04	$ 1,019,427.00	$ 22,298.00	2.19%	$ -	$ -	n/a
FY 05	13.80%	Oct 1 04 to Mar 31 05	$ 15,427,536.00	$ 258,655.00	1.68%	$ 88,441,868.00	$ 10,158,403.00	11.49%
		Apr 1 05 to Sept 30 05	$ 7,309,808.00	$ 626,128.00	8.57%	$ 53,609,229.00	$ 821,053.00	1.53%
FY06	2.30%	Oct 1 05 to Mar 31 06	$ 16,025,156.00	$ 1,231,189.00	7.68%	$ 7,041,539.00	$ 898,523.00	12.76%
		Apr 1 06 to Sept 30 06	no report	no report	n/a	no report	no report	n/a
FY07	1.60%	Oct 1 06 to Mar 31 07	$ 249,875,613.13	$ 40,700.00	0.02%	$ 35,600.00	$ 35,600.00	100.00%
		Apr 1 07 to Sept 30 07	$ 14,531,851.03	$ 144,000.00	0.99%	$ 1,182,111.63	$ -	0.00%
FY08	3.60%	Oct 1 07 to Mar 31 08	$ 41,995,633.95	$ -	0.00%	$ 5,057,656.55	$ -	0.00%
		Apr 1 08 to Sept 30 08	$ 29,945,298.82	$ 30,000.00	0.10%	$ 6,158,102.32	$ -	0.00%
FY09	1.60%	Oct 1 08 to Mar 31 09	$ 55,246,022.46	$ -	0.00%	$ 60,644,404.46	$ -	0.00%
		Apr 1 09 to Sept 30 09	$ 23,987,652.82	$ 135,836.00	0.57%	$ 7,013,082.98	$ 135,836.00	1.94%
FY 10	1.72%	Oct 1 09 to Mar 31 10	$ 3,008,808.00	$ -	0.00%	$ 4,011,752.00	$ -	0.00%
		Apr 1 10 to Sept 30 10	$ 170,230,393.00	$ 12,000.00	0.01%	$ 19,397,031.00	$ 12,000.00	0.06%
FY 11		Oct 1 10 to Mar 31 11	$ 11,545,746.55	$ -	0.00%	$ 16,092,041.86	$ -	0.00%
	12.6%	Apr 1 11 to Sept 30 11	$ 22,286,323.98	$ 3,550,437.92	15.93%	$ 7,766,822.30	$ 3,690,492.22	47.52%
FY 12		Oct 1 11 to Mar 31 12*	$ 154,463,950.06	$ 1,460,173.40	0.95%	$ 11,459,415.06	$ 4,800.00	0.04%
		Oct 11 to Mar 12 w/o Veolia contract	$ 17,415,594.11	$ 1,460,173.40	8.38%	n/a	n/a	n/a
		Apr 1 12 to Sept 30 12	$ 10,678,545.64	$ 30,254.07	0.28%	$ 12,002,553.56	$ 25,334.07	0.21%
FY 13	4.1%	Oct 1 12 to Mar 31 13	$ 18,372,446.95	$ 759,369.25	4.13%	$ 2,407,395.30	$ 84,745.24	3.52%
		Apri 1 13 to Sept 30 13	$ 15,870,139.09	$ 898,221.82	5.66%	$ 7,977,919.62	$ 319,170.50	4.00%
FY 14	4.1%	Oct 1 13 to Mar 31 14	$ 24,982,372.54	$ 1,041,961.65	4.17%	$ 6,823,674.29	$ 292,533.65	4.29%
		Apri 1 14 to Sept 30 14	$ 22,871,104.47	$ 2,699,042.86	11.80%	$ 8,885,583.71	$ 3,768,706.60	42.41%
FY 14	4.1%	Oct 1 14 to Mar 31 15	$ 60,000,489.70	$ -	0.00%	$ 1,209,954.09	$ -	0.00%
		Apri 1 15 to Sept 30 15						

Cumulative Averages (Previous Triennial Period)								
October 1, 2010 to September 30, 2012								
FedFY 11&12	12.6%	excluding Veolia contract	$ 61,926,210.28	$ 5,040,865.39	8.14%	$ 47,320,832.78	$ 3,720,626.29	7.86%
		including Veolia contract*	$ 198,974,566.23	$ 5,040,865.39	2.53%	$ 47,320,832.78	$ 3,720,626.29	7.86%

* DBE % reported to FTA is the number including the Veolia Contract

Cumulative Averages (Current Triennial Period)								
October 1, 2012 to September 30, 2015								
Fed FY13-15	4.1%	thru March 31, 2015 (5 semi-annual reports)	$ 142,096,552.75	$ 5,398,595.58	3.80%	$ 27,304,527.01	$ 4,465,155.99	16.35%

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 7

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

JUNE 18, 2015

SUBJECT:

REVISIONS TO BOARD POLICY NO. 20: ALLOCATION OF STATE TRANSIT ASSISTANCE FUNDS

RECOMMENDATION:

That the Board of Directors approve and adopt the updated Board Policy No. 20: Allocation of State Transit Assistance Funds. (Attachment A).

Budget Impact

None.

DISCUSSION:

Board Policy No. 20 establishes the procedures for funding allocation of the State Transit Assistance (STA) program including funding priorities, MTS's required findings, the funding allocation and timetable of the STA program cycle. The proposed revisions update the policy to conform to current practice and legal requirements. No change in MTS funding or operations will result.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Proposed Board Policy No. 20 (redline version)
B. Proposed Board Policy No. 20 (clean version)

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Policies and Procedures No. 20

SUBJECT: **Board Approval:** ~~2/12/04~~6/18/15

ALLOCATION OF STATE TRANSIT ASSISTANCE FUNDS

PURPOSE:

To establish procedures for allocating State Transit Assistance (STA) funds in the San Diego Metropolitan Transit System (MTS) area.

BACKGROUND:

The STA ~~fund~~Program was created under Chapter 161 of the Statues of 1979 (Senate Bill (SB) 620), ~~and~~ revised by Chapter 322 of the Statutes of 1982 (Assembly Bill 2551), and again revised by ~~and~~ Chapter 105 of the Statutes of 1989 (SB 300). The fund, which is derived from the California statewide sales tax on diesel fuel, provides a second source of Transportation Development Act (TDA) funding for transportation planning and mass transportation purposes as specified by the State Legislature. ~~by Senate Bill (SB) 620 (Chapter 161) in 1979 and revised by Assembly Bill (AB) 2551 (Chapter 322) in 1982, by both SB 300 (Chapter 105) and SB 1391 (Chapter 1232) in 1989, by the passage of Proposition 116 in 1990, and by AB 37 (Chapter 13), SB 3 (Chapter 35), SB 152 (Chapter 767), and SB 791 (Chapter 995) in 1991. This program provides an additional source of operating and capital funding for transit operators.~~

~~The~~ STA ~~money~~funding is appropriated to the State Controller by the State Legislature for allocation. The formula allocates 50 percent of the funds according to population and the remaining 50 percent is allocated according to operator revenues from the prior fiscal year. ~~Proposition 116 designated the Transportation Planning and Development (TP&D) Account of the State Transportation Fund as a trust fund. The funds transferred into the TP&D account each year may be appropriated by the legislature only for transportation planning and mass transportation purposes. Funds are appropriated "off the top" for state public transportation purposes including state planning, administrative, and research activities. Of the remaining funds, 50 percent is appropriated for bus and passenger rail services, programs to promote ridesharing, and funding of the Transit Capital Improvement (TCI) Program. Half of the remaining 50 percent is allocated to regional entities (such as the San Diego Association of Governments [SANDAG] and MTS) according to a population formula, and half is allocated to regional entities to distribute to individual operators based on a revenue formula.~~

Metropolitan Transit System (MTS) is a California public agency and is comprised of San Diego Transit Corporation and San Diego Trolley, Inc. nonprofit public benefit corporations, in cooperation with Chula Vista Transit and National City Transit. MTS is the taxicab administrator for eight cities and the owner of the San Diego and Arizona Eastern Railway Company.

MTS member agencies include: City of Chula Vista, City of Coronado, City of El Cajon, City of Imperial Beach, City of La Mesa, City of Lemon Grove, City of National City, City of Poway, City of San Diego, City of Santee, and the County of San Diego.

PROCEDURE:

20.1 Funding Priorities

In the allocation of STA monies to eligible operators, it is the intent of the ~~legislature~~ State Legislature that MTS give priority consideration to claims for the following purposes (PUC Section 99314.5[~~d~~c]):

1. to offset reductions in federal operating assistance;

2. to offset unanticipated increases in the cost of fuel;

3. to enhance existing public transportation services; and

4. to meet high-priority regional, countywide, or areawide public transportation needs.

20.2 Required Findings

MTS is required to make all of the findings listed below before it can allocate funds to an operator or a transit service claimant (21 California Code of Regulations [CCR] 6754). It is the responsibility of the claimant to provide MTS with sufficient information upon which to make these findings. In order to allocate STA monies, MTS must find that:

1. The claimant's proposed expenditures are in conformance with the Regional Transportation Plan.

2. The level of passenger fares and charges~~fare revenues proposed~~ is sufficient to enable the operator or transit service claimant to meet the fare revenue requirements of PUC Sections 99268.2, 99268.3 99268.4, 99268.5, and 99268.9, as they may be applicable to the claimant.

3. The claimant is making full use of federal funds available under the Urban Mass Transportation Act of 1964 as amended.

4. The sum of the claimant's allocations from the STA fund and local transportation funds does not exceed the amount the claimant is eligible to receive during the fiscal year (21 CCR 6634). ~~Such finding, however, shall not relieve the claimant of its responsibility pursuant to CCR 6735.~~

~~5.~~ Priority consideration has been given to claims to offset reductions in federal operating assistance and unanticipated increases in the cost of fuel, to enhance existing public transportation services, and to meet high-priority regional, countywide, or areawide public transportation needs.

~~6.~~5. ~~The operator has made a reasonable effort to implement the productivity improvements recommended pursuant to PUC Section 99244. This finding shall make specific reference to the improvements recommended and to the efforts made by the operator to implement them.~~

6. For claims of operations~~operating cost claims~~ (21 CCR 6730), MTS may allocate funds only if in the resolution allocating the funds it finds the following:,

a. The operator has made a reasonable effort to implement the productivity improvements recommended pursuant to PUC Section 99244. This finding shall make specific reference to the improvements recommended and to the efforts made by the operator to implement them.

~~7. the operator is not precluded by any contract entered into on or after June 28, 1979, from employing part-time drivers or from contracting with common carriers of persons operating under a franchise or license (PUC Section 99314.5[c]). However, no person who was a full-time employee of an operator on June 28, 1979, shall have his or her employment terminated or his or her regular hours of employment, excluding overtime, reduced by the operator as a result of it employing part-time drivers or contracting with those common carriers.~~

~~8.~~b. The operator has been certified within the last 13 months by the Department of California Highway Patrol to be in compliance with Section 1808.1 of the Vehicle Code as required by PUC section 99251.~~.~~

c. The operator is in compliance with the eligibility requirements of PUC Section 99314.6 or 99314.7.

~~9.~~7. MTS may authorize an operator to exchange funds pursuant ~~et~~to PUC section 99314.4(b) only if, in the resolution allocating the funds made available pursuant to PUC section 99231, it finds that the operator is eligible to receive STA funds.

20.3 Funding ~~Eligibility and Qualifying Criteria~~Allocation

The MTS operating and capital budgetary process begins in January of each year, ~~and~~when the agency receives estimates of all subsidy funding sources (Federal, State and Local), as well as projects the impacts of operational revenues.

The development of operating and capital budgets are reviewed through a series of meetings with the MTS Budget Development Committee (BDC) and MTS Board of Directors from January through June, and organizational / financial priorities are developed through these meetings.

Based upon these Board priorities, the effective / efficient use of the various funding sources received by MTS, and the regulatory requirements of each funding source, staff develops the funding allocation (including STA) for the upcoming fiscal year and presents the proposed allocation at a public budget hearing for MTS Board of Director adoption.

~~In the San Diego region, claims may be filed by eligible Article 4 operators for public transportation purposes and by eligible Article 4.5 claimants for community transit services (PUC Section 99314.5 [a] and [e]). In addition to meeting the required findings discussed under Section 20.2 of this Policy, STA claimants are required to meet additional qualifying criteria (PUC Section 99314.6) as revised by SB 3 (Chapter 35, 1991). These requirements state that neither population nor operator revenue formula funds shall be allocated to an STA claimant for operating purposes unless the claimant meets one of two efficiency standards:~~

~~1. The first standard is that an operator's total operating cost per revenue vehicle hour for the most recent audited year does not exceed the same factor for the preceding year by more than the percentage change in the San Diego Regional Consumer Price Index (CPI) for the same period.~~

~~2. The second factor requires that the three-year average of an operator's total operating cost per revenue vehicle hour for the last three audited years does not exceed the average of the three years preceding the most recent audited year by more than the average percentage change in the CPI for the three-year period.~~

~~MTS may adjust the calculation of these standards to exclude start-up costs for new services (as in PUC Section 99268.8) for a period of no more than two years and/or cost increases beyond the change in the CPI for fuel, alternative fuel programs, insurance, or state and federal mandates. Any funds which are withheld from an operator due to a failure to meet the qualifying criteria shall be retained by MTS for reallocation to that operator for two years following the year of ineligibility. If the operator does not become eligible to receive an allocation during the following two years, then, in the third year, the funds shall be reallocated to cost-effective, high-priority regional transit activities as determined by MTS or the funds shall revert to the State Controller for reallocation statewide.~~

~~20.4 Submittal Content for MTS STA Claims~~

~~Claims for STA allocation are to be submitted to MTS by April 1 for consideration for allocations for the ensuing fiscal year. Claims for STA population formula funds filed after April 1 will be considered only for those monies that remain unallocated and available after action is taken on previously submitted claims. STA claims may be filed separately or combined with the TDA claim provided that the additional information required for STA claims is included.~~

~~Each STA claim should include the following:~~

~~1. The annual STA claim form.~~

~~2. A proposed budget for the fiscal year of the claim and a statement of estimated revenues and expenditures for the prior fiscal year. The items in these statements are to be consistent with the State Controller's Uniform System of Accounts. These statements are to be accompanied~~

~~by a statement signed by the claimant's chief financial officer attesting to their reasonableness and accuracy (21 Cal. Code Reg. 6734). Forms A-10, A-20, A-21, A-22, and A-23 of the SANDAG/MTS Regional Reporting System should be used to satisfy the budget and prior year's statement requirements. An additional requirement of Title 21 of Cal. Code Reg. 6734 is that these financial statements should include a specific identification of the estimated amount of the claimant's maximum eligibility for monies from the Local Transportation Fund and the State Transit Assistance Fund, as defined in Title 21 of the Cal. Code Reg. 6634.~~

~~3. A copy of Form A-40 to provide a statement of the claimant's efforts to implement the recommended productivity improvements.~~

~~4. A statement verifying that the operator is not precluded from employing part-time drivers or from contracting with common carriers operating under a franchise or license if the operator has entered into a contract on or after July 28, 1979 (include a copy of the contract).~~

~~5. Sufficient information to permit MTS to make the required findings listed above.~~

20.~~5~~4 Timetable

The following timetable lists the key dates in the annual STA Program cycle~~: of preparing STA claims, allocating funds, and submitting required reports.~~

Date	Action
January 31~~10~~	State Controller provides MTS with a preliminary estimate of the amount of STA monies to be allocated to it during the fiscal year (PUC Sec 99312.7~~CCR 6720~~).
~~April 1~~	~~Claimants file STA claims with MTS (CCR 6730,6732).~~
~~June 30~~	~~MTS conveys allocation resolution to the County Auditor (CCR 6659752).~~
June 30	MTS transmits fiscal audit to State Controller (21 CCR 6662).
August 1	State Controller provides MTS with a revised estimate of STA monies to be allocated to it during the fiscal year (21 CCR 6720).
September 30	MTS submits allocation resolution to the County Auditor (21 CCR 6659).
~~September 30~~28October 1531	~~Each claimant submits the annual report of its operations to MTS and the State Controller (PUC Section 99243).~~
	~~December 30 Transportation~~MTS ~~Planning entity~~ submits State

	Controller (21 CCR 6751) report ~~fiscal and compliance audit of~~ relative to ~~its~~ STA funds ~~to the~~. ~~State Controller (CCR 6751)~~
Quarterly	State Controller allocates STA monies to claimants (21 CCR 6720).

POLICY.20.ALLOCATION STA FUNDS
~~7/13/06~~

Original Policy approved on 1/10/83.
This Policy supersedes Policy dated March 7, 1985.
Policy revised/renumbered on 2/12/04.
Policy revised on 6/18/15.

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Policies and Procedures No. 20

SUBJECT: **Board Approval:** 6/18/15

ALLOCATION OF STATE TRANSIT ASSISTANCE FUNDS

PURPOSE:

To establish procedures for allocating State Transit Assistance (STA) funds in the San Diego Metropolitan Transit System (MTS) area.

BACKGROUND:

The STA Program was created under Chapter 161 of the Statues of 1979 (Senate Bill (SB) 620), revised by Chapter 322 of the Statutes of 1982 (Assembly Bill 2551), and again revised by Chapter 105 of the Statutes of 1989 (SB 300). The fund, which is derived from the California statewide sales tax on diesel fuel, provides a second source of Transportation Development Act (TDA) funding for transportation planning and mass transportation purposes as specified by the State Legislature.

STA funding is appropriated to the State Controller by the State Legislature for allocation. The formula allocates 50 percent of the funds according to population and the remaining 50 percent is allocated according to operator revenues from the prior fiscal year.

PROCEDURE:

20.1 Funding Priorities

In the allocation of STA monies to eligible operators, it is the intent of the State Legislature that MTS give priority consideration to claims for the following purposes (PUC Section 99314.5[c]):

1. to offset reductions in federal operating assistance;

2. to offset unanticipated increases in the cost of fuel;

3. to enhance existing public transportation services; and

Metropolitan Transit System (MTS) is a California public agency and is comprised of San Diego Transit Corporation and San Diego Trolley, Inc. nonprofit public benefit corporations, in cooperation with Chula Vista Transit and National City Transit. MTS is the taxicab administrator for eight cities and the owner of the San Diego and Arizona Eastern Railway Company.

MTS member agencies include: City of Chula Vista, City of Coronado, City of El Cajon, City of Imperial Beach, City of La Mesa, City of Lemon Grove, City of National City, City of Poway, City of San Diego, City of Santee, and the County of San Diego.

4. to meet high-priority regional, countywide, or areawide public transportation needs.

20.2 Required Findings

MTS is required to make all of the findings listed below before it can allocate funds to an operator or a transit service claimant (21 California Code of Regulations [CCR] 6754). It is the responsibility of the claimant to provide MTS with sufficient information upon which to make these findings. In order to allocate STA monies, MTS must find that:

1. The claimant's proposed expenditures are in conformance with the Regional Transportation Plan.

2. The level of passenger fares and charges is sufficient to enable the operator or transit service claimant to meet the fare revenue requirements of PUC Sections 99268.2, 99268.3 99268.4, 99268.5, and 99268.9, as they may be applicable to the claimant.

3. The claimant is making full use of federal funds available under the Urban Mass Transportation Act of 1964 as amended.

4. The sum of the claimant's allocations from the STA fund and local transportation funds does not exceed the amount the claimant is eligible to receive during the fiscal year (21 CCR 6634).

5. Priority consideration has been given to claims to offset reductions in federal operating assistance and unanticipated increases in the cost of fuel, to enhance existing public transportation services, and to meet high-priority regional, countywide, or areawide public transportation needs.

6. For claims of operations (21 CCR 6730), MTS may allocate funds only if in the resolution allocating the funds it finds the following:,
    a. The operator has made a reasonable effort to implement the productivity improvements recommended pursuant to PUC Section 99244. This finding shall make specific reference to the improvements recommended and to the efforts made by the operator to implement them.
    b. The operator has been certified within the last 13 months by the Department of California Highway Patrol to be in compliance with Section 1808.1 of the Vehicle Code as required by PUC section 99251.
    c. The operator is in compliance with the eligibility requirements of PUC Section 99314.6 or 99314.7.

7. MTS may authorize an operator to exchange funds pursuant to PUC section 99314.4(b) only if, in the resolution allocating the funds made available pursuant to PUC section 99231, it finds that the operator is eligible to receive STA funds.

20.3 Funding Allocation

The MTS operating and capital budgetary process begins in January of each year, when the agency receives estimates of all subsidy funding sources

(Federal, State and Local), as well as projects the impacts of operational revenues.

The development of operating and capital budgets are reviewed through a series of meetings with the MTS Budget Development Committee (BDC) and MTS Board of Directors from January through June, and organizational / financial priorities are developed through these meetings.

Based upon these Board priorities, the effective / efficient use of the various funding sources received by MTS, and the regulatory requirements of each funding source, staff develops the funding allocation (including STA) for the upcoming fiscal year and presents the proposed allocation at a public budget hearing for MTS Board of Director adoption.

20.4 Timetable

The following timetable lists the key dates in the annual STA Program cycle:

Date	Action
January 31	State Controller provides MTS with a preliminary estimate of the amount of STA monies to be allocated to it during the fiscal year (PUC Sec 99312.7).
June 30	MTS transmits fiscal audit to State Controller (21 CCR 6662).
August 1	State Controller provides MTS with a revised estimate of STA monies to be allocated to it during the fiscal year (21 CCR 6720).
September 30	MTS submits allocation resolution to the County Auditor (21 CCR 6659).
October 15	MTS submits State Controller (21 CCR 6751) report relative to STA funds.
Quarterly	State Controller allocates STA monies to claimants (21 CCR 6720).

POLICY.20.ALLOCATION STA FUNDS

Original Policy approved on 1/10/83.
This Policy supersedes Policy dated March 7, 1985.
Policy revised/renumbered on 2/12/04.
Policy revised on 6/18/15.

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 8

MEETING OF SAN DIEGO THE METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

REVISIONS TO BOARD POLICY NO. 21: MTS REVENUE-GENERATING DISPLAY ADVERTISING, CONCESSIONS, AND MERCHANDISE

RECOMMENDATION:

That the Board of Directors approve and adopt the proposed revisions to Board Policy No. 21: MTS Revenue-Generating Display Advertising, Concessions, and Merchandise (Attachment A).

Budget Impact

None.

DISCUSSION:

Board Policy No. 21 sets forth MTS's Advertising Program. MTS's Advertising Program requires that the subject matter of all displayed advertising materials be limited to speech which proposes a commercial transaction. In practice, MTS does allow an exception for Public Service Advertisements sponsored by Governmental Agencies. The proposed revisions to Board Policy No. 21 would formally include this practice. The revisions also remove the hard 10 percent cap on advertising wraps and instead allow such advertisements at the discretion of the CEO. Additional non-substantive changes were also made to keep up to date on recent legal precedent interpreting the First Amendment of the United States Constitution and the Liberty of Speech Clause of the California Constitution. These minor changes include: adding a list of justifications for MTS's Advertising Program; removing vague terms and including additional descriptions to provide clarification for advertisers; and prohibiting advertisement content that depicts unsafe transit behavior, would be reasonably foreseeable to cause a disruption to MTS's

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

normal transit operations, infringes on a copyright trademark or implies an endorsement of a product or service by MTS without prior authorization.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Redline Version of Proposed Board Policy No. 21
B. Clean Version of Proposed Board Policy No. 21

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Policies and Procedures No. 21

SUBJECT: Board Approval: 6/18/15~~12/10/09~~

MTS REVENUE-GENERATING DISPLAY ADVERTISING, CONCESSIONS, AND MERCHANDISE

PURPOSE:

To establish a policy and guidelines concerning a revenue-generating advertising, concessions, and merchandise program encompassing trolley stations, San Diego Metropolitan Transit System (MTS) property and facilities, and selected printed materials.

Advertising on bus shelters and benches within the public rights-of-way shall be governed by the ~~applicable~~ policies of the applicable jurisdiction. The City of San Diego policy is included as Attachment A ~~to this policy~~.

BACKGROUND:

Public transit operators and administration agencies have historically utilized advertising, concessions, and merchandising programs to supplement operational and capital funds. A sound advertising and concessions program can be a viable, alternative income source while ~~maintaining aesthetic standards and~~ promoting transit use and ensuring rider convenience and safety. This policy advances the advertising program's revenue-generating objective while also prohibiting advertisements that could detract from that goal, such as by harming advertisement sales, reducing ridership or tarnishing's MTS's reputation. MTS's justifications for its advertising program and policy include:

1) Generating advertising revenue;
2) Increasing ridership by promoting MTS's services, programs and benefits;
3) Informing MTS riders of local, state or federal programs, services or benefits;
4) Preserving ridership by avoiding controversial content;
5) Preventing the risk of imposing controversial views on a captive audience;
6) Preserving the marketing potential of the advertising space by avoiding controversial content;
7) Maintaining a position of neutrality on matters of public debate; and
8) Reducing the risk of diversion of resources from transit operations that are caused by controversial content.

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.
MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego

POLICY:

It is the policy of ~~the Metropolitan Transit System (~~MTS~~)~~ that advertising spaces on MTS property, which includes the exterior and interior of buses and~~,~~ light rail vehicles (LRVs), bus benches, bus shelters, ~~and~~ related transportation facilities and selective printed materials, shall constitute a non-public forum subject to uniform viewpoint-neutral restrictions. ~~-~~This policy has been drafted to ensure a non-public forum status on its advertising spaces and MTS staff will accordingly enforce this policy with that intention.

The following guidelines will be reviewed ~~annually~~ by staff to reflect the current policies of the MTS Board of Directors and to reflect changes in the trends of social and economic acceptance and appropriateness of various forms of advertising and concessions.

~~21.1 Advertising - General~~

~~The subject matter for all advertising materials displayed on MTS property shall be limited to speech which is primarily in a commercial manner for primarily a for a commercial purpose which includes promoting for sale, lease or other financial benefit a product, service, event or other property interest~~

~~-~~21.1 Advertising - Procedure

21.1.~~2~~1 Safety, ~~aesthetic considerations,~~ rider convenience, and information needs will take precedence over revenue generation.

~~21.1.3~~21.1.2 ~~———~~Quantity, quality, and placement of all advertising will be controlled by and subject to the specific approval of MTS.

21.1.~~4~~3 ~~———~~MTS reserves the right to reject any advertisement that does not meet the MTS Board~~'s~~ of Director's standards as set forth in this policy.

~~Before any advertisement is rejected, it shall be referred to the Chief Executive Officer and General Counsel for MTS for appropriate action and a final decision.~~

21.1.4 Upon written demand by the Chief Executive Officer on stated grounds that shall be reasonable, any advertisement or other display deemed to be noncompliant with this policy shall immediately be removed. No refund shall be made for the time such objectionable material was on display.

21.1.5 MTS reserves the right to allow exceptions to the policy if MTS determines that application of the policy as written would likely be unconstitutional in any particular situation.

~~21.1.5 The advertising program will serve the needs of local as well as national advertisers and encourage the promotion of public transit. Local advertisers will be guided by the appropriate transit agency staff in promoting specific routes/lines serving their areas.~~

21.2 Advertising - Permitted Content

The subject matter for all advertising materials displayed on MTS property shall be limited to Commercial Speech. Commercial Speech is speech that: does no more than propose a commercial transaction; or is an expression related solely to the economic interests of the speaker and its audience (e.g. promotes for sale, lease or other financial benefit a product, service, event or other property interest). Notwithstanding the above general rule requiring Commercial Speech, the following content are allowed:

21.2.1 MTS Operations Advertising that promotes MTS transit services, programs or products, including co-sponsorships with third parties that would increase ridership or otherwise support MTS's mission.

21.2.2 Public Service Advertisements from Local, State or Federal Governmental Agencies regarding public programs, public services and public events that are not otherwise prohibited under this Policy.

21.3 Advertising – Prohibited Content

~~21.1.6~~ No advertisement will be permitted that in whole or in part:

a. ~~appears~~ intends to demean or disparage~~make a personal attack on~~ any individual, group ~~or upon any,~~ company, product~~,~~ or institution; ~~or falsely disparages any service or product or is defamatory in any respect;~~

b. contains false, deceptive or grossly misleading information;

~~b. might be interpreted to be offensive to any religious, ethnic, racial, or political group;~~

c. expresses or advocates an opinion, position or viewpoint on matters of public debate about economic, political, religious, social or moral issues;

~~c~~d. directly or indirectly refers to religion;

~~d~~e. is of a political or electoral nature;~~, as determined by MTS;~~

~~e. might be interpreted as condoning any type of criminal act or which might be considered as derogatory toward any aspect of the law enforcement profession;~~

~~f~~f. portrays, solicits or ~~condones~~ acts of violence, murder, sedition, terrorism, vandalism, or other unlawful acts ~~acts of violence~~ against any individual, group, ~~persons,~~ animal~~s~~, company or ~~or~~ institution~~s~~; ~~or~~

~~gg~~. depicts nudity or portions of nudity that would be considered as ~~offensive, distasteful,~~ pornographic, ~~or~~ erotic~~,~~ or ~~is~~ obscene~~, or advertises adult entertainment~~. The rule of "public acceptance" should be used in such cases ~~(~~; i.e., if the advertisement has already gained public acceptance, then it may be considered as acceptable to MTS~~)~~.

h. contains messages or graphic representations of adult entertainment, such as escort services, adult telephone services, adult internet sites and other adult entertainment establishments;

i. contains messages or graphic representations describing or suggesting explicit sexual acts, sexual organs, or excrement where such statements or words have as their purpose or effect of sexual arousal, gratification, or affront;

~~hj~~. depicts, suggests, or refers to alcohol, tobacco, or firearms, which includes promoting or offering in commerce the sale or use of alcohol, tobacco, electronic smoking product or any other device that causes smoke, mist or vapor, ~~or~~ firearms, or firearm~~s~~-related products~~.~~;

~~ik~~. ~~might be interpreted as condoning~~condones any type of discrimination; ~~or~~

~~jl~~. ~~might be interpreted as condoning or soliciting any unlawful act or conduct; or~~

~~k~~. ~~.~~ contains profane language and/or appearance or suggestion of profane language; ~~.~~

m. contains any material that is an infringement of copyright, trademark or service mark;

n. implies or declares an endorsement of MTS of any service, product or point of view without written authorization from MTS;

o. depicts unsafe transit behavior aboard buses, trolleys, rail line tracks or other transit facility;

p. is reasonably foreseeable that it will result in harm to, disruption of, or interference with the normal operations of MTS's transportation system;

q. ~~21.1.7 No advertisement will be permitted that is in~~ conflicts with any applicable federal, state, or local law, statute, or ordinance; ~~.~~

r.

~~21.8 No advertisement will be permitted that contains false or grossly misleading information.~~

~~21.9 MTS reserves the right to allow exceptions to the policy if MTS determines that application of the policy as written would likely be unconstitutional in any particular situation.~~

~~21.10 Upon written demand by the Chief Executive Officer of MTS on stated grounds that shall be reasonable and upon review by General Counsel of MTS, any advertisement or other display deemed to be noncompliant with this policy will be removed. No refund shall be made for the time such objectionable material was on display.~~

impedes ~~21.1.11 Advertising treatments will not impede~~ vehicular or pedestrian traffic, ~~will not restrict~~restricts the visibility of directional/traffic signs and informational material, ~~and will not~~ encroaches on ~~-~~necessary sight lines (e.g., driver/operator view of waiting patrons) ~~nor~~ presents any other safety risks or hazards (e.g., flashing lights, sound makers, mirrors or other special effects); or ~~.~~

s. contains a website address or telephone number that directs visitors or callers to material that violates any of the prohibitions within this policy.

t. is mischaracterized as a commercial advertisement but upon examination is intended to distribute a non-commercial message.

21.4 Advertising – General Conditions

21.~~1~~4.1~~2~~ Advertising industry standard sizes will be used for all advertising treatments.

21.~~1~~4.~~1~~32 Advertising treatments will be maintained in "like-new" condition. Damage to the advertisement or its housing will be corrected within forty-eight (48) hours.

21.4.3 All advertisements shall clearly identify the sponsor(s).

21.~~2~~5 Advertising - ~~Light Rail Vehicles~~LRVs and Buses

21.~~2~~5.1 For ~~light rail vehicles (~~LRVs~~)~~ and buses, a maximum of 10 percent of the full fleet may carry wrap~~full bus~~ advertising formats rather than conventional advertising formats~~-~~, at the discretion of the CEO. ~~Vehicle fronts must remain "unwrapped" with standard paint schemes and materials.~~

21.~~2~~5.2 Transit information material may be placed inside LRVs and buses at the discretion of the ~~operating corporation's~~ Chief Executive Officer. Such information can include, in accordance with this policy, the

promotion of regularly scheduled public transit routes that will serve major community events ~~open to the public with no admission charge~~. The subject matter and proposed advertisement regarding such event must comply with the provisions set forth under ~~section 21.1 of~~ this policy.

~~21.2.3 At the request of a recognized public entity and with the approval of the Chief Executive Officer, LRVs and buses may carry notices of events that are served by regularly scheduled transit routes and open to the public for an entrance or other fee in accordance with this policy and under the following conditions only:~~

~~• The subject matter and proposed advertisement of the noticed event must comply with the provisions set forth under section 21.1 of this policy.~~

~~• Such notices shall be limited to no more than once per month.~~

~~• More than one event may be shown on the same notice.~~

~~• The listing order within the monthly notice will be by event dates. Should more than one event start on the same date, alphabetical ranking will then be used.~~

~~• Notices will be produced in English and Spanish.~~

~~• The production costs of each notice (including translation, typesetting, camera work, and printing) will be reimbursed by the participating public entity/event. If more than one public entity/event is involved, costs will be divided equally among all participants.~~

~~21.25.43 Metropolitan Transit System MTS advertising would be excluded from the 10 percent cap on full-bus advertising formats.~~

21.~~25~~.~~5~~34 Super King and Mural formats are approved for acceptable use on buses. The size specification for the Super King is 226 inches x 30 inches and is placed between the front and rear wheel wells on the street side of the bus. Murals are defined as encompassing the space under the vehicle passenger windows on each side of the bus and extending from the front of the bus to just past the rear wheel well. ~~These advertising formats will not be subject to the 10 percent cap assigned to full-bus wraps.~~

21.~~3~~6 Advertising - Transit Centers, Major Transit Points, Stations, and Stops

21.~~3~~6.1 Advertising treatments (housings) will be designed to complement the architecture of the transit centers/stations and the flavor of the surrounding community. MTS plan specifications will be followed wherever applicable. Advertising treatments will be designed, constructed, and placed in accordance with all applicable local, state, and federal standards.

21.~~3~~6.2 Any unsold display advertising space within transit centers, major transit points, and stations ~~display advertising space w~~ill be allocated for MTS related advertisements and displays. ~~graphics and/or other~~

~~nonrevenue-producing functions approved by the MTS Board. At least one full display panel per transit center and station will be reserved exclusively for transit-related items.~~

21.47 Advertising - Printed Materials

21.47.1 Advertising space may be allowed in printed materials (e.g., timetables, maps, and informational brochures) at the discretion of the Chief Executive Officer.

21.47.2 Advertising space may be allowed on the reverse side of regional passes, tickets, and transfers at the discretion of the Chief Executive Officer.

21.47.3 No advertising space shall supersede necessary transit information and/or regulations.

21.47.4 At the discretion of the Chief Executive Officer, MTS may allocate space in printed materials to inform transit customers about private entities actively participating in transit services (~~,~~ e.g., pass and ticket-sales outlets).

21.~~5~~8 Concessions

21.~~5~~8.1 Concession formats, quantity, and placement will be approved and controlled by the MTS Board of Directors.

21.~~5~~8.2 Contracts for any concession format or related development will be awarded in accordance with existing MTS policies.

21.~~5~~8.3 During hours of business, concessionaires will provide the public with transit information materials as directed and supplied by MTS or its designated representative.

21.~~5~~8.4 Concession treatments/structures will be designed to complement the architecture of the transit centers/stations and the flavor of the surrounding community. MTS plan specifications will be followed wherever applicable. Concession treatments/structures will be designed, constructed, and placed in accordance with all applicable local, state, and federal standards.

21.~~5~~8.5 Concession treatments/structures will not impede vehicular or pedestrian traffic, will not restrict the visibility of directional signs and informational materials, and will not encroach on necessary sight lines.

21.~~5~~8.6 Concessionaire contracts will include remittance to MTS on a monthly basis. ~~and shall include a flat rate, plus percentage of gross revenue, as approved by the MTS Board.~~

21.~~5~~8.7 Any and all concession on-site signing and displays will be in accordance with existing MTS policies and subject to approval of the Chief Executive Officer.

21.~~6~~9 Merchandise

21.9.~~1~~6.~~1~~ Any and all system-related merchandise will be of the highest available quality and project a positive transit image.

21.9.~~2~~6.~~2~~ Merchandise licensing agreements and royalty payments will be made in accordance with existing MTS policies.

21.~~7~~10 Revenue

~~21.7.1~~ All revenue received from any form of advertising shall be accrued according to MTS policy and allocated during the annual budget process.

21.~~8~~11 Contractor Services

~~21.8.1~~ MTS may engage contractor(s) services for the development, implementation, ~~-~~management, and maintenance of advertising, concessions, and/or merchandise programs in conformance with existing MTS Board of Directors policies and in the best interests of MTS.

LTresc/SChamp/JGarde
DEC10-09.12.AttA.POLICY 21.ABOEKAMP.doc
12/10/09

Attachment A – City of San Diego Advertising Policy

Original Policy approved on 5/9/83.
Policy revised on 6/6/85.
Policy revised on 7/9/87.
Policy revised on 6/23/88.
Policy revised on 3/22/90.
Policy revised on 3/14/91.
Policy revised on 4/9/92.
Policy revised on 5/12/94.
Policy revised on 8/11/94.
Policy revised on 6/22/95.
Policy revised on 3/27/97.
Policy revised on 6/11/98.
Policy revised on 2/22/01
Policy revised on 2/26/04.
Policy revised on 12/10/09.
Policy revised on 6/18/2015

ATTACHMENT A

MTS POLICY NO. 21

CITY OF SAN DIEGO
ADVERTISING POLICY

Subject:

ADVERTISING ON BUS STOP SHELTERS AND BENCHES

Background:

The City of San Diego (City) entered into a Memorandum of Understanding (MOU) with the Metropolitan Transit Development Board (MTS), adopted July 25, 1988, and amended February 25, 1991, and June 21, 1999, authorizing MTS to install bus stop shelters and bus benches in public rights-of-way in the City. Pursuant to the MOU, MTS contracted with third parties for the construction, installation, and maintenance of the bus stop shelters and benches. In exchange, MTS's contractors receive the proceeds from the sale of advertising space on the shelters and benches.

MTS regulated the content of the advertising placed on the bus stop shelters and benches according to its Policies and Procedures No. 21. After advertising containing a religious message was removed pursuant to that policy, valid concerns were raised that the policy may violate due process and first amendment rights governing public speech.

Purpose:

It is the intent of the City Council to establish a policy governing advertising on bus stop shelters and benches in the public rights-of-way within the City that will be included by amendment in the MOU between the City and MTS, and administered by MTS.

It is the further intent of the City Council to prohibit advertising on bus stop shelters and benches of alcoholic beverages, tobacco products, and firearms in recognition of the fact that many public transit patrons are minors, that possession of these products by minors is illegal and dangerous, and that advertising is a persuasive medium for encouraging the use of these products by minors.

This policy applies only to advertising space located in designated areas on bus stop shelters and benches, as described in the MOU between the City and MTS.

Policy:

Advertising on Bus Stop Shelters and Benches:

1. In its agreement with its advertising contractors, MTS shall reserve the right to reject any advertisement, commercial or noncommercial, which does not meet the standards set forth in this policy.

2. All advertising posted on bus stop shelters and benches must conform to the following criteria:

A. Defamatory Advertising. No advertising will be permitted that falsely disparages any person, product, or company, or that is likely to damage the reputation of any person, product, or company.

B. Advertising Condoning Criminal Conduct. No advertising will be permitted that is likely to incite or produce imminent unlawful activity.

C. Obscene Advertising. No advertising will be permitted that contains obscene matter or matter harmful to minors, as defined in California Penal Code Sections 311 and 313.

D. False Advertising. No advertisement will be permitted that contains false or grossly misleading information.

E. Alcohol, Tobacco, and Firearms. No advertisement will be permitted that promotes the sale of alcoholic beverages, tobacco or tobacco products, or firearms.

F. Existing Laws. All advertisements must conform to applicable federal, state, and local laws.

3. The City may make demand upon the Chief Executive Officer of MTS for the removal of any advertisement, commercial or noncommercial, that does not conform to this policy. Such demand shall be in writing and shall state reasonable grounds for the demand. MTS shall consider and act upon the demand in accordance with this policy.

SGreen/SChamp/JGarde
POLICY.21.REV GENERATE DISPLAY
AD CONCESSIONS & MERCHANDISE
7/13/06

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Policies and Procedures No. 21

SUBJECT: Board Approval: 6/18/15

MTS REVENUE-GENERATING DISPLAY ADVERTISING, CONCESSIONS, AND MERCHANDISE

PURPOSE:

To establish a policy and guidelines concerning a revenue-generating advertising, concessions, and merchandise program encompassing trolley stations, San Diego Metropolitan Transit System (MTS) property and facilities, and selected printed materials.

Advertising on bus shelters and benches within the public rights-of-way shall be governed by the policies of the applicable jurisdiction. The City of San Diego policy is included as Attachment A.

BACKGROUND:

Public transit operators and administration agencies have historically utilized advertising, concessions, and merchandising programs to supplement operational and capital funds. A sound advertising and concessions program can be a viable, alternative income source while promoting transit use and ensuring rider convenience and safety. This policy advances the advertising program's revenue-generating objective while also prohibiting advertisements that could detract from that goal, such as by harming advertisement sales, reducing ridership or tarnishing's MTS's reputation. MTS's justifications for its advertising program and policy include:

1) Generating advertising revenue;
2) Increasing ridership by promoting MTS's services, programs and benefits;
3) Informing MTS riders of local, state or federal programs, services or benefits;
4) Preserving ridership by avoiding controversial content;
5) Preventing the risk of imposing controversial views on a captive audience;
6) Preserving the marketing potential of the advertising space by avoiding controversial content;
7) Maintaining a position of neutrality on matters of public debate; and
8) Reducing the risk of diversion of resources from transit operations that are caused by controversial content.

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.
MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

POLICY:

It is the policy of MTS that advertising spaces on MTS property, which includes the exterior and interior of buses and light rail vehicles (LRVs), bus benches, bus shelters, related transportation facilities and selective printed materials, shall constitute a non-public forum subject to uniform viewpoint-neutral restrictions. This policy has been drafted to ensure a non-public forum status on its advertising spaces and MTS staff will accordingly enforce this policy with that intention.

The following guidelines will be reviewed by staff to reflect the current policies of the MTS Board of Directors and to reflect changes in the trends of social and economic acceptance and appropriateness of various forms of advertising and concessions.

21.1 Advertising - Procedure

21.1.1 Safety, rider convenience, and information needs will take precedence over revenue generation.

21.1.2 Quantity, quality, and placement of all advertising will be controlled by and subject to the specific approval of MTS.

21.1.3 MTS reserves the right to reject any advertisement that does not meet the MTS Board of Director's standards as set forth in this policy.

21.1.4 Upon written demand by the Chief Executive Officer on stated grounds that shall be reasonable, any advertisement or other display deemed to be noncompliant with this policy shall immediately be removed. No refund shall be made for the time such objectionable material was on display.

21.1.5 MTS reserves the right to allow exceptions to the policy if MTS determines that application of the policy as written would likely be unconstitutional in any particular situation.

21.2 Advertising - Permitted Content

The subject matter for all advertising materials displayed on MTS property shall be limited to Commercial Speech. Commercial Speech is speech that: does no more than propose a commercial transaction; or is an expression related solely to the economic interests of the speaker and its audience (e.g. promotes for sale, lease or other financial benefit a product, service, event or other property interest). Notwithstanding the above general rule requiring Commercial Speech, the following content are allowed:

21.2.1 MTS Operations Advertising that promotes MTS transit services, programs or products, including co-sponsorships with third parties that would increase ridership or otherwise support MTS's mission.

21.2.2 Public Service Advertisements from Local, State or Federal Governmental Agencies regarding public programs, public services and public events that are not otherwise prohibited under this Policy.

21.3 Advertising – Prohibited Content

No advertisement will be permitted that in whole or in part:

a. intends to demean or disparage any individual, group, company, product or institution;

b. contains false, deceptive or grossly misleading information;

c. expresses or advocates an opinion, position or viewpoint on matters of public debate about economic, political, religious, social or moral issues;

d. directly or indirectly refers to religion;

e. is of a political or electoral nature;

f. portrays, solicits or condones acts of violence, murder, sedition, terrorism, vandalism, or other unlawful acts against any individual, group, animal, company or institution;

g. depicts nudity or portions of nudity that would be considered as pornographic, erotic or obscene. The rule of "public acceptance" should be used in such cases (i.e., if the advertisement has already gained public acceptance, then it may be considered as acceptable to MTS).

h. contains messages or graphic representations of adult entertainment, such as escort services, adult telephone services, adult internet sites and other adult entertainment establishments;

i. contains messages or graphic representations describing or suggesting explicit sexual acts, sexual organs, or excrement where such statements or words have as their purpose or effect of sexual arousal, gratification, or affront;

j. depicts, suggests, or refers to alcohol, tobacco, or firearms, which includes promoting or offering in commerce the sale or use of alcohol, tobacco, electronic smoking product or any other device that causes smoke, mist or vapor, firearms, or firearm-related products;

k. condones any type of discrimination;

l. contains profane language and/or appearance or suggestion of profane language;

m. contains any material that is an infringement of copyright, trademark or service mark;

n. implies or declares an endorsement of MTS of any service, product or point of view without written authorization from MTS;

o. depicts unsafe transit behavior aboard buses, trolleys, rail line tracks or other transit facility;

p. is reasonably foreseeable that it will result in harm to, disruption of, or interference with the normal operations of MTS's transportation system;

q. conflicts with any applicable federal, state, or local law, statute, or ordinance;

r. impedes vehicular or pedestrian traffic, restricts the visibility of directional/traffic signs and informational material, encroaches on necessary sight lines (e.g., driver/operator view of waiting patrons) or presents any other safety risks or hazards (e.g., flashing lights, sound makers, mirrors or other special effects); or

s. contains a website address or telephone number that directs visitors or callers to material that violates any of the prohibitions within this policy.

t. is mischaracterized as a commercial advertisement but upon examination is intended to distribute a non-commercial message.

21.4 Advertising – General Conditions

21.4.1 Advertising industry standard sizes will be used for all advertising treatments.

21.4.2 Advertising treatments will be maintained in "like-new" condition. Damage to the advertisement or its housing will be corrected within forty-eight (48) hours.

21.4.3 All advertisements shall clearly identify the sponsor(s).

21.5 Advertising - LRVs and Buses

21.5.1 For LRVs and buses, a maximum of 10 percent of the full fleet may carry wrap advertising formats rather than conventional advertising formats, at the discretion of the CEO.

21.5.2 Transit information material may be placed inside LRVs and buses at the discretion of the Chief Executive Officer. Such information can include, in accordance with this policy, the promotion of regularly scheduled public transit routes that will serve major community events. The subject matter and proposed advertisement regarding such event must comply with the provisions set forth under this policy.

21.5.3 Super King and Mural formats are approved for acceptable use on buses. The size specification for the Super King is 226 inches x 30 inches and is placed between the front and rear wheel wells on the street side of the bus. Murals are defined as encompassing the space under the vehicle passenger windows on each side of the bus and extending from the front of the bus to just past the rear wheel well.

21.6 Advertising - Transit Centers, Major Transit Points, Stations, and Stops

21.6.1 Advertising treatments (housings) will be designed to complement the architecture of the transit centers/stations and the flavor of the surrounding community. MTS plan specifications will be followed wherever applicable. Advertising treatments will be designed, constructed, and placed in accordance with all applicable local, state, and federal standards.

21.6.2 Any unsold display advertising space within transit centers, major transit points, and stations will be allocated for MTS related advertisements and displays.

21.7 Advertising - Printed Materials

21.7.1 Advertising space may be allowed in printed materials (e.g., timetables, maps, and informational brochures) at the discretion of the Chief Executive Officer.

21.7.2 Advertising space may be allowed on the reverse side of regional passes, tickets, and transfers at the discretion of the Chief Executive Officer.

21.7.3 No advertising space shall supersede necessary transit information and/or regulations.

21.7.4 At the discretion of the Chief Executive Officer, MTS may allocate space in printed materials to inform transit customers about private entities actively participating in transit services (e.g., pass and ticket-sales outlets).

21.8 Concessions

21.8.1 Concession formats, quantity, and placement will be approved and controlled by the MTS Board of Directors.

21.8.2 Contracts for any concession format or related development will be awarded in accordance with existing MTS policies.

21.8.3 During hours of business, concessionaires will provide the public with transit information materials as directed and supplied by MTS or its designated representative.

21.8.4 Concession treatments/structures will be designed to complement the architecture of the transit centers/stations and the flavor of the

surrounding community. MTS plan specifications will be followed wherever applicable. Concession treatments/structures will be designed, constructed, and placed in accordance with all applicable local, state, and federal standards.

21.8.5 Concession treatments/structures will not impede vehicular or pedestrian traffic, will not restrict the visibility of directional signs and informational materials, and will not encroach on necessary sight lines.

21.8.6 Concessionaire contracts will include remittance to MTS on a monthly basis.

21.8.7 Any and all concession on-site signing and displays will be in accordance with existing MTS policies and subject to approval of the Chief Executive Officer.

21.9 Merchandise

21.9.1 Any and all system-related merchandise will be of the highest available quality and project a positive transit image.

21.9.2 Merchandise licensing agreements and royalty payments will be made in accordance with existing MTS policies.

21.10 Revenue

All revenue received from any form of advertising shall be accrued according to MTS policy and allocated during the annual budget process.

21.11 Contractor Services

MTS may engage contractor(s) services for the development, implementation, management, and maintenance of advertising, concessions, and/or merchandise programs in conformance with existing MTS Board of Directors policies and in the best interests of MTS.

LTresc/SChamp/JGarde
DEC10-09.12.AttA.POLICY 21.ABOEKAMP.doc
12/10/09

Attachment A – City of San Diego Advertising Policy

Original Policy approved on 5/9/83.
Policy revised on 6/6/85.
Policy revised on 7/9/87.
Policy revised on 6/23/88.
Policy revised on 3/22/90.
Policy revised on 3/14/91.
Policy revised on 4/9/92.
Policy revised on 5/12/94.
Policy revised on 8/11/94.

Policy revised on 6/22/95.
Policy revised on 3/27/97.
Policy revised on 6/11/98.
Policy revised on 2/22/01
Policy revised on 2/26/04.
Policy revised on 12/10/09.
Policy revised on 6/18/2015

ATTACHMENT A

MTS POLICY NO. 21

CITY OF SAN DIEGO
ADVERTISING POLICY

Subject:

ADVERTISING ON BUS STOP SHELTERS AND BENCHES

Background:

The City of San Diego (City) entered into a Memorandum of Understanding (MOU) with the Metropolitan Transit Development Board (MTS), adopted July 25, 1988, and amended February 25, 1991, and June 21, 1999, authorizing MTS to install bus stop shelters and bus benches in public rights-of-way in the City. Pursuant to the MOU, MTS contracted with third parties for the construction, installation, and maintenance of the bus stop shelters and benches. In exchange, MTS's contractors receive the proceeds from the sale of advertising space on the shelters and benches.

MTS regulated the content of the advertising placed on the bus stop shelters and benches according to its Policies and Procedures No. 21. After advertising containing a religious message was removed pursuant to that policy, valid concerns were raised that the policy may violate due process and first amendment rights governing public speech.

Purpose:

It is the intent of the City Council to establish a policy governing advertising on bus stop shelters and benches in the public rights-of-way within the City that will be included by amendment in the MOU between the City and MTS, and administered by MTS.

It is the further intent of the City Council to prohibit advertising on bus stop shelters and benches of alcoholic beverages, tobacco products, and firearms in recognition of the fact that many public transit patrons are minors, that possession of these products by minors is illegal and dangerous, and that advertising is a persuasive medium for encouraging the use of these products by minors.

This policy applies only to advertising space located in designated areas on bus stop shelters and benches, as described in the MOU between the City and MTS.

Policy:

Advertising on Bus Stop Shelters and Benches:

1. In its agreement with its advertising contractors, MTS shall reserve the right to reject any advertisement, commercial or noncommercial, which does not meet the standards set forth in this policy.

2. All advertising posted on bus stop shelters and benches must conform to the following criteria:

A. Defamatory Advertising. No advertising will be permitted that falsely disparages any person, product, or company, or that is likely to damage the reputation of any person, product, or company.

B. Advertising Condoning Criminal Conduct. No advertising will be permitted that is likely to incite or produce imminent unlawful activity.

C. Obscene Advertising. No advertising will be permitted that contains obscene matter or matter harmful to minors, as defined in California Penal Code Sections 311 and 313.

D. False Advertising. No advertisement will be permitted that contains false or grossly misleading information.

E. Alcohol, Tobacco, and Firearms. No advertisement will be permitted that promotes the sale of alcoholic beverages, tobacco or tobacco products, or firearms.

F. Existing Laws. All advertisements must conform to applicable federal, state, and local laws.

3. The City may make demand upon the Chief Executive Officer of MTS for the removal of any advertisement, commercial or noncommercial, that does not conform to this policy. Such demand shall be in writing and shall state reasonable grounds for the demand. MTS shall consider and act upon the demand in accordance with this policy.

SGreen/SChamp/JGarde
POLICY.21.REV GENERATE DISPLAY
AD CONCESSIONS & MERCHANDISE
7/13/06

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 9

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

JUNE 18, 2015

SUBJECT:

INVESTMENT REPORT – APRIL 2015

INFORMATIONAL ONLY

Budget Impact

None.

DISCUSSION:

Attachment A comprises a report of the San Diego Metropolitan Transit System (MTS) investments as of April 30, 2015. The combined total of all investments has increased month to month from $91.7 million to $96.8 million. This $5.1 million increase is attributable to a $3.5 million CNG rebate cash receipt, a $4.1 million Federal Transit Administration (FTA) cash receipt, and expenditures of $1.5 million in acquisition of capital assets, as well as normal timing differences in other payments and receipts.

The first column provides details about investments restricted for capital improvement projects and debt service. The debt service investments totaling $27.2 million are related to the 1995 lease and leaseback transactions. The funds restricted for debt service are structured investments with fixed returns that will not vary with market fluctuations if held to maturity. These investments are held in trust and will not be liquidated in advance of the scheduled maturities. These restricted funds will be liquidated to satisfy the outstanding debt obligation in full by the end of the calendar year 2015.

The second column, unrestricted investments, reports the working capital for MTS operations allowing payments for employee payroll and vendors' goods and services.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Investment Report for April 2015

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

San Diego Metropolitan Transit System
Investment Report
April 30, 2015

	Restricted	Unrestricted	Total	Average rate of return
Cash and Cash Equivalents				
JP Morgan Chase - concentration account	-	27,084,686	27,084,686	0.00%
Total Cash and Cash Equivalents	-	27,084,686	27,084,686	
Cash - Restricted for Capital Support				
US Bank - retention trust account	4,758,582	-	4,758,582	N/A *
San Diego County Investment Pool Proposition 1B TSGP grant funds	5,313,675	175,013	5,488,688	
Total Cash - Restricted for Capital Support	10,072,257	175,013	10,247,270	
Investments - Working Capital				
Local Agency Investment Fund (LAIF)	18,745,588	13,593,218	32,338,806	0.283%
Total Investments - Working Capital	18,745,588	13,593,218	32,338,806	
Investments - Restricted for Debt Service				
US Bank - Treasury Strips - market value (Par value $27,165,000)	27,157,626	-	27,157,626	
Total Investments Restricted for Debt Service	27,157,626	-	27,157,626	
Total cash and investments	**$ 55,975,471**	**$ 40,852,917**	**$ 96,828,388**	

N/A* - Per trust agreements, interest earned on retention account is allocated to trust beneficiary (contractor)

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 10

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

TROLLEY STATION MONUMENT SIGNS - CONTRACT AWARD

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors authorize the Chief Executive Officer (CEO) to execute Doc. No. PWL164.0-15 (in substantially the same format as Attachment A) with A Good Sign & Graphics Company for the procurement and installation of MTS Trolley station monument signs.

Budget Impact

The total value of this agreement will not exceed $408,232.00 and will be funded through the MTS Capital Improvement Program (CIP) project 11375-1000 (Green Line Monument Signs) for fiscal year 2016.

DISCUSSION:

MTS currently has 53 trolley stations throughout the Blue, Green and Orange Lines. The entire Blue Line and numerous stations on the Orange Line have been upgraded to the latest monument signs per the MTS Light Rail Transit (LRT) design criteria (see Attachment B for example). All stations on the Green Line, however, either have no signs or have signs that are out of date and require replacement.

This project will allow for the procurement and installation of the latest monument signs at up to thirteen (13) stations on the Green Line allowing for better visibility and information for MTS customers. The project includes all the necessary material, labor, and equipment to complete the installation of signage at these stations.

MTS Policy No. 52 (Procurement of Goods and Services) requires a formal competitive process for procurements of goods and services exceeding $100,000.

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

On March 6, 2015, MTS issued an Invitation for Bid (IFB). Three responsive and responsible proposals (A Good Sign & Graphics Company, Fluoresco Sign Company, and HMS Construction) were received on April 23, 2015 as follows:

FIRM	COST
A Good Sign & Graphics Company	***$408,232.00***
Fluoresco Sign Company	$518,724.32
HMS Construction Company	$658,176.60

After conducting a price analysis and reviewing all proposals received for responsiveness and responsibility, staff determined that A Good Sign & Graphics Company presented the best value to MTS.

Therefore, staff recommends that the Board of Directors authorize the CEO to execute MTS Doc. No. PWL164.0-15 with A Good Sign & Graphics Company for the procurement and installation of MTS Trolley station monument signs.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Draft MTS Doc. No.PWL164.0-15
B. Example picture of newly installed monument sign

ATTACHMENT A

DRAFT

PWL164.0-15
CONTRACT NUMBER

OPS 970.4
FILE/PO NUMBER(S)

STANDARD PROCUREMENT AGREEMENT
FOR
MTS TROLLEY STATION MONUMENT SIGNS

THIS AGREEMENT is entered into this _____ day of _____ 2015, in the state of California by and between San Diego Metropolitan Transit System ("MTS"), a California public agency, and the following contractor, hereinafter referred to as "Contractor":

Name: A Good Sign & Graphics Company

Address: 2110 South Susan Street
Santa Ana CA 92835

Form of Business: Corporation
(Corporation, Partnership, Sole Proprietor, etc.)

Telephone: 714 444-4466

Authorized person to sign contracts: Richard Abedi (Name) President (Title)

The attached Standard Conditions are part of this agreement. The Contractor agrees to furnish MTS services and materials, as follows:

Provide material, labor, supplies and all equipment necessary for the procurement, installation, Trolley Station Monument Signs, as specified in the Technical Specifications (attached as Exhibit A), the Bid Summary (attached as Exhibit B), and the Standard Procurement Conditions (attached as Exhibit C),.

The contract period of performance shall be from July 1, 2015 through June 30, 2016. The total amount of this contract with all options shall not exceed $408,232.00 including California sales tax and freight without prior written approval from MTS.

SAN DIEGO METROPOLITAN TRANSIT SYSTEM	CONTRACTOR AUTHORIZATION
By: _____ Paul C. Jablonski, Chief Executive Officer	Firm: _____
Approved as to form:	By: _____ Signature
By: _____ Office of General Counsel	Title: _____

AMOUNT ENCUMBERED	BUDGET ITEM	FISCAL YEAR
$ 408,232.00	11375-1000	FY 2016

By: _____
Chief Financial Officer

(_____ total pages, each bearing contract number)


MTS
Euclid
Avenue
Transit
Center
SPEED LIMIT
35

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 11

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

MERCHANT SERVICE PROVIDER - CONTRACT AWARD

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G1803.0-15 (in substantially the same format as Attachment A) with Elavon, Inc. (Elavon) for the provision of Compass Card (Compass) program merchant services.

Budget Impact

The value of this agreement will not exceed $3,330,417.84; with MTS's share of up to $2,601,888.94 and NCTD's share of up to $728,528.90. MTS's portion of the project will be funded as a net of revenues processed by the merchant service provider (MSP):

Fiscal Year	Budget Account	MSP Budget Amount	Estimated Pass Through Fees	MTS' Share *(est: 78% of transactions)*	NCTD Share *(est: 22% of transactions)*	TOTAL Budget
2016	530-59990	$ 48,324.00	$411,964.60	$359,600.47	$100,688.13	$460,288.60
2017	530-59990	49,264.80	416,084.25	363,553.94	101,795.10	465,349.05
2018	530-59990	50,224.42	420,245.09	367,554.30	102,915.21	470,469.51
2019	530-59990	51,203.22	424,447.54	371,602.16	104,048.60	475,650.76
2020	530-59990	52,201.61	428,692.02	375,698.14	105,195.48	480,893.63
2021	530-59990	53,219.96	432,978.94	379,842.89	106,356.01	486,198.90
2022	530-59990	54,258.68	437,308.72	384,037.04	107,530.37	491,567.40
	Total:	**$358,696.69**	**$2,971,721.15**	**$2,601,888.94**	**$728,528.90**	**$3,330,417.84**

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

The "pass through" costs are fees charged by the card providers, such as Visa and MasterCard, which all merchant service providers incur. MTS and NCTD will pay these fees to the merchant service provider at actual cost, with no mark-up. The estimates are based on the current fees MTS and NCTD are charged by the current merchant service provider, with a one percent (1%) increase per year.

DISCUSSION:

The San Diego Association of Governments (SANDAG) contracted with Cubic Transportation Systems, Inc. (Cubic) in December 2002 to provide an automatic fare collection system regionally branded as the Compass program. In June 2005, SANDAG entered into an agreement with Bank of America Merchant Services (BAMS) to process all customer electronic payment transactions. An additional merchant ID was added to the agreement in 2010. In July 2014, MTS took over the management of the regional Compass fare collection program from SANDAG. This included all relevant technology maintenance and support.

BAMS originally partnered with a third party processing platform, Total System Services, Inc. (TSYS), to act as an intermediary to interface between BAMS and the Cubic system. All debit and credit card transactions flow through TSYS which is compatible with the Cubic system currently in use at MTS.

In October 2014, BAMS informed MTS that they recommend converting customers from TSYS to a new processing platform (First Data, a BAMS joint venture) for processing electronic transactions. To implement this conversion, the new connection would require significant technical overhaul and capital investment by MTS to update the existing Cubic system interface. Cubic has indicated that these changes would require a minimum of nine months of implementation after a contract is finalized. Due to the high cost and long timeline for conversion to another processing platform, MTS decided to formally procure for a new merchant service provider using the existing TSYS platform.

MTS Policy No. 52 (Procurement of Goods and Services) requires a formal competitive process for procurements of goods and services exceeding $100,000.

On March 9, 2015, MTS issued a Request for Proposals for merchant service providers. Three responsive and responsible proposals were received on April 2, 2015 from BAMS, Chase Paymentech, and Elavon. After interviews and clarification was received on April 29, 2015, the three proposers submitted Best and Final Offers (BAFO) on May 8, 2015, as follows:

FIRM	MTS	NCTD	TOTAL COST
Elavon	**$279,783.42**	**$78,913.27**	**$358,696.69**
Chase Paymentech	$835,018.71	$235,518.10	$1,070,536.81
BAMS	$2,189,737.13	$617,618.16	$2,807,355.29

After conducting a price analysis and reviewing all proposals received for responsiveness and responsibility, staff determined that Elavon presented the best value to MTS.

Therefore, staff recommends that the Board of Directors authorize the CEO to execute MTS Doc. No. G1803.0-15 with Elavon for the provision of merchant services.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachments: A. Draft MTS Doc. No. G1803.0-15

ATTACHMENT A

STANDARD SERVICES AGREEMENT FOR MERCHANT SERVICE PROVIDER

G1803.0-15
CONTRACT NUMBER

FILE/PO NUMBER(S)

THIS AGREEMENT is entered into this _____ day of _____ 2015, in the State of California by and between San Diego Metropolitan Transit System ("MTS"), a California public agency, and the following, hereinafter referred to as "Contractor":

Name: Elavon, Inc.

Address: Two Concourse Parkway, Suite 800, Atlanta, GA 30328

Form of Business: Corporation
(Corporation, partnership, sole proprietor, etc.)

Telephone: (800) 226-9332

Authorized person to sign contracts: Ian Drysdale (Name) EVP (Title)

The attached Standard Conditions are part of this Agreement. The Contractor agrees to furnish to MTS services and materials, as follows:

Merchant Service Provider, as specified in the Scope of Work (attached as Exhibit A), the Proposal (attached as Exhibit B), and in accordance with the Standard Services Agreement, including the Standard Conditions Services (attached as Exhibit C), and the Federal Requirements (attached as Exhibits D).

Total contract amount shall not exceed $ 3,330,417.84.

SAN DIEGO METROPOLITAN TRANSIT SYSTEM	CONTRACTOR AUTHORIZATION
By: _____ Chief Executive Officer	Firm: _____
Approved as to form:	By: _____ Signature
By: _____ Office of General Counsel	Title: _____

AMOUNT ENCUMBERED	BUDGET ITEM	FISCAL YEAR
$3,330,417.84	530-59990	FY 16 - 22

By: _____
Chief Financial Officer — Date

(___ total pages, each bearing contract number)

SA-SERVICES REVISED (REV 2-15)
DATE

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 12

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

JUNE 18, 2015

SUBJECT:

REGIONAL TRANSPORTATION MANAGEMENT SYSTEM BACK OFFICE UPGRADE AND CONTRACT BUS FLEET EXPANSION AGREEMENT - CONTRACT AMENDMENT

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors authorize the Chief Executive Officer (CEO) to execute Amendment No. 3 to MTS Doc. No. G1544.0-13 (in substantially the same format as Attachment A) with Xerox Transport Solutions, Inc., on a sole source basis, for the installation of Automated Vehicle Announcements on an additional 299 vehicles with the existing Regional Transit Management System (RTMS).

Budget Impact

The value of this amendment will not exceed $1,493,363.00, and will be funded through the fiscal year (FY) 16 Capital Improvement Program project number 11564. The revised total cost of the contract, including all amendments, will be $12,835,596.25.

DISCUSSION:

MTS uses RTMS to manage its buses in daily transit operations. Xerox Transport Solutions, Inc. (Xerox) provides the vehicle hardware and software to manage RTMS. The current system was installed on all of San Diego Transit Corporation's (SDTC) fleet of buses ten years ago and is still in place today.

Automated Vehicle Announcement (AVA) systems improve the consistency and quality of service to all customers and particularly for passengers with disabilities. They provide automatic audio and visual announcements inside and outside buses that let passengers know what stop will be served next and the bus destination, as well as providing safety and public relations announcements.

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

In December 2013, the Board authorized the award of a sole-source agreement to ACS Transport Solutions (ACS) providing service and materials for the upgrade and expansion of RTMS. This sole source agreement was necessary to ensure that continuous uniformity, compatibility, and total synergy among the various equipment and software processes that are inherent in the MTS RTMS system from its original installation are maintained. The original equipment, supplies, and software were provided by ACS. ACS was acquired by Xerox Corporation and is now doing business as Xerox.

The original agreement covered new installation of RTMS and AVA on 298 revenue and non-revenue vehicles. More recently, staff determined the need to add AVA capabilities to an additional 299 vehicles already installed with RTMS. This proposed contract amendment to MTS Doc. No. G1544.0-13 will add the same AVA capability provided on the newer fleet of vehicles to the older fleet of vehicles.

With the Xerox AVA system installed on all MTS fixed route buses, the same back end recording system, announcement distribution system, voice licensing costs, and many other features can be used by the entire fleet to achieve full standardization and elimination of the cost of purchasing and maintaining multiple systems and services to handle AVA needs.

An analysis of the pricing was undertaken and it was found to be within range of the Independent Cost Estimate for the project. Based on this analysis, staff determined that Xerox's costs were fair and reasonable.

Based on the above, staff recommends that the Board of Directors authorize the CEO to execute MTS Doc. No. G1544.3-13 with Xerox for the addition of AVA capabilities to the existing MTS fleet of 299 vehicles.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachments: A. Draft MTS Doc. No. G1544.3-13

June 18, 2015

MTS Doc. No. G1544.3-13

Mr. Michael M. Davis,
Sr. Vice President and Managing Director
Xerox Transport Solutions, Inc.
7160 Riverwood Drive
Columbia, MD 21046

Subject: AMENDMENT NO. 3 TO MTS DOC. NO. G1544.0-13 RTMS UPGRADE AND SOUTHBAY EXPANSION

Mr. Davis:

In reference to MTS Doc. No. G1544.0-13, MTS amends the Agreement to incorporate the following changes:

Technical Scope:

The following scope is added from incorporating Attachment A (see attached) into this Amendment No. 3:

- Add Automated Vehicle Announcements (AVA) to 252 existing SDTC and East County buses with the original RTMS system
- To provide an option to add the audio announcements to 47 vehicle with existing signs from Clever devices

As a result of this amendment, the contract value has increased by $1,493,363.00 from $11,342,233.25 to. $12,835,596.25.

All other terms and conditions remain unchanged. If you agree with the above, please sign below, and return the document marked "Original" to the Contracts Administrator at MTS. The other copy is for your records.

Sincerely,

Paul C. Jablonski
Chief Executive Officer

Agreed:

_____
Michael M. Davis, Sr. V.P. and Managing Director
Xerox Transport Solutions, Inc.

Date: _____

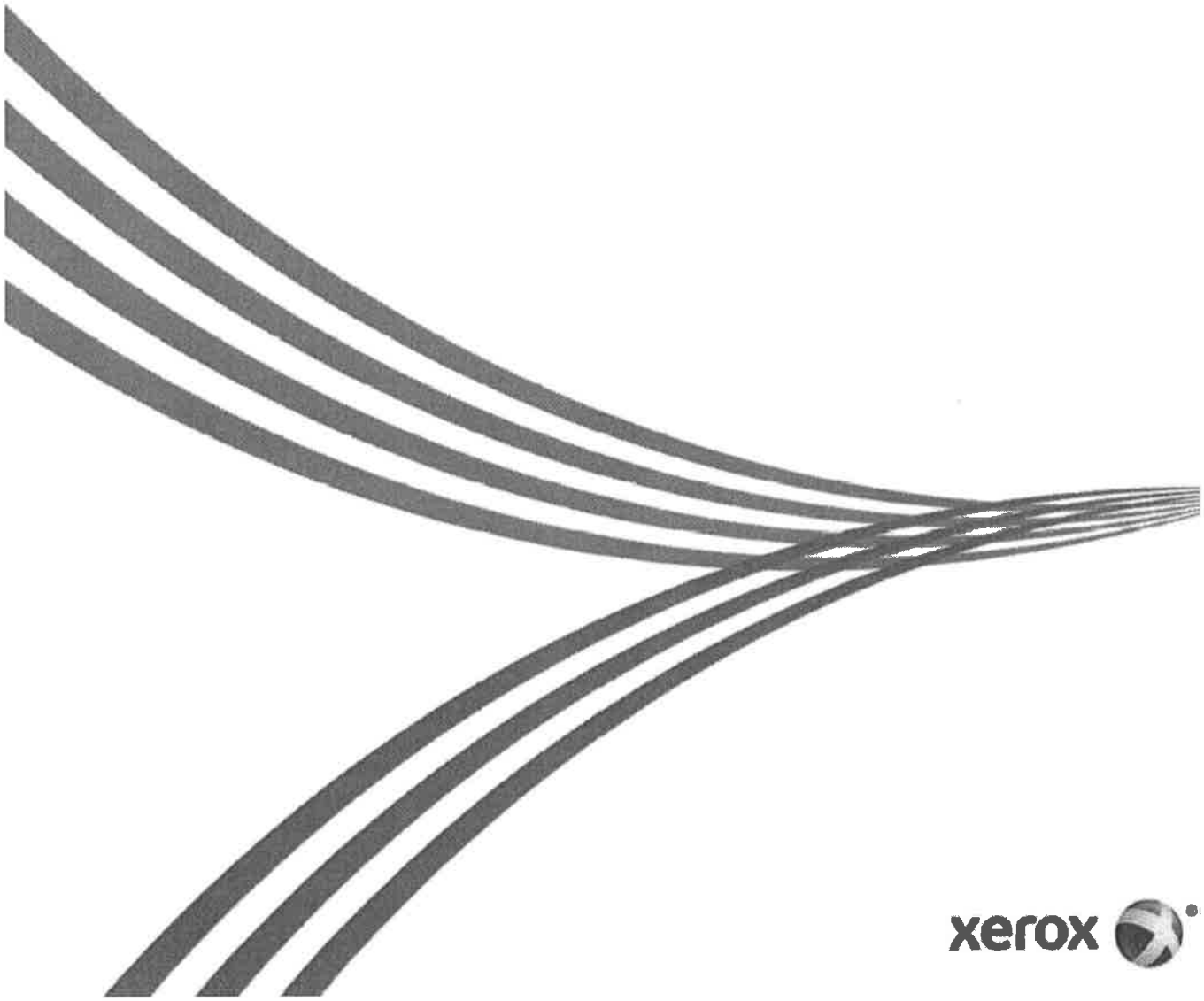
ATTACHMENT A

Automated Vehicle Annunciation (AVA) Equipment

San Diego Metropolitan Transit System (MTS)

Technical and Price Proposal

May 26, 2015



xerox

Contacts

Prepared for:

Name:	Devin Braun
Position:	Program Manager San Diego Metropolitan Transit System
Telephone:	(619) 446-4041
Email:	devin.braun@sdmts.com

Prepared by:

Name:	David Corbin
Position:	Senior Account Executive
Telephone:	(480) 599-1421
Fax:	443.259.7010
Email:	David.Corbin@xerox.com

The contents of this document are considered to be Xerox Transport Solutions, Inc. private data and are provided for the exclusive use of San Diego MTS. The contents herein may not be reproduced without the specific written permission of Xerox Transport Solutions, Inc. **This document is for informational purposes only and does not constitute a contract or an offer to contract.**

1.0 Introduction

Xerox Transport Solutions, Inc. is pleased to provide San Diego Metropolitan Transit System (MTS) with our Technical and Cost Proposal to provide Automated Vehicle Annunciation (AVA) Equipment services.

2.0 Scope of Work

MTS has requested Xerox to provide Automated Vehicle Annunciation (AVA) solution that includes equipment and installation services for 252 additional vehicles at the IAD and Kearny Mesa Garages that are not covered under the current G1544.0-13 Contract between Xerox and MTS for the RTMS Upgrade and SouthBay Expansion project (the "CAD/AVL Upgrade Contract"). The breakdown of bus types and quantity is as follows in the below Exhibit 1 table. MTS has confirmed that these 252 buses have Xerox base equipment installed in them.

Exhibit 1. Bus Type and Quantity

Length	Quantity
35-foot	12
40-foot	201
60-foot	39
Total	**252**

2.1. Equipment

Xerox will be procuring the AVA signs, amplifiers, microphones, as well as mounting and cabling equipment for the AVA system, plus 5% spares. Please see Attachment A for a complete Bill of Materials for each bus type.

Xerox will provide a software upgrade to the existing software for the OrbGuides in order to add a configuration to support the new equipment. Xerox will also provide an update/patch to IVU-3100 with the appropriate configuration files along with a few subsystems files upgrades; specifically DR.exe, NAnnunciatorSubsystem and NRouteScheduleAdherenceSubsystem.

2.2. Services

As described in the accompanying Xerox Technical Proposal, Xerox will provide services to create the initial AVA image and install the new AVA equipment, these include:

© 2014 Xerox Transport Solutions, Inc.

- Program Management Oversight
- AVA Requirements Analysis
- Creation of initial AVA image and Vehicle Catalogue update
- System Design and Development
- Testing and Verification
- Installation and Deployment
- 1 year Warranty

2.3. Assumptions

Xerox has made the following assumptions in the preparation of this proposal:

- The 252 buses have IVU3100 and OrbGuides that were previously installed by ACS/Xerox.
- Software deployment will be mostly remote.
- An initial AVA image will be created as part of this effort since this represents, an expansion of the fleet utilizing AVA. However, only three (3) routes will be validated by Xerox as part of the base pricing
- Validation of functionality in the lab is sufficient for fielding;
- BiBs from the existing RTMS CAD/AVL Upgrade Contract will be used for testing in the Xerox lab environment.
- No additional features, or controls, aside from AVA functionality are included in this quote.
- The new software will be used with the new Fixed-end that is currently in progress under the RTMS Upgrade project for this proposal.
- The solution provided in this proposal will be scheduled immediately after the existing installation under the CAD/AVL Upgrade Contract so that the schedule on the existing CAD/AVL Upgrade Contact is not affected.
- Given the subjective nature of announcement timing, a maximum of three AVA image adjustments will be allowable.
- There will be no extension to the current performance bond under the RTMS CAD/AVL Upgrade Contract nor will a new performance bond be put in place for this scope of work.
- Please note that this pricing is conditioned on the assumption that there will be a separate AVA image for each of your operational units (Imperial Avenue and Kearny Mesa).

© 2014 Xerox Transport Solutions, Inc.

3.0 Project Plan

3.1. Project Oversight

Xerox will provide a primary point of contract for this project. Xerox PMO utilizes a well-defined methodology to manage this scope of work for MTS. Key elements of our plan for MTS include:

- Organization and Resource Management
- Scope Management
- Schedule Management
- Cost Management
- Communications Management
- Procurement Management
- Quality Management
- Risk Management

3.1.1. Schedule Overview

Design, Development, Testing and validation of the initial AVA image will begin following the acceptance by MTS of the AVA image associated with the current RTMS Upgrade and SouthBay Expansion project. The efforts associated with design, development through validation and revisions are anticipated to take approximately 5 to 6 months based upon MTS availability for validation. Only those stops/announcements associated with the additional service will be validated.

3.2. Requirements & Design

Xerox and MTS want to achieve a clear, jointly-agreed-upon understanding early in the program and reinforce/reconfirm this understanding as the program proceeds its life cycle from requirements confirmation through design and test. To achieve this objective, Xerox proposes 1-2 day design meetings onsite to review and gain a common understanding of the baseline requirements and functionality. Xerox will work with MTS to create an initial AVA image based on the cleaned schedule data provided by MTS and verify it in the lab. We have also provided two options for MTS's consideration:

- MTS to provide field verification and Xerox updates images or provides guidance and training to MTS to update.

There will be discussions required with MTS to handle the two images separately (Contract fleet vs. IAD/MESA) or have a combined image for both type. This will be discussed during the requirement analysis phase.

3.3. Test

A similar test approach will be adopted for verification of the new image as the current upgrade project. AVA appendix from the Test Plan provided to MTS under the RTMS upgrade project will be utilized for testing and verification purposes.

Testing includes:

© 2014 Xerox Transport Solutions, Inc.

- Lab Testing relevant to AVA verification with new fixed end.
- Field Performance Test (infrastructure and limited number of buses)

The test program verifies the functionality, performance, and operation at the device level, subsystem level, and system level and verifies the ability of the system to operate in the MTS operating environment. The MTS system is fully staged at the Xerox facility in Columbia, Maryland and the Lab Test is performed at this facility. The Field Performance Test will be performed at the MTS facility in San Diego.

3.4. Installation and Deployment

During the design meeting, Xerox will work with MTS to evaluate each type of bus and determine the ideal installation location for the AVA signs, PA Amps etc… During this phase, all design details (e.g. drawings), relevant for the installation, together with full scale units will be provided. To instruct installation personnel, Xerox will provide drawings showing the proposed and agreed upon installation locations.

During the installation, Xerox will install the bus equipment per the design documents. The Vehicle Catalog will be updated for each vehicle brought online in order to download the AVA image and verify that the installation was successful.

Xerox will ensure that the installation passed all of the QA checks and received the approval of the agency. The workmanship will be assessed and a functional test will also be executed on each bus. Xerox will also monitor the training of the installers and intervene as deemed appropriate in order to maintain a high level of quality. All of the components will be inventoried and checked before installation and Xerox will maintain the equipment inventory throughout the process. Particularly, Xerox will maintain the inventory of equipment being installed in each bus.

3.5. Warranty

Xerox will provide a one year warranty on hardware and software which includes:

- Equipment Warranty Support-ship, repair, return
- Software warranty

3.6. Option for 47 Additional Buses

Xerox will configure the 47 vehicles to interface with the existing OrbCAD IVU-3100 instead of the Clever AVA System. The first step is the removal of the Clever AVA Processor. Xerox will make every effort to use the existing wires used by the Clever device to interface to the speakers, AGS microphone, driver microphone, internal signs, door switches, and stop request signals. If existing wires are not able to be used, then the price will be adjusted accordingly.

Installation of a new amplifier is the only new hardware required for this installation. The IVU-3100 will be connected to the amplifier, internal signs, door switches, and stop request signal(s). The amplifier will be connected to the AGC microphone, driver microphone, and the internal & external speakers.

© 2014 Xerox Transport Solutions, Inc.

Following the equipment installation, the IVU-3100 will be updated with the same build and the AVA image being used on the rest of the fleet. Completion of the installation will consist of a test of the internal and external announcements, stop requests, and signage.

4.0 Price

The proposed price for the goods and services described in this proposal are detailed in the Exhibit 2 and Exhibit 3 tables below:

Exhibit 2. Base Cost for 252 additional vehicles

Description	Total Price
Base Costs for AVA on 252 vehicles as described in SOW	
Parts List	$779,256
3rd Party Installation	$194,133
Internal Development and Support	$257,255
PMO & Other Administrative Services	$72,223
SubTotal Price for offered services	*$1,302,867*
Applicable Taxes	$61,442
Grand Total Price for offered services	*$1,364,310*

Exhibit 3. Option Price

Description	Total Price
Option: AVA on additional 47 buses, see Section 3.6	$126,649
Total Price for optional services	**$126,649**

© 2014 Xerox Transport Solutions, Inc.

4.1. Payment Milestones

Exhibit 4 details the expected payment milestones.

Exhibit 4. Payment Milestones

Milestone	Percentage
NTP	10%
Delivery of equipment to MTS	40%
Completion of 60% of the vehicle fleet	20%
Completion of the remaining vehicle fleet	30%

4.2. Pricing Notes

- There is no performance bond included in this bid.
- Parts List pricing includes 5% spares
- Optional pricing does not include tax
- Pricing valid for 90 days from the date of this proposal.

5.0 Terms and Conditions

This quote and all Work specified herein is subject to mutually agreed upon terms and conditions.

© 2014 Xerox Transport Solutions, Inc.

Attachment A: Bill of Materials per Bus

Xerox will provide the following equipment for the quantities of each bus type, as well as 5% spare equipment.

QTY	DESCRIPTION
12	Thirty-Five Foot Buses
1	Sunrise Single Line Sign
1	Amplifier, PA Annunciate
1	Microphone, Audio Gain
1	PA Mounting Plate
1	Bracket, Sign Mounting, Ceiling, Single Line, Sunrise
1	Cover, Next Stop Sign, Angled
1	Cable Assembly, IVU to AVA PA Amp, W02 (SPLIT LOOM)
1	Cable Assembly PA Amp to Speaker Select SW W08A Split Loom
1	Cable Assembly, PA Amp to AGC Microphone, W08B (SPLIT LOOM)
1	Cable Assembly, Extension, External Speaker (Split Loom)
1	Cable Assembly, Extension Internal Speaker (Split Loom)
1	Cable Assembly, SpeakEasy 2 Interface w/relay plate
1	Cable Assembly, AVA Sign to J1708 VAN, W16A (Split Loom)
1	Cable Assembly, +12v Power to PA Amp, W102 (Split Loom)
201	Forty Foot Buses
2	Sunrise Single Line Sign
1	Amplifier, PA Annunciate
1	Microphone, Audio Gain
1	PA Mounting Plate
2	Bracket, Sign Mounting, Ceiling, Single Line, Sunrise
2	Cover, Next Stop Sign, Angled
1	Cable Assembly, IVU to AVA PA Amp, W02 (SPLIT LOOM)
1	Cable Assembly PA Amp to Speaker Select SW W08A Split Loom
2	Cable Assembly, PA Amp to AGC Microphone, W08B (SPLIT LOOM)

© 2014 Xerox Transport Solutions, Inc.

1	Cable Assembly, Extension, External Speaker (Split Loom)
2	Cable Assembly, Extension Internal Speaker (Split Loom)
1	Cable Assembly, SpeakEasy 2 Interface w/relay plate
3	Cable Assembly, AVA Sign to J1708 VAN, W16A (Split Loom)
1	Cable Assembly, +12v Power to PA Amp, W102 (Split Loom)
26	Sixty Foot Buses (Existing Vehicles)
2	Sunrise Single Line Sign
1	Amplifier, PA Annunciate
1	Microphone, Audio Gain
1	PA Mounting Plate
2	Bracket, Sign Mounting, Ceiling, Single Line, Sunrise
2	Cover, Next Stop Sign, Angled
1	Cable Assembly, IVU to AVA PA Amp, W02 (SPLIT LOOM)
1	Cable Assembly PA Amp to Speaker Select SW W08A Split Loom
2	Cable Assembly, PA Amp to AGC Microphone, W08B (SPLIT LOOM)
1	Cable Assembly, Extension, External Speaker (Split Loom)
2	Cable Assembly, Extension Internal Speaker (Split Loom)
1	Cable Assembly, SpeakEasy 2 Interface w/relay plate
3	Cable Assembly, AVA Sign to J1708 VAN, W16A (Split Loom)
1	Cable Assembly, +12v Power to PA Amp, W102 (Split Loom)
13	Sixty Foot Buses (New Vehicles)
0	Sunrise Single Line Sign
1	Amplifier, PA Annunciate
1	Microphone, Audio Gain
1	PA Mounting Plate
0	Bracket, Sign Mounting, Ceiling, Single Line, Sunrise
2	Cover, Next Stop Sign, Angled
1	Cable Assembly, IVU to AVA PA Amp, W02 (SPLIT LOOM)
1	Cable Assembly PA Amp to Speaker Select SW W08A Split Loom

© 2014 Xerox Transport Solutions, Inc.

2	Cable Assembly, PA Amp to AGC Microphone, W08B (SPLIT LOOM)
1	Cable Assembly, Extension, External Speaker (Split Loom)
2	Cable Assembly, Extension Internal Speaker (Split Loom)
1	Cable Assembly, SpeakEasy 2 Interface w/relay plate
3	Cable Assembly, AVA Sign to J1708 VAN, W16A (Split Loom)
1	Cable Assembly, +12v Power to PA Amp, W102 (Split Loom)

© 2014 Xerox Transport Solutions, Inc.

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 13

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

TAKE ONE NOTICES PRINTING AND DELIVERY SERVICES - EXERCISE CONTRACT OPTION YEARS

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors authorize the Chief Executive Officer (CEO) to execute Amendment No. 1 to MTS Doc. No. G1298.0-10 (in substantially the same format as Attachment A) with AAA Printing Company (AAA) to exercise option years one and two for Take One Notices printing and delivery services.

Budget Impact

No additional funding is requested as the current contract has enough capacity to cover both option years which will be funded through the Planning operations budget under 451-53740. Total value of this contract shall remain at the original amount of $631,456.33.

DISCUSSION:

MTS provides Take One notices to place onboard buses and trolleys approximately six (6) to ten (10) times per year. These flyers serve as announcements for any upcoming service changes, special events, public hearings and other information of passenger interest. Because of its wide distribution, these notices remain one of the primary methods of communicating significant information to our passengers.

MTS Contract No. G1298.0-10 was awarded through a competitive procurement in July 2010 to AAA for a five-year base period with two 1-year options to provide printing and delivery services for Take One notices.

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

Therefore, staff recommends authorization for the CEO to execute MTS Doc. No. G1298.1-10 to exercise option years one and two for Take One notices printing and delivery services.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Draft MTS Doc. No. G1298.1-10

April xx, 2015

MTS Doc. No. G1298.1-10
MKPC 640

AAA Printing Company
Mr. David Bueltel
Owner
1315 Broadway
El Cajon, CA 92021

Dear Mr. Bueltel:

Subject: AMENDMENT NO. 1 TO MTS DOC. NO. G1298.0-10; PRINTING AND DELIVERY SERVICES FOR "TAKE ONE" NOTICES – EXERCISE OPTION YEARS

This shall serve as Amendment No. 1 to our agreement for the printing and delivery services for Take One notices as further described below.

STATEMENT OF WORK

Pursuant to the scope or work of MTS IFB No. G1298.0-10 for Printing and Delivery Services for "Take One" Notices, the San Diego Metropolitan Transit System (MTS) shall exercise both Option Years One and Two.

AAA Printing shall continue to provide printing & delivery services for Take One notices in accordance with the terms and conditions of the original contract.

SCHEDULE

The Option Year One coverage period shall be effective July 1, 2015 through June 30, 2016. The Option Year Two coverage period shall be effective July 1, 2016 through June 30, 2017.

PAYMENT

The not-to-exceed value of this contract shall remain unchanged.

Please sign and return the copy marked "original" to the Contracts Specialist at MTS. All other terms and conditions shall remain the same and in effect. Retain the other copy for your records.

Sincerely,

Paul C. Jablonski
Chief Executive Officer

APRIL2015 G1298.1-10.AAA.doc

Agreed:

_____
David Bueltel
AAA Printing Co.

Date: _____

Cc: D. Desmond, J. Andrews, L. Peters, C. Aquino, Procurement file

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 14

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

MOTOROLA REGIONAL TRANSIT MANAGEMENT SYSTEM ANNUAL MAINTENANCE AND SUPPORT SERVICES – CONTRACT AMENDMENT

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors authorize the Chief Executive Officer (CEO) to:

1) execute MTS Doc. No. G0867.16-03 (in substantially the same format as Attachment A) with Motorola, Inc. (Motorola) to extend the Regional Transit Management System (RTMS) annual maintenance and support period from July 1, 2015 through June 30, 2016; and

2) execute MTS Doc. No. G0868.10-03 (in substantially the same format as Attachment B) with North County Transit District (NCTD) for a Funds Transfer Agreement.

Budget Impact

MTS Doc. No. G0867.16-03 with Motorola (Attachment A) will not exceed $988,784.95 and will be funded by the annual Information Technology operating budget (661-53910). The total adjusted cost of the contract, inclusive of all amendments, will not exceed $27,422,618.45.

MTS Doc. No. G0868.10-03, a Funds Transfer Agreement with NCTD (Attachment B), will authorize invoicing to NCTD for their cost-sharing allocation of fiscal year 2015 annual maintenance and support services in the amount of $373,352.73.

The total net MTS cost of Amendment No. G0867.16-03 will not exceed $615,432.22, due to the NCTD cost-sharing allocation.

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

DISCUSSION:

RTMS is a sophisticated vehicle-tracking and communications system that provides performance and security/safety monitoring of transit vehicles. RTMS is currently being used to support operations of San Diego Transit Corporation (SDTC) and NCTD fixed-route services. The system was deployed through a contract with Motorola, and went into full operation in December 2006. Motorola provides maintenance and support services for the back office computer equipment and software for RTMS.

In December 2013, the Board authorized an award to ACS Transport Solutions (now Xerox) for services and materials for the expansion of the RTMS to an additional 298 revenue and nonrevenue vehicles. The estimated completion of the upgrade and expansion is currently August 2015, therefore, an extension of the existing support and maintenance contract is necessary.

Attachment A will extend the Motorola system maintenance and support contract to cover the period from July 1, 2015 through June 30, 2016. The cost of the maintenance and support contract will be shared by MTS and NCTD as outlined in the Funds Transfer Agreement (Attachment B).

As part of the original contract award, MTS and NCTD executed a Funds Transfer Agreement. This cost-sharing agreement provides the ability for NCTD to reimburse MTS for NCTD related costs pertaining to services provided by Motorola. The cost allocation is based on the number of vehicles each Agency operates that utilizes the RTMS system.

Therefore, staff recommends that the Board of Directors authorize the CEO to execute MTS Doc. No. G0867.16-03 with Motorola to extend the RTMS annual maintenance and support; and MTS Doc. No. G0868.10-03 with NCTD for a Funds Transfer Agreement.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachments: A. Draft MTS Doc. No. G0867.16-03
B. Draft MTS Funds Transfer Agreement No. G0868.10-03

DRAFT

June 19, 2015

MTS Doc. No. G0867.16-03

Mr. Mark Schmidl, Vice President
Motorola Solutions Sales and Services, Inc.
6450 Sequence Drive
San Diego, CA 92121

Dear Mr. Schmidl:

Subject: AMENDMENT NO. 16 TO MTS DOC. NO. G0867.0-03; EXERCISE OPTION YEAR OF REGIONAL TRANSIT MANAGEMENT SYSTEM

This letter will serve as formal notification that MTS has chosen to exercise Option Year 07/01/15 to 06/30/16 as detailed in Motorola's Post-Warranty Maintenance Pricing Summary (See Exhibit A).

The following table lists the current value of the contract inclusive of previous amendments.

CONTRACT AMENDMENTS	AMOUNT
Initial Contract	$19,176,856.00
Amendment No. 1	$10,336.00
Amendment No. 2	$678,384.00
Amendment No. 3	$99,712.00
Amendment No. 4	$119,461.50
Amendment No. 5	$702,711.00
Amendment No. 6	$0.00
Amendment No. 7	$544,802.00
Amendment No. 8	$737,846.52
Amendment No. 9	$25,466.51
Amendment No. 10	$774,738.88
Amendment No. 11	$57,337.00
Amendment No. 12	$406,737.48
Amendment No. 13	$1,260,887.52
Amendment No. 14	$896,857.09
Amendment No. 15	$941,700.00
Amendment No. 16	***$988,784.95***
Contract Total	**$27,422,618.45**

As a result of this Amendment, the total contract price has increased by $988,784.95 from $26,433,833.50 to $27,422,618.45.

All other terms and conditions remain unchanged. If you agree with the above, please sign below and return the document marked "original" to the Contracts Specialist at MTS. The other copy is for your records.

Sincerely,

Paul C. Jablonski
Chief Executive Officer

Accepted:

_____
Mark Schmidl
Motorola Solutions Sales and Services, Inc.

Date: _____

Exhibit: A. Motorola Post Warranty Maintenance Pricing Summary

Exhibit A
Motorola Post Warranty Maintenance Pricing Summary

MTDB Optional Post-Warranty Maintenance Pricing Summary (per BAFO)

	01/01/08 to 06/30/08	07/01/08 to 06/30/09	07/01/09 to 06/30/10	07/01/10 to 06/30/11
Vehicle Subscriber Support				
Metro Transit (based on 275 units)	$61,875	$123,750	$129,937.50	$136,434.38
North County Transit (based on 177 units)	$39,825	$79,650	$83,632.50	$87,814.13
Dispatch and Radio Network Support	$63,830	$127,660	$134,043.00	$140,745.15
Orbital Software Support	$185,825.50	$371,651.00	$390,233.55	$409,745.23
Maintenance Totals	$351,355.50	$702,711.00	$737,846.55	$774,738.88

07/01/11 to 06/30/12	07/01/12 to 06/30/13	07/01/13 to 06/30/14	07/01/14 to 06/30/15	07/01/15 to 06/30/16
$143,256.09	$150,418.90	$157,939.84	$165,836.84	$174,128.68
$92,204.83	$96,815.07	$101,655.83	$106,738.62	$112,075.55
$147,782.41	$155,171.53	$162,930.10	$171,076.61	$179,630.44
$430,232.49	$451,744.11	$474,331.32	$498,047.88	$522,950.28
$813,475.82	$854,149.61	$896,857.09	$941,699.95	$988,784.95

10 Year Maintenance per BAFO assumes the indicated number of subscribers and original infrastructure.
Additional equipment will affect this matrix pricing per the add amount from the BAFO.

DRAFT

June 18, 2015

MTS Doc. No. G0868.10-03

Mr. Matthew Tucker
Executive Director
North County Transit District
810 Mission Avenue
Oceanside, CA 92054

Dear Mr. Tucker:

Subject: AMENDMENT NO. 10 TO MTS DOC. NO. G0868.0-03 - FUNDS TRANSFER AGREEMENT

The Metropolitan Transit System (MTS) and North County Transit District (NCTD) hereby agree to amend the Funds Transfer Agreement for Regional Transit Management System (MTS Doc. No. G0868.0-03) per the following:

NCTD agrees to reimburse MTS for an amount not to exceed $373,352.73 for costs pertaining to services provided by Motorola, Inc. (Motorola) under Amendment No. 16 (MTS Doc No. G0867.16-03).

Detail
On behalf of NCTD, MTS executed an amendment to the Motorola contract for continued maintenance services of the Regional Transit Management System. The amendment includes services and/or equipment for both NCTD and MTS, as noted in the attached amendment letter to Motorola. Listed below is an abbreviated table identifying those specific elements and costs pertaining to NCTD.

Amendment	Cost
Original Contract	$7,260,730.00
Amendment 1	$ 137,901.00
Amendment 2	$ 122,857.50
Funds Transfer Agreement - Amendment 3	$279,431.00
Funds Transfer Agreement - Amendment 4	$274,553.00
Funds Transfer Agreement – Amendment 5	$296,580.00
Funds Transfer Agreement – Amendment 6	$158,384.00
Funds Transfer Agreement – Amendment 7	$485,446.00
Funds Transfer Agreement – Amendment 8	$345,359.00
Funds Transfer Agreement – Amendment 9	$357,852.00
Funds Transfer Agreement – Amendment 10	$373,352.73
Adjusted Contract Amount	$10,092,446.23

The total cost of the Motorola Service Agreement for the period of July 1, 2015 through June 30, 2016 is $988,784.95 with NCTD's cost share of $373,352.73 and MTS's cost share of $615,432.22.

As a result of this Amendment, NCTD's total obligation under the Funds Transfer Agreement will increase by $373,352.73 from to $9,719,093.50 to $10,092,446.23

DRAFT

All other conditions remain unchanged and in effect. If you agree with the above, please sign below and return the document marked "original" to Contracts Specialist at MTS. The other copy is for your records.

Sincerely,

Paul C. Jablonski
Chief Executive Officer

Accepted:

_____
Matthew Tucker
Executive Director

Date: _____

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 15

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

SOFTCHOICE MICROSOFT ENTERPRISE AGREEMENT - CONTRACT AMENDMENT

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors:

1) Ratify MTS Doc. No. G1477.1-12 (Attachment A) with Softchoice for the purchase of Microsoft Enterprise Agreement Licensing, which was previously executed pursuant to the Chief Executive Officer's (CEO) authority; and

2) Authorize the CEO to execute Amendment No. 2 (in substantially the same format as Attachment B) with Softchoice for additional Microsoft Enterprise Agreement Licensing for the remaining license period.

Budget Impact

The additional proceeds required for additional Microsoft Enterprise Agreement Licensing totals $807,141.97 ($48,289.59 ratifying Amendment 1 and $758,852.38 executing Amendment 2). This will increase the total value with Softchoice to $1,170,316.32. The project will be funded through the fiscal years 2015 - 2017 budget accounts as follows:

Functional Area	*Contract G1477.0-12*	*Fiscal Year*	*Budget Account*		*Total*
IT Operations	Original	2013	661-53910		$ 363,174.35
RTMS Expansion	Amendment 1	2014	11290		48,289.59
IT Operations	Amendment 2	2015	661-53910	$663,852.38	
RTMS Expansion	Amendment 2	2015	11290	95,000.00	$ 758,852.38
Grand Total Contract					$ 1,170,316.32

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

DISCUSSION:

In June 2012, MTS awarded a five-year agreement to Softchoice for Microsoft Enterprise Agreement Licensing under the County of Riverside Agreement. The County of Riverside Agreement was awarded through a formal competitive bid process and was specifically developed for the use of public/governmental agencies to reap the best pricing benefit based on the total volumes of Microsoft licenses for the numerous agencies that are party to the County of Riverside Agreement. This Agreement provides MTS users with Microsoft software upgrade, maintenance, and support services.

Amendment No. 1

In July 2014, an amendment for an increase of $48,289.59 for the purchase of additional Microsoft Enterprise licensing for the Regional Transportation Management System (RTMS) expansion project was executed pursuant to the CEO's authority.

Amendment No. 2

An analysis by our Information Technology department of existing and utilized Microsoft licenses has revealed that MTS is using more licenses than originally contracted. Several factors contributed to this imbalance including an increase in MTS staffing, implementation of E-Force, implementation of an Enterprise Data Warehouse and the RTMS expansion project. This amendment will bring MTS licensing into compliance through June 2017. Staff is requesting Board approval for the execution of contract Amendment No. 2 which will increase the value of the agreement from $411,463.94 to $1,170,316.32.

The volume pricing terms for these licenses is the same as originally negotiated by the County of Riverside and is considered fair and reasonable.

Therefore, staff recommends that the Board of Directors authorize the CEO to execute MTS Doc. No. G1477.2-12 with Softchoice for expanded Microsoft Enterprise Licensing.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachments: A. MTS Doc. No. G1477.1-12
B. Draft MTS Doc. No. G1477.2-12
C. Softchoice Quote 7452110

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

July 10, 2014

MTS Doc. No. G1477.1-12
11290

Softchoice
Jesse Dow
314 W. Superior Street, Suite 301
Chicago, IL 60654

Subject: AMENDMENT NO. 1 TO MTS DOC. NO. G1477.0-12; MICROSOFT ENTERPRISE AGREEMENT LICENSING

This shall serve as Amendment No. 1 to our agreement for Microsoft Enterprise Agreement Licensing Services as further described below.

SCOPE OF SERVICES

Additional licenses have been added to the Agreement as shown in Attachment 1.

SCHEDULE

There is no change to the schedule provision of the Agreement.

PAYMENT

As a result of this Amendment the contract value will increase by $48,289.59 from $363,174.35 to $411,463.94.

Please sign and return the copy marked "Original" to the Contracts Specialist at MTS. All other terms and conditions shall remain the same and in effect. Retain the other copy for your records.

Sincerely,

Paul C. Jablonski
Chief Executive Officer

LMARQUIS-CL
CL-G1477.1-12.SOFTCHOICE.DSINGLETON.071014

Agreed:

Jesse Dow
Account Manager, Softchoice

Date: 7-21-14

Attachment: Softchoice Quote dated April 4, 2014

Cc: S.Bobek, Procurement File

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities. MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

ATTACHMENT 1

softchoice

Date:	**April 04, 2014**	Sent by: **JESSE DOW**
Phone:		Jesse.Dow@softchoice.com
Fax:		Phone: (312) 655-9002 x323295
Customer Reference:	**4112963**	Fax: (800) 268-7639

Please forward this to:
Softchoice Customer 374566

SAN DIEGO METROPOLITAN
TRANSPORTATION BOARD
100 16TH ST
SAN DIEGO, CA
92101

Softchoice Corporation
314 W Superior Street
Ste 301
Chicago, IL
60654

Sales/Order desk
Phone: (800) 268-7638
Fax: (800) 268-7639

Comments:

Quote # 7035783

PART	MFGSKU	ITEM DESCRIPTION	QTY	UNIT PRICE	EXT PRICE
RR0785	7NQ-00302 5YCSDA3R	MS ENTERPRISE AGREEMENT SLG SQLSVRSTDCORE ALNG LICSAPK MVL 2LIC CORELIC ALL LANGUAGES E-CERTIFICATE MS EA-ADD D 5YR	8	$3,955.95	$31,647.60
RR0786	P73-05897 5YCSDA3R	MS ENTERPRISE AGREEMENT SLG WINSVRSTD ALNG LICSAPK MVL 2PROC ALL LANGUAGES E-CERTIFICATE MS EA-ADD D 5YR	17	$973.45	$16,548.65
RR0763	6VC-01252 5YCSDA3T	MS ENTERPRISE AGREEMENT SLG WINRMTDSKTPSRVCSCAL ALNG LICSAPK MVL USRCAL ALL LANGUAGES E-CERTIFICATE MS EA-ADD D 5YR	1	$93.34	$93.34
				SUB TOTAL	**$48,289.59**
				DELIVERY:Economy	NO CHARGE
				TOTAL	**$48,289.59**

All currency in this quote is in US dollars.

For a leasing quote, please contact your sales representative or email leasing@softchoice.com.

Pricing, availability and special offers are subject to change at any time.
Softchoice Corporation is legally obligated to collect fees levied under the Electronic Waste Recycling Fee Program (California State Board of Equalization) associated with the transaction(s) listed on this document

May 27, 2015

Softchoice
Maureen Eggeman
314 W. Superior Street, Suite 301
Chicago, IL 60654

Subject: AMENDMENT NO. 2 TO MTS DOC. NO. G1477 0-12; MICROSOFT ENTERPRISE AGREEMENT LICENSING

This shall serve as Amendment No. 2 to our agreement for Microsoft Enterprise Agreement Licensing Services as further described below.

SCOPE OF SERVICES

Additional licenses have been added to the Agreement as shown in Attachment 1.

SCHEDULE

There is no change to the schedule provision of the Agreement.

PAYMENT

As a result of this Amendment the contract value will increase by $ $758,852.38 from $411,463.94 to $1,170,316.32.

Please sign and return the copy marked "original" to the Contracts Specialist at MTS. All other terms and conditions shall remain the same and in effect. Retain the other copy for your records.

Sincerely,

_____
Paul C. Jablonski
Chief Executive Officer

Agreed:

_____
Maureen Eggeman
Account Manager, Softchoice

Date: _____

Cc: S.Bobek, Procurement File

ATTACHMENT C

softchoice

Please forward this to:
Softchoice Customer 374566

Sandra Bobek
SAN DIEGO METROPOLITAN
TRANSPORTATION BOARD
100 16TH ST
SAN DIEGO, CA
92101

Date:	**June 01, 2015**	Sent by: **MAUREEN EGGEMAN**
Phone:	**(619) 238-0100**	Maureen.Eggeman@softchoice.com
Fax:		Phone: (312) 655-9002 x323202
Customer Reference:	**4428222/4479491/44943 35**	Fax: (800) 268-7639

Softchoice Corporation
314 W Superior Street
Ste 301
Chicago, IL
60654

Sales/Order desk
Phone: (800) 268-7638
Fax: (800) 268-7639

All currency in this quote is in US dollars.

Comments:

Quote # 7452110

PART	MFGSKU	ITEM DESCRIPTION	QTY	UNIT PRICE	EXT PRICE
QU7203	269-12445 5YCSDA3T	MS ENTERPRISE AGREEMENT SLG OFFICE PROFESSIONAL PLUS LIC/SA PLATFORM TRUEUP YR3 ALL LANGUAGES E-CERTIFICATE MS EA-LVL D 5YR	265	$464.50	$123,092.50
TW0047	FQC-02462 5YCSDA3T	MS ENTERPRISE AGREEMENT SLG WINPRO ALNG UPGRDSAPK MVL PLTFRM LISTED LANGUAGES E-CERTIFICATE MS EA-ADD D 5YR	265	$124.63	$33,026.95
QU8118	W06-01066 5YCSDA3T	MS ENTERPRISE AGREEMENT SLG CORE CALCLIENT ACCESS LIC LIC/SA PLATFORM USER CAL TRUEUP YR3 ALL LANGUAGES E-CERTIFICATE MS EA-LVL D 5YR	365	$172.88	$63,101.20
W65512	H30-00237 5YCSDA3T	MS ENTERPRISE AGREEMENT SLG PROJECT PRO WIN32 LIC/SA W/1 PROJECTSVR CAL TRUEUP YR3 ALL LANGUAGES E-CERTIFICATE MS EA-ADD D 5YR	12	$1,047.31	$12,567.72
W65390	D87-01057 5YCSDA3T	MS ENTERPRISE AGREEMENT SLG VISIO PRO WIN32 LIC/SA TRUEUP YR3 ALL LANGUAGES E-CERTIFICATE MS EA-ADD D 5YR	45	$537.22	$24,174.90
W64946	395-02412 5YCSDA3T	MS ENTERPRISE AGREEMENT SLG EXCHANGE SVR ENT LIC/SA TRUEUP YR3 ALL LANGUAGES E-CERTIFICATE MS EA-ADD D 5YR	7	$4,469.33	$31,285.31
TW0048	7JQ-00341 5YCSDA3T	MS ENTERPRISE AGREEMENT SLG SQLSVRENTCORE ALNG LICSAPK MVL 2LIC CORELIC LISTED LANGUAGES E-CERTIFICATE MS EA-ADD D 5YR	17	$15,169.41	$257,879.97
FG1110	P71-01031 3YCSDA3T	MS ENTERPRISE AGREEMENT SLG WINDOWS SVR DATACNTR LIC/SA 1 PROC TRUEUP YR1 ALL LANGUAGES E-CERTIFICATE MS EA-ADD D 3YR	20	$2,653.15	$53,063.00
TY3461	7NQ-00302 5YCSDA3T	MS ENTERPRISE AGREEMENT SLG SQLSVRSTDCORE ALNG LICSAPK MVL 2LIC CORELIC ALL LANGUAGES E-CERTIFICATE MS EA-ADD D 5YR	32	$3,955.94	$126,590.08
TT4318	P73-05897 5YCSDA3T	MS ENTERPRISE AGREEMENT SLG WINSVRSTD ALNG LICSAPK MVL 2PROC LISTED LANGUAGES E-CERTIFICATE MS EA-ADD D 3YR	35	$973.45	$34,070.75
				SUB TOTAL	**$758,852.38**

DELIVERY:Economy NO CHARGE

TOTAL $758,852.38

Lease and Financing payment options are available, please call for special pricing*

All currency in this quote is in US dollars.

*Please note that the estimated monthly payment shown above is based on a 36 month term with a USD$1.00 Buyout at the end of the term. Fair market value buyout and monthly payment may be higher or lower depending on your creditworthiness as determined by Lender, Softchoice Financial Services (or affiliate), in its sole discretion. Shipping and applicable taxes not included in above estimate. Payment options in the United States of America are in American currency and not billable in other currencies.

Pricing, availability and special offers are subject to change at any time.
Softchoice Corporation is legally obligated to collect fees levied under the Electronic Waste Recycling Fee Program (California State Board of Equalization) associated with the transaction(s) listed on this document

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 16

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

TITLE VI PROGRAM SUBMITTAL

RECOMMENDATION:

That the Board of Directors adopt Resolution No. 15-11 approving the Title VI Program, including the plans, notices, records, maps, and data that demonstrate MTS's compliance with requirements of Title VI of the Civil Rights Act of 1964 (Title VI), for submittal to the Federal Transit Administration (FTA).

Budget Impact

None for this action. Various elements of the Title VI Program have costs for maintaining compliance.

DISCUSSION:

The FTA is responsible for ensuring that recipients of federal transit funds comply with Title VI, which states that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The MTS Board of Directors is presented with data and information related to Title VI compliance on a regular basis, including during regular performance monitoring reports, major service changes, updates to MTS Board Policy 42, and other policy and plan updates. Additionally, the public's rights under Title VI are posted throughout our system, including in our facilities and on notices posted on board buses and Trolleys.

A significant component of Title VI compliance is the production and submittal of a Title VI Program, which must be submitted to the FTA every three years. To comply with this requirement, FTA requires its recipients to submit a program that:

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

- Ensures that the level and quality of public transportation service is provided in a nondiscriminatory manner;
- Promotes full and fair participation in public transportation decision-making without regard to race, color, or national origin; and,
- Ensures meaningful access to transit-related programs and activities by persons with limited English proficiency.

Both MTS and NCTD provide information and documentation of their Title VI activities to SANDAG, which compiles and produces a unified Title VI Program submittal for both agencies. In accordance with FTA guidelines in FTA Circular 4702.1B, the Title VI Program includes (but is not limited to) MTS's:

- Title VI notice to the public
- Title VI complaint procedures and instructions to the public
- Title VI complaint form
- List of transit-related Title VI complaints, investigations, and lawsuits
- Public Participation Plan and a summary of outreach efforts made since the last Title VI Program submission
- Language Assistance Plan
- Table depicting the racial breakdown of MTS's non-elected boards and committees
- Evidence of the Board of Director's review and approval of the Title VI Program
- System wide service standards and policies
- Demographic and Service Profile Maps and Charts
- Demographic Ridership and Travel Patterns, collected by surveys
- Description of the public engagement process used for determining the major service change, disparate impact, and disproportionate burden policies
- Results of service equity analyses conducted since the last Title VI Program submission and evidence of the Board's awareness and approval of the equity analysis
- Additional information as specified Circular FTA C 4702.1B.

Guidance on Title VI compliance changed when FTA issued FTA Circular 4702.1B on October 1, 2012, subsequent to our last Title VI Program submittal. It is a new requirement that the triennial Title VI Program be approved by the agency's Board of Directors for the final submittal to the FTA, prior to the expiration of the previous program (MTS's current Title VI Program expires on July 31, 2015).

Following Board approval, the new program will take effect in August 1, 2015 and be valid for three years. Throughout the next program period, staff will continue to provide updates on Title VI during on-going service monitoring reports, major changes, and any new FTA-required adjustments to policies and procedures.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachments: A. Resolution No. 15-11
B. 2015 Triennial Title VI Program Update (Board only due to volume)
Attachment also available online at http://www.sdmts.com/MTS/MTS_board.asp

SAN DIEGO METROPOLITAN TRANSIT SYSTEM

RESOLUTION NO. 15-11

Resolution Approving the San Diego Metropolitan Transit System's Triennial Title VI Program and its Submittal to the Federal Transit Administration

WHEREAS, Title VI of the Civil Rights Act of 1964 (Title VI) prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal funding; and

WHEREAS, the Federal Transit Administration (FTA) provided guidance to and set requirements for transit agencies' Title VI compliance by issuing FTA Circular 4702.1B on October 1, 2012; and

WHEREAS, FTA Circular 4702.1B details the elements required in San Diego Metropolitan Transit System (MTS') Title VI Program, required to be submitted to the FTA every three years; and

WHEREAS, FTA Circular 4702.1B requires that the Title VI Program be approved by the MTS Board of Directors; and

WHEREAS, MTS' current Title VI Program expires July 31, 2015; and

WHEREAS, FTA Circular 4702.1B requires that the Title VI Program contain certain elements, including but not limited to the following MTS documents:

1. Title VI notice to the public
2. Title VI complaint procedures
3. Title VI complaint form
4. List of transit-related Title VI complaints, investigations, and lawsuits
5. Public Participation Plan
6. Language Assistance Plan
7. Table depicting the racial breakdown of MTS' non-elected boards and committees
8. Evidence of the Board of Director's review and approval of the Title VI Program
9. Systemwide service standards and policies
10. Demographic and service profile maps and charts
11. Demographic ridership and travel patterns, collected by surveys
12. Description of the public engagement process used for determining the major service change, disparate impact, and disproportionate burden policies
13. Results of service equity analyses conducted since the last Title VI Program submission and evidence of the Board of Director's awareness and approval of the equity analysis; and

WHEREAS, MTS Staff, in conjunction with the San Diego Association of Governments (SANDAG) staff, has developed a Title VI Program (provided to the MTS Board of Directors as an attachment to a Board agenda item) that contains the above listed elements and shows MTS' compliance with Title VI, for Board consideration and approval.

NOW, THEREFORE, BE IT RESOLVED, that the MTS Board of Directors does hereby adopt the MTS Title VI Program; and

BE IT FURTHER RESOLVED, that the MTS Board of Directors authorizes the Chief Executive Officer, or a designee, to:

1. Provide evidence of the Board 's consideration and approval of the final MTS Title VI Program to the FTA;
2. Submit the final MTS Title VI Program to the FTA; and
3. Take any other steps necessary to give effect to the Resolution, including responding to any follow-up inquiries from the FTA.

PASSED AND ADOPTED, by the Board of Directors this 18th day of June 2015, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAINING:

_____
Chairperson
San Diego Metropolitan Transit System

Filed by:

_____
Clerk of the Board
San Diego Metropolitan Transit System

Approved as to form:

_____
Office of the General Counsel
San Diego Metropolitan Transit System

TITLE VI
TRIENNIAL PROGRAM UPDATE FOR METROPOLITAN TRANSIT SYSTEM AND NORTH COUNTY TRANSIT DISTRICT

JUNE 2015

SANDAG

401 B Street, Suite 800 • San Diego, CA 92101-4231 • (619) 699-1900

401 B Street, Suite 800
San Diego, CA 92101-4231
(619) 699-1900
Fax (619) 699-1905
sandag.org

June 1, 2015

File Number 3320100

Ms. Marisa Appleton
Civil Rights Officer
Federal Transit Administration, Region V
200 West Adams Street
Chicago, IL 60606

Dear Ms. Appleton:

SUBJECT: Title VI Program Update

Enclosed is the Metropolitan Transit System (MTS) and North County Transit District (NCTD) Title VI Program Update for the 2015 Fiscal Year, which includes the agencies' triennial Title VI Program requirements. The report is also consistent with the FTA Circular "Title VI Requirements and Guidelines for Federal Transit Administration Recipients" (FTA C 4702.1B) dated October 1, 2012.

SANDAG is the metropolitan planning organization for the San Diego region in which MTS and NCTD operate their services. MTS and NCTD have contracted with SANDAG for SANDAG to prepare their Title VI Program updates with the goal of having a consistent Program that covers both MTS and NCTD service areas.

The updated Title VI Program has been uploaded to TEAM for the agencies. The Boards for MTS and NCTD are expected to approve this Program in June, after which, the Program documents will be updated to include their agendas and minutes. Should you have any questions regarding this submittal or require any additional information concerning this update, please contact Brian Lane, Senior Transit Planner, at (619) 699-7331.

Sincerely,

Gary L. Gallegos

GARY L. GALLEGOS
Executive Director

GLG/LMA/asa

cc: Paul Jablonski
Chief Executive Officer
Metropolitan Transit System

Matthew Tucker
Executive Director
North County Transit District

Enclosures

MEMBER AGENCIES
Cities of
Carlsbad
Chula Vista
Coronado
Del Mar
El Cajon
Encinitas
Escondido
Imperial Beach
La Mesa
Lemon Grove
National City
Oceanside
Poway
San Diego
San Marcos
Santee
Solana Beach
Vista
and
County of San Diego

ADVISORY MEMBERS
Imperial County
California Department of Transportation
Metropolitan Transit System
North County Transit District
United States Department of Defense
San Diego Unified Port District
San Diego County Water Authority
Southern California Tribal Chairmen's Association
Mexico

TABLE OF CONTENTS

CHAPTER I GENERAL REQUIREMENTS AND GUIDELINES 1

Overview 2

Required Components of the Program Update 2

General Requirements 2

1. Title VI Notice to the Public, including a List of Locations Where Posted 2
2. Title VI Complaint Procedure 3
3. Title VI Complaint Form 3
4. Title VI Investigations, Complaints, and Lawsuits 3
5. Public Participation Plan 4
6. Language Assistance Plan 4
7. Minority Representation on Planning and Advisory Boards 5
8. Description of How Subrecipients are Monitored 7
9. Title VI Equity Analysis for the Construction of a Facility 7
10. Approval of Title VI Program by Governing Entity 8

CHAPTER II REQUIREMENTS AND GUIDELINES FOR FIXED ROUTE TRANSIT PROVIDERS 9

Overview 10

Program-Specific Requirements 10

Requirement to set Systemwide Service Standards and Policies 10

1. Vehicle Load for Each Mode 10
2. Vehicle Headway for Each Mode 11
3. On-Time Performance for Each Mode 12
4. Service Availability for Each Mode 13
5. Distribution of Transit Amenities for Each Mode 14
6. Vehicle Assignment for Each Mode 15

Requirement to Collect and Report Demographic Data 16

Requirement to Monitor Transit Service 42

Requirement to Evaluate Service and Fare Changes 66

Results of Service and/or Fare Equity Analyses 67

LIST OF TABLES

Table 1-1	MTS Table of Committee Membership	5
Table 1-2	Racial Breakdown of the Membership of MTS Advisory Committees	6
Table 1-3	NCTD Table of Committee Membership	7
Table 1-4	Racial Breakdown of the Membership of NCTD Advisory Committees	7
Table 2-1	MTS Load Factor	10
Table 2-2	NCTD Load Factor	11
Table 2-3	MTS Vehicle Headways	12
Table 2-4	NCTD Vehicle Headways	12
Table 2-5	MTS On-Time Performance	13
Table 2-6	NCTD On-Time Performance	13
Table 2-7	MTS Summary of Route Categories and Title VI Designations	44
Table 2-8	NCTD Summary of Route Categories and Title VI Designations	45
Table 2-9	MTS Route Categories & Title VI Designations for All Routes	46
Table 2-10	NCTD Route Categories & Title VI Designations for All Routes	47
Table 2-11	MTS System-Wide Minority Route Average Vehicle Loads	49
Table 2-12	MTS System-Wide Non - Minority Route Average Vehicle Loads	49
Table 2-13	NCTD System-Wide Minority Route Average Vehicle Loads	50
Table 2-14	NCTD System-Wide Non - Minority Route Average Vehicle Loads	50
Table 2-15	MTS Vehicle Headway Standards	51
Table 2-16	MTS Minority Route Headways	52
Table 2-17	MTS Non-Minority Route Headways	52
Table 2-18	NCTD Vehicle Headway Standards	53
Table 2-19	NCTD Minority Route Headways	54
Table 2-20	NCTD Non-Minority Route Headways	54
Table 2-21	MTS On-Time Performance – Minority Routes	55
Table 2-22	MTS On-Time Performance – Non-Minority Routes	55
Table 2-23	NCTD Minority Route On-Time Performance	56
Table 2-24	NCTD Non - Minority Route On-Time Performance	57
Table 2-25	MTS Service Availability	57
Table 2-26	NCTD Service Availability	59

LIST OF FIGURES

Figure 2-1 Base Map of MTS/NCTD Service Area - Central 18
Figure 2-2 Base Map of MTS/NCTD Service Area - North 19
Figure 2-3 Base Map of MTS/NCTD Service Area - South 20
Figure 2-4 MTS/NCTD New and Improved Transit Facilities - Central 21
Figure 2-5 MTS/NCTD New and Improved Transit Facilities - North 22
Figure 2-6 MTS/NCTD New and Improved Transit Facilities - South 23
Figure 2-7 MTS/NCTD Low-Income Population - Central 24
Figure 2-8 MTS/NCTD Low-Income Population - North 25
Figure 2-9 MTS/NCTD Low-Income Population - South 26
Figure 2-10 MTS/NCTD Low-Income Population Transit Amenities - Central 27
Figure 2-11 MTS/NCTD Low-Income Population Transit Amenities – North 28
Figure 2-12 MTS/NCTD Low-Income Population Transit Amenities – South 29
Figure 2-13 MTS/NCTD Low-Income Population Transit Access to Activity Centers - Central 30
Figure 2-14 MTS/NCTD Low-Income Population Transit Access to Activity Centers – North 31
Figure 2-15 MTS/NCTD Low-Income Population Transit Access to Activity Centers – South 32
Figure 2-16 MTS/NCTD Minority Population - Central 33
Figure 2-17 MTS/NCTD Minority Population – North 34
Figure 2-18 MTS/NCTD Minority Population – South 35
Figure 2-19 MTS/NCTD Minority Population Transit Amenities – Central 36
Figure 2-20 MTS/NCTD Minority Population Transit Amenities – North 37
Figure 2-21 MTS/NCTD Minority Population Transit Amenities – South 38
Figure 2-22 MTS/NCTD Minority Population Transit Access to Activity Centers – Central 39
Figure 2-23 MTS/NCTD Minority Population Transit Access to Activity Centers – North 40
Figure 2-24 MTS/NCTD Minority Population Transit Access to Activity Centers – South 41
Figure 2-25 MTS System-Wide Average Vehicle Loads 48
Figure 2-26 NCTD System-Wide Average Vehicle Loads 50
Figure 2-27 MTS System-Wide Weekday Headways 51
Figure 2-28 NCTD System Wide Weekday Headways 53
Figure 2-29 MTS On-Time Performance 55
Figure 2-30 NCTD On-Time Performance 56

LIST OF FIGURES

Figure 2-31 Population Density of the NCTD Service Area 58
Figure 2-32 NCTD Service Coverage Overlay with Population Density 60
Figure 2-33 MTS/NCTD Transit Amenities – Central 63
Figure 2-34 MTS/NCTD Transit Amenities – North 64
Figure 2-35 MTS/NCTD Transit Amenities – South 65

APPENDIX

Appendix A	MTS Notice to the Public	A-1
	NCTD Notice to the Public	A-6
Appendix B	MTS Title VI Complaint Procedures	B-1
	NCTD Title VI Complaint Procedures	B-4
Appendix C	MTS Complaint Forms	C-1
	NCTD Complaint Form	C-5
Appendix D	MTS Complaint Log	D-1
	NCTD Complaint Log	D-6
Appendix E	MTS Public Participation Plan	E-1
	MTS List of Outreach Efforts	E-16
	NCTD Public Participation Plan	E-24
	NCTD List of Outreach Efforts	E-32
Appendix F	MTS Language Assistance Plan	F-1
	MTS Samples of Public Information Documents	F-26
	NCTD Language Assistance Plan	F-34
	NCTD Samples of Public Information Documents	F-58
Appendix G	MTS Board Approval of Title VI Program	G-1
	NCTD Board Approval of Title VI Program	G-X
Appendix H	MTS Policies and Procedures No. 42	H-1
Appendix I	NCTD Service Design Guidelines	I-1
Appendix J	MTS Policy 42 Performance Monitoring Report FY2014	J-1
Appendix K	MTS Transit Amenities Policy	K-1
Appendix L	MTS Vehicle Assignment Policy	L-1
Appendix M	2015 On Board Transit Survey	M-1
Appendix N	MTS Load Factor, Headway, and On-Time Performance Analysis	N-1
Appendix O	NCTD Performance Monitoring Report FY2014	O-1
Appendix P	NCTD Load Factor, Headway, and On-Time Performance Analysis	P-1
Appendix Q	MTS Executive Committee Meeting Minutes, May 23, 2013	Q-1
	MTS Public Meeting Notices	Q-6
	MTS Board of Directors Meeting Minutes, June 20, 2013	Q-13
	MTS Public Engagement Memorandum	Q-28

APPENDIX (cont'd)

Appendix R	NCTD Public Workshop Sign-In Sheet	R-1
	NCTD Workshop Comments	R-2
	NCTD Policy No. 30	R-4
	NCTD Policy No. 31	R-7
	NCTD Policy No. 32	R-10
	NCTD Board of Directors Meeting Minutes, November 21, 2013	R-13
Appendix S	SANDAG Policy No. 029, Regional Fare and Comprehensive Fare Ordinance	S-1
Appendix T	MTS Title VI Analysis 2014 Major Service Changes	T-1
	MTS Board of Directors Meeting Minutes, January 16, 2014	T-26
	MTS Board of Directors Meeting Minutes, February 20, 2014	T-40
Appendix U	NCTD Service Equity Analysis Final Phase of Mobility Plan	U-1
	NCTD Service Equity Analysis BREEZE Route 392	U-9
	NCTD Board of Directors Meeting Minutes, December 19, 2013	U-17
	NCTD Board of Directors Meeting Minutes, December 18, 2014	U-23

CHAPTER I

GENERAL REQUIREMENTS AND GUIDELINES

CHAPTER I

GENERAL REQUIREMENTS AND GUIDELINES

OVERVIEW

The Federal Transit Administration (FTA) requires that all transit operators who receive federal funds conduct assessments of Title VI of the Civil Rights Act of 1964 in order to demonstrate nondiscrimination of services and facilities for minority communities. In San Diego County, this responsibility is held by two transit agencies: the San Diego Metropolitan Transit System (MTS), and the North County Transit District (NCTD).

More than ten years ago, the San Diego Association of Governments (SANDAG) entered into a Master Agreement with MTS and NCTD and took contractual responsibility for conducting the triennial Title VI Program Update on behalf of the transit agencies. This update for FY 2015 is consistent with the Title VI Circular "Title VI Requirements and Guidelines for Federal Transit Administration Recipients" (October 1, 2012, FTA C 4702.1B, hereinafter referred to as the "Circular") as required. The documents included as appendices in this Program Update were prepared and provided by MTS and NCTD respectively and have not been modified by SANDAG.

Operational planning is managed by the individual transit agencies, along with the responsibility to evaluate major service changes under Title VI. SANDAG is responsible for the Title VI evaluation of transit fare changes that affect the Comprehensive Fare Ordinance pursuant to the Master Agreement between the parties. A summary of SANDAG responsibilities under Title VI is included in the SANDAG Triennial Program Update prepared separately from this document. The next Triennial Program Update for SANDAG is due in October 2015.

REQUIRED COMPONENTS OF THE PROGRAM UPDATE

Two chapters of the Circular include instructions for the completion of the Title VI Program Update as they apply to MTS and NCTD. The following required components in this chapter are consistent with Chapter III of the Circular while Chapter II of this update is consistent with the reporting requirements specified in Chapter IV of the Circular.

GENERAL REQUIREMENTS

The following requirements are imposed on all FTA recipients and subrecipients to ensure that their programs, policies, and activities comply with the Department of Transportation (DOT) Title VI regulations.

1. Title VI Notice to the Public, including a List of Locations Where Posted

The annual Title VI Certification and Assurances were provided to the FTA via an update in the FTA's Transportation Electronic Award Management (TEAM) system. The MTS certifications and assurances were updated on February 18, 2015, and the NCTD certifications and assurances were updated on December 3, 2014.

MTS

MTS's Notice to the Public is posted on its website, http://www.sdmts.com/MTS/MTSTitleVIPolicy.asp. Additional copies of the policy are located, in both English and Spanish, in the lobby of the MTS and San Diego Transit administrative offices, at the Transit Store, in the MTS Rider's Guide, in all Take One notices (which are published at least three times per year and posted on all vehicles), and posted on board all MTS Access vehicles.

NCTD

NCTD's Notice to the Public is posted on its website at http://www.gonctd.com/title-vi-rights. Additional notices are posted in both English and Spanish on all COASTER and SPRINTER rail vehicles, at the customer service desks at the Oceanside and Escondido Transit Centers, and in the lobby and the Board Room of the General Administration Offices for NCTD, which is located at 810 Mission Avenue in Oceanside, California. Placards in both English and Spanish are also posted aboard all transit buses.

Copies of the MTS and NCTD Notices to the Public are included in Appendix A.

2. Title VI Complaint Procedure

MTS

MTS Policy No. 48 details the procedure for handling all alleged transit service Title VI discrimination complaints on the basis of race, color, or national origin. A copy of MTS Policies and Procedures No. 48 is included in Appendix B.

NCTD

NCTD Board Policy No. 26 establishes the procedure under which complaints alleging discrimination in NCTD's provision of services or NCTD activities can be made by persons who are not employees of NCTD. A copy of NCTD Board Policy No. 26 is included in Appendix B.

3. Title VI Complaint Form

MTS and NCTD have developed forms for the use of submitting a Title VI complaint. Copies of the complaint forms can be found in Appendix C.

4. Title VI Investigations, Complaints, and Lawsuits

MTS

MTS does not have any open Title VI complaints remaining for Federal Fiscal Years 2012, 2013, and 2014. A copy of the MTS complaint log showing the findings of all complaints, the action taken, and the status of the complaints is included in Appendix D.

NCTD

NCTD does not have any open Title VI complaints remaining for Federal Fiscal Years 2012, 2013, and 2014. A copy of NCTD's complaint log showing the findings of all complaints, the action taken, and the status of the complaints is included in Appendix D.

5. Public Participation Plan

MTS

MTS approved its most recent Public Participation Plan on March 5, 2015. The MTS Public Participation Plan outlines the process for communicating with and obtaining input from the public concerning agency programs, projects, planning, services, and funding. A copy of the MTS Public Participation Plan and a summary of all outreach efforts are included in Appendix E.

NCTD

NCTD revised and approved Board Policy No. 5 Public Policy and Participation on October 16, 2014. The Policy defines the public participation processes and public notice and hearing requirements that support public comment and input to the Board in reaching policy decisions. NCTD has also engaged in public outreach activities pertaining to Title VI over the last three years. A copy of Board Policy No. 5 and a summary of all outreach efforts are included in Appendix E.

6. Language Assistance Plan

Both MTS and NCTD have their own Language Assistance Plans (LAPs), which were developed in collaboration with the San Diego Association of Governments (SANDAG). This effort, which was conducted in 2012, included a four factor analysis that determined the number or proportion of persons with Limited English Proficiency (LEP) who were eligible or likely to be encountered by the transit service, the frequency with which LEP individuals came into contact with the transit service, the nature and importance of the program, activity, or service provided by the recipient to people's lives, the resources available to the recipients, and costs.

MTS

The most recent Language Assistance Plan (LAP) of the MTS was completed in June 2013. A copy of the MTS LAP is included in Appendix F.

Most MTS public information documents are published and presented to the public in both English and Spanish, including vital documents such as Title VI Policies, Rider Alerts, and Notices of Public Hearings (examples included in Appendix F). Information and warning signs posted along the Trolley lines and at bus stops are also available to both English and Spanish-speaking populations. The Transit Store and the MTS Information and Trip Planning Department provide information on all MTS transit services and are staffed by employees who are bilingual in both English and Spanish. Bilingual personnel also are available at all major community events.

NCTD

NCTD's most recent LAP was also completed in 2013, and also includes the same four-factor analysis as MTS. A copy of NCTD's LAP is included in Appendix F.

Furthermore, NCTD provides public information materials (including Title VI Policies, Rider Guides, Rider Alerts, and Notices of Public Hearings) in both English and Spanish (examples included in Appendix F). In addition to providing public information materials in both English and Spanish, North County Transit District has added an equivalent website in Spanish so NCTD customers have access to all the tools and benefits English-speaking segments of the population do, including information about promotions, special events, and other notifications.

7. Minority Representation on Planning and Advisory Boards

FTA recipients that have transit-related, non-elected planning boards, advisory councils or committees, or similar bodies, the membership of which is selected by the recipient, must provide a table depicting the membership of those committees broken down by race, and a description of efforts made to encourage the participation of minorities on such committees.

MTS

The FTA has determined that this would include the following committees: the MTS Budget Development Committee, the MTS Public Security Committee, the MTS Audit Oversight Committee, the Taxicab Advisory Committee, and the Accessible Services Advisory Committee. Information on committee membership and racial breakdown of committee members is provided in Tables 1-1 and 1-2.

Table 1-1 MTS Table of Committee Membership

	Approved Member Positions	Filled Member Positions	Members Completing Survey
Budget Development Committee	5	5	5
Public Security Committee	5	5	5
Audit Oversight Committee	6	6	6
Taxicab Advisory Committee	18	17	8
Accessible Services Advisory Committee	19	17	12

Table 1-2 Racial Breakdown of the Membership of MTS Advisory Committees

Body	American Indian and Alaska Native	Asian	Black or African American	Hispanic or Latino	Native Hawaiian or other Pacific Islander	White	Other
Population of MTS Service Area	0.4%	12.5%	5.7%	32.3%	0.4%	45.3%	0.2%
Budget Development Committee	0.0%	0.0%	20.0%	0.0%	0.0%	80.0%	-
Public Security Committee	0.0%	0.0%	0.0%	30.0%	0.0%	70.0%	-
Audit Oversight Committee	4.2%	0.0%	0.0%	4.2%	4.2%	87.5%	-
Taxicab Advisory Committee	0.0%	12.5%	25.0%	12.5%	0.0%	37.5%	12.5%
Accessible Services Advisory Committee	4.2%	0.0%	12.5%	16.6%	0.0%	66.6%	-

Outreach Efforts to Encourage Participation

MTS values the racial diversity of the public it serves. Accordingly, MTS encourages the participation of minority groups on its committees when filling a vacancy. It is the goal of MTS that these committees represent the racial diversity of the region.

Methods that MTS uses to promote participation may include, but are not limited to, one or more of the following: notifying the partner agencies on the MTS Board of Directors of the vacancy and underrepresentation; making presentations at MTS Board of Directors, Taxicab Advisory Committee, and Accessible Services Advisory Committee meetings of the opportunity and need to include minority groups on the MTS committees; posting the vacancy on the MTS website; and/or outreach to civic, cultural or human service organizations known to serve the targeted group to inform them of the opportunity.

NCTD

NCTD does not have any transit-related, non-elected planning boards, advisory councils or committees, or similar bodies, with membership selected by NCTD. NCTD does not have any subcommittees. The racial breakdown of the membership of NCTD's advisory committees was provided by NCTD's Human Resources department.

The ADA Review Committee is a voluntary group, where interested persons show up as they like. The NCTD ADA Administrator announces the meeting date and time at other regional coordination meetings, and invites people to participate via normal customer interaction, and when giving presentations to the community. There is no committee roster; however, minutes are recorded.

The Language Assistance Plan (LAP) Committee consists of NCTD staff members who discuss issues facing the NCTD service area, including Limited English Proficient (LEP) communities, ideas to improve service to LEP passengers, and the review/recommendation of 'vital documents/media'. The LAP Committee meets following the submittal of a request for review of documents or media to be included as a 'vital document/media.' If no submittals are received, the LAP Committee will convene on a semiannual basis for discussion. LAP Committee membership is made of six total members, including the Civil Rights Officer, Manager of Service Planning, Manager of Customer Service, and the remaining members consisting of one division staff member appointed by each division chief of Developmental Services, Code Enforcement, and Administration. This committee is in place pursuant to NCTD Administrative Policy and Procedure GM-0010, Language Assistance Plan (LAP) Implementation. Information on committee memberships and racial breakdown of the advisory committees is provided in Tables 1-3 and 1-4.

Table 1-3 NCTD Table of Committee Membership

	Approved Member Positons	Filled Member Positions
ADA Review Committee	**4**	**4 (NCTD Staff Only)**
LAP Committee	**6**	**6**

Table 1-4 Racial Breakdown of the Membership of NCTD Advisory Committees

Body	American Indian and Alaska Native	Asian	Black or African American	Hispanic or Latino	Native Hawaiian or other Pacific Islander	White	Other
Population of NCTD Service Area	0.6%	6.5%	2.2%	33.0%	0.5%	54.1%	3.1%
ADA Review Committee	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	-
LAP Committee	0.0%	0.0%	33.3%	16.7%	0.0%	50.0%	-

8. Description of How Subrecipients are Monitored

MTS and NCTD do not have any subrecipients.

9. Title VI Equity Analysis for the Construction of a Facility

Major capital public transit projects are conducted by SANDAG on behalf of MTS and NCTD. SANDAG carries out the Title VI analyses for these projects when required by the Circular. SANDAG will include analyses of these construction projects in SANDAG's next Triennial Title VI program update, slated for submittal in October 2015. New or changed services resulting from the

construction of new facilities are carried out by MTS or NCTD depending upon which agency will be responsible for the operation of the facility.

10. Approval of Title VI Program by Governing Entity

The recipient must provide a copy of board meeting minutes, resolutions, or other appropriate documentation showing the board of directors or appropriate governing entity or official(s) responsible for policy decisions reviewed and approved by the Title VI program. The approval must occur prior to submission to the FTA.

The Boards for MTS and NCTD are expected to approve this Program in June, after which, the Program documents will be updated to include their agendas and minutes. The documents will be uploaded to Appendix G.

CHAPTER II

REQUIREMENTS AND GUIDELINES FOR FIXED ROUTE TRANSIT PROVIDERS

CHAPTER II

REQUIREMENTS AND GUIDELINES FOR FIXED ROUTE TRANSIT PROVIDERS

OVERVIEW

This chapter provides the requested information as specified under the Requirements of Transit Providers (Chapter IV) of the Title VI Circular (FTA C 4702.1B). The guidance applies to the Metropolitan Transit System (MTS) and the North County Transit District (NCTD) as they are recipients of FTA funds, operate 50 or more fixed route vehicles in peak service, and their service areas are located in a UZA of 200,000 or more in population.

PROGRAM-SPECIFIC REQUIREMENTS

The following requirements are provided in the order of the revised Title VI Circular (Chapter IV).

REQUIREMENT TO SET SYSTEMWIDE SERVICE STANDARDS AND POLICIES

1. Vehicle Load for Each Mode

MTS

MTS's Policies and Procedures No. 42 (Policy 42) established the process for evaluating and adjusting existing transit services to improve performance, and procedures for implementing service changes. Attachment A of the Policy identifies the appropriate load factor for each mode of service. The standard states that no more than 20 percent of trips are to exceed the load factor. Table 2-1 summarizes the appropriate standard load factor for each mode of service. Policy 42 is included in Appendix H.

Table 2-1 MTS Load Factor

MTS Load Factor		# of Routes	Standard
Regional Routes	*Rapid* Express	3	1.00
Corridor Routes	Express Routes	8	1.50
	Light Rail	3	3.00
	Rapid Routes	6	1.50
Local Routes	Urban Frequent	28	1.50
	Urban Standard	35	1.50
Circulator Routes	Operated with Minibus	11	1.00

NCTD

NCTD's Service Design Guidelines identifies the appropriate vehicle loads for each mode. As shown in Table 2-2, the peak load for a COASTER train (Commuter Rail) is 1.25, while the peak load factors for the SPRINTER light rail is 1.70, and BREEZE bus ranges from 1.4 for peak Corridor and Core routes, 1.10 for Local routes, and 1.25 for Commuter bus routes, respectively. A copy of NCTD's Service Design Guidelines is included in Appendix I.

Table 2-2 NCTD Load Factor

NCTD Load Factor		Standard
Regional Routes	COASTER Peak	1.25
	COASTER Off-Peak	1.00
Corridor Routes	SPRINTER Peak	1.70
	SPRINTER Off-Peak	1.00
Local Routes	BREEZE Corridor Peak	1.40
	BREEZE Corridor Off-Peak	1.10
	BREEZE Core Peak	1.40
	BREEZE Core Off-Peak	1.10
	BREEZE Local Peak	1.10
	BREEZE Local Off-Peak	1.10
	BREEZE Commuter Peak	1.25
	BREEZE Rural Peak	1.00
	BREEZE Rural Off-Peak	1.00

2. Vehicle Headway for Each Mode

MTS

The Vehicle Headways for MTS vary by route and route type. As shown in Table 2-3, Premium Express, *Rapid* Express and Express routes have a standard of 30 minute headways. Light Rail, *Rapid* Routes, Urban Frequent, and Urban Standard routes have a standard of 15 minute headways. Circulator routes have less ridership than the Regional, Corridor, and Local routes, and feature services with a headway standard of 60 minutes. Additional information on the MTS headway standards can be found in Policies and Procedures No. 42 located in Appendix H.

Table 2-3 MTS Vehicle Headways

MTS Vehicle Headways		# of Routes	Standard
Regional Routes	*Rapid* Express	3	30 min.
Corridor Routes	Express Routes	8	30 min.
	Light Rail	3	15 min.
	Rapid Routes	6	15 min.
Local Routes	Urban Frequent	28	15 min.
	Urban Standard	35	30 min.
Circulator Routes	Operated with Minibus	11	60 min.

NCTD

NCTD's Service Design Guidelines identifies the appropriate vehicle headways for each mode. As shown in Table 2-4, the peak frequency standard for a COASTER train (Commuter Rail) is 20 minutes, while the peak headway standard for the SPRINTER light rail is five to ten minutes. The BREEZE bus routes have peak headway standards that range from 10 to 20 minutes during peak times, to headways of 30 to 60 minutes during off-peak times. A copy of NCTD's Service Design Guidelines is included in Appendix I.

Table 2-4 NCTD Vehicle Headways

NCTD Vehicle Headways		Standard
Regional Routes	COASTER Peak	20 min.
	COASTER Off-Peak	60 min.
Corridor Routes	SPRINTER Peak	5-10 min.
	SPRINTER Off-Peak	10–30 min.
Local Routes	BREEZE Peak	10-20 min.
	BREEZE Off-Peak	30-60 min.

3. On-Time Performance for Each Mode

MTS

MTS's standard for the On-Time Performance of its services varies by route and route type. MTS defines the On-Time Performance of all of its rail and bus services as zero minutes before, and up to five minutes behind the published schedule. As shown in Table 2-5, Premium Express, *Rapid* Express, Express, Light Rail, Urban Standard, and Circulator services have an On-Time Performance standard of 90 percent of trips being on time. *Rapid* and Urban Frequent routes have an On-Time

Performance Standard of 85 percent. Additional information on the MTS headway standards can be found in the MTS Policies and Procedures No. 42 located in Appendix H.

Table 2-5 MTS On-Time Performance

MTS On-Time Performance		Standard
Regional Routes	Premium Express	90%
	Rapid Express	90%
Corridor Routes	Express Routes	90%
	Light Rail	90%
	Rapid Routes	85%
Local Routes	Urban Frequent	85%
	Urban Standard	90%
Circulator Routes	Operated with Minibus	90%

NCTD

NCTD's Service Design Guidelines identifies the appropriate On-Time Performance measures for each mode. NCTD defines the On-Time Performance of all of its rail and bus services as 59 seconds before, and up to five minutes and 59 seconds behind the published schedule at the departure terminal. As shown in Table 2-6, the On-Time Performance Standard for the COASTER commuter rail is 96 percent, 98 percent for the SPRINTER light rail, and 95 percent for BREEZE bus service. A copy of NCTD's Service Design Guidelines is included in Appendix I.

Table 2-6 NCTD On-Time Performance

NCTD On-Time Performance		Standard
Regional Route	COASTER	96%
Corridor Route	SPRINTER	98%
Local Routes	BREEZE	95%

4. Service Availability for Each Mode

MTS

The MTS standard for Service Availability requires that:

- 80 percent of residents or jobs be within a 1/2 mile of a bus stop or rail station in an urban area
- 100 percent of suburban residences be within five miles of a bus stop or rail station
- One return trip at least two days per week to destinations in rural villages (Lakeside and Alpine).

Additional information on the MTS service availability can be found in the MTS Policies and Procedures No. 42 located in Appendix H.

NCTD

NCTD's standard for Service Availability requires that 90 percent of households in areas of high population density should be within 0.25 miles of a transit stop, while 75 percent of areas with medium population density, 50 percent of areas with low population density, and 10 percent of rural households should be within 0.25 miles of a transit stop. Additionally, the minimum threshold activity levels for transit service to non-residential locations include employment centers with over 100 employees per shift, medical facilities with over 50 employees and significant outpatient facilities, public facilities (such as senior centers and libraries), retail centers with at least 100,000 square feet of retail space and at least one "anchor" store, and schools with 500 combined students, faculty and employees. Lastly, NCTD's stop spacing guidelines identify the recommended distance between bus stops, with 0.5 miles between rural stops, 0.3 miles between suburban stops, and 0.25 miles between urban stops. A copy of NCTD's Service Design Guidelines is located in Appendix I.

5. Distribution of Transit Amenities for Each Mode

MTS

Transit amenities for the MTS service area are distributed according to route type and depending upon the passenger demand of each stop. Benches and stops are added with increased amounts of boardings and alightings. The process that MTS uses in locating bus stops and distributing amenities is outlined in the MTS Transit Amenities Policy, which is located in Appendix K.

NCTD

COASTER/SPRINTER: All COASTER and SPRINTER stations contain amenities such as seating, shade canopies, ticket vending machines, and security video surveillance. COASTER stations also have parking lots.

BREEZE: Installation of passenger amenities at bus stops such as shelters, benches, and passive and real-time schedule information displays is guided by passenger volumes supplemented by considerations of equity, safety and comfort.

Current route maps and timetables are available at COASTER and SPRINTER stations, bus transit centers, selected community locations, and aboard all NCTD buses. Route information is available by telephone during NCTD operating hours. The process that NCTD uses in distributing amenities is outlined in the NCTD Service Design Guidelines located in Appendix I.

6. Vehicle Assignment for Each Mode

MTS

MTS Bus

MTS Bus vehicles generally are assigned at random by operating entities. Several MTS fixed-route vehicles are interlined with one another for efficiency and cost-saving purposes (one vehicle may be assigned to several routes in a service day). Certain operating conditions and/or route characteristics, however, may require special assignment, including:

- *Capacity*: Articulated buses are first assigned to routes requiring the greatest amount of passenger capacity. Routes 7, 20, and 150 are frequently assigned in this manner. The remaining articulated buses then are assigned to routes with the next highest passenger load demands. MTS also operates a fleet of smaller cutaway "minibuses" that are used on neighborhood routes throughout the system that have lower ridership demands. These minibuses connect with the standard bus fleet at major transfer points and transit centers.
- *Service Needs*: The specific mileage and service needs of each block also help determine vehicle assignment.
- *Certain services have dedicated fleets*. The *Rapid* Express routes use over-the-road coaches, and the *Rapid* and SuperLoop routes use branded buses.

MTS San Diego Trolley, Inc. (SDTI)

All SDTI light rail vehicles (LRVs) are equipped with air-conditioning and have either ramps or wheelchair lifts. SDTI uses two types of LRV for operations (listed below):

Siemens SD100: The SD100s are older, high floor vehicles. They are typically included as the second car on a three-car train, and supplement the low-floor fleet. They are similar in style to the Siemens U2 fleet that was retired in January 2015.

Siemens S70 and S70US: The S70s are low-floor, have ramps, and inside steps only up to seating areas at two of four doors of each car. Cars were manufactured between 2005 and 2014. Passenger amenities are nearly identical for all models and vintages. These low-floor vehicles operate on all three Trolley lines, typically as the first and last car on a three-car train.

Further information regarding the MTS Bus and Rail fleet can be viewed in the MTS Vehicle Assignment Policy, which is included in Appendix L.

NCTD

NCTD BREEZE Bus

Vehicles are assigned by bus operators and according to the following vehicle/route characteristics:

- Vehicle Age and Type
- Fuel Capacity and/or Route Mileage

- Length of the Route
- Frequency of Service
- Passenger Capacity
- Operating Conditions (Including turns, dips, speed, and other road conditions)
- System-wide service needs

NCTD SPRINTER

Train sets on the SPRINTER light rail consist of one or two low-floor Diesel Multiple Units (DMUs). There are a total of 12 DMUs in the SPRINTER fleet. The 30-minute headway operated on the SPRINTER service requires four trains to be in operation. During the peak period, NCTD operates two-car trains to accommodate the existing peak demand within the load standard. Four two-car trains results in a peak vehicle requirement of eight cars. Two DMUs are operated during peak hours each day.

NCTD COASTER

Train sets on the COASTER consist of one locomotive and five passenger cars. The seating arrangements of the newest cars have been modified to better comply with the latest FRA Safety Standards. Generally, however, special vehicle assignments are not necessary.

Further information regarding the NCTD COASTER, SPRINTER, and BREEZE fleets can be viewed in the NCTD Service Design Guidelines located in Appendix I.

REQUIREMENT TO COLLECT AND REPORT DEMOGRAPHIC DATA

On behalf of the transit agencies, SANDAG prepares demographic and service profile maps for the evaluation of low-income and minority population groups. This information is updated every three years in the Program Update and also used by the transit agencies to evaluate the Title VI impacts of major services changes as necessary. Additionally, SANDAG collects survey data on customer demographics and travel patterns, which are used in the evaluation of transit service changes and fare proposals.

In order to comply with the reporting requirements in 49 CFR Section 21.9(b), recipients "should have available for the Secretary racial and ethnic data showing the extent to which members of minority groups are beneficiaries of programs receiving Federal financial assistance." The information and data provided below is intended to meet these reporting requirements.

A: *Demographic and Service Profile Maps and Charts*

(1) A base map of the agency's service area that includes each Census tract, Census block or block group, traffic analysis zone (TAZ), or other locally available geographic data with transit facilities – including transit routes, fixed guideway alignments, transit stops and stations, depots, maintenance and garage facilities, and administrative buildings as well as major activity centers or transit trip generators, and major streets and highways; and

(2) A demographic map that plots the information listed in (1) above and also shades those Census tracts, blocks, block groups, TAZ's or other geographic zones where the percentage of the total minority population residing in these areas exceeds the average percentage of minority populations for the service area as a whole.

(3) For purposes of addressing environmental justice, and in order to evaluate the impacts of major service changes on low-income populations, demographic maps shall also depict those Census tracts, blocks, block groups, TAZ's or other geographic zones where the percentage of the total low-income population residing in these areas exceeds the average percentage of low-income populations for the service area as a whole.

To fulfill the requirements for Parts 1, 2, and 3, SANDAG used 2012 Population Synthesis (Popsyn)[1] estimates to identify Low-Income and Minority census tracts. Census tracts were identified as minority where the percentage of the total minority population residing in these areas exceeded the average percentage of minority populations for MTS and NCTD's distinct service areas. The same methodology was used to determine the low-income populations for each agency's service area.

SANDAG identified the region's most vulnerable communities as the following:

Low-Income: Any Census tracts where the percentage of the total low-income population (percentage of the population living at or below 200 percent of the federal poverty level) residing in these areas exceeds the average low-income population for the service area as a whole. The MTS service area is 31.0 percent low-income, while NCTD's service area is 28.4 percent low-income.

Minority: Any Census tracts where the percentage of the total minority (non-White) population residing in these areas exceeds the average minority population for the service area as a whole. The MTS service area is 56.1 percent minority, while NCTD's service area is 45.9 percent minority.

Using the established criteria above, the region was broken up into three smaller areas to produce sub-regional maps that are easier to read. Figures 2-1, 2-2, and 2-3 illustrate the MTS and NCTD service areas by Census tract, and include transit facilities, Rail/Premium Express stations, and activity centers as defined in the Circular. Activity centers note the location of colleges and universities, government centers, hospitals, large private employers, school sites, and tourist attractions. Figures 2-4, 2-5, and 2-6 illustrate the new and improved facilities that were recently replaced or constructed, as well as new stations and services that are scheduled to be completed within the next five years.

Figures 2-7, 2-8, and 2-9 illustrate the Low-Income Census tracts in the MTS and NCTD service areas, while Figures 2-10, 2-11, and 2-12 illustrate the Low-Income population's access to transit amenities such as bus stops, benches, and shelters along all transit routes. Figures 2-13, 2-14, and 2-15 illustrate the Low-Income population's access to activity centers via transit services. In addition, Figures 2-16, 2-17, and 2-18 illustrate the Minority population within the MTS and NCTD service area in relation to transit facilities, Rail/Premium Express stations, and activity centers. Figures 2-19, 2-20, and 2-21 show the distribution of transit services and amenities, including bus and rail services, along with bus stops, benches, and shelters in each service area. Figures 2-22, 2-23, and 2-24 illustrate the Minority population's access to activity centers via bus and rail transit services.

[1] Popsyn procedures create synthetic populations that represent an existing or potential future population for a given region. The synthetic population is an integral input into an activity-based model system which relies on micro socioeconomic data to represent household and person level activities.

Figure 2-1, Base Map of MTS/NCTD Service Area - Central

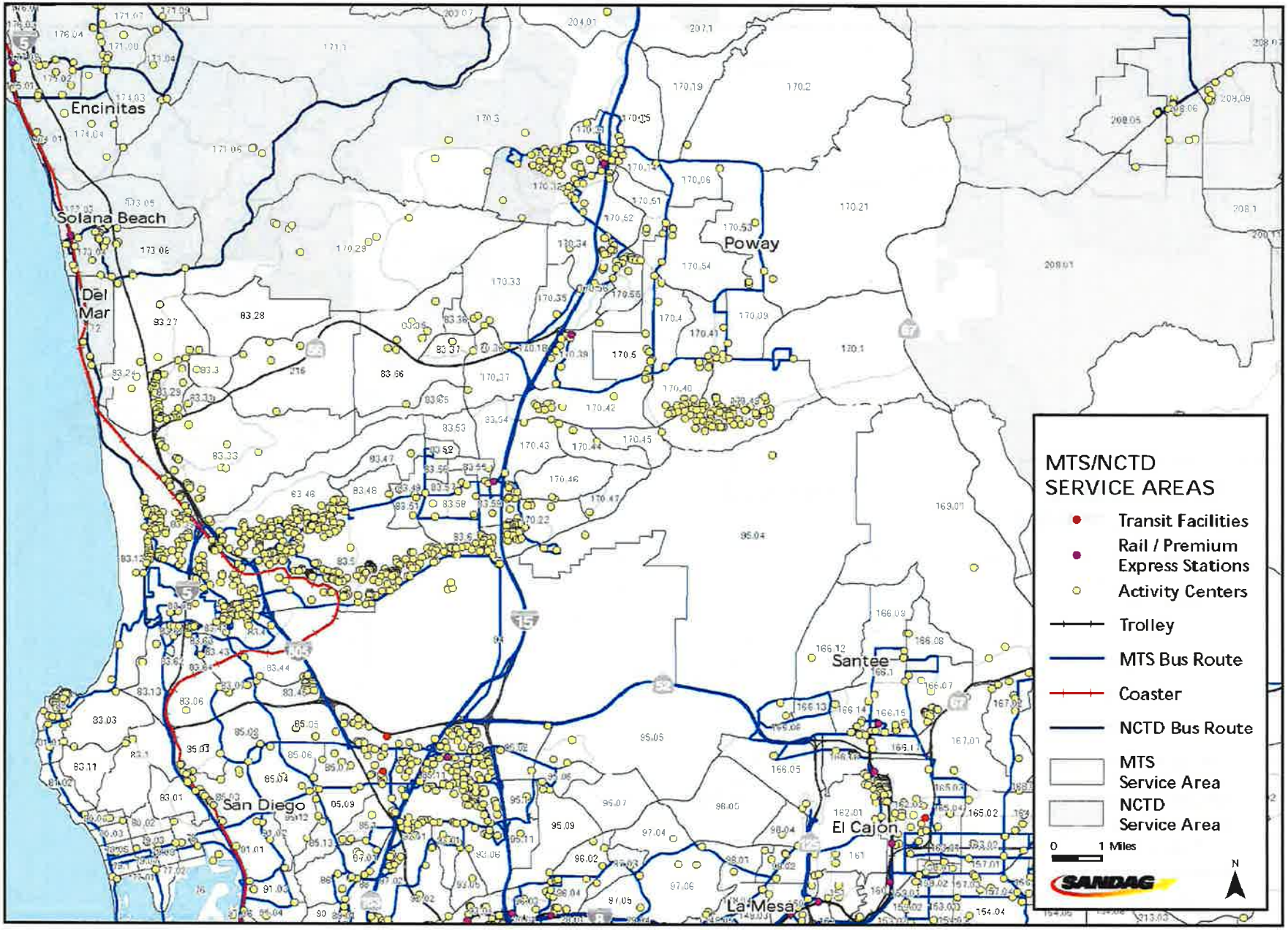


Figure 2-2 Base Map of MTS/NCTD Service Area - North

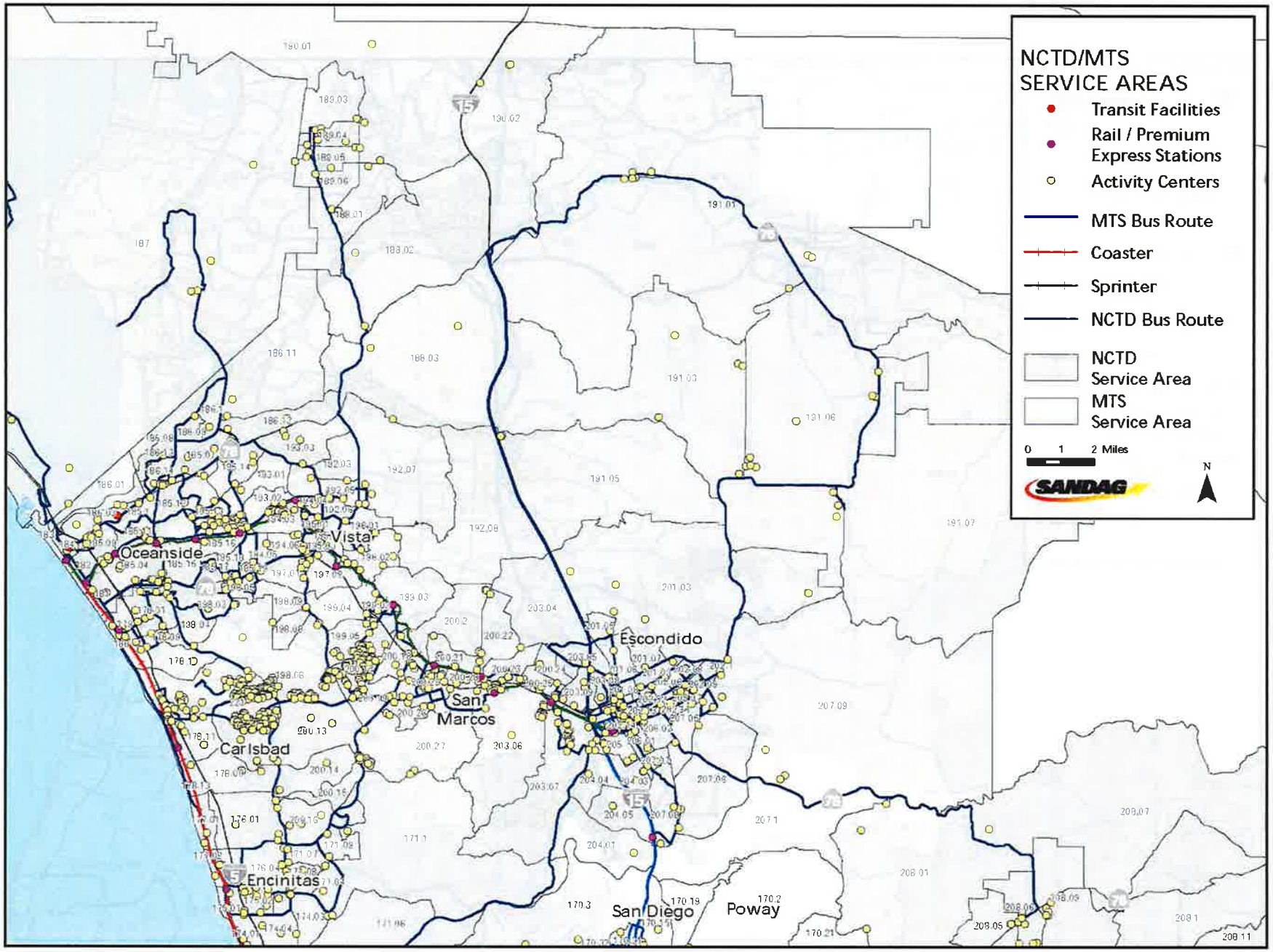


Figure 2-3 Base Map of MTS/NCTD Service Area - South



Figure 2-4 MTS/NCTD New and Improved Transit Facilities - Central

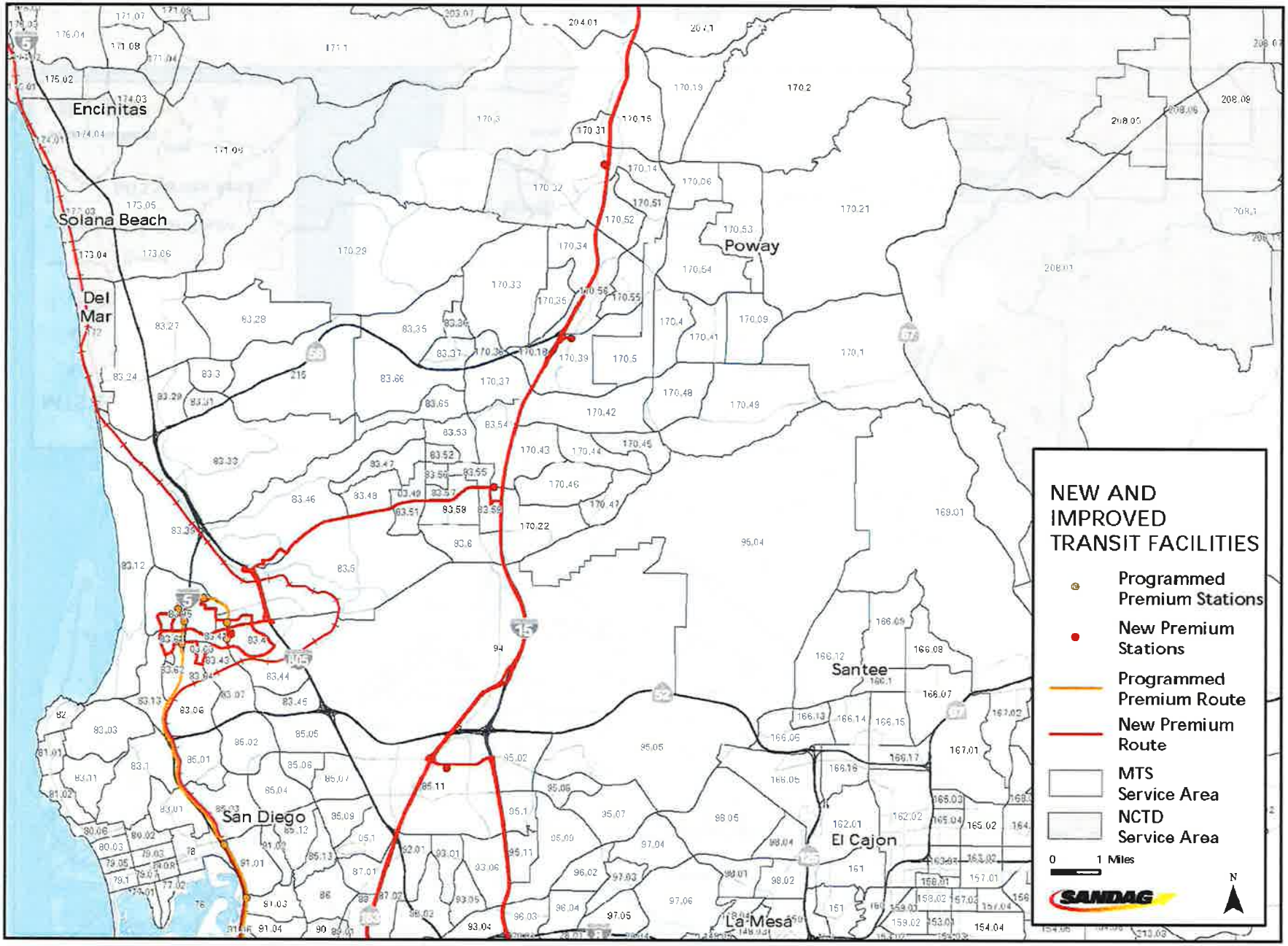


Figure 2-5 MTS/NCTD New and Improved Transit Facilities - North

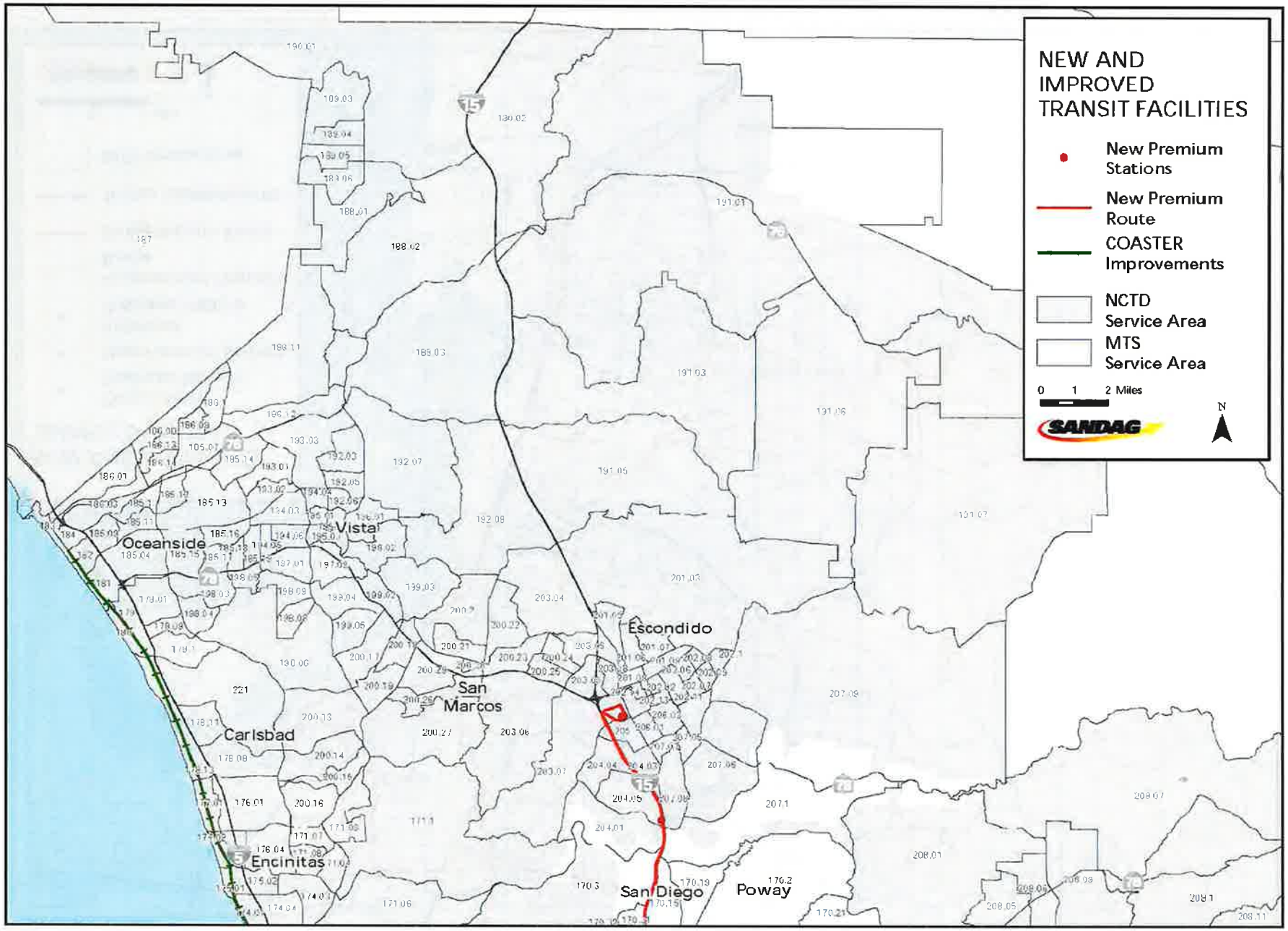


Figure 2-6 MTS/NCTD New and Improved Transit Facilities - South

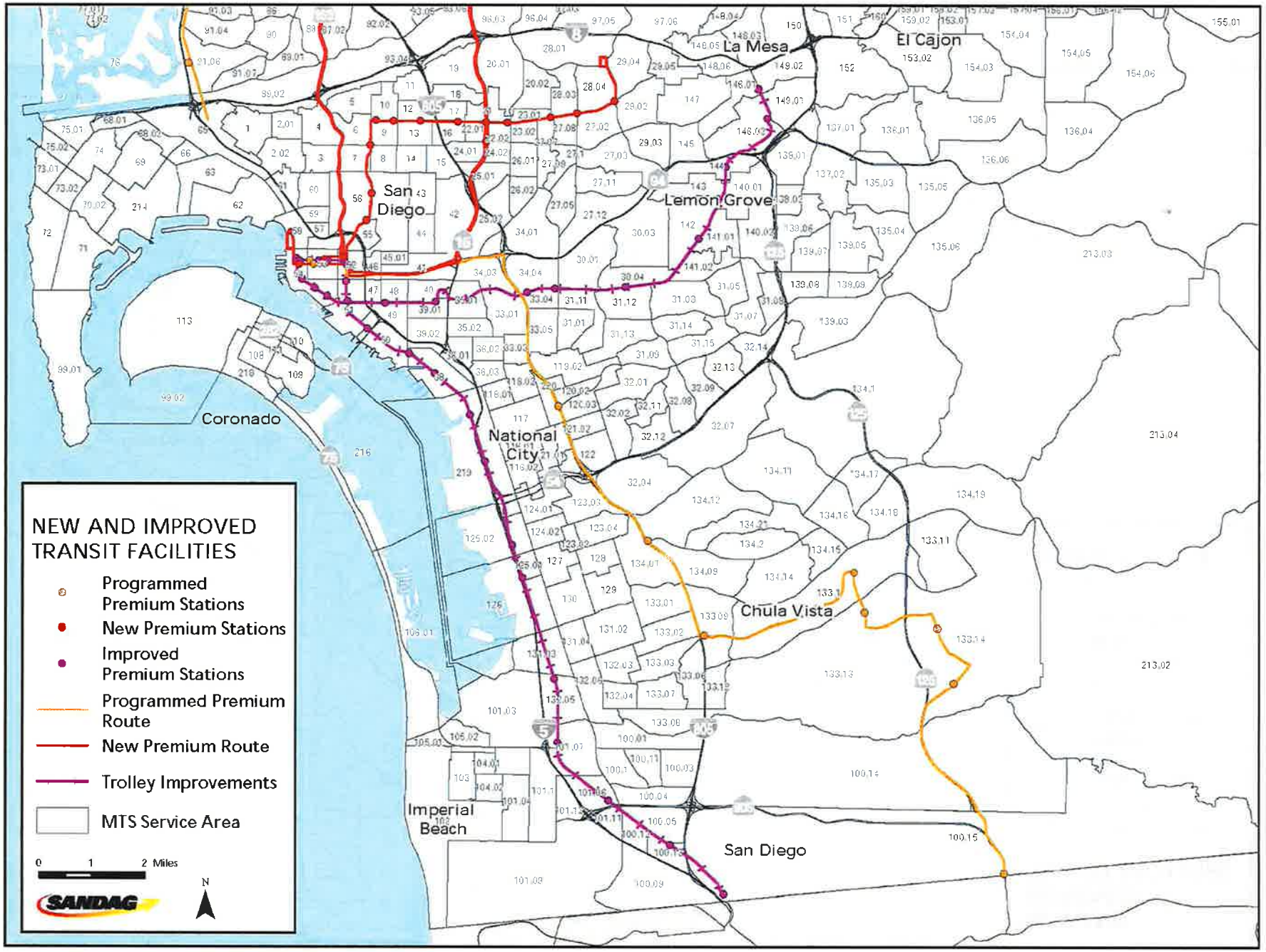


Figure 2-7 MTS/NCTD Low-Income Population - Central

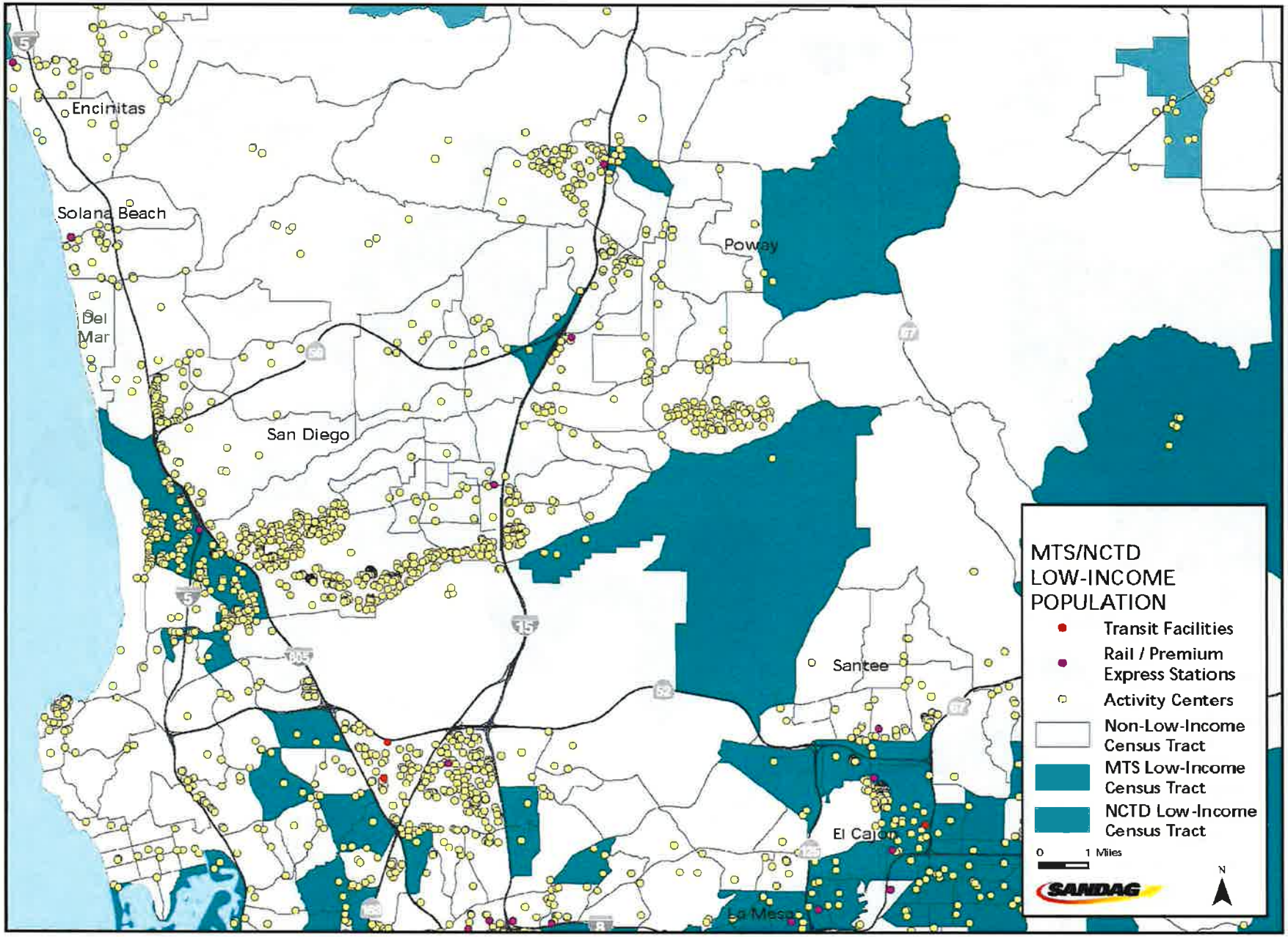


Figure 2-8 MTS/NCTD Low-Income Population - North

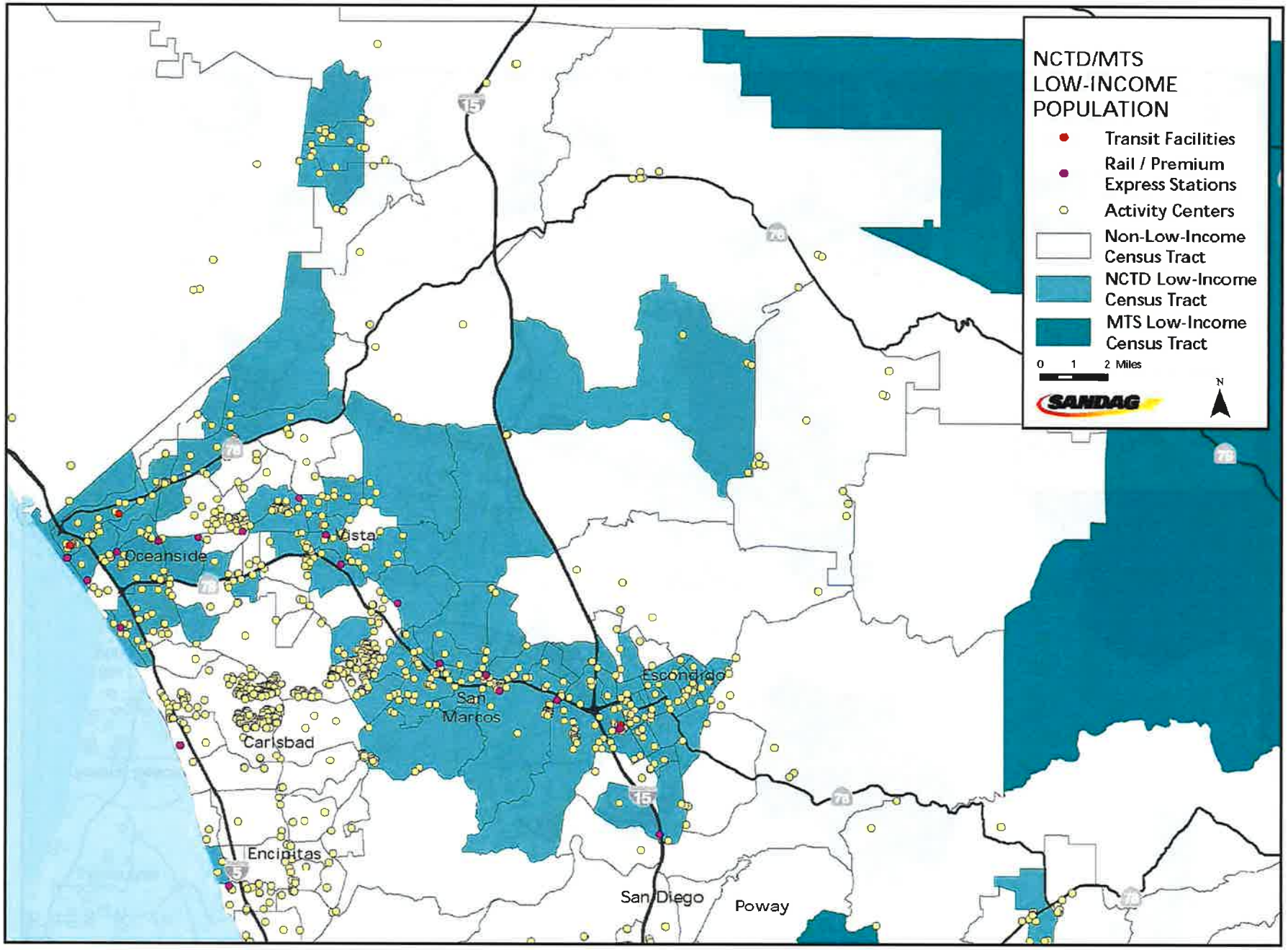


Figure 2-9 MTS/NCTD Low-Income Population - South

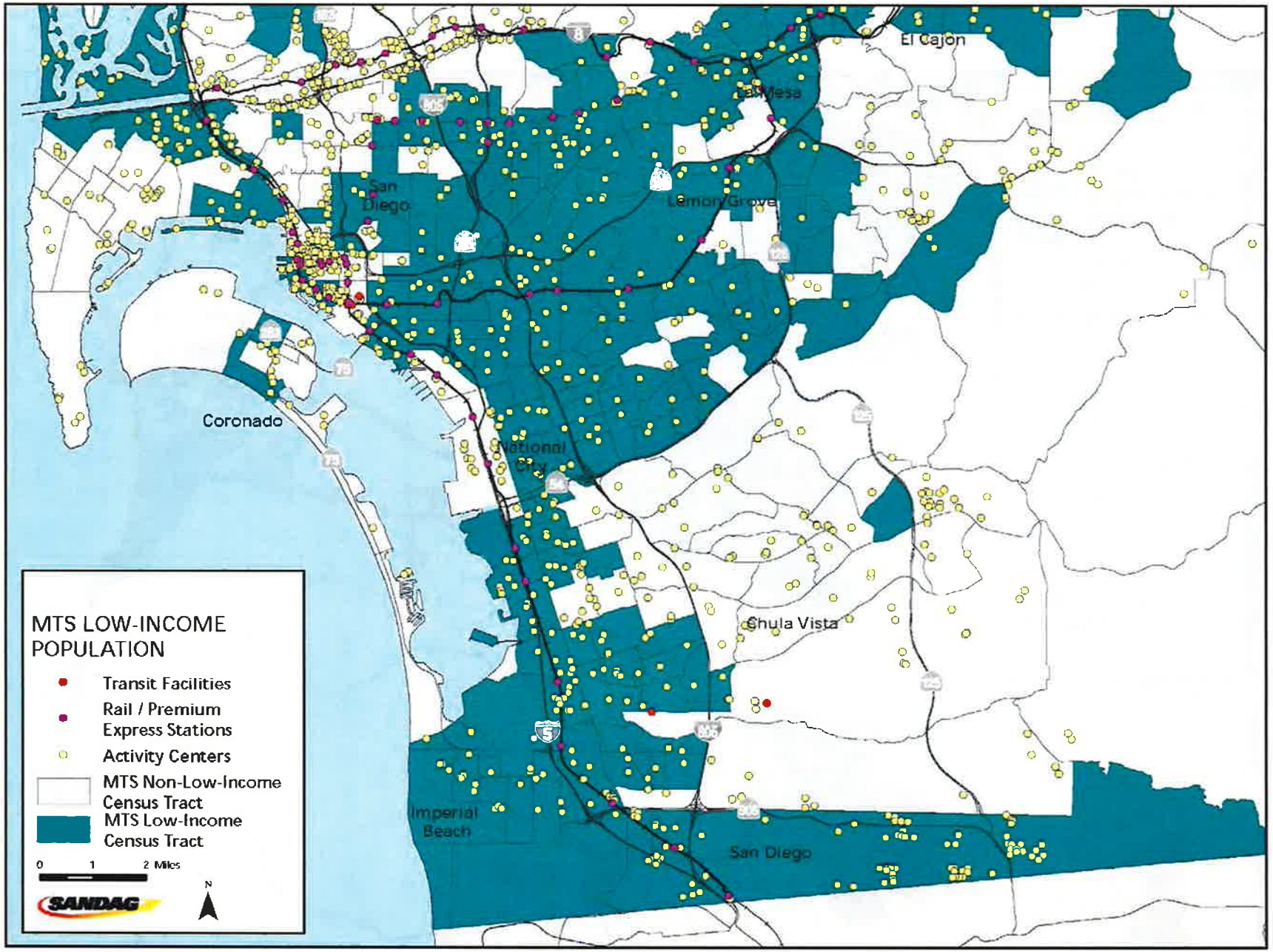


Figure 2-10 MTS/NCTD Low-Income Population Transit Amenities - Central

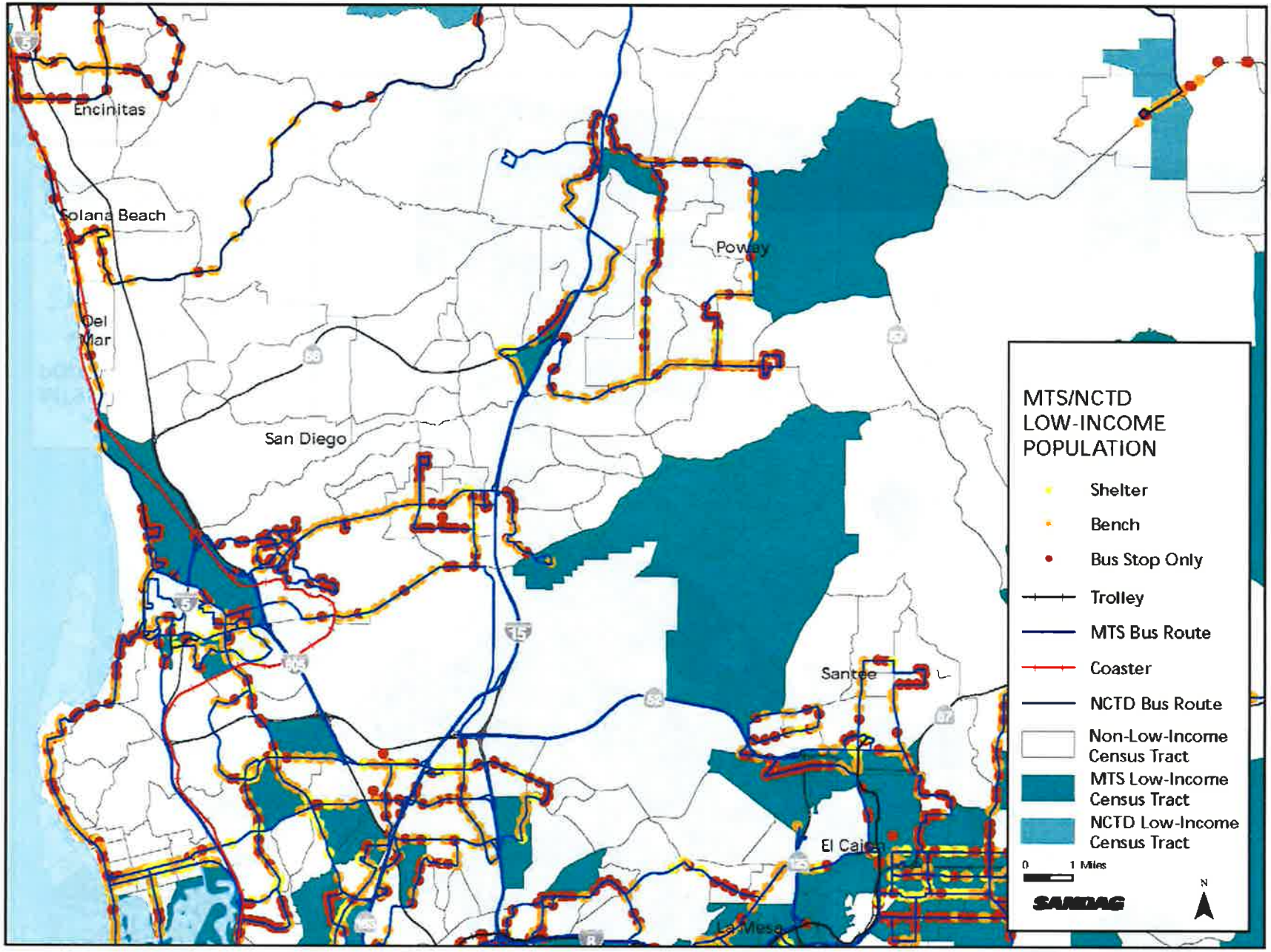


Figure 2-11 MTS/NCTD Low-Income Population Transit Amenities – No...

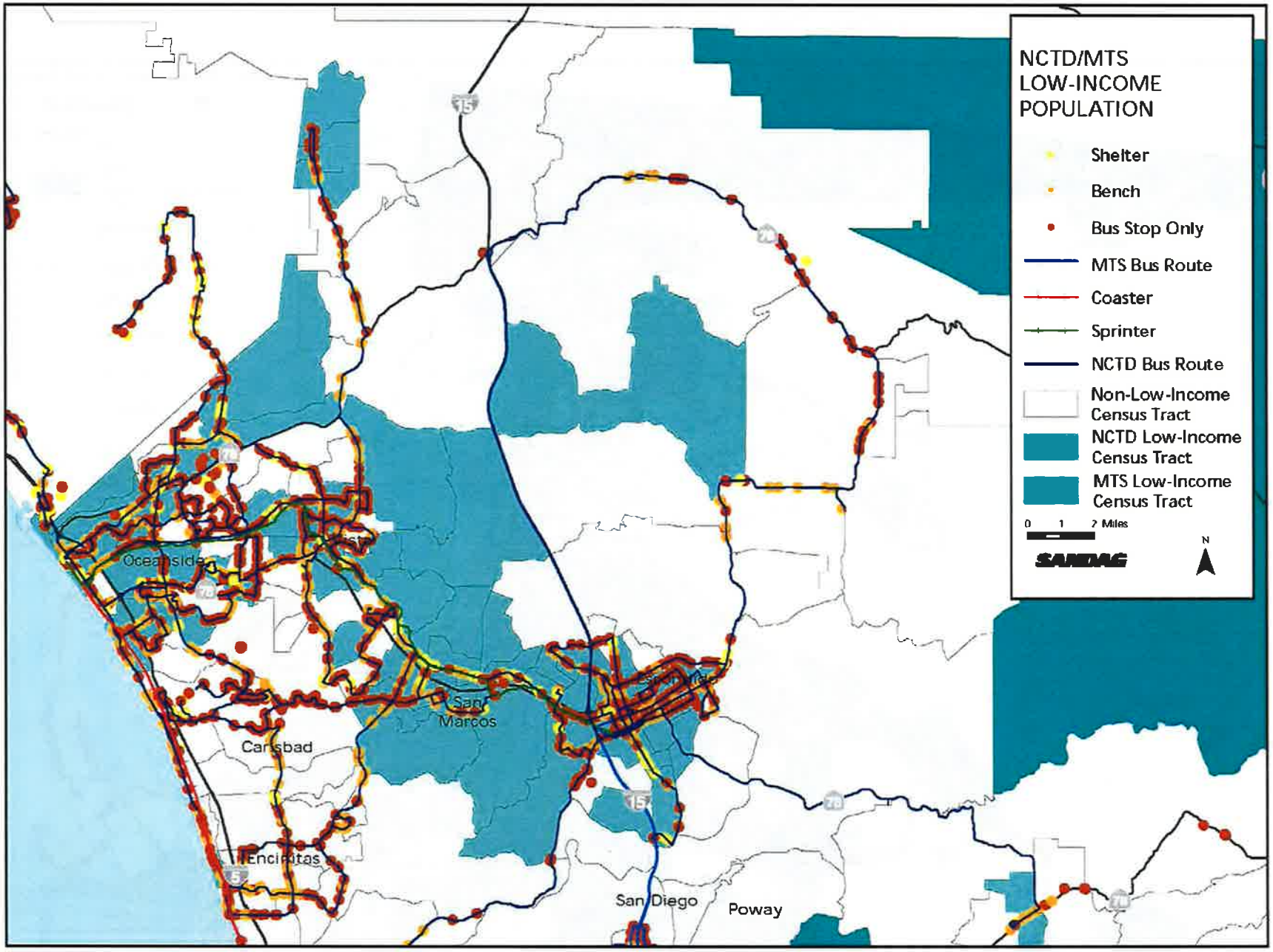


Figure 2-12 MTS/NCTD Low-Income Population Transit Amenities – South

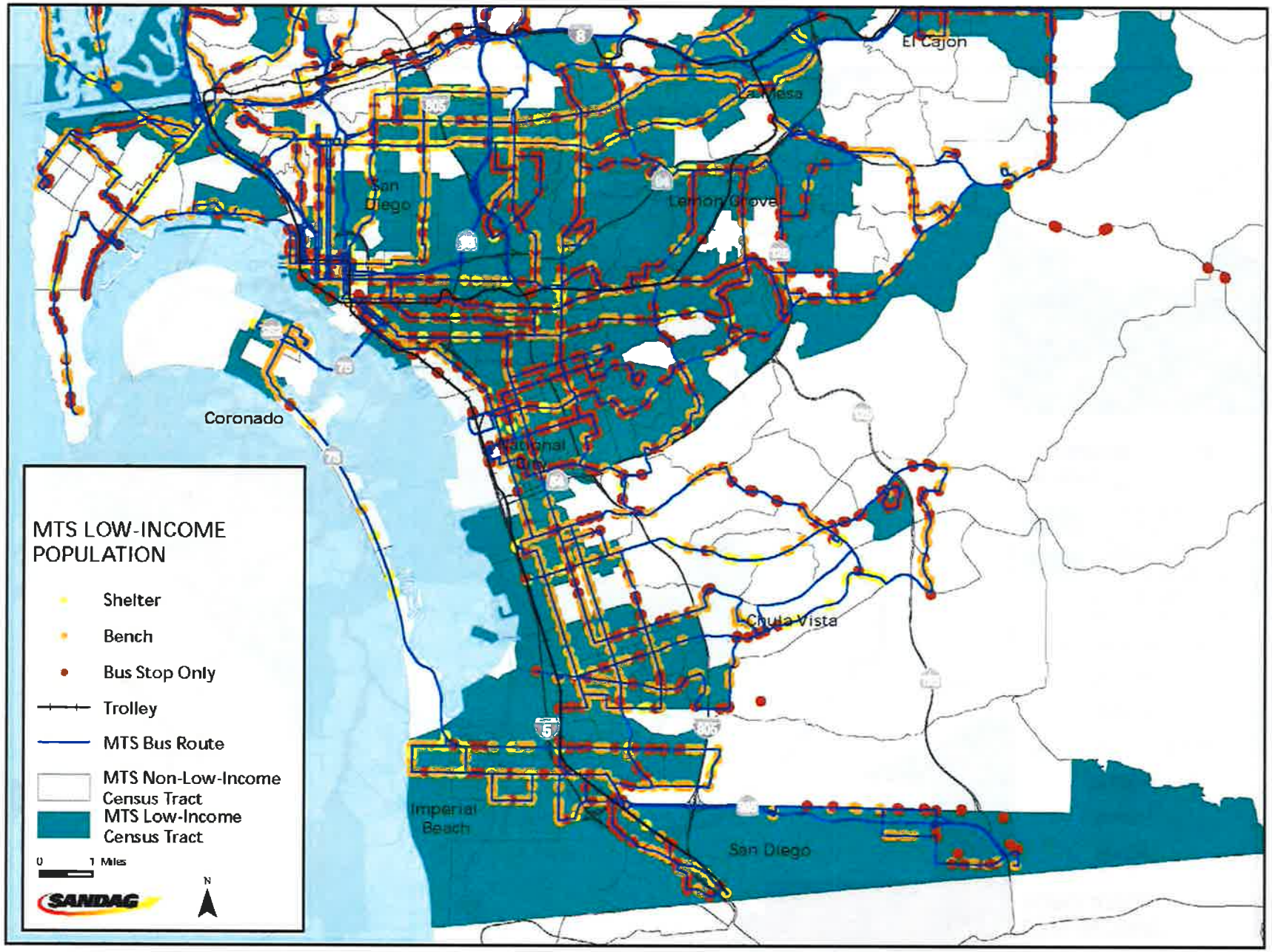


Figure 2-13 MTS/NCTD Low-Income Population Transit Access to Activity Centers - Central

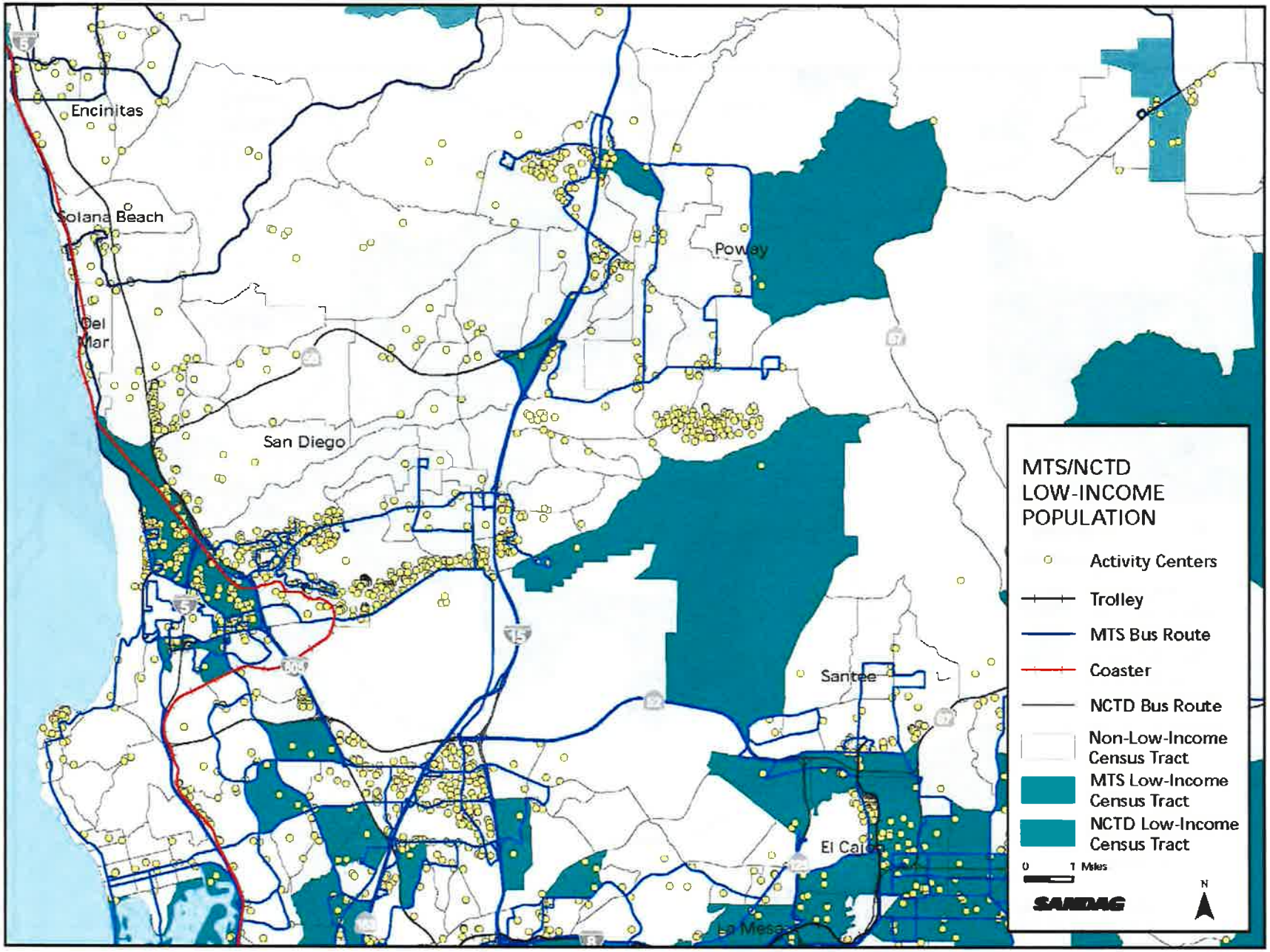


Figure 2-14 MTS/NCTD Low-Income Population Transit Access to Activity Centers – North

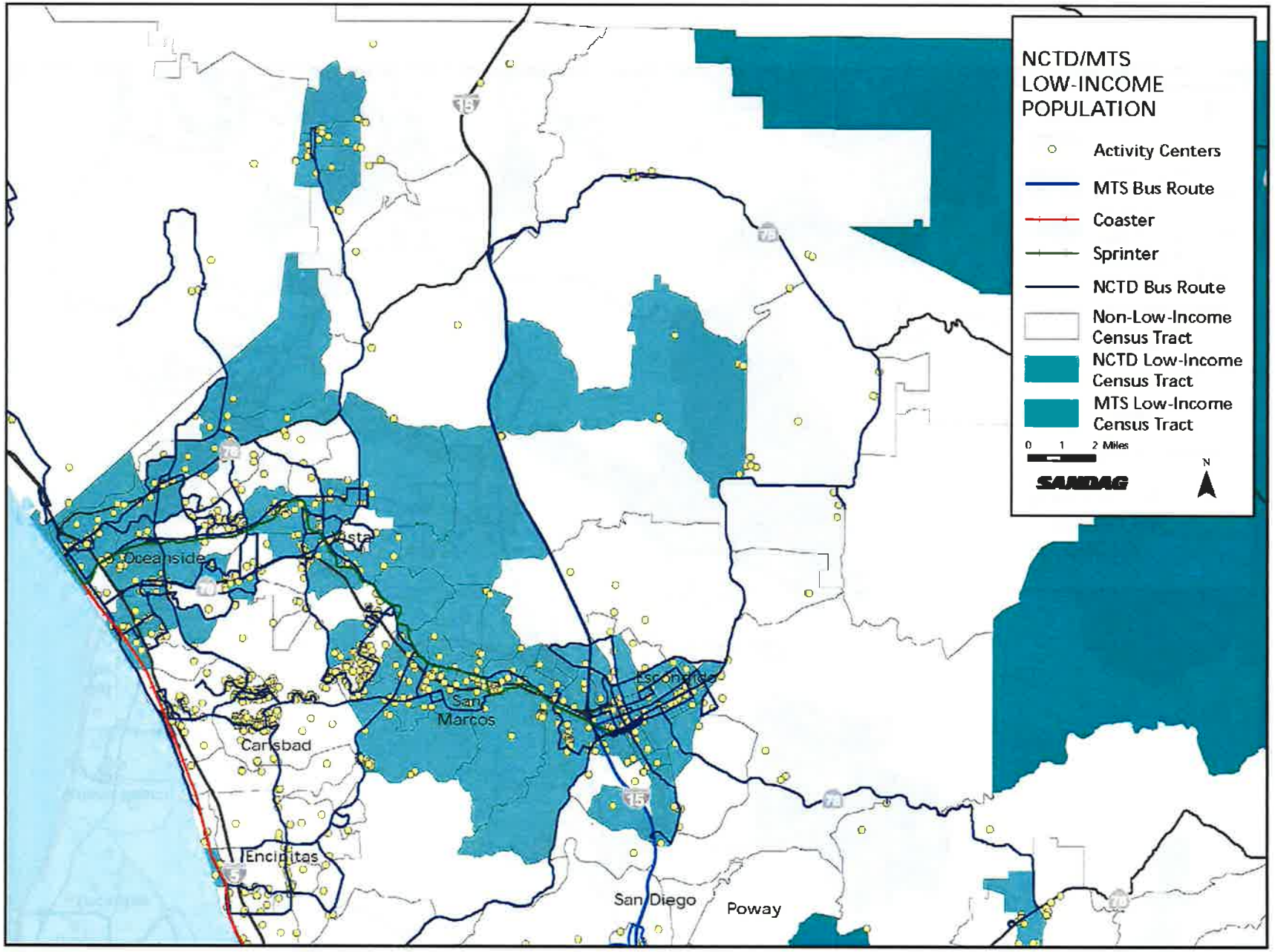


Figure 2-15 MTS/NCTD Low-Income Population Transit Access to Activity Centers – South

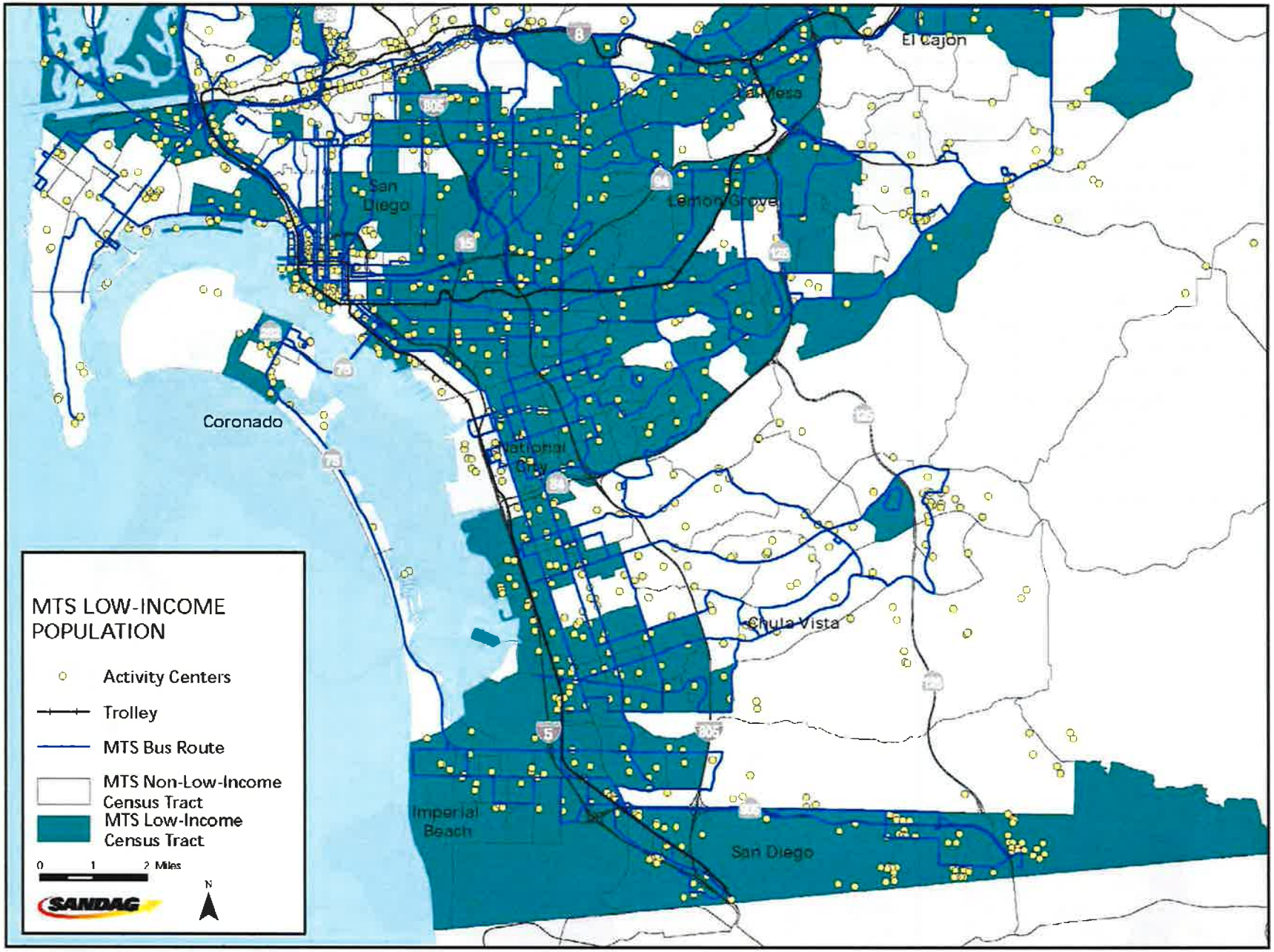


Figure 2-16 MTS/NCTD Minority Population - Central

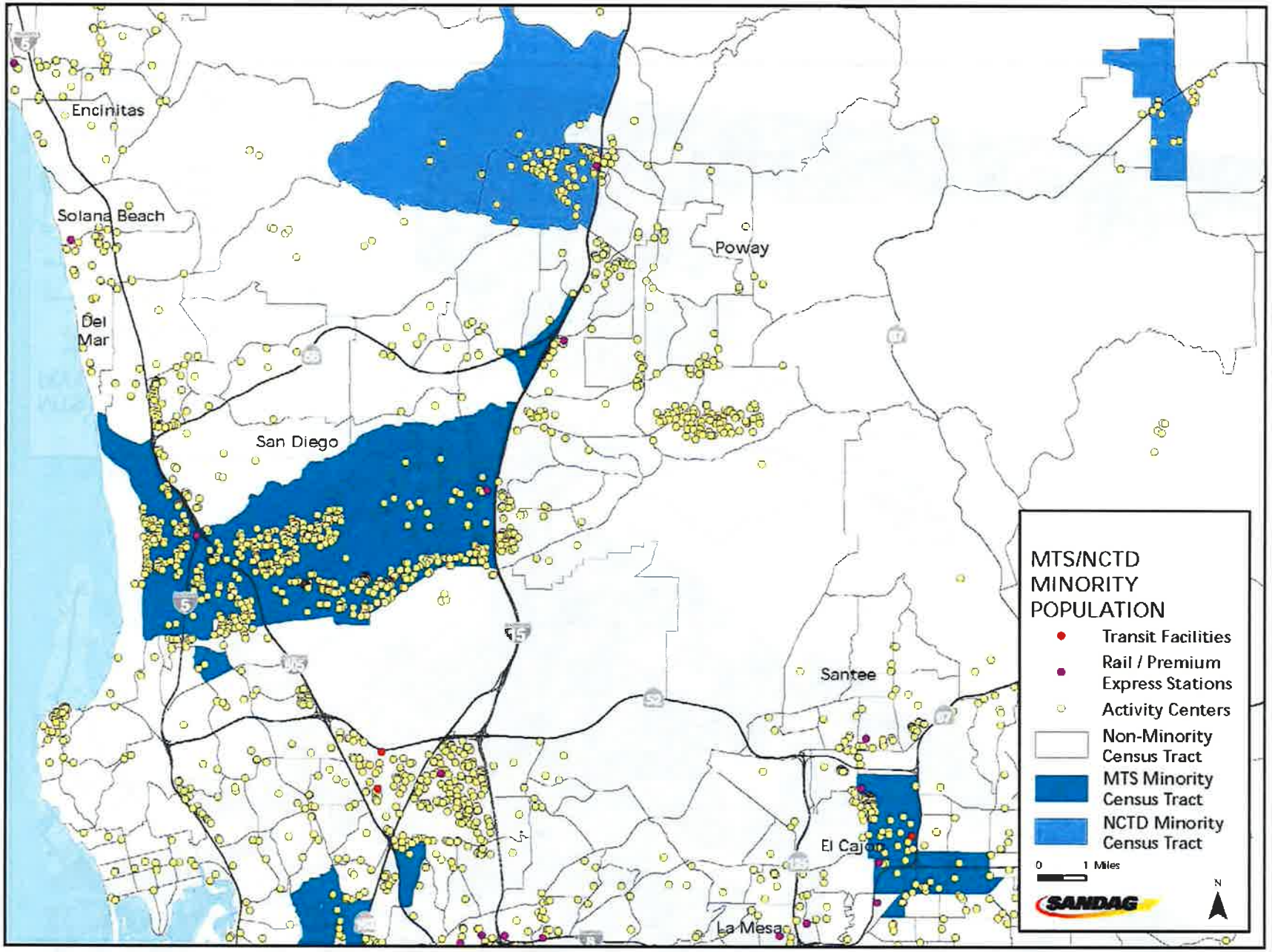


Figure 2-17 MTS/NCTD Minority Population – North

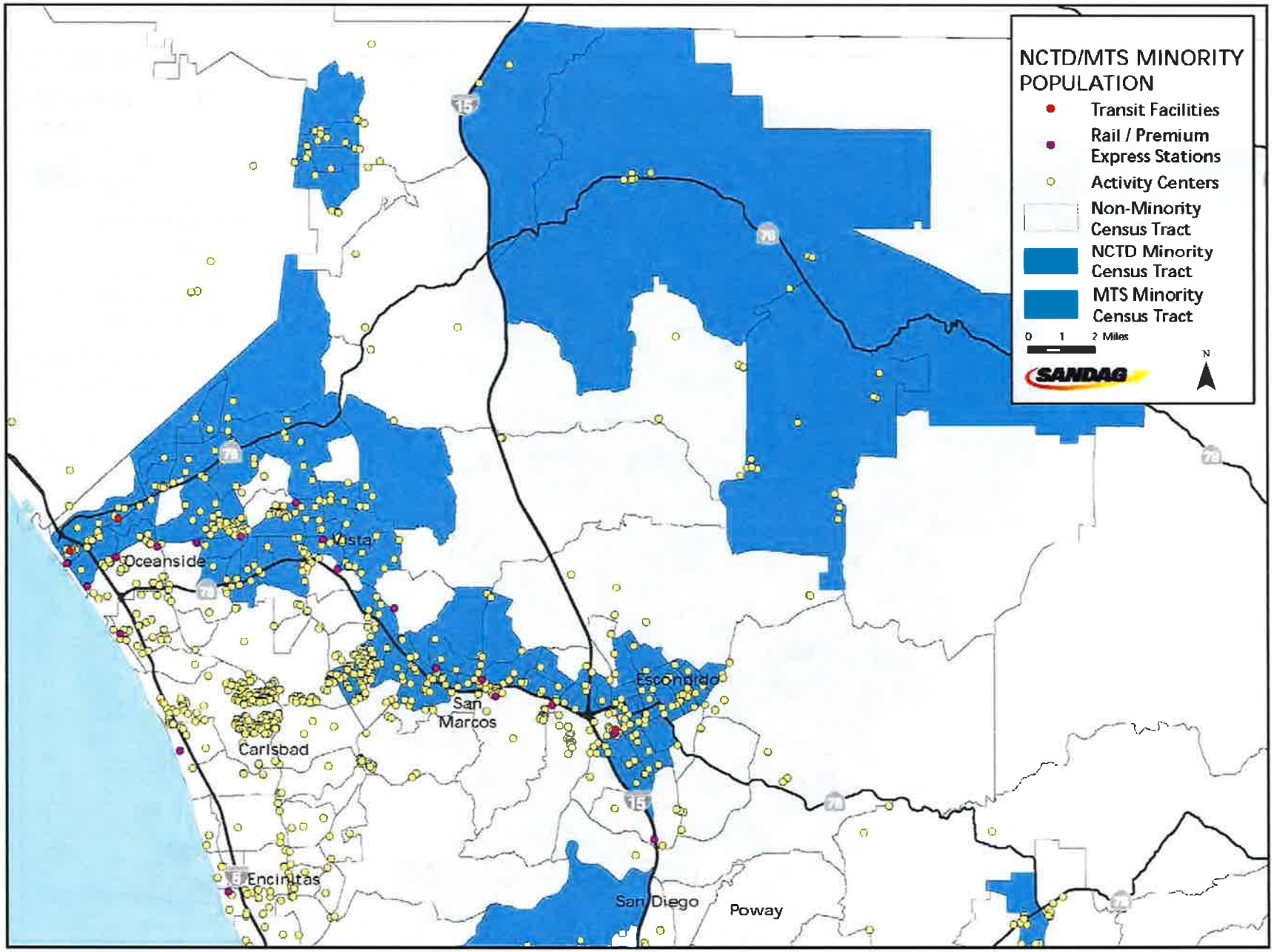


Figure 2-18 MTS/NCTD Minority Population – South

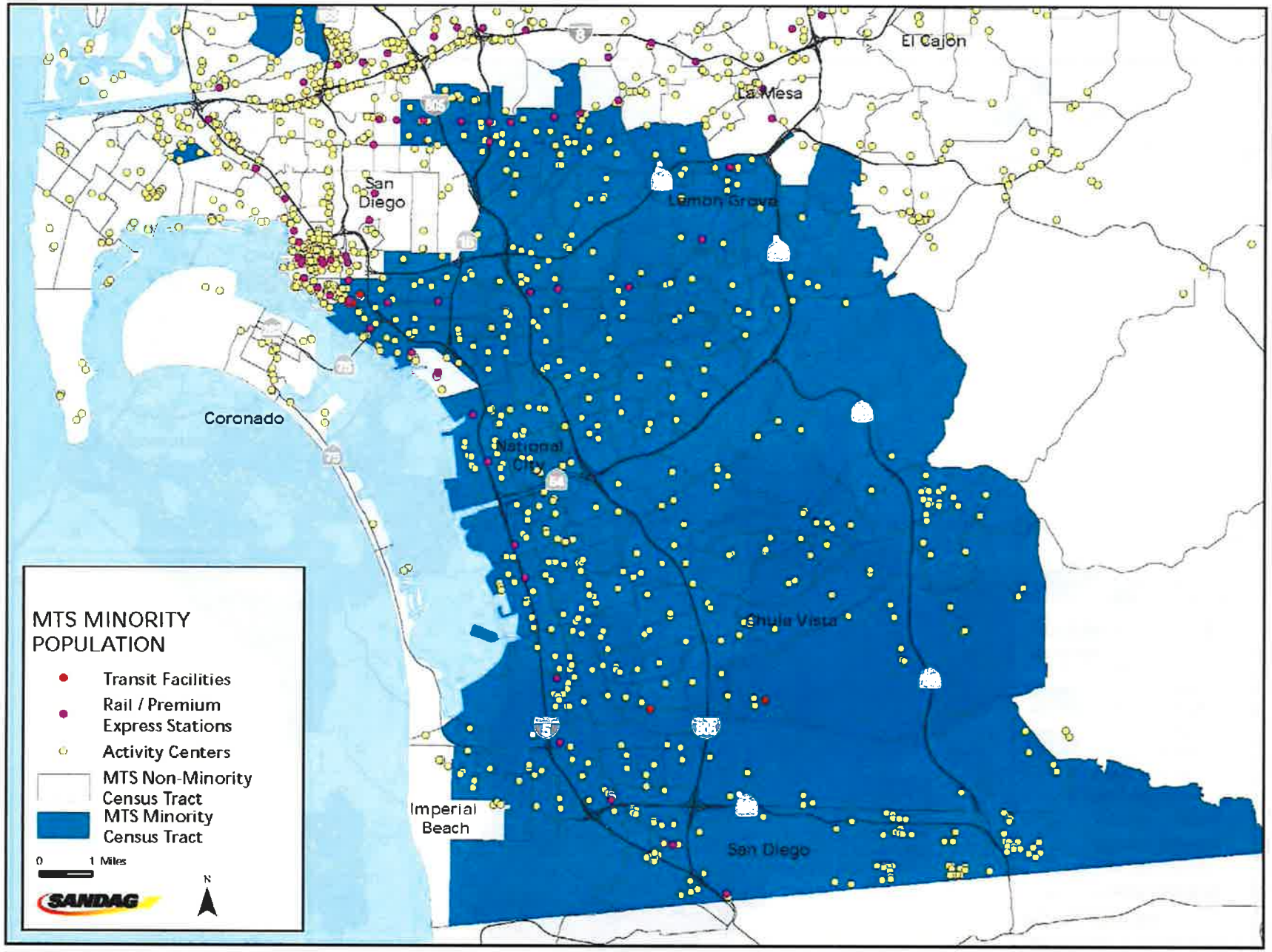


Figure 2-19 MTS/NCTD Minority Population Transit Amenities – Central

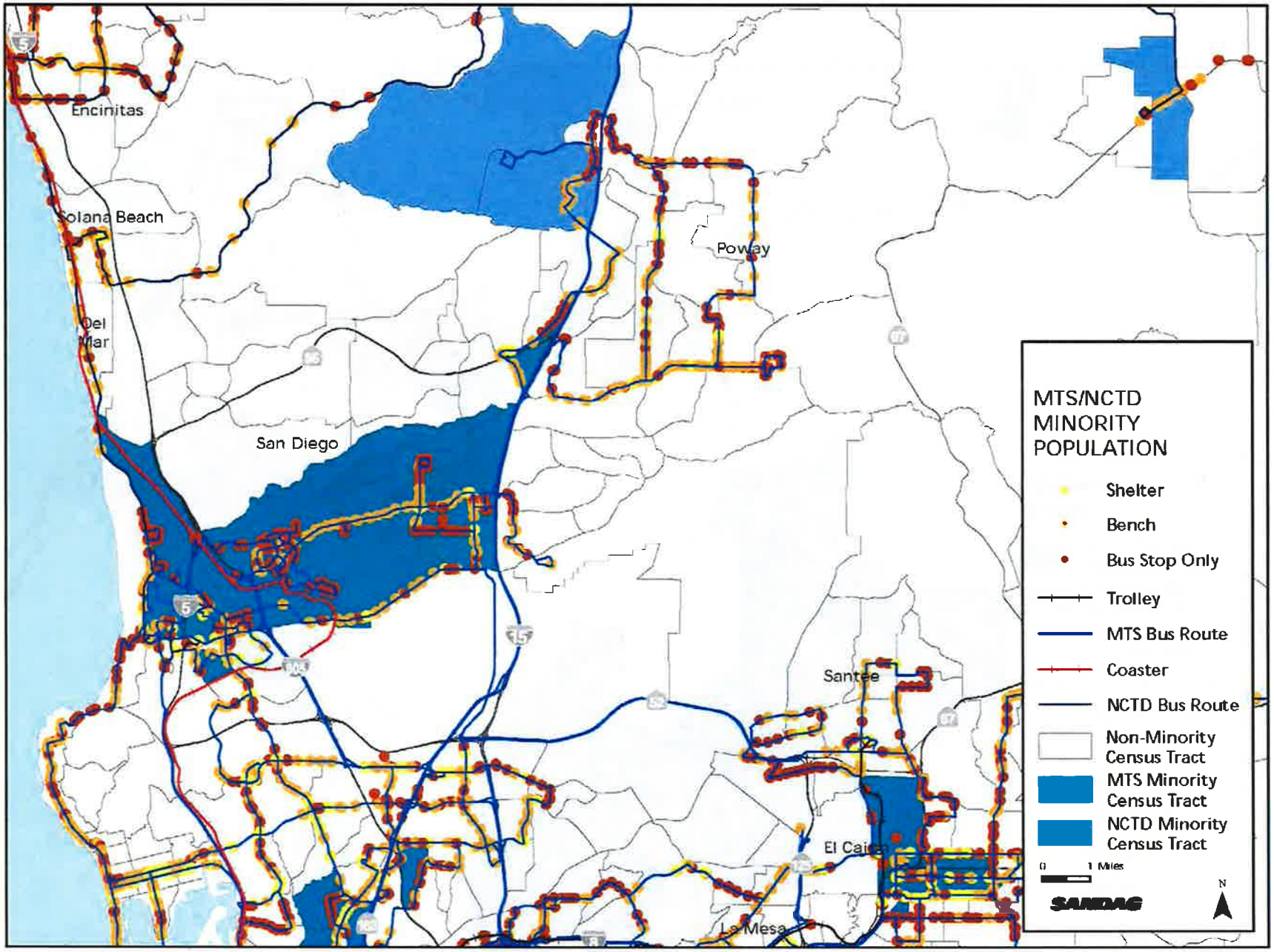


Figure 2-20 MTS/NCTD Minority Population Transit Amenities – North

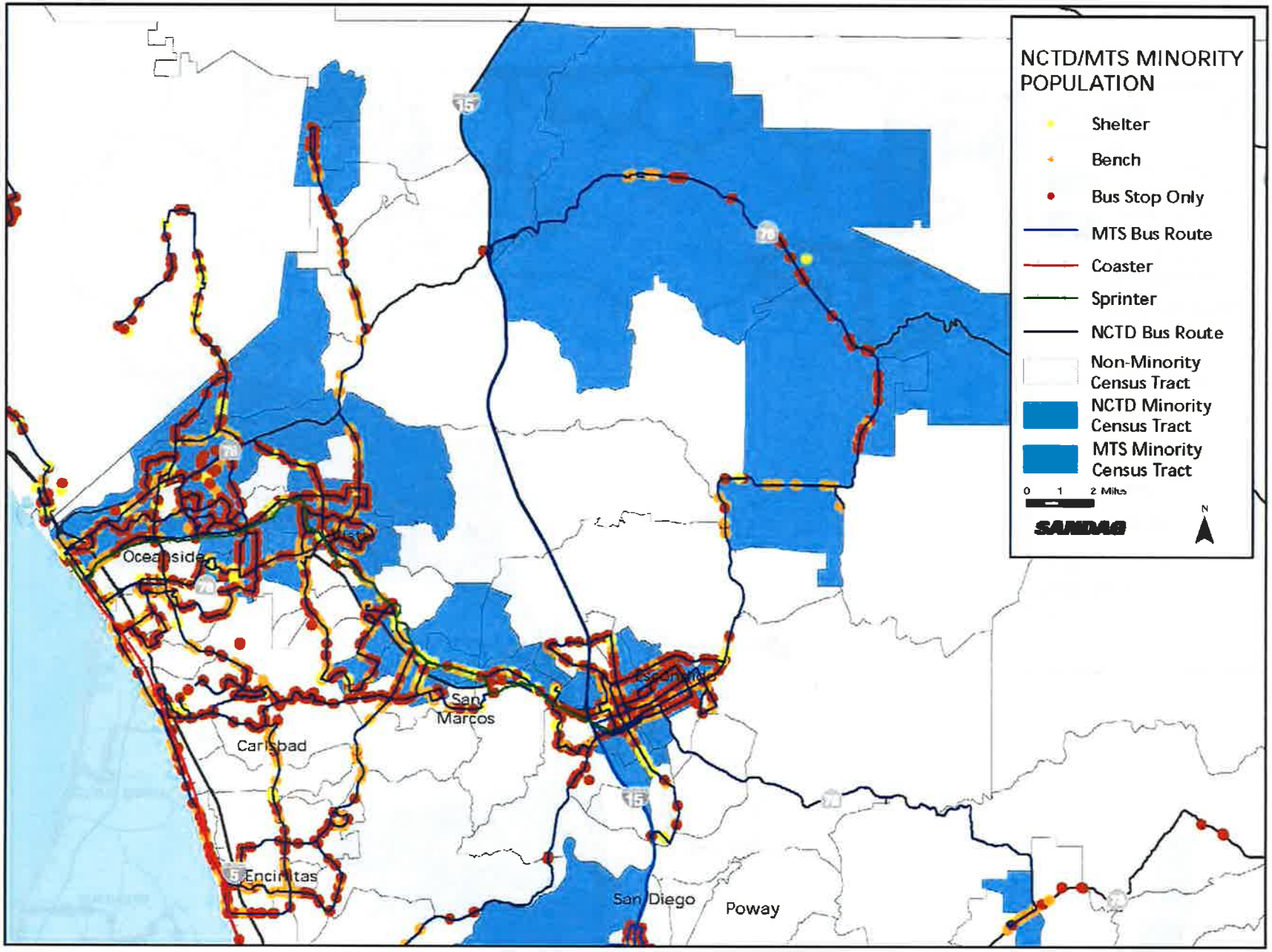


Figure 2-21 MTS/NCTD Minority Population Transit Amenities – South

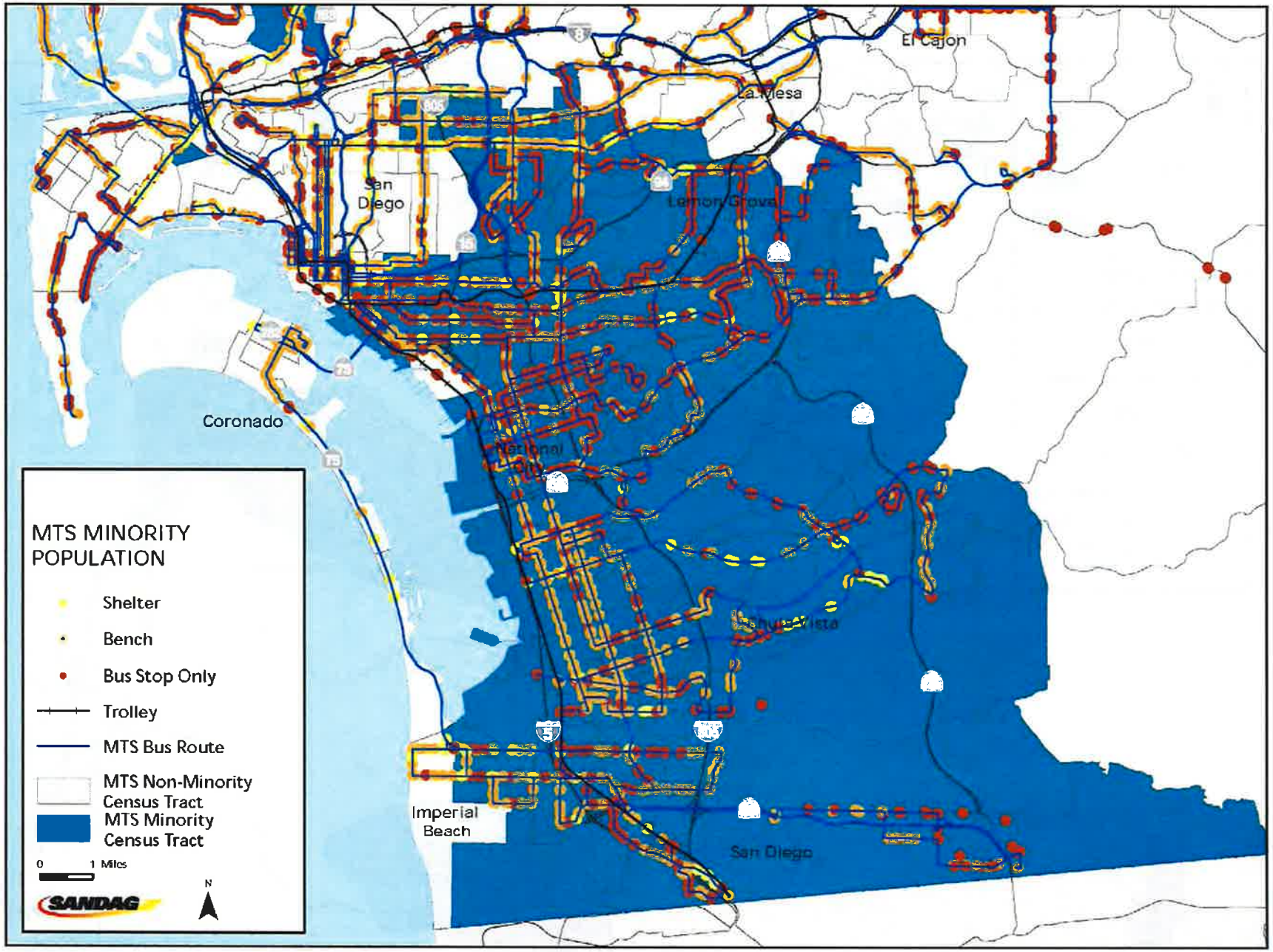


Figure 2-22 MTS/NCTD Minority Population Transit Access to Activity Centers – Central

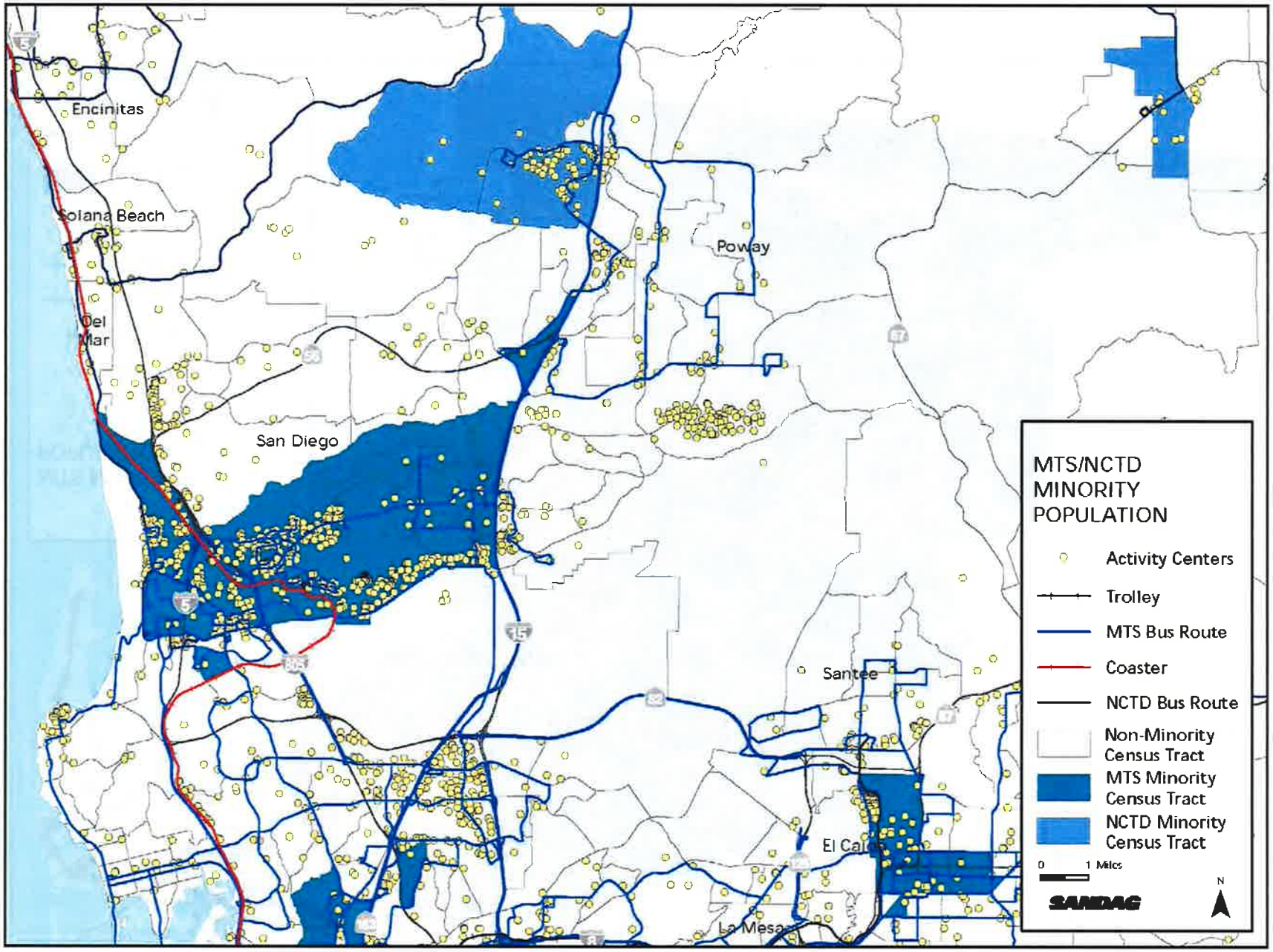


Figure 2-23 MTS/NCTD Minority Population Transit Access to Activity Centers – North

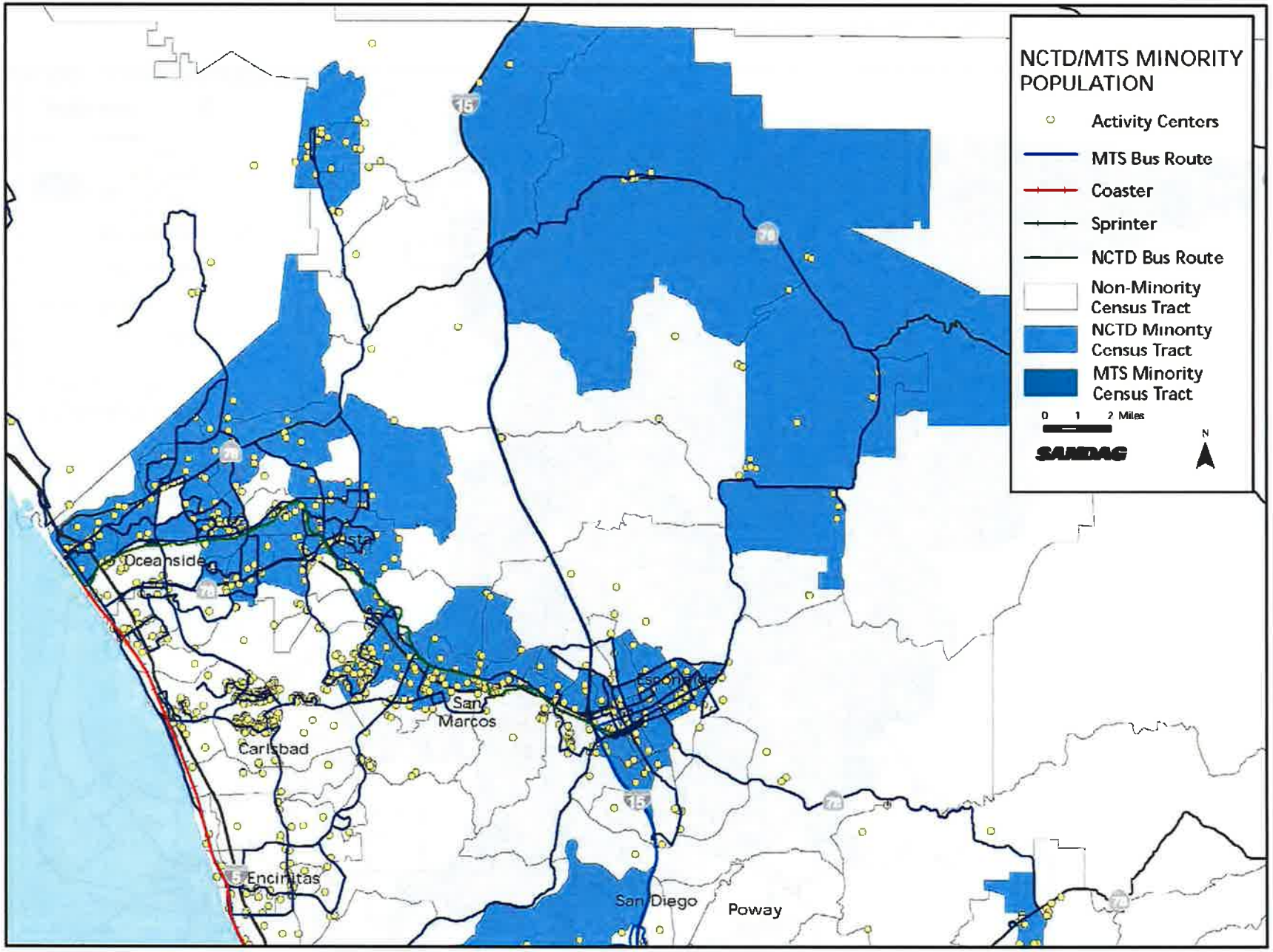
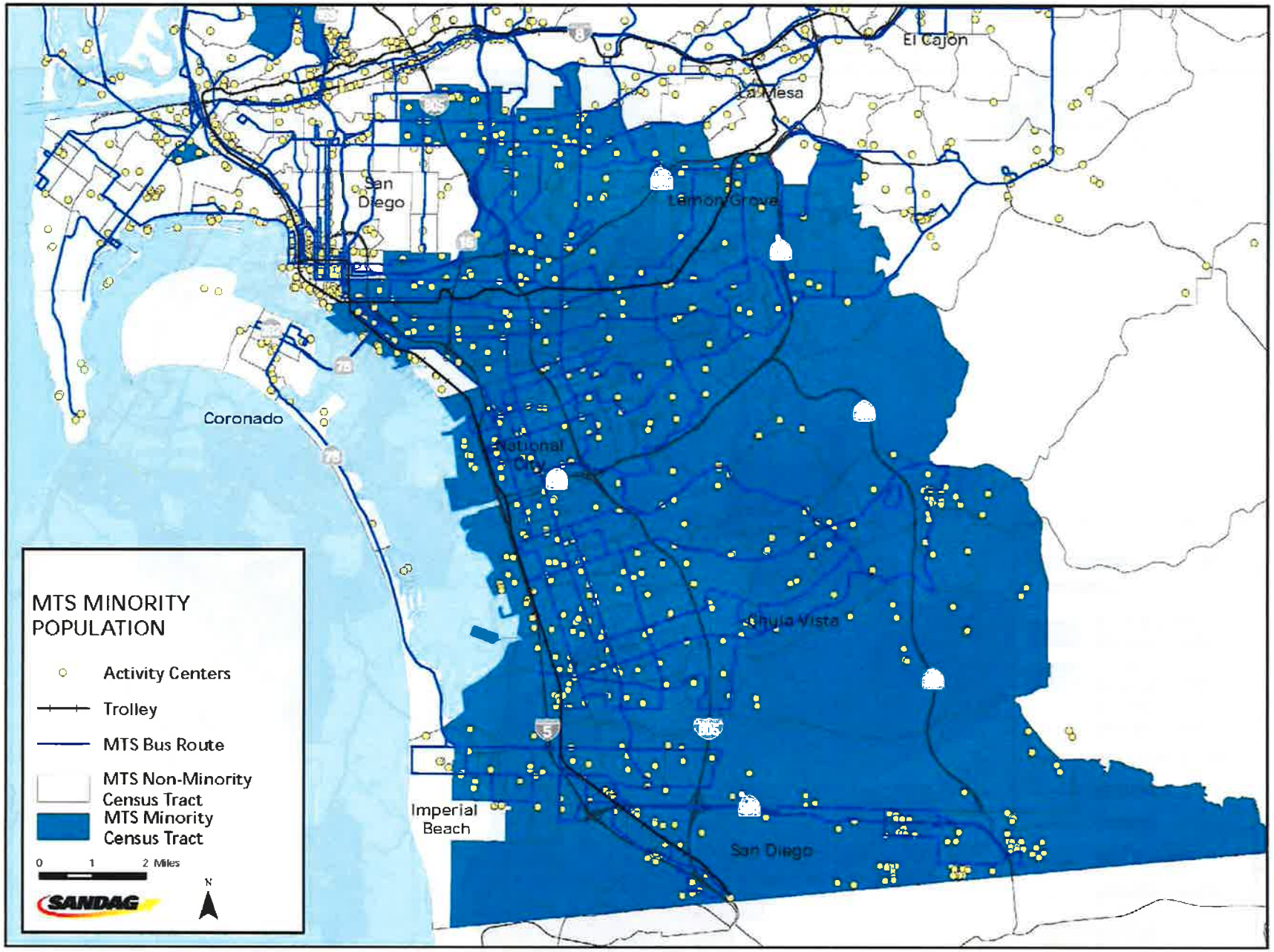


Figure 2-24 MTS/NCTD Minority Population Transit Access to Activity Centers – South



B: Demographic Ridership and Travel Patterns

SANDAG collects information on the race, income, travel patterns and household characteristics of transit riders in the MTS and NCTD service areas. Additionally, public opinion surveys are conducted by telephone to collect information that will support and provide direction to future planning and marketing efforts related to transit use and operations in the San Diego region.

The last two Onboard Transit Surveys were conducted in 2003 and 2009. The Results of the 2009 Onboard Transit Passenger Survey for the San Diego Region are located online at the following link: http://www.sandag.org/uploads/publicationid/publicationid_1575_12871.pdf.

The most recent survey was planned for 2014 (a five-year interval to comply with the no less than every five years requirement), but due to concerns from FTA staff and agreement with FTA Region IX, SANDAG stopped the procurement and revised the scope to conduct in-person interviews on tablet computers rather than paper surveys that were self-administered. The 2015 survey is currently underway, with in-person interviews beginning in the spring of 2015, and continuing into the fall. The following information is currently being collected as recommended by the FTA in the October 1, 2012 Title VI Circular (FTA C 4702.1B):

(1) Information on riders' race, color, and national origin

(2) English proficiency and language spoken at home

(3) Information on riders' household income

(4) Travel patterns

(5) Fare usage by fare type

The above information will be used to evaluate service and to conduct fare equity analysis consistent with Chapter IV Section 6 of the FTA Title VI Circular (FTA C 4702.1B).

SANDAG procures a consultant to conduct each survey, ensuring it is statistically valid for all routes and time periods. The consultant for the current survey, ETC Institute, has extensive experience in conducting on-board transit survey research, including experience in supporting Title VI requirements. The survey is being conducted onboard transit vehicles in English and Spanish. For Vietnamese, Tagalog, and Chinese passengers, there is a call back option with an interviewer fluent in their language. A copy of the questions for the survey currently being conducted is located in Appendix M.

REQUIREMENT TO MONITOR TRANSIT SERVICE

Overview

As outlined in Title VI Circular 4702.1B, the Federal Transit Administration (FTA) requires that all fixed route transit providers monitor the performance of their transit system relative to their system-wide service standards and service policies, such as vehicle load, vehicle assignment, and transit amenities, not less than every three years.

System Wide Service Standards

In accordance with FTA Title VI requirements, SANDAG monitors the performance of MTS and NCTD' s fixed route bus, light rail, and commuter rail services to ensure that minority and non-minority routes are being operated in a fair and equitable manner. The MTS Service Standards were adopted on June 20, 2013, and NCTD's were adopted in June 2013, and provide a series of performance benchmarks for the various route categories based on the following four service indicators:

- Vehicle Load
- Vehicle Headways
- On-Time Performance
- Service Availability

The MTS Load Factor was determined by ridership data, while Vehicle Headways, On-Time Performance, and Service availability data was provided by the Policy 42 Performance Monitoring Report, which is included in Appendix J. Load factor, Headway, and On-Time Performance Analysis conducted on a route-by-route basis is included in Appendix N.

NCTD's Load Factor, Vehicle Headways, and On-Time Performance was provided by the FY 2014 NCTD Performance Monitoring Report included in Appendix O. Service availability standards were also provided by NCTD. Load factor, Headway, and On-Time Performance Analysis conducted on a route-by-route basis is included in Appendix P.

Route Categories

MTS:

Rapid Express - High-speed, point-to-point service geared towards commute markets. Service provided during weekday peak periods only and scheduled to meet primary work shift times.

Express – High-speed service geared toward linking major subregional residential, employment, and activity centers. Service is generally provided throughout the weekday and possibly on weekends. Operates primarily on highways and major arterials.

Light Rail – High-frequency service (15 minutes or better during the base weekday) operating on exclusive railroad right-of-way. Serves multiple trip purposes and generally experiences high turnover along the line.

Rapid – High-frequency bus service (15 minutes or better during the base weekday) operating in a combination of High Occupancy Vehicle (HOV) lanes, mixed-traffic lanes, and/or exclusive right-of-way. Serves multiple trip purposes and generally experiences high turnover along the line. Offers Traffic Signal Priority, enhanced station stops, and "*Rapid*" or other distinct branding. Service is subsidized by *TransNet*.

Urban Frequent – High-frequency service (15 minutes or better during the base weekday) primarily operated along major arterials in denser urban areas. Serves multiple trip purposes and generally experiences high turnover along the route. May be operated as regular (all stops) or limited (stopping only at major transfer points and activity centers).

Urban Standard – Basic transit service with base weekday frequencies generally between 30 and 60 minutes. Operates in less dense urban and suburban areas. Serves multiple trip purposes and provides access to all stops.

Circulator – Neighborhood feeder/distributor to transfer stations or shuttle service to local destinations. Operates on arterials and local streets to provide access to residences, businesses, activity, and transfer centers.

Table 2-7 MTS Summary of Route Categories and Title VI Designations

Type	Category	Minority	Non-Minority	Total
Regional	*Rapid* Express	1	2	3
Corridor	Express	4	4	8
Corridor	Light Rail	2	1	3
Corridor	*Rapid*	5	1	6
Local	Urban Frequent	24	4	28
Local	Urban Standard	23	12	35
Community	Circulator	6	5	11
	Bus Subtotals	63	28	91
	Light Rail Subtotals	2	1	3
	Total	**65**	**29**	**94**
	Percent	**69.1%**	**30.9%**	**100.0%**

As shown in Table 2-7 above, the current MTS system is comprised of three *Rapid* Express Routes, eight Express routes, three Light Rail Lines, six *Rapid* routes, 28 Urban Frequent routes, 35 Urban Standard routes, and 11 Circulator routes. A listing that identifies the route type, category, and its status as a minority or non-minority route is included in Table 2-9 on page 46.

NCTD:

Commuter Rail – The COASTER is a diesel-propelled commuter rail service operating in the 41-mile segment of the LOSSAN corridor between the Oceanside Transportation Center and the Santa Fe Depot in downtown San Diego. Trains consist of up to six bi-level passenger cars plus locomotive averaging 40 mph, and completing a one-way trip end-to-end in 60 to 64 minutes. Access is provided at eight stations, five of which are within the NCTD service area, one in Sorrento Valley, and two in San Diego. The average distance between stations is 5.1 miles.

Light Rail – The SPRINTER network is a diesel-propelled hybrid rail service operating in a 22-mile corridor paralleling SR 76 between Escondido and Oceanside. Service speed averages 25 miles per hour, and a

one-way end-to-end trip can be completed in 53 minutes. Fifteen stations serve the SPRINTER line. The average spacing between stations is 1.5 miles.

Corridor Routes – Serve moderate and higher density travel corridors using primarily arterial streets to provide direct connections between communities that are not linked by the SPRINTER.

Core Routes – Serve areas with high concentrations of employers, residences, and schools. The length of the route varies, but frequencies on these routes are the highest in the system due to high demand, which necessitates the need for increased capacity, and thus increased frequency on these routes.

Local Routes – Provide circulation within communities and short distance feeder trips to and from SPRINTER stations. Local routes tend to be moderate in length with end-to-end one-way running times of 25 to 40 minutes.

Commuter Routes – Focus on niche ridership markets and therefore are less likely to require all-day service span or a constant service frequency.

Table 2-8 NCTD Summary of Route Categories and Title VI Designations

Type	Category	Minority	Non-Minority	Total
Regional	COASTER Commuter Rail	0	1	1
Corridor	SPRINTER Light Rail	1	0	1
Local	Commuter	1	3	4
Local	Corridor	1	5	6
Local	Core	6	0	6
Local	Local	8	0	8
Local	Local (SV)	5	3	8
Local	Rural	1	3	4
	Bus Subtotals	22	14	36
	Rail Subtotals	1	1	2
	Total	**23**	**15**	**38**
	Percent	**60.5%**	**39.5%**	**100.0%**

As shown in Table 2-8 above, the current NCTD system is comprised of one Commuter Rail, one Light Rail, four Commuter bus, six Corridor bus, six Core bus, eight Local bus, eight Local (SV) bus, and four Rural bus routes. A route listing that identifies the route type, category, and its status as a minority or non-minority route is included in Table 2-10 on page 47.

Minority Routes

All MTS and NCTD routes are designated as either a 'minority route' or a 'non-minority' route based on the FTA definition of a 'minority transit route' which is defined in FTA Circular 4702.1B as "a route that has at

least 1/3 of its total revenue mileage in a Census block or block group, or traffic analysis zone(s) with a percentage of minority population that exceeds the percentage of minority population in the transit service area."

Based on this classification, 65 of the 94 current MTS transit routes and 23 of the 38 NCTD transit routes are classified as minority routes. This information is listed by route in Tables 2-9 and 2-10.

Table 2-9 MTS Route Categories & Title VI Designations for All Routes

Type	Category	Route	Title VI
Regional	*Rapid* Express	Route #270	Minority
Regional	*Rapid* Express	Route #280	Non-Minority
Regional	*Rapid* Express	Route #290	Non-Minority
Corridor	Express	Route #20	Minority
Corridor	Express	Route #50	Non-Minority
Corridor	Express	Route #60	Minority
Corridor	Express	Route #110	Minority
Corridor	Express	Route #170	Non-Minority
Corridor	Express	Route #150	Non-Minority
Regional	Express	Route #870	Non-Minority
Corridor	Express	Route #950	Minority
Corridor	Light Rail	Route #510	Minority
Corridor	Light Rail	Route #520	Minority
Corridor	Light Rail	Route #530	Non-Minority
Local	*Rapid*	Route #201	Minority
Local	*Rapid*	Route #202	Minority
Local	*Rapid*	Route #204	Minority
Corridor	*Rapid*	Route #215	Minority
Corridor	*Rapid*	Route #235	Non-Minority
Corridor	*Rapid*	Route #237	Minority
Local	Urban Frequent	Route #1	Minority
Local	Urban Frequent	Route #2	Minority
Local	Urban Frequent	Route #3	Minority
Local	Urban Frequent	Route #5	Minority
Local	Urban Frequent	Route #6	Minority
Local	Urban Frequent	Route #7	Minority
Local	Urban Frequent	Route #8	Non-Minority
Local	Urban Frequent	Route #9	Non-Minority
Local	Urban Frequent	Route #10	Minority
Local	Urban Frequent	Route #11	Minority
Local	Urban Frequent	Route #13	Minority
Local	Urban Frequent	Route #30	Non-Minority
Local	Urban Frequent	Route #41	Minority
Local	Urban Frequent	Route #44	Minority
Local	Urban Frequent	Route #120	Minority
Local	Urban Frequent	Route #701	Minority
Local	Urban Frequent	Route #709	Minority
Local	Urban Frequent	Route #712	Minority
Local	Urban Frequent	Route #901	Minority
Local	Urban Frequent	Route #906	Minority
Local	Urban Frequent	Route #907	Minority

Type	Category	Route	Title VI
Local	Urban Standard	Route #4	Minority
Local	Urban Standard	Route #14	Non-Minority
Local	Urban Standard	Route #27	Non-Minority
Local	Urban Standard	Route #28	Non-Minority
Local	Urban Standard	Route #31	Minority
Local	Urban Standard	Route #35	Non-Minority
Local	Urban Standard	Route #105	Non-Minority
Local	Urban Standard	Route #115	Non-Minority
Local	Urban Standard	Route #704	Minority
Local	Urban Standard	Route #705	Minority
Local	Urban Standard	Route #707	Minority
Local	Urban Standard	Route #815	Minority
Local	Urban Standard	Route #816	Minority
Local	Urban Standard	Route #832	Non-Minority
Local	Urban Standard	Route #848	Non-Minority
Local	Urban Standard	Route #854	Non-Minority
Local	Urban Standard	Route #855	Minority
Local	Urban Standard	Route #856	Minority
Local	Urban Standard	Route #864	Non-Minority
Community	Urban Standard	Route #871	Minority
Community	Urban Standard	Route #872	Minority
Local	Urban Standard	Route #874	Minority
Local	Urban Standard	Route #875	Minority
Community	Urban Standard	Route #904	Non-Minority
Local	Urban Standard	Route #905	Minority
Local	Urban Standard	Route #916	Minority
Local	Urban Standard	Route #917	Minority
Local	Urban Standard	Route #921	Minority
Local	Urban Standard	Route #923	Non-Minority
Local	Urban Standard	Route #928	Minority
Local	Urban Standard	Route #936	Minority
Local	Urban Standard	Route #962	Minority
Local	Urban Standard	Route #963	Minority
Local	Urban Standard	Route #967	Minority
Local	Urban Standard	Route #968	Minority
Local	Circulator	Route #18	Non-Minority
Local	Circulator	Route #25	Minority
Local	Circulator	Route #83	Non-Minority
Local	Circulator	Route #84	Non-Minority
Local	Circulator	Route #88	Non-Minority
Local	Urban Standard	Route #833	Minority

Type	Category	Route	Title VI
Local	Urban Frequent	Route #929	Minority
Local	Urban Frequent	Route #932	Minority
Local	Urban Frequent	Route #933	Minority
Local	Urban Frequent	Route #934	Minority
Local	Urban Frequent	Route #955	Minority
Local	Urban Frequent	Route #961	Minority
Local	Urban Frequent	Route #992	Non-Minority

Type	Category	Route	Title VI
Community	Circulator	Route #851	Minority
Local	Urban Standard	Route #944	Minority
Local	Urban Standard	Route #945	Non-Minority
Local	Circulator	Route #964	Minority
Local	Circulator	Route #965	Minority

Table 2-10 NCTD Route Categories & Title VI Designations for All Routes

Type	Category	Route	Title VI
Regional	COASTER Commuter Rail	Route #398	Non-Minority
Corridor	Sprinter Light Rail	Route #399	Minority
Local	Commuter	Route #311	Minority
Local	Commuter	Route #444	Non-Minority
Local	Commuter	Route #445	Non-Minority
Local	Commuter	Route #446	Non-Minority
Local	Corridor	Route #301	Non-Minority
Local	Corridor	Route #304	Non-Minority
Local	Corridor	Route #305	Minority
Local	Corridor	Route #308	Non-Minority
Local	Corridor	Route #309	Non-Minority
Local	Corridor	Route #315	Non-Minority
Local	Core	Route #302	Minority
Local	Core	Route #303	Minority
Local	Core	Route #332	Minority
Local	Core	Route #350	Minority
Local	Core	Route #351/352	Minority
Local	Local	Route #313	Minority
Local	Local	Route #318	Minority
Local	Local	Route #354	Minority
Local	Local	Route #355/357	Minority
Local	Local	Route #356	Minority
Local	Local	Route #358	Minority
Local	Local	Route #359	Minority
Local	Local (SV)	Route #316	Minority
Local	Local (SV)	Route #323	Non-Minority
Local	Local (SV)	Route #325	Minority
Local	Local (SV)	Route #334/335	Minority
Local	Local (SV)	Route #341/342	
Local	Local (SV)	Route #347	Non-Minority
Local	Local (SV)	Route #353	Minority
Local	Local (SV)	Route #392	Non-Minority
Local	Rural	Route #306	Non-Minority

Type	Category	Route	Title VI
Local	Rural	Route #388	Minority
Local	Rural	Route #389	Non-Minority
Local	Rural	Route #395	Non-Minority

Vehicle Loads

Both MTS and NCTD have established load factor data for all bus and rail services to prevent overcrowding and to allocate resources appropriately. The load factor for each route is calculated based on the peak and non-peak load of each trip on a route during an average weekday. As ridership is much lower on the weekends, Saturday and Sunday load factors are not included.

MTS

Figure 2-25 illustrates the average load factor during peak and off-peak times on both minority and non-minority transit routes. Minority routes do carry slightly higher load factors during peak and off-peak times. This is most likely due to higher ridership productivity on minority routes in comparison to non-minority routes. One route in particular, Route 950, reported average peak load of 1.18, and an average off peak load factor of 1.4. While the average does not exceed the standard for an Express route (1.50), the route still had a high load factor in comparison to other routes. Route 950 was a new route that debuted in FY 2014, and MTS has added additional service during both the January 2014 and January 2015 service changes. Tripper service is also provided on an ad hoc basis to maintain reasonable passenger loads. The next highest average was reported on the Blue Line Trolley during Midday with a load factor of .62. No bus or light rail lines exceeded the MTS load factor standards as outlined in Figure 2-25 and Tables 2-11 and 2-12 on page 49.

Figure 2-25 MTS System-Wide Average Vehicle Loads

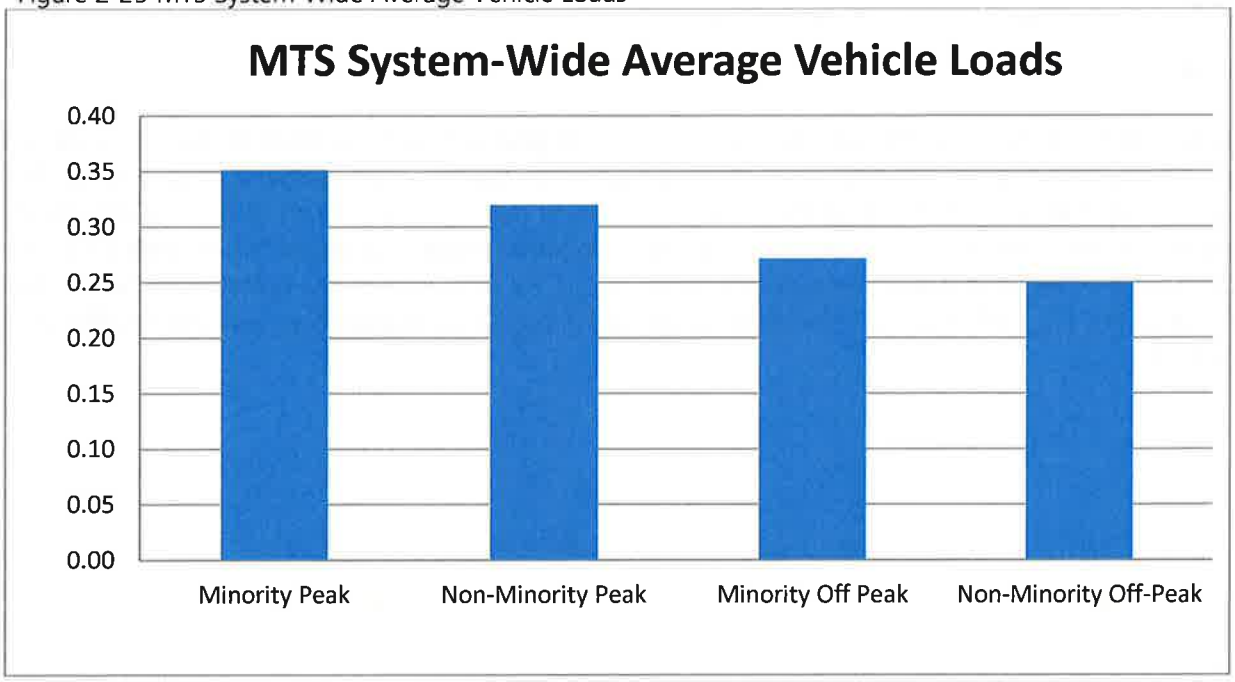


Table 2-11 MTS System-Wide Minority Route Average Vehicle Loads

MTS Load Factor - Minority Routes		# of Routes	Peak	Off-Peak	Standard
Regional Routes	*Rapid* Express	1	0.41	0.29	1.00
Corridor Routes	Express Routes	4	0.58	0.48	1.50
	Light Rail	2	0.48	0.32	3.00
	Rapid Routes	5	0.19	0.16	1.50
Local Routes	Urban Frequent	24	0.31	0.25	1.50
	Urban Standard	23	0.25	0.20	1.50
Circulator Routes	Operated with Minibus	6	0.24	0.20	1.00

Table 2-12 MTS System-Wide Non - Minority Route Average Vehicle Loads

MTS Load Factor - Non-Minority Routes		# of Routes	Peak	Off-Peak	Standard
Regional Routes	*Rapid* Express	2	0.43	0.39	1.00
Corridor Routes	Express Routes	4	0.27	0.32	1.50
	Light Rail	1	0.43	0.22	3.00
	Rapid Routes	1	0.32	0.27	1.50
Local Routes	Urban Frequent	4	0.31	0.23	1.50
	Urban Standard	12	0.32	0.22	1.50
Circulator Routes	Operated with Minibus	5	0.17	0.12	1.00

NCTD

Figure 2-26 below illustrates the average load factor during peak and off-peak times on both minority and non-minority transit routes. Minority routes do carry higher load factors during peak and off-peak times. This is most likely due to higher ridership productivity on minority routes in comparison to non-minority routes. Several minority routes (303, 332, 350, 311, and 388) have average peak load factors that exceeded 1.0. One non-minority route (389) had an average load factor of 1.0. All other routes had average load factors that were less than 1.0. No bus or rail lines exceeded the NCTD load factor standards as outlined in Tables 2-13 and 2-14.

Figure 2-26 NCTD System-Wide Average Vehicle Loads

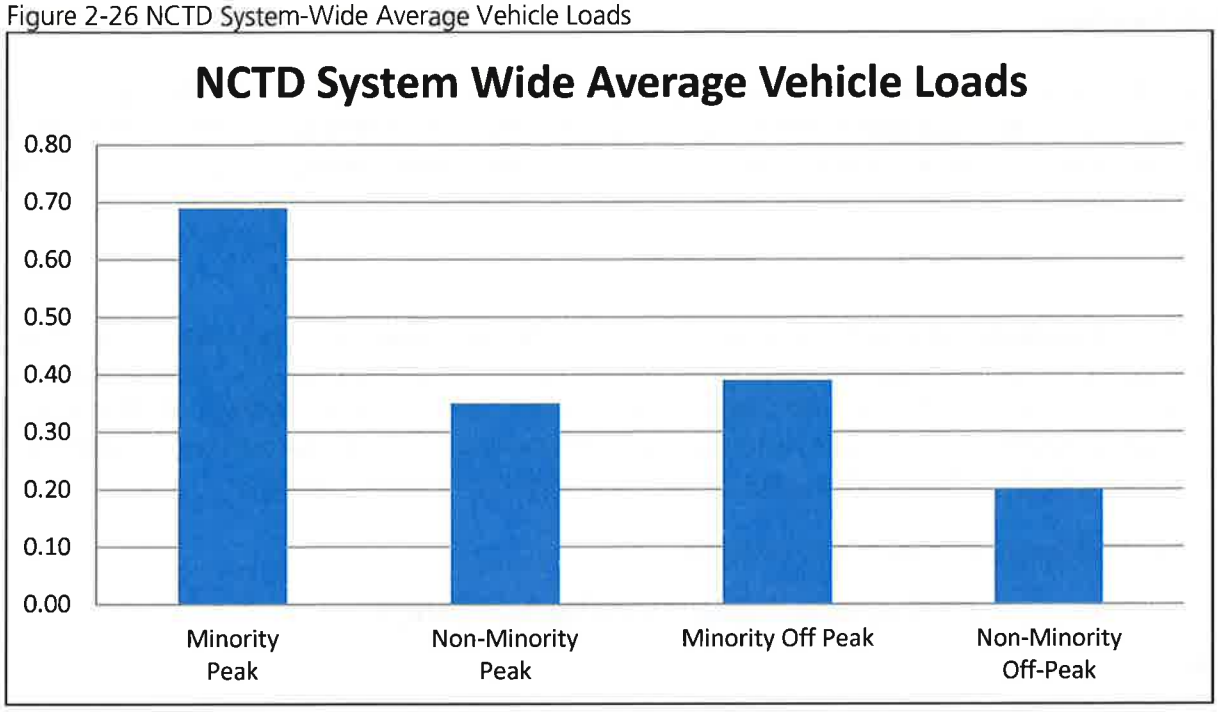


Table 2-13 NCTD System-Wide Minority Route Average Vehicle Loads

NCTD Load Factor - Minority Routes		# of Routes	Peak Load Factor	Peak Standard	Off-Peak Load Factor	Off-Peak Standard
Corridor Routes	SPRINTER Light Rail	1	0.29	1.70	0.20	1.00
Local Routes	BREEZE Corridor	1	0.95	1.40	0.38	1.10
	BREEZE Core	6	0.88	1.40	0.32	1.10
	BREEZE Local	8	0.53	1.10	0.32	1.10
	BREEZE Local (SV)	5	0.63	1.10	0.40	1.10
	BREEZE Commuter	1	1.20	1.25	1.20	1.25
	BREEZE Rural	1	1.00	1.00	0.30	1.00

Table 2-14 NCTD System-Wide Non - Minority Route Average Vehicle Loads

NCTD Load Factor - Non-Minority Routes		# of Routes	Peak Load Factor	Peak Standard	Off-Peak Load Factor	Off-Peak Standard
Regional Routes	COASTER Commuter Rail	1	0.37	1.25	0.24	1.00
Local Routes	BREEZE Corridor	5	0.79	1.40	0.31	1.10
	BREEZE Local (SV)	3	0.55	1.10	0.18	1.10
	BREEZE Commuter	3	0.28	1.25	0.28	1.25
	BREEZE Rural	3	0.81	1.00	0.58	1.00

Vehicle Headways

Vehicle headways are defined as the base weekday frequency of service. Routes with high ridership typically have more frequent headways than routes that do not, and are adjusted as ridership increases or decreases – for example, routes that serve the beach areas often have increased service during the summer months to account for increased demand.

MTS

The MTS route headways vary by the type of service that is being provided. Light rail, *Rapid*, and Urban Frequent routes are the most heavily utilized routes, and therefore have the most frequent headway standard (15 minutes). *Rapid* Express, Express, and Urban Standard routes have a standard headway of 30 minutes. Lastly, Circulator routes provide services to areas of lower density, and therefore have a 60 minute frequency standard. Figure 2-27 and Table 2-15 on page 52 summarize the MTS Headway Standards.

Figure 2-27 MTS System-Wide Weekday Headways

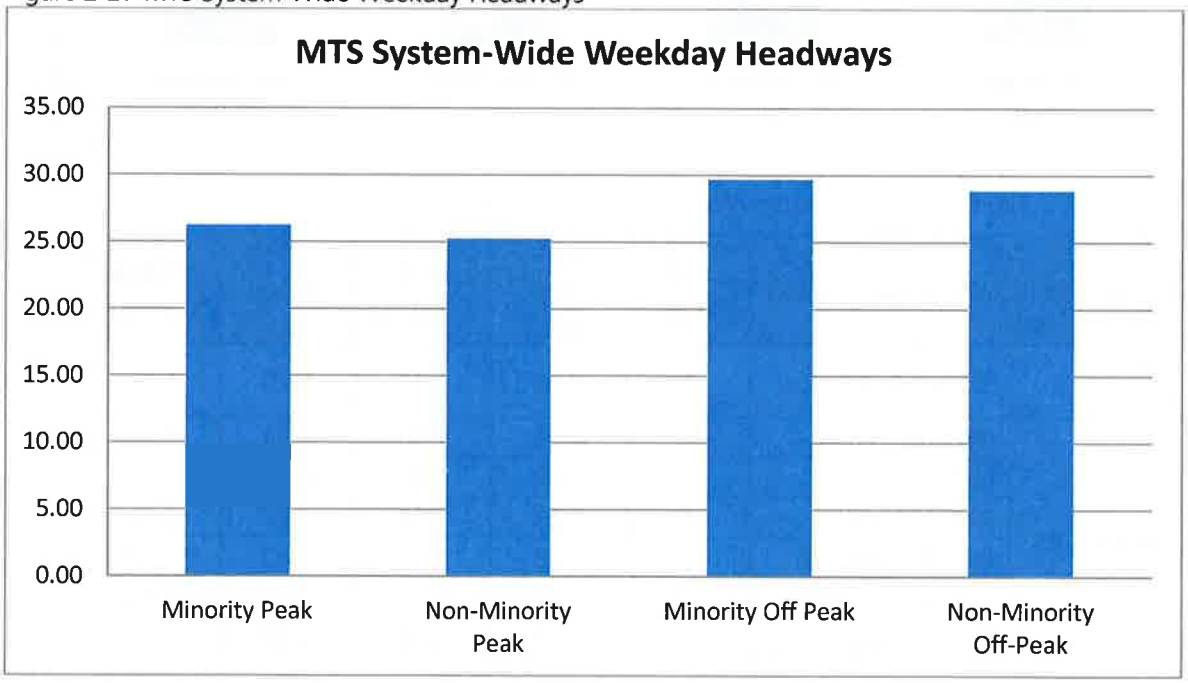


Table 2-15 MTS Vehicle Headway Standards

MTS Vehicle Headways		# of Routes	Standard
Regional Routes	*Rapid* Express	3	30 min.
Corridor Routes	Express Routes	8	30 min.
	Light Rail	3	15 min.
	Rapid Routes	6	15 min.
Local Routes	Urban Frequent	28	15 min.
	Urban Standard	35	30 min.
Circulator Routes	Operated with Minibus	11	60 min.

The majority of the MTS minority route vehicle headways are more frequent than the agency's standard. For example, the standard headway for the light rail and urban frequent routes is 15 minutes. However, the actual headways for the minority routes during peak times averages 11.25 and 13.88 minutes, respectively. Eighty-six of the MTS 94 routes are operating with headways that either meet or exceed the standard headway for their route category. Eight routes operate with headways that are less frequent than the standard for their route category. Four of these routes (270, 707, 967, and 968) are located within minority areas, while the other four (8, 9, 14, and 870) are located within non-minority areas. Tables 2-16 and 2-17 depict the MTS average weekday headways, at peak and off-peak times for both the minority and non-minority routes.

Table 2-16 MTS Minority Route Headways

MTS Headways - Minority Routes		# of Routes	Peak	Off-Peak	Standard
Regional Routes	*Rapid* Express	1	60 min.	60 min.	30 min.
Corridor Routes	Express Routes	4	20 min.	27.5 min.	30 min.
	Light Rail	2	11.25 min.	15 min.	15 min.
	Rapid Routes	5	11 min.	21 min.	15 min.
Local Routes	Urban Frequent	24	13.88 min.	15.5 min.	15 min.
	Urban Standard	23	32.61 min.	33.91 min.	30 min.
Circulator Routes	Operated with Minibus	6	35 min.	35 min.	60 min.

Table 2-17 MTS Non-Minority Route Headways

MTS Headways - Non-Minority Routes		# of Routes	Peak	Off-Peak	Standard
Regional Routes	*Rapid* Express	2	12.5 min.	12.5 min.	30 min.
Corridor Routes	Express Routes	4	37.5 min.	52.5 min.	30 min.
	Light Rail	1	15 min.	15 min.	15 min.
	Rapid Routes	1	15 min.	30 min.	15 min.
Local Routes	Urban Frequent	4	17.5 min.	17.5 min.	15 min.
	Urban Standard	12	31.25 min.	32.5 min.	30 min.
Circulator Routes	Operated with Minibus	5	48 min.	42 min.	60 min.

NCTD

NCTD's route headways vary by the type of service that is being provided. Light rail, Core, Corridor, Commuter, and Local routes are the most heavily utilized routes, and therefore have the most frequent headway standard (20-30 minutes during peak times). COASTER and Rural routes have standard headways of 40 and 120 minutes, respectively. Figure 2-28 and Table 2-18 below summarize the NCTD Headway Standards.

Figure 2-28 NCTD System Wide Weekday Headways

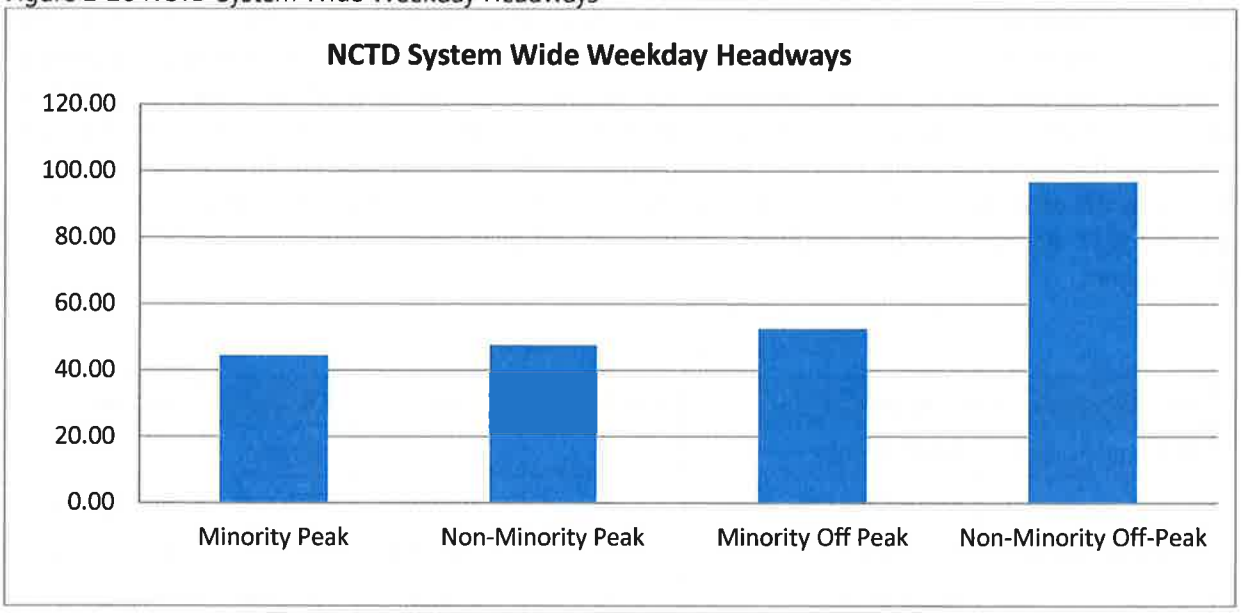


Table 2-18 NCTD Vehicle Headway Standards

NCTD Headways		Standard
Regional Routes	COASTER Peak	40 min.
	COASTER Off-Peak	180 min.
Corridor Routes	SPRINTER Peak	30 min.
	SPRINTER Off-Peak	30 min.
Local Routes	BREEZE Corridor Peak	30 min.
	BREEZE Corridor Off-Peak	60 min.
	BREEZE Core Peak	20 min.
	BREEZE Core Off-Peak	30 min.
	BREEZE Local Peak	30 min.
	BREEZE Local Off-Peak	60 min.
	BREEZE Commuter Peak	30 min.
	BREEZE Rural Peak	120 min.
	BREEZE Rural Off-Peak	120 min.

The majority of NCTD's minority route vehicle headways meet or exceed the agency's standard. For example, the standard peak headway for BREEZE Core bus routes is 20 minutes; however the average peak headway for these routes is 16 minutes. The BREEZE Local routes have an average peak headway standard of 30 minutes; however, the average actual peak headway is 52.5 minutes. This average is driven higher by routes that operate much less frequently (routes 313, 355/357, and 358/359). Six routes operate with headways that are less frequent than the standard for their route category. Four of these routes (313, 355/357, 358/359, 334/335) are located within minority areas, while the other two (308 and 323) are located

within non-minority areas. Tables 2-19 and 2-20 depict NCTD's average weekday headways, at peak and off-peak times for both the minority and non-minority routes.

Table 2-19 NCTD Minority Route Headways

NCTD Headways - Minority Routes		# of Routes	Peak Headway	Peak Standard	Off-Peak Headway	Off-Peak Standard
Corridor Routes	Sprinter Light Rail	1	30 min.	30 min.	30 min.	30 min.
Local Routes	BREEZE Corridor	1	30 min.	30 min.	30 min.	60 min.
	BREEZE Core	6	16 min.	20 min.	27 min.	30 min.
	BREEZE Local	8	52.5 min.	30 min.	65 min.	60 min.
	BREEZE Local (SV)	5	32.5 min.	30 min.	36.25 min.	60 min.
	BREEZE Commuter	1	30 min.	30 min.	60 min.	30 min.
	BREEZE Rural	1	120 min.	120 min.	120 min.	120 min.

Table 2-20 NCTD Non-Minority Route Headways

NCTD Headways - Non-Minority Routes		# of Routes	Peak Headway	Peak Standard	Off-Peak Headway	Off-Peak Standard
Regional Routes	COASTER Commuter Rail	1	40 min.	40 min.	180 min.	180 min.
Local Routes	BREEZE Corridor	5	36 min.	30 min.	54 min.	60 min.
	BREEZE Local (SV)	3	40 min.	30 min.	70 min.	60 min.
	BREEZE Commuter	3	31.67 min.	30 min.	80 min.	30 min.
	BREEZE Rural	3	90 min.	120 min.	100 min.	120 min.

On-Time Performance

On-Time Performance of transit routes is monitored by both MTS and NCTD to ensure that the services that are being provided are reliable. Transit schedule service changes occur at least three times per year, in part to ensure that routes are running as timely as possible.

MTS

Figure 2-29 illustrates the average on-time performance of both minority and non-minority transit routes. Tables 2-21 and 2-22 show the average on-time performance of each route category, and compare it to the standards set forth by the agency. MTS considers routes to be on-time if they arrive within zero to five minutes of the scheduled arrival time. Minority routes had an average on-time performance of 86 percent overall. The Minority Express and *Rapid* routes were on-time an average of 91 percent and 86 percent of the time respectively, exceeding the on-time standard for their route category. Non-Minority routes exceeded the standards for both the light rail and *Rapid* routes, which were on-time 97 percent and 98 percent of the time.

Figure 2-29 MTS On-Time Performance

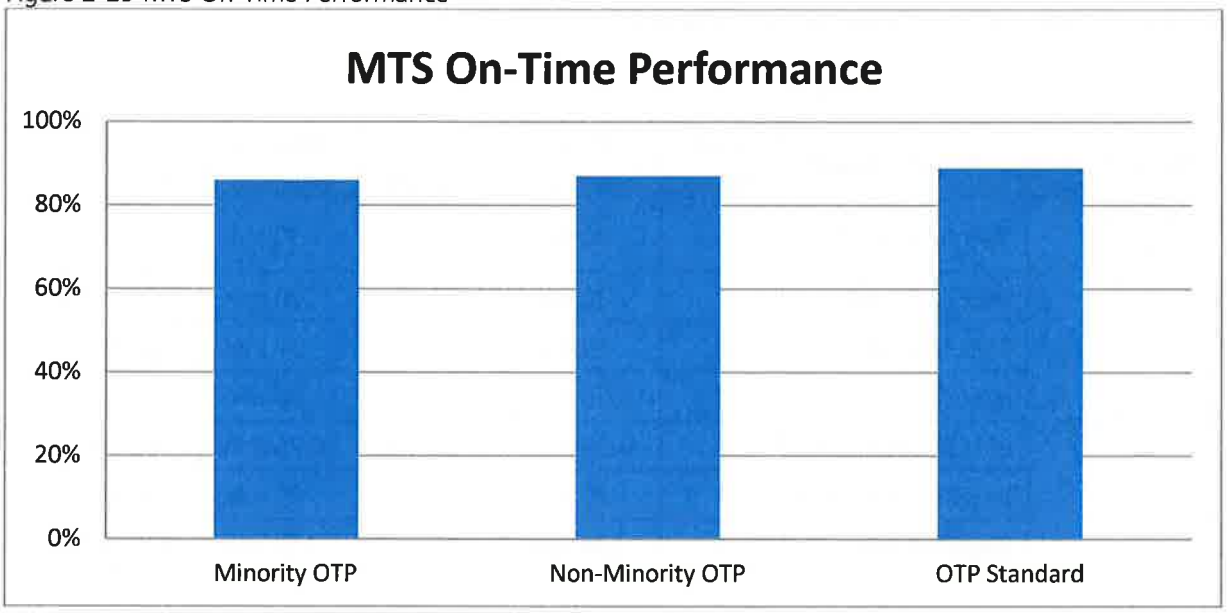


Table 2-21 MTS On-Time Performance – Minority Routes

MTS On-Time Performance - Minority Routes		# of Routes	OTP	Standard
Regional Routes	*Rapid* Express	1	no data	90%
Corridor Routes	Express Routes	4	91%	90%
	Light Rail	2	88%	90%
	Rapid Routes	5	86%	85%
Local Routes	Urban Frequent	24	83%	85%
	Urban Standard	23	84%	90%
Circulator Routes	Operated with Minibus	6	85%	90%

Table 2-22 MTS On-Time Performance – Non-Minority Routes

MTS On-Time Performance - Non-Minority Routes		# of Routes	OTP	Standard
Regional Routes	*Rapid* Express	2	86%	90%
Corridor Routes	Express Routes	4	75%	90%
	Light Rail	1	97%	90%
	Rapid Routes	1	98%	85%
Local Routes	Urban Frequent	4	82%	85%
	Urban Standard	12	85%	90%
Circulator Routes	Operated with Minibus	5	86%	90%

NCTD

Figure 2-30 below illustrates the average on-time performance of both minority and non-minority transit routes. NCTD defines the On-Time Performance of all of its rail and bus services as 59 seconds before, and up to five minutes and 59 seconds behind the published schedule at the departure terminal. Tables 2-23 and 2-24 show the average on-time performance of each route category, and compare it to the standards set forth by NCTD. Minority routes had an average on-time performance of 91 percent overall. The Minority SPRINTER light rail, BREEZE Local (SV) bus, and BREEZE Rural bus routes were on-time an average of 99 percent, 92 percent, and 92.1 percent of the time respectively, exceeding the on-time standard for their route category. Non-Minority routes exceeded the standards for the COASTER Commuter Rail, BREEZE Local (SV) bus, and BREEZE Commuter bus routes, which were on time 96.8 percent, 92.8 percent, and 90.2 percent of the time. The overall on-time performance of the Non-Minority routes was also 91 percent.

Figure 2-30 NCTD On-Time Performance

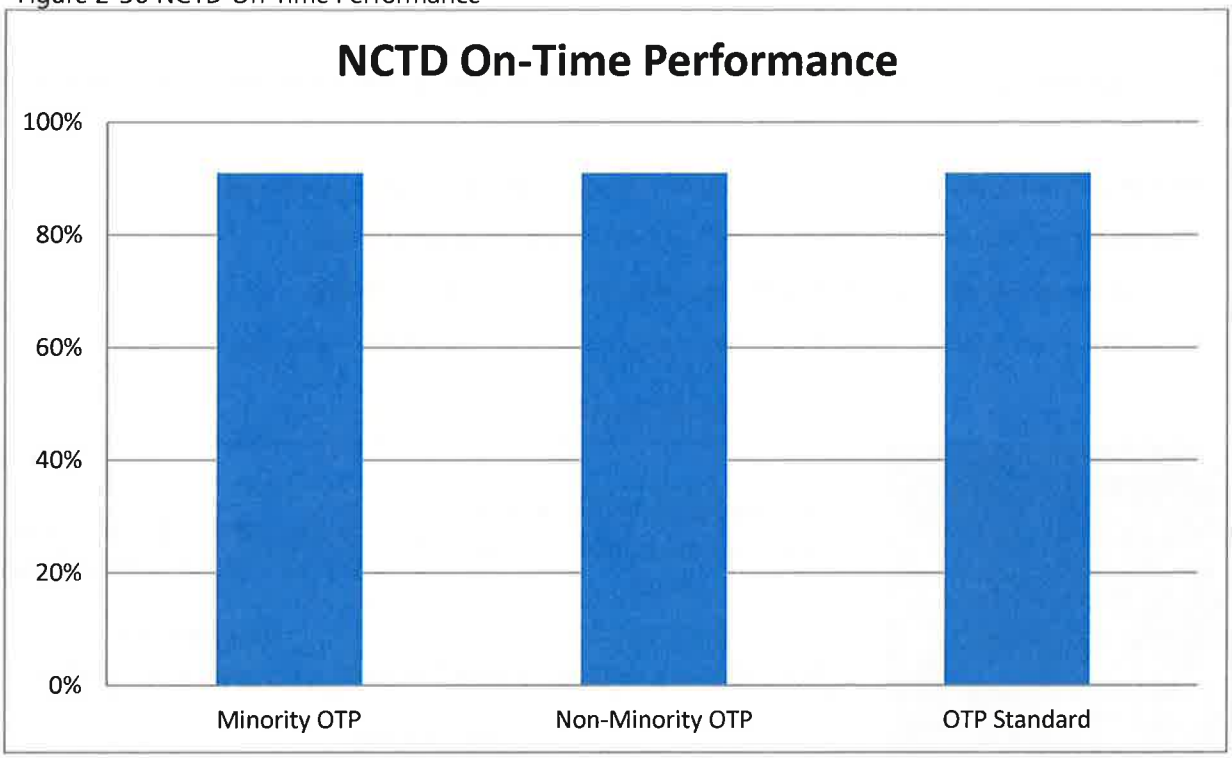


Table 2-23 NCTD Minority Route On-Time Performance

NCTD On-Time Performance - Minority Routes		# of Routes	OTP	OTP Standard
Corridor Routes	SPRINTER Light Rail	1	99%	98%
Local Routes	BREEZE Corridor	1	87%	90%
	BREEZE Core	6	88%	90%
	BREEZE Local	8	88%	90%
	BREEZE Local (SV)	5	92%	90%
	BREEZE Commuter	1	88%	90%
	BREEZE Rural	1	92%	90 %

Table 2-24 NCTD Non - Minority Route On-Time Performance

NCTD On-Time Performance - Non-Minority Routes		# of Routes	OTP	OTP Standard
Regional Routes	COASTER Commuter Rail	1	97%	95%
Local Routes	BREEZE Corridor	5	87%	90%
	BREEZE Local (SV)	3	93%	90%
	BREEZE Commuter	3	90%	90%
	BREEZE Rural	3	86%	90%

Service Availability

MTS

MTS has achieved the following goals regarding service availability, discussed below and shown in Table 2-25:

- 98.1 percent of residents are within 1/2 mile of a bus stop or rail station in urban areas
- 98.2 percent of jobs within 1/2 mile of a bus stop or rail station in urban areas
- 100 percent of suburban residents within five miles of a bus stop or rail station
- Route 848 serves Lakeside seven days a week, and Route 964 serves Alpine seven days a week.

Table 2-25 MTS Service Availability

Standard		
80 percent of residents or jobs within 1/2 mile of a bus stop or rail station in urban area	**% of residents within 1/2 mile of a bus stop or rail station in urban areas.**	**% of jobs within 1/2 mile of a bus stop or rail station in urban areas.**
	98.10 percent	**98.20 percent**
100 percent of suburban residences within five miles of a bus stop or rail station.	**% of suburban residents within 5 miles of a bus stop or rail station**	
	100 percent	
One return trip at least two days/week to destinations from rural villages (Lakeside and Alpine).	**Available Service**	
	Route 848 serves Lakeside seven days a week and Route 864 serves Alpine seven days a week.	

NCTD

NCTD operates a suburban-rural system, with some pockets of higher density in certain corridors. Compared with the area served by the San Diego Metropolitan Transit System (MTS), North San Diego County has much fewer areas of high density as shown in Figure 2-31. Higher density areas in North County are along SR 76 and Mission Avenue from Oceanside to Vista and along SR78 from Oceanside through Vista and San Marcos on to Escondido. Any pockets of medium and high density along the coastal cities of Carlsbad and Encinitas

are mainly along Carlsbad Boulevard/Highway 101 and El Camino Real/Rancho Santa Fe. The remainder of the area is considered low or of rural density based on persons per acre.

Figure 2-31 Population Density of the NCTD Service Area



As shown in Table 2-26 and based on NCTD service guidelines for fixed-route service coverage, the current route structure of NCTD's BREEZE service is meeting the target of service availability for low and rural areas in North County and below the target for medium and high density areas. Figure 2-31 graphically illustrates NCTD's BREEZE coverage with respect to these density pockets.

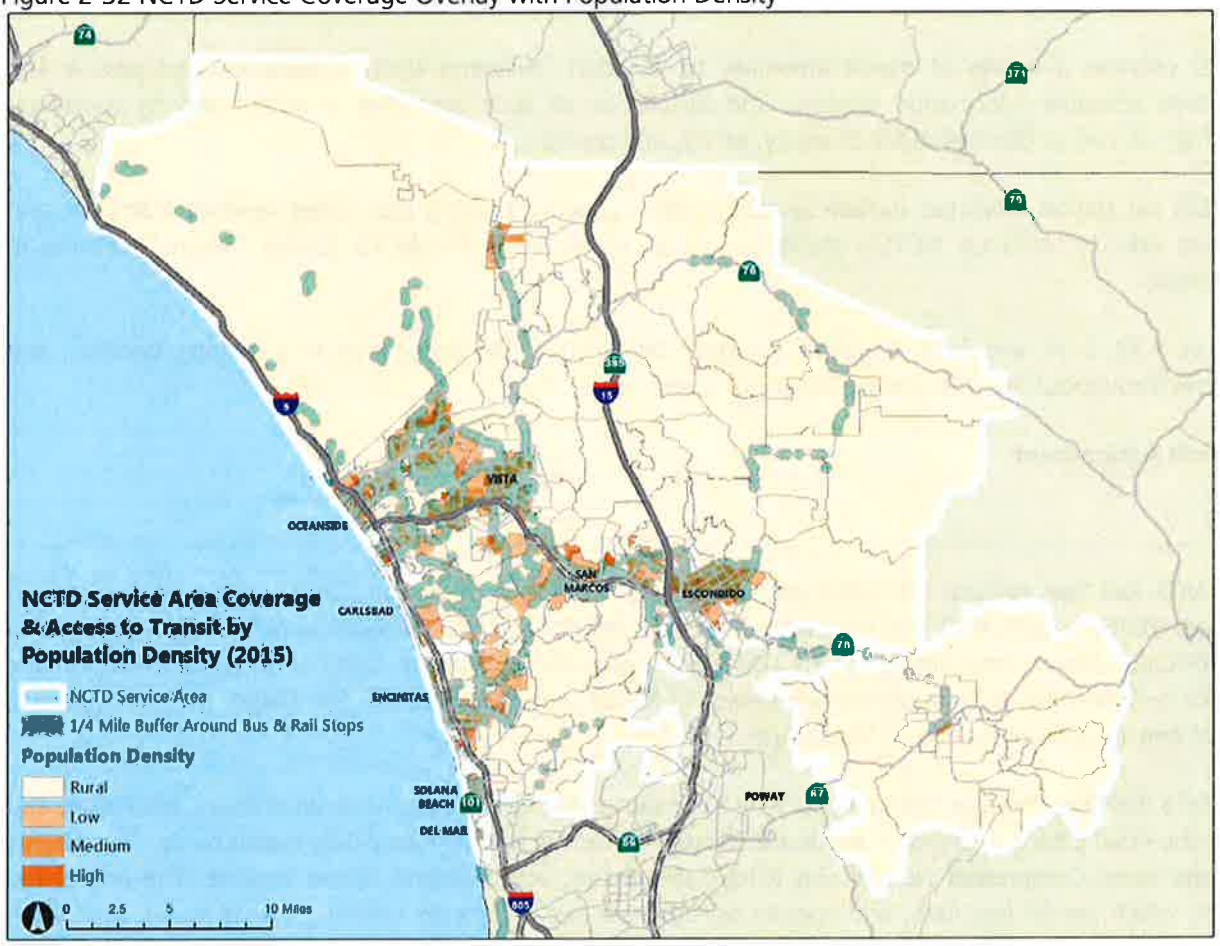
Table 2-26 NCTD Service Availability

NCTD Service Area Coverage & Access to Transit by Population Density (2015)			
Goal	Population Density	Persons per Acre	Percent of Housing Units Within 1/4-Mile of a bus stop or rail station
90 percent of housing units in high density areas within 1/4-mile of a bus stop or rail station	High	16 or above	77.1 percent
75 percent of housing units in medium density areas within 1/4-mile of a bus stop or rail station	Medium	11 to 15	65.3 percent
50 percent of housing units in low density areas within 1/4-mile of a bus stop or rail station	Low	6 to 10	50.0 percent
10 percent of housing units in rural areas within 1/4-mile of a bus stop or rail station	Rural	5 or below	12.9 percent

Putting the topographic, land-use, and development patterns aside, there are additional reasons for NCTD's current route structure being below target for medium and high density areas.

- In August 2011, NCTD began the implementation of the Mobility Plan, a five-phase major restructuring of its BREEZE bus service. The Mobility Plan also included a change in service policy. Before the Mobility Plan, NCTD BREEZE bus service was designed based on a balance of service productivity (65 percent) and service coverage (35 percent). The development of the Mobility Plan inherently proposed a change to the policy from the "65/35" split to 100 percent productivity due to budgetary constraints. The final phase of the Mobility Plan was implemented in February 2014.
- Bus ridership is not as high as in some of these areas of medium or higher density (some of these Medium/High density areas previously had service, but the service was eliminated due to low productivity)
- Growth and development (economic recovery) is occurring in areas where NCTD has yet to operate service, but NCTD plans to do so in the short and mid-term per NCTD's Comprehensive Strategic, Operating and Capital Plan.

Figure 2-32 NCTD Service Coverage Overlay with Population Density



System Wide Service Policies

Transit Amenities

MTS

MTS provides a variety of transit amenities to its riders. Transit stop amenities are determined by the number of passenger boardings and stops and stations along routes. Transit stops can feature benches, shelters, passenger information (including static and electronic displays), elevators (there are currently no elevators, escalators, or ticket vending machines at any bus-only stops), trash cans, restrooms, and ticket vending machines.

Rail station amenities of the MTS include seating, canopy shelters, static and electronic passenger displays, elevators and escalators, trash cans, restrooms, and ticket vending machines. The full MTS Transit Amenities Policy is included in Appendix K.

NCTD

NCTD provides a variety of transit amenities to its riders, including shelters, benches, and passive and real-time schedule information displays. The installation of such amenities is determined by passenger volumes, as well as considerations of equity, safety, and comfort.

NCTD's rail station amenities include seating, shade canopies, parking lots, ticket vending machines, and feature video surveillance. NCTD's station amenities are noted in the NCTD Service Design Guidelines in Appendix I.

Figures 2-33, 2-34, and 2-35, beginning on page 64, illustrate the distribution of bus stops, benches, and shelters throughout the MTS and NCTD service area.

Vehicle Assignment

MTS

The MTS Rail fleet consists of High-Floor trolley cars, Low-Floor trolley cars, and Vintage Trolley cars. In January 2015, a portion of the High-floor fleet was retired, and the completion of the Blue Line station rehabilitation project now allows for the Low-Floor Trolley cars to operate along all three rail lines. Vintage service only operates as a supplementary service in a loop around Downtown San Diego. MTS Rail operates out of one location in downtown San Diego.

The MTS Bus fleet contains 693 Vehicles, which consists of Standard buses, Articulated buses, Minibuses, and Over-the-Road Coaches. Standard buses are 30 feet-40 feet medium or heavy-duty transit buses. These buses operate using Compressed Natural Gas (CNG), Diesel fuel, and Gasoline Hybrid engines. The Articulated buses, which are 60 feet long, and operate on urban routes with heavy ridership, *Rapid* routes, and *Rapid* freeway routes. The Minibus fleet consists of buses 29-32 feet in length, and operate demand-response service, and on fixed routes with lower ridership. Over-the-Road Coaches are 45-foot buses that are assigned to the *Rapid* Express commuter bus service which operates along the Interstate 15 corridor. The MTS Vehicle Assignment Policy is included in Appendix L.

These bus fleets are assigned to five different divisions:

- Imperial Avenue Division – operates standard and articulated buses
- Kearny Mesa Division – operates standard and articulated buses
- South Bay Maintenance Facility – operates standard buses. In January 2015, the Chula Vista Transit Division was incorporated into this facility.
- East County Maintenance Facility – operates standard buses, Minibuses, and Over-the-Road coaches.
- Copley Park Maintenance Facility – Operates Fixed-route Minibuses, as well as the MTS ADA paratransit fleet, which consists of gasoline powered Type II Minibuses.

NCTD

NCTD's Bus fleet consists of 167 Vehicles, which includes Standard buses and Minibuses. Standard buses are 30-40 feet medium or heavy-duty transit buses. The majority of these buses operate using Compressed Natural Gas (CNG). The Minibus fleet consists of buses 29-32 feet in length, and operate demand-response

service, and on fixed routes with lower ridership. The NCTD Service Design Guidelines are included in Appendix I.

These bus fleets are assigned to two divisions:

- Oceanside: referred to as the West Division – Operates Standard and Minibuses
- Escondido: referred to as the East Division – Operates Standard and Minibuses

NCTD's Rail fleet consists of COASTER commuter rail vehicles and SPRINTER Low-Floor light rail trolley cars. The COASTER consists of one rail line, which can accommodate up to 140 passengers in each rail car, with a maximum six-car train accommodating 840 seated passengers. The SPRINTER consists of one light rail line, which has a maximum capacity of 1,741 riders. NCTD COASTER operates in one location north of Oceanside and SPRINTER operates in one location in Escondido.

Figure 2-33 MTS/NCTD Transit Amenities – Central

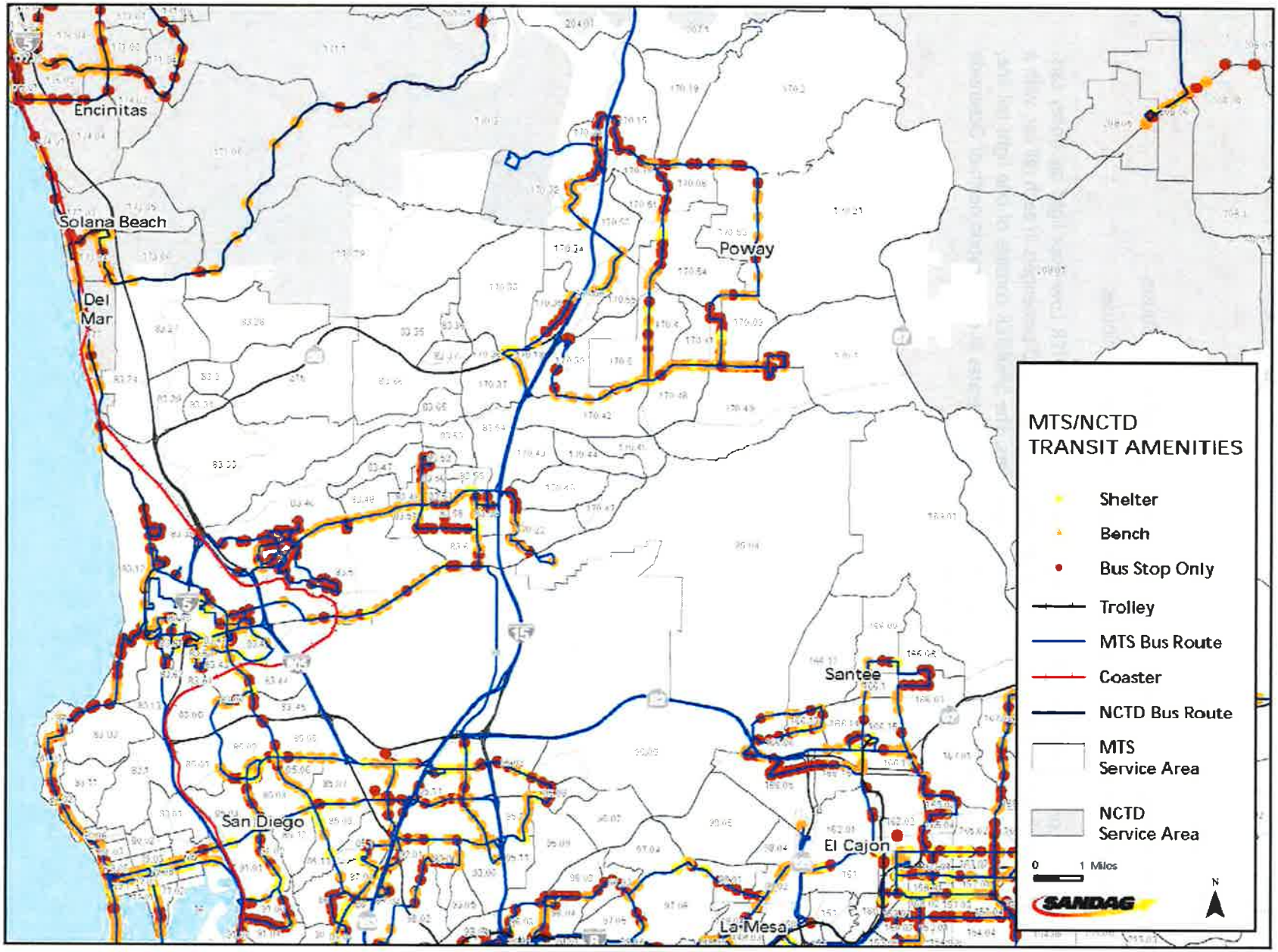


Figure 2-34 MTS/NCTD Transit Amenities – North

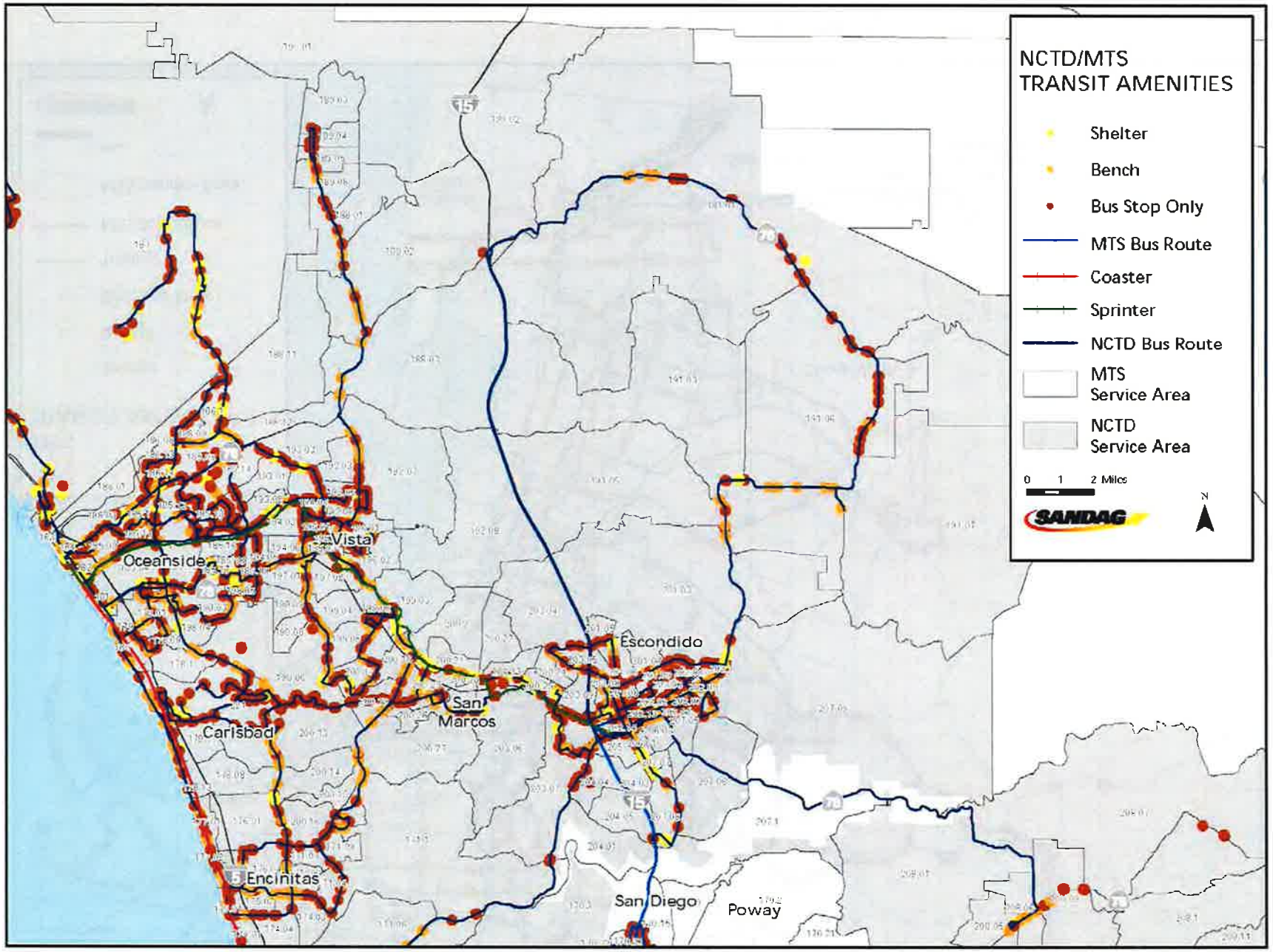
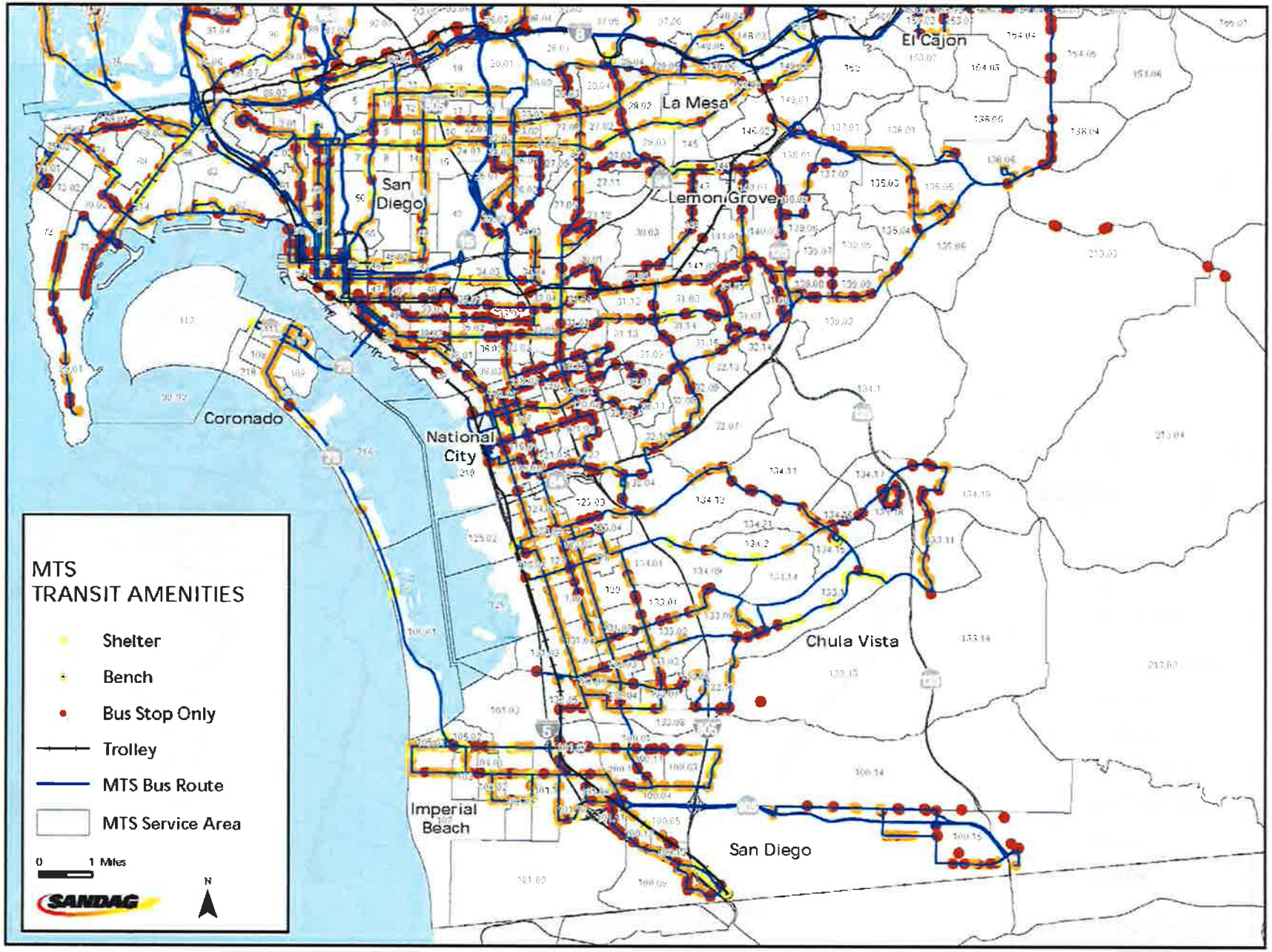


Figure 2-35 MTS/NCTD Transit Amenities – South



REQUIREMENT TO EVALUATE SERVICE AND FARE CHANGES

SANDAG, MTS and NCTD comply with their respective requirements to evaluate service and fare changes found in Chapter IV, Section 7 of the FTA Title VI Circular (FTA C 4702.1B).

Public Engagement Process for Major Service Change Policy

Both MTS and NCTD have policies in place to ensure that Title VI policies and procedures are followed.

MTS

After FTA Circular C4702.1B was released in October 2012, MTS began a Public Engagement Process during the spring of 2013 to develop three policies related to major service changes – a major service change policy, a disparate impact policy, and a disproportionate burden policy. Discussions regarding the development of the policies were held at three separate public meetings: the May 23, 2013 MTS Executive Committee meeting, a June 17, 2013 Public Meeting, and the policy was formally approved at the MTS Board Meeting on June 20, 2013. A Memorandum summarizing of all activities conducted as part of the public engagement process can be found in Appendix Q.

All three meetings were publicly-noticed, with additional advertisements printed in English, Spanish, Tagalog, Chinese, and Vietnamese for the June 17, 2013 Public Meeting. The meeting was also published on the MTS website, and copies of these advertisements are located in Appendix Q. The Minutes from the May 23, 2013 MTS Executive Committee meeting and the June 20, 2013 MTS Board Meeting are located in Appendix Q.

As a result of the meetings, MTS Policies and Procedures No. 42, originally adopted in 1993, and revised in June 2013, established the process for evaluating and adjusting existing transit services to improve performance, as well as procedures for implementing service changes. A copy of MTS Policies and Procedures No. 42 is included in Appendix H. This policy defines a major service change requiring a Title VI Analysis and approval from the MTS Board of Directors as "a change that is greater than 25 percent of a route's weekly in-service miles or hours, an increase or reduction in the average weekly span-of-service of more than 25 percent, the implementation of a new route or the discontinuation of an existing route, and a routing change that affects more than 25 percent of a route's Directional Route Miles and more than 25 percent of the route's bus stops. MTS Board Policy No.42 also establishes a threshold which identifies when effects of a major service change disproportionately and negatively impact minority populations or represent a disparate impact to low-income communities. Similarly, Policy 42 provides a threshold for determining when changes disproportionately benefit non-minority or non-low-income populations.

The MTS Board of Directors approved of the amendments to MTS Policy No. 42 during its meeting on June 20, 2013. A copy of the meeting minutes is included in Appendix Q.

NCTD

NCTD also adopted three policies in the fall of 2013 to comply with FTA Circular C4702.1B. NCTD developed Board Policies 30, 31, and 32 to determine the Threshold for a Major Service Change, the Threshold for Disparate Impact on Minority Populations, and the Threshold for Disproportionate Impact on Low-Income Populations. Discussions regarding the development of the policies were held at two separate Public Workshops: one at the Vista Community Center on October 10, 2013, and one at the Oceanside Civic Center

on October 16, 2013. Copies of the workshop sign-in sheets, and the comments that were received are included in Appendix R. The policies were formally approved at the NCTD Board of Directors Meeting held on November 21, 2013. A summary of all activities conducted as part of the public engagement process can also be found in Appendix R.

As a result of the meetings, NCTD Board Policies 30, 31, and 32 were approved at the November 21, 2013 Board of Directors meeting. These policies establish the thresholds for major service changes, disparate impacts, and disproportionate burden. Board Policy No. 30 describes the threshold for a major service change. Board Policy No. 31 establishes a threshold which identifies when adverse effects of a major service change or any fare change are borne disproportionately by minority populations. Board Policy No. 32 sets forth NCTD's threshold for disproportionate burden. Copies of NCTD Board Policies 30, 31, and 32, as well as a copy of the minutes from the November 21, 2013 Board Meeting is included in Appendix R.

All fare policies are set by the San Diego Association of Governments (SANDAG). SANDAG Policy No. 029 established the Regional Fare Policy and Comprehensive Fare Ordinance. The Policy was originally adopted in October 2004, and was last updated in December 2008. The Regional Fare Policy provides the regional structure for transit fares, while a Comprehensive Fare Ordinance was established in 2006 to consolidate the existing fare levels and regulations of MTS and NCTD into a single new SANDAG ordinance. All fare changes that impact the Fare Ordinance must be approved by the SANDAG Board of Directors, and public hearings are held whenever fare changes are being considered.

A copy of SANDAG Policy No. 029, Regional Fare and Comprehensive Fare Ordinance is included in Appendix S.

RESULTS OF SERVICE AND/OR FARE EQUITY ANALYSES

MTS

During the last three fiscal years, MTS had only one major service change that necessitated a Title VI analysis. The agency introduced three new *Rapid* routes, and made service changes to several other routes as a result. These changes took place over several months in 2014. A Public Hearing was held on January 16, 2014, with the Board approving the service changes at the February 20, 2014 meeting. Copies of the presentation made at the Public Hearing on January 16, 2014, minutes from the January 16, 2014 Board of Directors Meeting, and the minutes from the February 20, 2014 Board of Directors Meeting are included in Appendix T.

NCTD

NCTD had two service changes that required Title VI analysis. The first major service change occurred in February 2014, and added service to several routes as part of the final phase of NCTD's Mobility Plan. A Public Hearing was held on December 19, 2013, with the Board approving of the service changes. The second major service change occurred in February 2015, and was done to make a temporary bus route permanent. A public hearing was held on December 18, 2014, with the Board approving of the service changes. Copies of the NCTD Service Equity Analysis February 2014 Proposed Changes, NCTD Service Equity Analysis February 2015 Proposed Changes, Minutes from the December 19, 2013 NCTD Board of Directors Meeting, and the Minutes from the December 18, 2014 NCTD Board of Directors Meeting are included in Appendix U.

MTS and NCTD have not made any fare changes to the Comprehensive Fare Ordinance in the last three years. Therefore, no fare equity analyses have been conducted.

APPENDIX

APPENDIX A

MTS NOTICE TO THE PUBLIC

NCTD NOTICE TO THE PUBLIC

MEMORANDUM

DATE: April 13, 2015

TO: Samantha Leslie, Staff Attorney – Regulatory Compliance

FROM: Denis Desmond, Manager of Planning

SUBJECT: TITLE VI NOTICE TO THE PUBLIC

In accordance with Federal Transit Administration Title VI Circular 4702.1B, MTS provides notice to its customers and the public, informing them of their rights under Title VI regulations.

MTS' notice includes:

- A statement that MTS operates programs without regard to race, color or national origin.
- Information on how to request additional information about MTS Title VI obligations.
- Instructions on how to file a complaint.

This notice is posted in the following locations:

- On the MTS website (http://www.sdmts.com/MTS/MTSTitleVIPolicy.asp)
- In the lobby of the MTS administrative offices (1255 Imperial Ave., Suite 1000, San Diego, CA 92101)
- In the lobby of the San Diego Transit administrative offices (100 Sixteenth St., San Diego, CA 92101)
- At The Transit Store in Downtown San Diego (Broadway at 1st Ave., San Diego, CA 92101)
- MTS Riders Guide (http://www.sdmts.com/MTS/documents/riders-guide.pdf)
- On board all MTS Buses and Trolleys in Take One notices published at least three times per year and posted on all vehicles
- Posted on a decal on board all MTS Access (American with Disabilities Act complementary paratransit service) buses

Per MTS' Language Assistance Plan, this notice is posted in English and Spanish in most locations, and available in other languages upon request.

I have attached copies of the notice posted on the MTS website, in our Take One notices (sample), the MTS Rider's Guide, and the language posted in the MTS administrative lobby. Please let me know if you have any questions.

M-TITLEVINOTICE.SLESLIE_DDESMOND

Cc: Sharon Cooney, Chief of Staff
Rob Schupp, Director of Marketing and Communications

Exhibit A: MTS website, Title VI page
http://www.sdmts.com/MTS/MTSTitleVIPolicy.asp

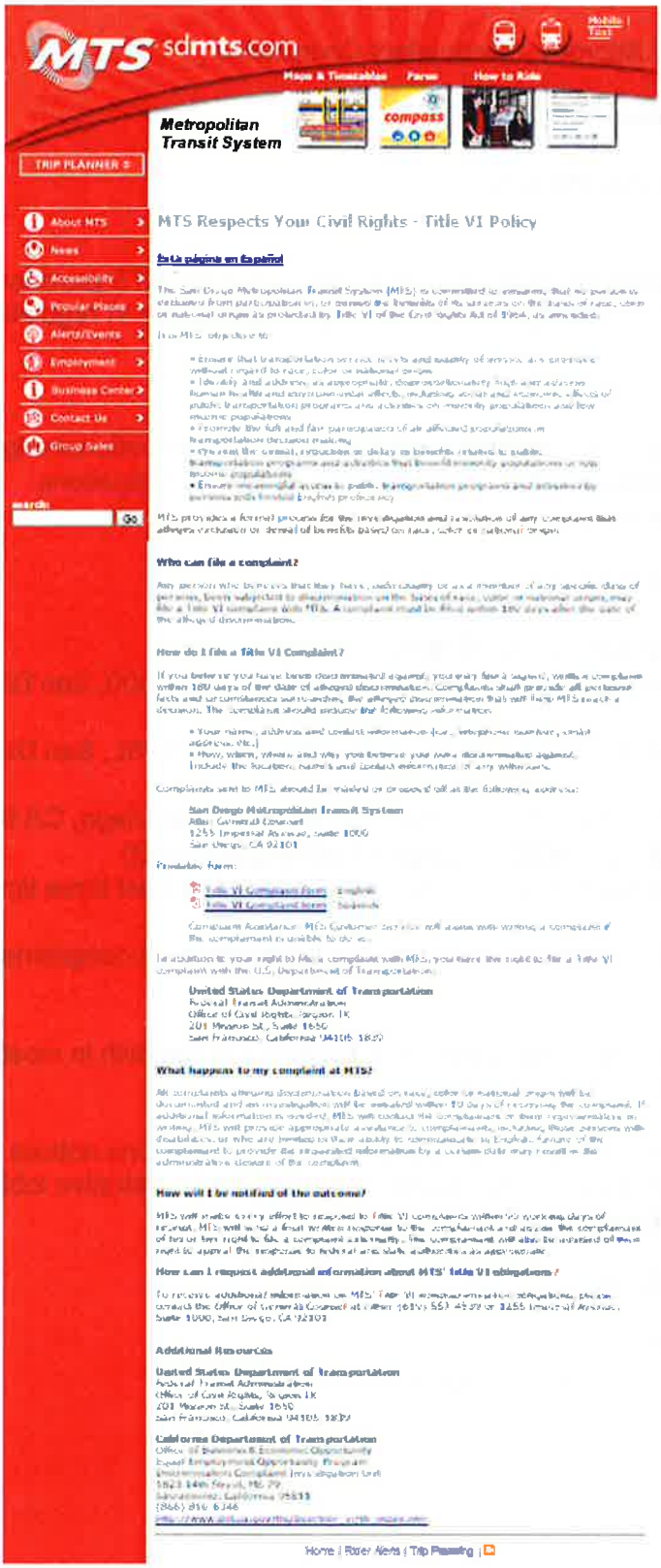


Exhibit B: Take One Notice (Page 2, October 2014)
Title VI language on bottom

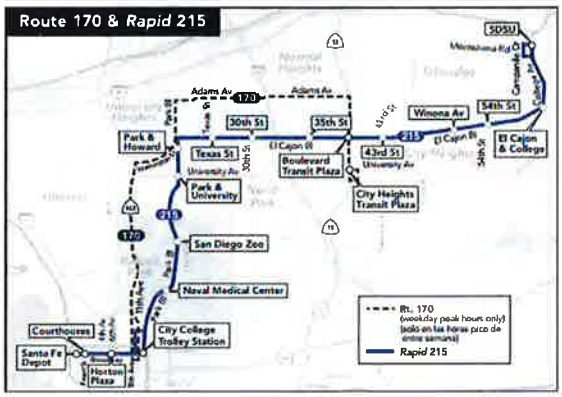
Mira Mesa Changes beginning Oct. 12, 2014

20, 31, 110, 235, 237, 921, 964	These routes all begin service into the new Miramar College Transit Station. Routes 31, 110, and 921 will no longer serve the curbside stops on Westview Parkway. These stops will still be served by Routes 20 and 964 for access to the Mira Mesa MarketCenter.

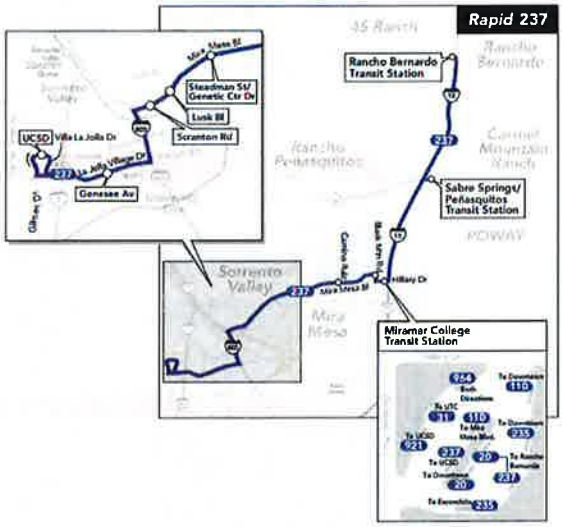
Cambios en Mira Mesa a partir del 12 de octubre de 2014

20, 31, 110, 235, 237, 921, 964	Estas rutas empezarán a brindar servicio hacia la nueva Miramar College Transit Station. Las Rutas 31, 110 y 921 ya no brindarán servicio a las paradas en Westview Parkway. Estas paradas seguirán recibiendo servicio de las Rutas 20 y 964 para acceso a Mira Mesa MarketCenter.

Route 170 & *Rapid* 215



Rapid 237



Note: Other routes operate in the map areas. Only Routes 170, 215, and 237 are shown.

Nota: *Otras rutas operan en las áreas de los mapas. Sólo se muestran las rutas 170, 215, y 237.*

COMPASS CARD! KEEP IT! RELOAD IT! • ¡Tarjeta Compass! ¡Guárdela! ¡Recarguela!

THIS INFORMATION WILL BE MADE AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST. To request this notice in an alternative format, please call (619) 231-1466. The Metropolitan Transit System operators adhere to a nondiscrimination policy with regard to both services and facilities.

MTS assures that no person shall on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any agency or activity. To request additional information on MTS' nondiscrimination obligations or to file a complaint against MTS, please write to MTS General Counsel, 1255 Imperial Ave., Suite 1000, San Diego, 92101 or log on to **www.sdmts.com**.

ESTA INFORMACIÓN ESTÁ DISPONIBLE EN DIFERENTES FORMATOS. Para solicitar esta información en un formato diferente, por favor llame al (619) 231-1466. Los operadores del Metropolitan Transit System siguen una política que prohíbe la discriminación con respecto a los servicios e instalaciones.

MTS asegura que ninguna persona a base de raza, color de piel, u origen nacional será excluida de participar en, negada los beneficios de, o de cualquier otra manera sujetada a discriminación bajo cualquier actividad o programa de la agencia. Para solicitar información adicional sobre las obligaciones de MTS contra discriminación o para presentar una denuncia contra MTS, favor de escribir al MTS General Counsel, 1255 Imperial Ave., Suite 1000, San Diego, 92101 a visite la página **www.sdmts.com**.

Exhibit C: MTS Rider's Guide
Title VI information in top left panel (English), top middle panel (Spanish)



Welcome to MTS

Thanks for riding!

This brochure is designed to answer all your questions about riding the Metropolitan Transit System (MTS). But feel free to contact us to help you plan your trip or get on board!

Alternative Formats for the Disabled
This information will be made available in alternative formats upon request. To request this brochure in an alternative format, please call (619) 231-1466. MTS operators adhere to a nondiscrimination policy with regard to both services and facilities.

Your Civil Rights – Title VI Policy
MTS assures that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any agency program or activity. To request additional information on MTS' nondiscrimination obligations or to file a complaint against MTS, please write to: MTS General Counsel, 1255 Imperial Ave., Suite 1000, San Diego, 92101 or visit www.sdmts.com.

Keep Informed

Visit us at www.sdmts.com to find out the latest special events, fun places to go, or system updates. When riding, look for Take Ones that provide important rider alerts and *MTS Express* (our quarterly newsletter).

For More Information and Customer Service

Trip Plans & Route or Schedule Info... (619) 233-3004
TTY/TDD... (619) 234-5005
Toll Free... 511 (say "public transportation")
InfoExpress... (619) 685-4900
Available 24 hours a day
SafeWatch... (619) 557-4500
Call to report anything suspicious on board, at a bus stop, or a Trolley station
Customer Service Representative... (619) 557-4555
Open Monday–Friday, 9 am–5 pm
Lost & Found: Check route timetable for phone number

Schedules, fares, and other information in timetables are subject to change. MTS does not assume responsibility for errors in timetables or for any inconvenience caused by service delays.

No Smoking

MTS prohibits smoking within 25 feet of MTS Trolley stations and bus stops or while on board.

MTS Effective June 2014

RIDER'S GUIDE

MTS Bus and Trolley

It's easy to ride the Bus and Trolley!

Guía del pasajero
Consulte al reverso

Planning Your Trip

It's easy to plan your trip. Either use our online trip planner or call a Transit Information Specialist.

Online: At www.sdmts.com, click on *Trip Planner*. Enter the addresses where your trip begins and ends and the date and times you wish to travel. The trip planner will provide several travel options. Once you've planned your trip, you can download all maps and timetables.

Phone: Live information is available by calling (619) 233-3004 [TTY/TDD (619) 234-5005] or 511 from 5:30 am to 8:30 pm on weekdays and 7 am to 7 pm on weekends and most holidays. (Closed Thanksgiving and Christmas.)

MTS Timetables

Most bus routes have their own timetable. Timetables for the Trolley lines are combined into a single timetable. Timetables include fare information, a route map, and a schedule. The departure times shown on the schedule are from select "time points" along the way. When boarding at a stop between two time points, use the time from the previous time point. For the location of a stop between time points, call Transit Information at (619) 233-3004.

MTS GO! Phone App

Download the MTS GO! app for your iPhone from the App Store or Android phone from the Google Play Store (for Blackberry phones, view the instructions to download the app on www.sdmts.com). After you've downloaded the app, just enter the five-digit stop number (found on bus stop signs or online) and receive next-arrival times immediately! It's free! You just need a mobile internet connection.

Buying Your Fare

Monthly Passes: This is the best option for frequent riders. A Monthly Pass is good from the first day of the month to the last, a 30-Day Pass is good for 30 consecutive days from the date of purchase. These passes provide unlimited rides on all MTS Trolley lines and most bus routes. Adult passes are $72; Youth passes (18 or under) are $36; Senior (60+), Disabled, and Medicare passes (S/D/M) are $18. A Regional Premium Pass, good on *Rapid Express* bus routes, is $100 for Adults, $50 for Youth, and $25 for S/D/M riders. **Riders using a discount pass must carry proper identification.**

Day Passes: The Regional Day Pass provides unlimited travel on all Trolley and most bus routes. The one-day Regional Day Pass is $5 (with Compass Card). Day Passes without a Compass Card are $7. The RegionalPlus Day Pass for $12 adds *Rapid Express* bus routes and the NCTD COASTER. Day Passes for 2, 3, 4, 14, and 30 consecutive days are also available.

One-Way Trolley Fares: A one-way Trolley ticket costs $2.50 ($1.25 for Senior/Disabled/Medicare). It is good for two hours and allows you to transfer between Trolley lines but not to a bus route.

Just for Kids: Kids five and under ride FREE every day with a paid adult (18+). Two children 12 and under can ride FREE every Saturday and Sunday with a paid adult (18+).

Purchasing Your Fare

Bus: One-way fares and one-day Day Passes can be purchased aboard any bus (there is a $2 fee for Day Passes without a Compass Card). The farebox accepts paper bills, coins, dollar coins (except silver dollars), and tokens. Fareboxes and drivers cannot give change. S/D/M riders with proper ID can purchase a discounted one-way fare on buses.

Other Outlets: All Monthly Passes are available at retail outlets. For a list of locations, go to www.sdmts.com.

The Transit Store: Purchase Monthly Passes, Day Passes and tokens. Get timetables, maps, information, or buy a transit ID card. Located at 102 Broadway at First Ave. in downtown. Open weekdays from 9 am to 5 pm.

Online or by Mail: Go to the eStore at www.sdmts.com or call (619) 233-3004. We'll mail your pass right to your address.

Compass Card "Tap and Ride"

All passes are now sold on Compass Card, which can be reloaded and reused for up to 5 years. They are

MTS Efectivo junio de 2014

GUÍA DEL PASAJERO

MTS Bus y Trolley

¡Es sencillo tomar el autobús y Trolley!

Rider's Guide
Vea reverso Side

Bienvenidos a MTS

¡Gracias por viajar!

Este folleto está diseñado para contestar todas tus preguntas sobre viajando en Metropolitan Transit System (MTS). ¡Pero no dude en llamarnos para ayudarle a planear su viaje o subir a bordo!

Formatos alternativos para los discapacitados
Esta información estará disponible en formatos alternativos bajo solicitación. Para solicitar este folleto en un formato alternativo, favor de llamar a (619) 231-1466. Los operadores de Metropolitan Transit System se adhieren a una política imparcial en relación a los servicios así como las instalaciones.

Sus derechos civiles – política de Título VI
MTS asegura que ninguna persona será excluida, en base a su raza, color u origen étnico, de participación en, negado los beneficios de, o sujeta de otra manera a discriminación bajo cualquier programa o actividad de la agencia. Para solicitar información adicional sobre las obligaciones no discriminatorias de MTS o para presentar una queja contra MTS, favor de escribir a MTS General Counsel, 1255 Imperial Ave., Suite 1000, San Diego, 92101 o visite a www.sdmts.com.

Manténgase informado

Visítenos en www.sdmts.com para aprender sobre los próximos eventos especiales, lugares divertidos para visitar, o actualizaciones al sistema. Cuando viaje, busque los Toma Unos que ofrecen avisos importantes a los pasajeros y *MTS Express* (nuestra hoja informativa trimestral).

Para más información y servicio al cliente

Planee de viaje e información sobre ruta/horario... (619) 233-3004
TTY/TDD... (619) 234-5005
Gratuito... 511 (diga "public transportation")
InfoExpress... (619) 685-4900
Disponible 24 horas del día
SafeWatch... (619) 557-4500
Llame para reportar cualquier cosa sospechosa abordo, en una parada de autobús, o en una estación de Trolley
Representativo de servicio al cliente... (619) 557-4555
Abierto de Lunes a viernes, 9 am–5 pm
Objetos perdidos: Revise el horario de la ruta para el teléfono

Horarios, precios, y otra información en horarios son sujetos a cambiar. MTS no asume responsabilidad por errores en horarios o por cualquier inconveniencia causada por retrasos de servicio.

No fumar

MTS prohíbe fumar a una distancia de 25 pies de estaciones de Trolley y autobús de MTS o abordo vehículos.

Planeando su viaje

Es fácil planear su viaje. Use ya sea nuestro planeador de viaje en línea o llame a un especialista de información sobre tránsito.

En línea: En www.sdmts.com, oprima en *Trip Planner*. Ponga la dirección donde inicia y termina su viaje y la fecha y tiempo en cual desea viajar. El planificador de viajes ofrecerá varias opciones de viaje. Ya que haya planeado su viaje, usted puede bajar todos los mapas y horarios.

Teléfono: Especialistas de información sobre tránsito están disponibles en (619) 233-3004 [TTY/TDD (619) 234-5005] o 511 de las 5:30 am hasta las 8:30 pm durante la semana y de 7am hasta las 7 pm los fines de semana y la mayoría de los días festivos. (Cerrado el día de acción de gracias y navidad.)

Horarios de MTS

La mayoría de las rutas de autobús tienen su propio horario. Horarios para las líneas de San Diego Trolley son combinados en un horario. Tablas de horarios incluyen información sobre pasajes, un mapa de la ruta, y un horario. Los horarios de partida incluidos en el horario son de selectas "puntos claves" a lo largo de la ruta. Al subir en una parada entre dos puntos claves, use el horario del previo punto clave. Para la ubicación de una parada entre puntos claves, llame a información tránsito al (619) 233-3004.

Programa informático MTS GO!

Baje el programa MTS GO! para su iPhone del App Store o teléfono Android del Google Play Store (para teléfonos Blackberry, vea las instrucciones para bajar el programa en www.sdmts.com). ¡Marque al número de parada de cinco dígitos (encontrado en los señalamientos de la parada del autobús) y en línea y recibe una respuesta inmediata con los horarios de las próximas llegadas! ¡Es gratuita! Solo necesita una conexión móvil de internet.

Comprando su tarifa

Pases mensuales: Este es la mejor opción para pasajeros frecuentes. Un pase mensual es válido del primer día del mes al último día del mes; un pase de 30 días es válido por 30 días consecutivos desde la fecha de compra. Estos pases proporcionan viajes ilimitados en todas las líneas de Trolley y la mayoría de las rutas de autobús de MTS. Los pases para adultos tienen un costo de $72, los pases para jóvenes (hasta los 18 años) tienen un costo de $36; los pases para adultos mayores (+ 60 años), personas con discapacidades y usuarios de Medicare (S/D/M, por sus siglas en inglés) tienen un costo de $18. Un pase

Pasaje de ida en Trolley: Un pasaje de ida en el Trolley tiene un costo de $2.50 ($1.25 para personas con discapacidades y usuarios de Medicare), es válido por dos horas, y le permite transbordar entre líneas del Trolley, mas no a una ruta del autobús.

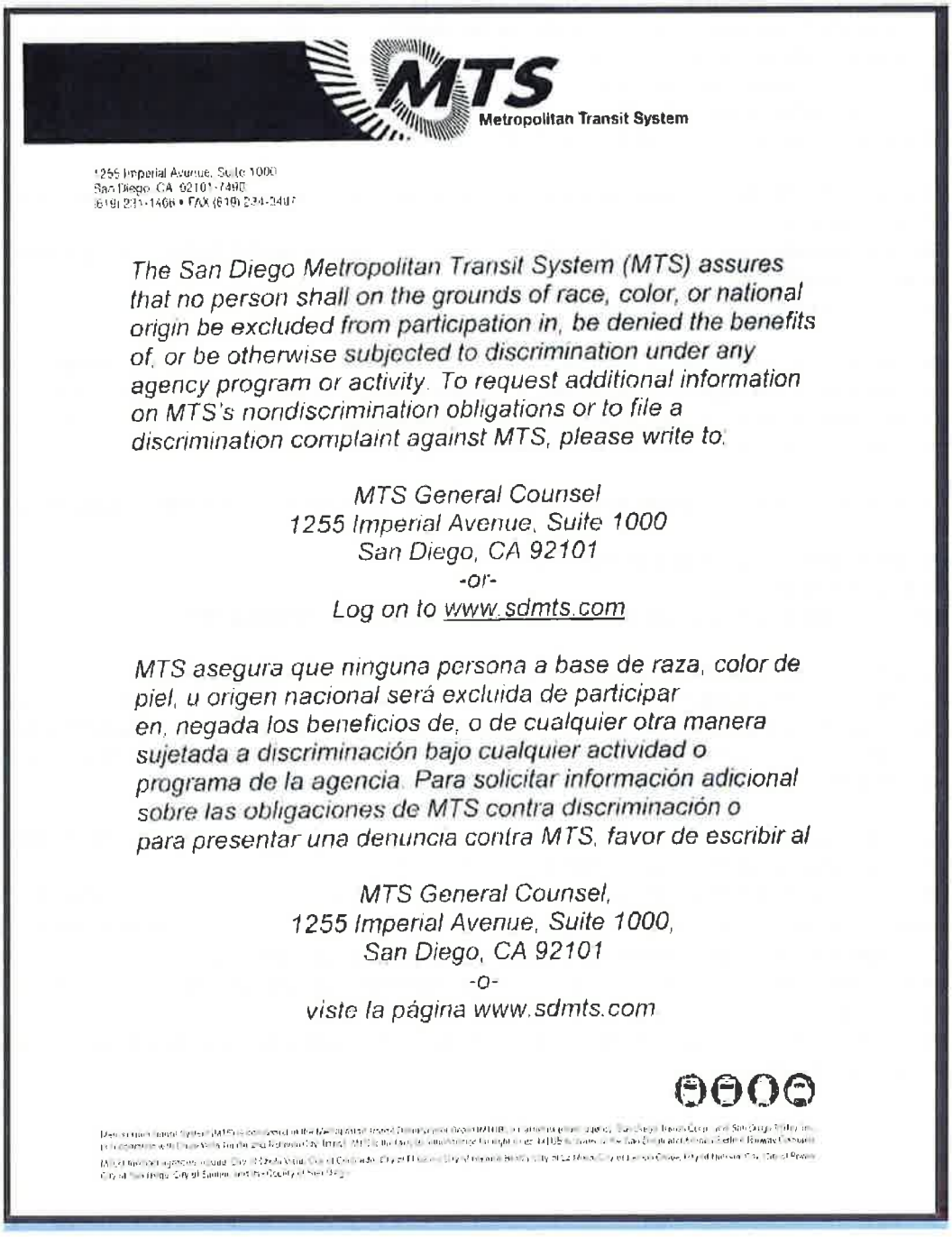
Sólo para niños: Los niños de hasta 5 años de edad viajan GRATIS todos los días acompañados de un adulto con pasaje (+18 años). Dos niños menores de 12 años acompañados de un adulto son GRATIS cada sábado y domingo (+ 18 años).

Otros puntos de venta: Todos los pases mensuales están disponibles en puntos de venta. Para una lista de ubicaciones, favor de consultar www.sdmts.com.

The Transit Store: Compre pases mensuales, pases de un día y fichas. Conseguir mapas, información, o compre una identificación para pasaje descontado. La tienda está ubicada en la 102 de la calle Broadway, esquina con la 1ra avenida, en el centro. La tienda está abierta de 9 de la mañana a 5 de la tarde entre semana.

En línea o por correo: Visite el eStore en www.sdmts.com o llame al (619) 233-3004.

Exhibit D: Notice posted in MTS administration office lobby
(1255 Imperial Ave., Suite 1000, San Diego, CA 92101)



MTS
Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

The San Diego Metropolitan Transit System (MTS) assures that no person shall on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any agency program or activity. To request additional information on MTS's nondiscrimination obligations or to file a discrimination complaint against MTS, please write to:

MTS General Counsel
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101
-or-
Log on to www.sdmts.com

MTS asegura que ninguna persona a base de raza, color de piel, u origen nacional será excluida de participar en, negada los beneficios de, o de cualquier otra manera sujetada a discriminación bajo cualquier actividad o programa de la agencia. Para solicitar información adicional sobre las obligaciones de MTS contra discriminación o para presentar una denuncia contra MTS, favor de escribir al

MTS General Counsel,
1255 Imperial Avenue, Suite 1000,
San Diego, CA 92101
-o-
viste la página www.sdmts.com

North County Transit District (NCTD)
Title VI Notice to the Public

The North County Transit District (NCTD) gives public notice of its policy to assure full compliance with Title VI of the Civil Rights Act of 1964 and all related statues. Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which NCTD receives Federal financial assistance. Any person who believes that s/he, individually, or as a member of a specific class of persons, has been subjected to discrimination, based upon race, color, national origin, or limited English proficiency, under any NCTD service, program or activity, has the right to file a formal complaint.

To request a copy of the NCTD's civil rights program and procedures or to file a complaint, you may contact NCTD's Customer Service Department:

- Phone at 760-966-6500 (persons with hearing impairment should call the 711 California Relay Service)
- Email: creports@nctd.org
- In person at NCTDcustomer service centers.

Additionally, NCTD Customer Service can assist with requests for copies of the program in an alternative format in accordance with ADA and LEP regulations. NCTD offers a variety of resources and services in Spanish, Korean, Chinese, Vietnamese, etc., at no cost to the individual. Services include but are not limited to the following: oral interpreters, written language services and translations of vital documents.

Program information, including complaint forms, may also be obtained by visiting our website at GoNCTD.com.

Complaints will be accepted in writing and may be filed with:

- NCTD Customer Service; or
- NCTD's Civil Rights Officer, at 810 Mission Avenue, Oceanside California 92054-2825.

A signed written complaint must be submitted within 60 calendar days of the alleged discriminatory act (or latest occurrence). NCTD will acknowledge receipt of the complaint within ten (10) working days. Individuals may also file complaints directly with the U.S. Department of Transportation (USDOT), and/or the Federal Transit Administration (FTA) within 180 calendar days of the alleged discriminatory act (or latest occurrence). NCTD specific complaint procedures are identified in NCTD Board Policy No. 26, Discrimination Complaint Process.

To thoroughly investigate complaints, the Civil Rights Officer must have as many details of the incident as possible. At a minimum, complaints should include the following information:

- Your name and address, and a telephone number where you may be reached during business hours;
- A general description of the person(s) or class of persons injured by the alleged discriminatory act(s);
- A description of the alleged discriminatory act(s) in sufficient detail to enable NCTD staff to understand what occurred, when it occurred, and the basis of the alleged discrimination complaint (race, color, or national origin);
- The letter must be signed and dated by the person filing the complaint or by someone authorized to do so on his or her behalf.

APPENDIX B
MTS TITLE VI COMPLAINT PROCEDURES
NCTD TITLE VI COMPLAINT PROCEDURES

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Policies and Procedures No. 48

Board Approval: 1/28/15

SUBJECT:

TRANSIT SERVICE DISCRIMINATION COMPLAINTS PROCEDURES

PURPOSE:

To carry out Title II of the Americans with Disabilities Act of 1990 (ADA) and Title VI of the Civil Rights Act of 1964 (Title VI), the Federal Transit Administration (FTA) recommends that transit agencies adopt a procedure in which complaints alleging discrimination in provision of transit service are filed, investigated, and a determination made. This policy sets forth such procedures.

BACKGROUND:

It is the policy of the San Diego Metropolitan Transit System, hereinafter "MTS"; its subsidiaries, San Diego Transit Corporation (SDTC), San Diego Trolley, Inc. (SDTI); and its contractors to follow the established procedure for handling all alleged transit service ADA discrimination complaints on the basis of disability and all alleged transit service Title VI discrimination complaints on the basis of race, color, or national origin, hereinafter "complaints".

The responsibility for the implementation of the discrimination complaint procedures is assigned to the Office of General Counsel. Contact information for the Office of General Counsel is as follows:

San Diego Metropolitan Transit System
Attn: Staff Attorney – Regulatory Compliance
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101.
Tel.: 619-814-1559

All management personnel within MTS, SDTC, and SDTI are expected to support and implement the following procedures.

PROCEDURES:

48.1 All complaints must be in writing and signed by the complainant or his/her representative, hereinafter "complainant", before any action will be taken. A written complaint is necessary to provide a clear record of the issue to be

Metropolitan Transit System (MTS) is a California public agency and is comprised of San Diego Transit Corporation and San Diego Trolley, Inc. nonprofit public benefit corporations, in cooperation with Chula Vista Transit and National City Transit. MTS is the taxicab administrator for eight cities and the owner of the San Diego and Arizona Eastern Railway Company.

MTS member agencies include: City of Chula Vista, City of Coronado, City of El Cajon, City of Imperial Beach, City of La Mesa, City of Lemon Grove, City of National City, City of Poway, City of San Diego, City of Santee, and the County of San Diego.

investigated and to help define the scope of the investigation. If complainant is unable to complete the form in writing due to a disability or limited-English proficiency, upon request, reasonable accommodations will be made.

The complaints shall provide all pertinent facts and circumstances surrounding the alleged discrimination that will allow a thorough review and/or investigation. The complainant may use MTS's ADA or Title VI Complaint Form to submit their complaint, as seen in Exhibit A, B, C and D of this Policy.

The complaint should be filed within 180 calendar days from the time of the alleged discrimination. A complaint may be administratively closed when received later than this deadline if evidence of the alleged discrimination no longer exists to properly investigate the complaint.

48.2 Upon receipt of a written complaint, the Office of General Counsel will document and assign the complaint to investigating staff for further investigation. Within 10 working days after receipt, the investigating staff will begin investigating the complaint. The investigating staff may use the following resources when available to complete its investigation of the complaint: reviewing video footage, incident reports and employee reports and interviewing applicable personnel.

In instances where additional information is needed, the investigating staff will contact the complainant in writing or where appropriate, in a format accessible to the complainant. Failure of the complainant to provide the requested information by a certain date may result in the administrative closure of the complaint or a delay in complaint resolution.

Based upon all the information available from both parties (i.e., the complainant and the identified agency or department) the investigating staff will prepare a written response subject to review and approval by the Office of General Counsel. The investigating staff will use its best efforts to provide a written response of its determination on the matter to the complainant within 90 working days after receipt of complaint. If noncompliance with ADA or Title VI is determined, a recommendation on remedial action will be made. If no violation of ADA or Title VI is determined, the complaint will be administratively closed by MTS.

48.3 The complainant may appeal the determination from investigating staff to the Chief Executive Officer within 10 working days after receipt.

Within 15 working days after receipt of an appeal, the Chief Executive Officer will evaluate all information received and respond in writing, and, where appropriate, in a format accessible to the complainant, with a final determination of the complaint.

48.4 The complainant who is dissatisfied with the final determination of the Chief Executive Officer may submit their complaint to the FTA at the address below no later than 180 days after the date of the alleged discrimination, unless the time for filing is extended by the FTA.

United States Department of Transportation
Federal Transit Administration
Office of Civil Rights, Region IX
201 Mission St., Suite 1650
San Francisco, California 94105-1839

This policy was adopted 3/12/98.
Policy revised on 5/13/04.
Policy revised on 1/28/15.

Attachments: Exhibit A – Title VI Complaint Form – English
Exhibit B – Title VI Complaint Form – Spanish
Exhibit C – ADA Complaint Form – English
Exhibit D – ADA Complaint Form - Spanish

NORTH COUNTY TRANSIT DISTRICT

Board Policy No. 26
Discrimination Complaint Procedures

Summary

This policy is intended to establish a procedure under which complaints alleging discrimination in NCTD's provision of services or NCTD activities can be made by persons who are not employees of NCTD.

Background

It is NCTD policy to comply with state and federal laws and regulations including the Americans with Disabilities Act of 1990 (ADA), Title VI of the Civil Rights Act of 1964 (Title VI), 49 CFR Part 21, California Code § 51 (Unruh Civil Rights Act), California Code § 11135, California Government Code § 12960(d), and other federal and state discrimination laws. NCTD prohibits discrimination by its employees, contractors, and consultants. The responsibility for the implementation of the discrimination complaint procedures is assigned to NCTD's Civil Rights Officer. NCTD does not discriminate on the basis of race, color, national origin, sex, sexual orientation, age, religion, ancestry, marital status, medical condition, or disability (or any other protected category under state or federal law) in conducting government business. Persons who believe they have been subjected to discrimination or have been denied access to services or accommodations required by law, have the right to use this grievance procedure. Additionally, it is NCTD policy to prohibit mistreatment by its employees, contractors, and consultants on the basis of gender identity or gender expression.

In order to comply with 49 CFR Part 21, recipients and sub-recipients of Federal Transit Administration (FTA) funding such as NCTD are required to develop procedures for investigating and tracking Title VI complaints and to make the procedures for filing a complaint available to members of the public upon request. This policy contains the procedures that members of the public should follow in order to request additional information regarding NCTD's nondiscrimination obligations or file a discrimination complaint against NCTD.

Applicability

This complaint procedure is applicable to all persons who are not employees of NCTD. This includes, but is not limited to, visitors to NCTD; members of the public; Board, committee and working group members; vendors; or any other persons transacting business with NCTD or using NCTD's services who believe that they have been subjected to discrimination by NCTD employees, contractors, or consultants. In general, it is designed to address disputes concerning the following:

1. Disagreements regarding a requested service, accommodation, or modification of a NCTD practice or requirement;

2. Inaccessibility of a program, publication, or activity;

3. Harassment or discrimination based on membership in a protected category under state or federal law;

4. Violation of privacy in the context of disability.

Civil Rights Officer

NCTD's Civil Rights Officer is responsible for administering this complaint procedure as well as ensuring compliance with applicable laws.

NCTD Complaint Procedures

NCTD follows both Federal and State laws and regulations with regard to claims of discrimination from persons who are not NCTD employees.

1. *When To File Complaint* – Complaints should be in writing and must be filed with NCTD within sixty (60) calendar days of:
   - The date of the alleged discriminatory action; or
   - The date on which prior ongoing conduct was discontinued; or
   - The date complainant had knowledge of the alleged discriminatory practice

   Complaints may be accepted by NCTD beyond the sixty (60) calendar day deadline at the discretion of the Civil Rights Officer.

2. *What To File* – A complaint must be in writing and include the following:
   - The complaining party's name, address, e-mail address and phone number;
   - A full description of the problem;
   - A statement of the remedy requested

   Individuals filing a complaint may choose to use NCTD's Title VI/Unruh Discrimination Complaint Form, available at GoNCTD.com.

3. *Filing Options* – Complaints may be submitted with the following methods:
   - Filed with the Civil Rights Officer at NCTD, 810 Mission Avenue, Oceanside, CA 92054; or
   - Filed at NCTD Customer Service centers; or
   - Emailed to creports@nctd.org; or
   - NCTD's Customer Service may be contacted by phone at 760-966-5600.

4. *Notice of Receipt* – Upon receipt of the complaint, the Civil Rights Officer will review the complaint for timeliness and appropriateness for this grievance procedure, and will provide the complaining party with written notice acknowledging its receipt. The Civil Rights Officer may contact the complainant to clarify details to establish merit in order to determine if an investigation is warranted.

5. *Investigation* – If the complaint falls within the jurisdiction of the Civil Rights Officer, the Civil Rights Officer or his or her designee shall promptly initiate an investigation. In undertaking the investigation, the Civil Rights Officer may interview, consult with, and/or request a written response to the issues raised in the complaint from any individual the Civil Rights Officer believes to have relevant information, including staff and members of the public.

6. *Contractor Representation* – Any contracted party who is a respondent shall have the right to have a contractor representative present. The party shall indicate whether he or she will be accompanied by a contractor representative and, if so, the name of that representative.

7. *Findings And Notification* – Upon completion of the investigation, the Civil Rights Officer will prepare and submit a Report of Findings to NCTD General Counsel for review. This submission will be expected within forty-five (45) calendar days of the filing of the formal complaint. The deadline may be extended by the Civil Rights Office for good cause. At the conclusion of the complaint, the Civil Rights Officer shall issue Letters of Determination, which contain the decision on the complaint and appeal rights.

Complainant Responsibilities

Complainants must cooperate with this process in order to reach a resolution of the complaint. Failure to cooperate, provide requested information to support the complaint, and/or maintain communication throughout the process will likely result in closure of the case.

Complainants must provide their correct contact information in order to proceed with a complaint. Inaccurate or incomplete contact information will likely result in closure of the case.

Complainants may request in writing to discontinue a complaint at any time they feel it has been resolved to their satisfaction or they feel no need to continue with the matter. Complainants should be aware that complaints with established merit may still require follow up by NCTD, regardless of whether a complainant has requested to discontinue their complaint.

Remedies

Possible remedies under this complaint procedure include, but are not limited to, corrective steps, actions to reverse the effects of discrimination or to end harassment, and measures to provide a reasonable accommodation or proper ongoing treatment.

Appeal

Complainants who are not satisfied with the determination of the Civil Rights Officer may file an appeal with the FTA, Office of Civil Rights, and the Department of Fair Employment and Housing (DFEH), as identified below.

Additional Filing Options

Federal Transit Administration - Office of Civil Rights:
Any person who believes himself or herself or any specific class of persons to be subjected to discrimination prohibited by Title VI also may file a written complaint with the FTA. A complaint must be filed with the FTA no later than one hundred-eighty (180) calendar days after the date of the alleged discrimination, unless the time for filing is extended by FTA. Title VI complaints regarding FTA funded programs at NCTD can be sent to:

FTA Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor - TCR
1200 New Jersey Ave. SE, Washington, DC 20590

Department of Fair Employment and Housing:
Written complaints may also be filed with the DFEH. A complaint must be filed with the DFEH no later than three hundred sixty-five (365) calendar days after the date of the alleged discrimination. Discrimination complaints may be sent to:

Department of Fair Employment and Housing
2218 Kausen Drive, Suite 100
Elk Grove, CA 95758

Confidentiality

NCTD will take reasonable measures to protect the privacy of the complaining party and those individuals who may be the subject of a complaint. NCTD cannot guaranty privacy, however, particularly if disclosure is necessary for a complete investigation or where disclosure is required by law.

Assistance Filing Complaints

An alternate means of filing a complaint, such as personal interviews or audio recording of the complaint, will be made available for people with disabilities upon request.

Approvals

Board Chair — Date

Executive Director — 10/16/14 Date

General Counsel — 10-16-2014 Date

DATE ISSUED	REVISION NUMBER	COMMENTS
10/18/2012	Adopted	
10/17/2013	1	2013 Revision
10/16/2014	2	2014 Revision

APPENDIX C
MTS COMPLAINT FORMS
NCTD COMPLAINT FORM

Title VI Complaint Form

Title VI of the 1964 Civil Rights Act requires that "No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

If you believe you have been discriminated against by MTS, you may file a signed, written complaint within 180 days of the date of alleged discrimination. You may use the form below, which includes the necessary information to process your claim. When completed, please return this form to the Metropolitan Transit System, Title VI Officer, 1255 Imperial Avenue #1000, San Diego, CA 92101.

SECTION 1: BASIC INFORMATION

A

COMPLAINANT'S INFORMATION

Name: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

B

VICTIM'S INFORMATION **(if other than above)**

Name: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

C

Date of alleged discrimination: _____

D

Do you believe that the reason for the alleged discrimination:

- ☐ Race/Color
- ☐ National Origin

E

Have you filed this complaint with any other federal, state, or local agency; or with any federal or state court?

- ☐ No
- ☐ Yes ➡ If yes, mark all appropriate boxes: ☐ Local agency ☐ Federal agency ☐ State agency ☐ Federal court ☐ State court

Contact information for the agency/court where the complaint was filed:

Name: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

SECTION 2: EVENT DETAILS

Describe in your own words the alleged discrimination. Please explain what happened and whom you believe was responsible. Provide all details and pertinent facts and circumstances surrounding the alleged discrimination that will help MTS investigate your complaint. You may use the back of this form if additional space is required. (You may also attach any written materials or other information that you think is relevant to your complaint.)

SECTION 3: SIGNATURE

Complainant's Signature: _____ Date: _____

Formulario de queja de Título VI

El Título VI del Decreto de los Derechos Civiles de 1964 dispone que "ninguna persona en los Estados Unidos debe ser excluida de participar en, negada de los beneficios de sus servicios en base a su raza, color u origen étnico, o ser sujeto(a) a discriminación bajo cualquier programa o actividad que reciba ayuda económica federal."

Si cree que ha sufrido discriminación, puede presentar una queja por escrito y firmada en un plazo de 180 días de la fecha de la presunta discriminación. Puede utilizar el formulario a continuación, que incluye la información necesaria para procesar su queja. Cuando termine, favor de entregar este formulario a Metropolitan Transit System, Title VI Officer, 1255 Imperial Avenue #1000, San Diego, CA 92101.

SECCIÓN 1: INFORMACIÓN BÁSICA

A

DATOS DEL RECLAMANTE

Nombre: _____

Dirección _____

Cuidad/Estado/Código postal: _____

Número telefónico: _____

B

DATOS DE LA VÍCTIMA **(si es diferente del anterior)**

Nombre: _____

Dirección _____

Cuidad/Estado/Código postal: _____

Número telefónico: _____

C

Fecha de la presunta discriminación: _____

D

Cree que la razón para la presunta discriminación es debido a:

- ☐ Raza/Color
- ☐ Origen étnico

E

¿Ha entregado esta queja a cualquier otro organismo local, estatal, o federal o con cualquier tribunal estatal o federal?

- ☐ No
- ☐ Sí ➡ De ser así, marque todas las cajas apropiadas: ☐ Organismo local ☐ Organismo federal ☐ Organismo estatal ☐ Tribunal federal ☐ Tribunal estatal

Información de contacto para el organismo/tribunal donde se presentó la queja:

Nombre: _____

Dirección: _____

Cuidad/Estado/Código postal: _____

Número telefónico: _____

SECCIÓN 2: DETALLES DEL EVENTO

Describa en sus propias palabras la presunta discriminación. Favor de explicar qué fue lo que sucedió y quién cree que es responsable. Proporcione todos los detalles y hechos pertinentes, y circunstancias en torno a la presunta discriminación que ayudarán a MTS a investigar su queja. Puede utilizar el reverso de este formulario si requiere espacio adicional. (También puede añadir cualquier material escrito u otra información que considere relevante a su queja.)

SECCIÓN 3: FIRMA

Firma del reclamante: _____ Fecha: _____

NORTH COUNTY TRANSIT DISTRICT

TITLE VI/UNRUH DISCRIMINATION COMPLAINT FORM

SECTION I		
Complainant Name:		Filing Date:
Street Address:		City, State, & Zip Code:
Telephone:	Alt Telephone:	
Accessible Format Requirements?	☐ Large Print ☐ Audio Tape	☐ TDD ☐ Other: _____

SECTION II		
Are you filing this complaint on behalf of a third party? ☐ Yes ☐ No - Proceed to Section III		
If "Yes", please supply the name/relationship of the person for whom you are complaining:		
Reason for filing for a third party:		
Have you obtained permission to file on behalf of the third party? ☐ Yes ☐ No		

SECTION III		
Basis of Discrimination (select all that apply):		
☐ Race	☐ Medical Condition	☐ Ancestry
☐ Color	☐ Sex	☐ Religion
☐ National Origin	☐ Sexual Orientation	☐ Marital Status
☐ Disability	☐ Age	
Specify the Selected Basis/Bases:		Date/Time of Alleged Discriminatory Action:
Respondent Name/Title/Description:		
Bus/Train #:	Route #:	Destination/Direction:
Boarding Location:		De-Boarding Location:

SECTION IV	
Have you previously filed a Title VI complaint with NCTD? ☐ Yes ☐ No	
If you have filed this complaint with any Federal, State, or local agency, or with any Federal or State Court, please complete the following information:	
Agency/Court:	Contact Name/Title:
Address:	Telephone:

SECTION V
Describe the alleged discriminatory incident(s) (dates/times/witnesses/etc.). If you prefer, you may also attach a document with your date and signature:

SECTION V CONTINUED

APPENDIX D
MTS COMPLAINT LOG
NCTD COMPLAINT LOG

Complaint Log - Title VI Discrimination - Reporting Period FFY 2012, 2013 & 2014

Name	Complaint / Claim Form / Title VI Complaint / Lawsuit	Date received	Date of Incident	Summary of Allegations / Facts	Final Findings / Results of Investigation	Actions Taken	Status	Physical File Location
[redacted]	Claim Form File No. MT09022011 - Alleging personal injury / discrimination based on race / Lawsuit	9/14/2011	9/2/2011	Complained that during a transit fare check, officers harassed and used racial slurs about being Mexican and Jewish	MTS officers deny making derogatory statements or engaging in discriminatory conduct; complainant not compliant during routine fare inspection and could not produce a valid fare	Civil Case No. 12 CV-2856-CAB-JMA filed in federal court 11/30/12; Mandatory Settlement Conference on 11/6/14; Settled on 11/13/14.	CLOSED on 11/13/2014	Legal and Risk Department
[redacted]	Title VI Complaint Form - Alleging discrimination based on race, color and national origin	4/12/2012	4/12/2012	Bus - Alleged that bus operator intentionally left a bus stop early so complainant could not board due to complainant being an African-American overweight older female	MTS Contract Services reviewed bus video of incident and could not identify any improper conduct by bus operator. Bus was on time and only normal departure procedures were observed.	Response sent by Jeffrey Codley on 4/27/12.	CLOSED on 4/27/2012	Legal Department
[redacted]	Title VI Complaint Form - Alleging discriminaiton based on national origin	6/15/2012	5/27/2012	Unintelligble complaint	Requested code compliance to research further on 6/15/2012. Code compliance also could not understand what complaint was alleging.	No action taken because there was no facts or evidence to investigate allegation of discrimination based on national origin.	CLOSED	Legal Department

[redacted]	Complaint from Attorney - Alleging discrimination based on race	8/2/2012	7/27/2012	Bus - Alleged that a black bus driver "encouraged, provoked and ratified" an assault by a black passenger towards complainant, who is white, because the driver "was angered at complainant when complainant refused an unlawful demand that complainant fold up complainant's stroller."	8-6-2012: GC Requested reports and video from Transit; Video shows complainant is the aggressor: repeatedly refusing to comply with instruction to fold up stroller; stating the rule is being applied to complainant because complainant is white; called one passenger the N-word; this upset other passengers, one of whom walked up to complainant, exchanged words and hit complainant lightly on the head with an empty water bottle; bus operator was very patient and made efforts to diffuse tension on bus. No evidence of discrimination.	Letter response to Attorney, representative of complainant on 8-14-12 ; enclosed video for attorney and FTA to review	CLOSED on 8/14/2012	Legal and Risk Department
[redacted]	Title VI Complaint - Alleging discrimination based on disability	9/13/2012	9/5/2012 & other unspecifed dates	Alleges not treated fairly when security guard requested complainant be escorted to 10th floor while others requesting to get to 10th floor were not escorted. Alleges man attacked complainant as getting off trolley lift. Believes no strollers or bicyles should be able to use the trolley lift.	Complainant was acting aggressively to building security which triggered an escort. No MTS employee was involved. Current MTS policy states trolley lifts are available upon request to all, without exam into customer's mobility needs.	No action taken because there was insufficient evidence to support allegation that MTS's policy for trolley lifts amounts to discrimination based on disability. No Title VI discrimination: not alleging discrimination based on race, color or national origin (*See MTS ADA Complaint Log as well)*	CLOSED	Legal Department

[redacted]	Email Complaint Rcvd by Sharon Cooney - Alleging discrimination based on race	9/17/2012	No specific date of Incident	Alleges that MTS discriminates against Mexican-American by not providing adequate service and facilities on the Blue Line, which is used by majority of mexican americans.	No facts to support allegations of discrimination based on race.	No action taken because there is no evidence to support allegations that a trolley route is operated in a manner that discriminates based on race.	Closed	Legal Department
	Complaint - Alleging discrimination based on race / Lawsuit	10/11/2012	4/9/2012	Alleged racial profiling by Officers when confronted over a ticket fare check. Subsequent arrest.	There is no video related to this incident. Police Report states that complainant was verbally aggressive towards Officers when asked for ticket and likely under the influence. Subsequently performed a welfare check after arrest.	Notice of Rejection sent by Mark Held on 10/22/12. Complainant filed Civil Action No. 13-cv-0960-AJB-WMC in Federal Court against MTS on 4/22/2013. MTS's Motion to Dismiss is granted on 6/5/2014. Appealed filed 11/19. Case Dismissed 1/15/2015.	CLOSED on 1/15/2015	Legal and Risk Department
	Title VI Complaint Form - Alleging discrimination based on race, color and national origin / Claim Form - Alleging Personal Injury	10/22/2012	No specific date of Incident	Multiple complaints; i.e., "won't open door, giggling, lethal, Mexican mafia drug dealers, hate crime, discrimination against whites, bacteria, STDs injured ..." etc.	No facts to support allegations.	Notice of Rejection of Claim sent by Mark Held on 11/6/12.	Closed on 11/6/12	Legal and Risk Department
	Complaint - Alleging discrimination based on race	6/4/2013	5/14/2013	Bus Route 929 - complaint against bus operator for racial slurs and hostile harassment after disagreeing with complainant about whether a day pass can be purchased on the bus.	While the video showed that the bus operator was not knowledgeable about available MTS fare media, and that the bus operator should have called Dispatch for instructions and information about your request for a Region Plus Day Pass instead of insisting that one was not available, we could find no evidence of racial or discriminatory animus.	Response sent by Karen Landers on 6/14/13 offerring a transit pass; Mailed video of incident to complainant on 6/19/13.	CLOSED on 6/14/2013	Legal Department

[redacted]	Title VI Complaint Form - Alleging discrimination based on race and color	6/4/2013	5/18/2013	Bus Route 1- complaint against bus driver who required complainant to wait for a blind passenger to board the bus. Alleges driver was rude to complainant because complainant is "non-white".	No video (missed window). Driver has no recollection of incident.	No action taken because there was no evidence to support allegations that bus driver asking to wait for disabled passenger to board was driscrimination based on race.	CLOSED	Legal Department
[redacted]	Title VI Complaint Form - Alleging discrimination based on attire/income	6/4/2013	6/1/2013	Complainant alleges profiling by Officer because complainant was carrying duffel bag & backpack. Officer subsequently asked complainant to leave the station because complainant did not have a fare.	Requested video footage; Officer was validly conducting transit fare checks. No facts to support profiling. No Title VI Discrimination: not alleging discrimination alleged based on race, color or national origin.	No action taken because there was no evidence to support allegations that conducting transit fare checks was discrimination based on attire or income.	CLOSED	Legal Department
[redacted]	Complaint - Alleging discrimination based on race	6/12/2013 and 6/19/2013	6/11/2013 and 6/19/2013	Bus - Complains that Bus Operator committed hate crime(s) against complainant and other African American women.	Requested video footage on 6/20/2014. Received Driver Incident Report. No facts to support discrimination against complainant based on race.	Officer T. Underwood attempted to contact over the phone on 6/12/13; Mailed Video of Incident to complainant on 6/19/13.	CLOSED	Legal Department
[redacted]	Title VI Complaint Form - Alleging discrimination based on race, color, national origin, age and speech	6/24/2013	5/13/2013	Alleges MTS officer "stole" Compass Card from complainant and improperly issued a no fare citation.	Rcvd Police Report on 7/12/13; No facts to support Title VI discrimination or that Compass Card was stolen from him.	No action taken because there was no evidence to support allegations that an MTS officer stole a pasengers Compass Card or that any discrimination occurred.	CLOSED	Legal Department
[redacted]	Phone Complaint - Alleging discrimination based on race	7/2/2013	7/1/2013	Bus 305 Route 1 - Alleges driver of bus forced elderly asian woman to move from senior area for african american rider.	Spraul/Davenport based on video footage - no facts to support discrimination based on race. Large shopping cart is issue from video.	No contact information provided.	CLOSED on 7/2/2013	Legal Department

[redacted]	Title VI Complaint Form - Alleging discrimination based on sexual orientation	7/9/2013	7/5/2013	Bus 10 - Alleges bus driver intentionally crushed tires of walker because of complainant's sexual orientation.	From video footage and drivers report, there is no indication that driver took any action or made any comment that was discriminatory toward complainant's sexual orientation. Wheelchair damage was not based on drivers actions. No Title VI Discrimination: not alleging discrimination alleged based on race, color or national origin.	Response letter from Karen Landers sent on 7/9/13.	CLOSED on 7/9/2013	Legal Department
[redacted]	Title VI Complaint Form - Alleging discrimination based on Disability	9/19/2013	No specific date of Incident	Bus 15 discontinued in 2014; complainant will have to climb steep incline Washington or over University; Alleges MTS Planning did not reach out to disabled regarding discontinuation of route.	No facts to support discrimination against complainant based on disability. No Title VI Discrimination: not alleging discrimination based on race, color or national origin.	No action taken because there was no evidence to support allegation that discontinuation of bus route, that was noticed accordingly, was discrimination based on disability (*See MTS ADA Complaint Log as well).*	CLOSED	Legal Department
[redacted]	Title VI Complaint Form - Alleging discrimination based on color	3/10/2014	2/26/14	Bus 955 - Alleges driver yanked complainant's hood to get complainant's attention after complainant's compass card was not validated by the ticket machine. Alleges inappropriate conduct was due to complainant's race.	Video shows driver did not pull hood as stated. Instead driver tapped complainant's arm since complainant had iPod earphones in. No facts to support discrimination based on race.	Requested and Rcvd video. Response letter from Samantha Strack sent on 11/14/14.	CLOSED on 11/14/14	Legal Department

NCTD Title VI/Unruh Complaint and Lawsuit Log

Number	Filed	Complainant	Complaint/Lawsuit	Protected Basis	Specific Basis	Summary of Allegations	Prima Facie	Finding	Status	Closed	Action(s) Taken
1	7/15/13	Redacted	Complaint	Race	Redacted	Redacted	Yes	Not substantiated	Closed	9/10/13	Insufficient evidence to substantiate. Respondent denied allegation - no supporting evidence.
2	8/5/13	Redacted	Complaint	Unknown	Redacted	Redacted	No	N/A	Closed	10/4/13	No prima facie established - Complainant chose not to participate in the investigative process, due the the CRO not being a "person of color". Several attempts were made to follow up with Complainant by phone, mailing address and email; however, no response was received.
3	8/8/13	Redacted	Complaint	Race	Redacted	Redacted	No	N/A	Closed	9/6/13	No prima facie established - Referred to Customer Service
4	8/27/13	Redacted	Complaint	Race/Color	Redacted	Redacted	No	N/A	Closed	10/8/13	No prima facie established - Referred to Customer Service.
5	8/28/13	Redacted	Complaint	Unknown	Redacted	Redacted	No	N/A	Closed	9/10/13	No prima facie established - Referred to Customer Service.
6	9/9/13	Redacted	Complaint	Unknown	Redacted	Redacted	No	N/A	Closed	9/16/13	No prima facie established - Complainant reported anonymous and did not provide contact information. Operator management notified and addressed issue of driver passing people at the bus stop.
7	9/16/13	Redacted	Complaint	Race	Redacted	Redacted	No	N/A	Closed	9/18/13	No prima facie established - Referred to Customer Service.
8	9/25/13	Redacted	Complaint	Unknown	Redacted	Redacted	No	N/A	Closed	10/15/13	No prima facie established - Complainant did not respond to attempts to contact by the CRO.
9	10/8/13	Redacted	Complaint	Sexual Harassment	Redacted	Redacted	Yes	Not substantiated	Closed	2/15/14	Insufficient evidence to substantiate - Title VI/Unruh training provided to CEO's/Conductors /Security Officers. Due to unrelated matter, Respondent no longer on contract with NCTD.
10	10/30/13	Redacted	Complaint	Gender	Redacted	Redacted	No	N/A	Closed	12/3/13	Complainant did not provide sufficient contact information or cooperate with the investigation. Operator management was contacted to investigate. Prima facie not established.
11	11/1/13	Redacted	Complaint	Race	Redacted	Redacted	No	N/A	Closed	12/10/13	No prima facie established. Referred to Customer Service.
12	11/8/13	Redacted	Complaint	Age	Redacted	Redacted	No	N/A	Closed	12/10/13	No prima facie established. Referred to Customer Service.
13	11/12/13	Redacted	Complaint	Age, Gender, Disability, and Medical Condition	Redacted	Redacted	No	N/A	Closed	1/6/14	No prima facie established. Referred to Customer Service.
14	11/15/13	Redacted	Complaint	Race	Redacted	Redacted	N/A	N/A	Closed	1/13/14	Attempts were made to contact the Complainant; however, complainant never responded or cooporated with investigation. Closed
15	11/18/13	Redacted	Complaint	National Origin	Redacted	Redacted	No	N/A	Closed	1/30/14	No prima facie established. Operator management notified to review other allegations.

16	2/21/14	Redacted	Complaint	Race	Redacted	Redacted	Yes	Not substantiated	Closed	4/15/14	Insufficient evidence to substantiate. Respondent denied making the alleged comment - no supporting evidence.
17	3/28/14	Redacted	Complaint	Disability	Redacted	Redacted	Yes	Not substantiated	Closed	6/19/14	Insufficient evidence to substantiate. Respondent denied making alleged comment - no supporting evidence.
18	4/1/14	Redacted	Complaint	Disability	Redacted	Redacted	No	N/A	Closed	6/19/14	No prima facie established. Referred to Customer Service.
19	4/2/14	Redacted	Complaint	Race	Redacted	Redacted	No	N/A	Closed	5/1/14	No prima facie established. Referred to Customer Service.
20	5/13/14	Redacted	Complaint	N/A	Redacted	Redacted	No	N/A	Closed	6/19/14	No prima facie established. Complainant was contacted and stated the interaction was a "misunderstanding". Referred to Customer Service.
21	5/19/14	Redacted	Complaint	Disability/Sexual Harassment	Redacted	Redacted	Yes	Not substantiated	Closed	7/15/14	Insufficient evidence to substantiate. Respondent no longer on contract with NCTD. No supporting evidence.
22	5/19/14	Redacted	Complaint	Race	Redacted	Redacted	No	N/A	Closed	5/28/14	No prima facie established. Complainant did not provide sufficient or correct contact information to conduct intake. Closed.
23	6/2/14	Redacted	Complaint	Disability/Color/ Religion	Redacted	Redacted	Yes	Not substantiated	Closed	7/15/14	Insufficient evidenct to substantiate. Respondent denied the allegations. No supporting evidence.
24	6/3/14	Redacted	Complaint	Disability/Race	Redacted	Redacted	No	N/A	Closed	6/19/14	No prima facie established. Referred to Customer Service.
25	6/9/14	Redacted	Complaint	Disability	Redacted	Redacted	No	N/A	Closed	6/19/14	No prima facie established. Referred to Customer Service.
26	6/17/14	Redacted	Complaint	Gender	Redacted	Redacted	Yes	Substantiated	Closed	10/13/14	Operator management confirmed the allegations were true and took corrective action with the Respondent. The Complainant stated that he wanted to be compensated with a free monthly pass; however, NCTD sent the Complainant a free day pass, consistent with past practice.
27	6/19/14	Redacted	Complaint	Race	Redacted	Redacted	No	N/A	Closed	8/8/14	Customer only provided an email address for contact. Attempts were made to schedule an intake interview; however, the customer was reluctant to cooperate early on and eventually did not maintain contact. No prima facie established. Operator management notified of other unrelated allegation. Closed.
28	6/19/14	Redacted	Complaint	Disability	Redacted	Redacted	No	N/A	Closed	8/19/14	No prima facie established. Referred to General Counsel for follow up.

NCTD Title VI/Unruh Complaint and Lawsuit Log

Number	Filed	Complainant	Complaint / Lawsuit	Protected Basis	Specific Basis	Summary of Allegations	Prima Facie	Finding	Status	Closed	Action(s) Taken
1	7/1/14	Redacted	Complaint	Race	Redacted	Redacted	No	N/A	Closed	7/15/14	No prima facie established. Referred to Customer Service.
2	7/16/14	Redacted	Complaint	Disability	Redacted	Redacted	No	N/A	Closed	9/11/14	No prima facie established. Referred to Customer Service.
3	7/28/14	Redacted	Complaint	Ancestry	Redacted	Redacted	No	N/A	Closed	10/13/14	Complainant only provided an email address and did not respond to Customer Services' attempts to contact. Customer Service emailed Title VI packet for completion. Without further clarity from the complainant, no prima facie can be established. Closed per policy, due to insufficient communication from the complainant.
4	8/18/14	Redacted	Complaint	Race / National Origin	Redacted	Redacted	No	N/A	Closed	10/13/14	No prima facie established. Referred to Customer Service.
5	8/25/14	Redacted	Complaint	Disability	Redacted	Redacted	Yes		Pending		
6	9/8/14	Redacted	Complaint	Race / Age	Redacted	Redacted	No	N/A	Closed	10/20/14	No prima facie established. Referred to Customer Service.
7	9/19/14	Redacted	Complaint	Disability	Redacted	Redacted	No	N/A	Closed	10/17/14	Several attempts were made to contact the complainant by phone and voice messages were left - complainant has not responded. No prima facie established. Closed per policy, due to insufficient communication form the complainant.
8	9/19/14	Redacted	Complaint	Disability / Race	Redacted	Redacted	No	N/A	Closed	10/20/14	No prima facie established. Referred to Customer Service. Customer Service provided the complainant with a copy of the Reduced Fare ID request form to complete.
9	9/24/14	Redacted	Complaint	N/A	Redacted	Redacted	No	N/A	Closed	10/13/14	No prima facie established. Referred to Customer Service.
10	9/24/14	Redacted	Complaint	N/A	Redacted	Redacted	No	N/A	Closed	10/13/14	No prima facie established. Referred to Customer Service.
11	9/29/14	Redacted	Complaint	Race	Redacted	Redacted	No	N/A	Closed	10/20/14	No prima facie established. Referred to Customer Service.
12	10/14/14	Redacted	Complaint	Race/Disability	Redacted	Redacted	No	N/A	Closed	11/26/14	Complainant did not provide sufficient contact information or cooperate with the investigation. No prima facie established. Closed.
13	10/20/14	Redacted	Complaint	Race	Redacted	Redacted	No	N/A	Closed	12/10/14	Several attempts were made to contact the complainant by phone and voice messages were left. Complaint packet sent to complainants address - complainant has not responded. Closed per policy, due to insufficient communication from the complainant.
14	10/28/14	Redacted	Complaint	Disability	Redacted	Redacted	No	N/A	Closed	12/3/14	No prima facie established. Referred to Customer Service.

15	10/29/14	Redacted	Complaint	Race	Redacted	Redacted	No	N/A	Closed	12/10/14	Several attempts were made to contact the complainant by phone and voice messages were left. Complaint packet sent to complainants address - complainant has not responded. Closed per policy, due to insufficient communication from the complainant.
16	10/30/14	Redacted	Complaint	Disability	Redacted	Redacted	Yes		Pending		
17	10/30/14	Redacted	Complaint	Disability/Age	Redacted	Redacted	No	N/A	Closed	12/3/14	No prima facie established. Referred to Customer Service.
18	11/3/14	Redacted	Complaint	Sexual Harassment	Redacted	Redacted	No	N/A	Closed	11/17/14	Matter referred to contractor, who conduted an investigation and took corrective action. NCTD issued a complimentary month pass.
19	11/13/14	Redacted	Complaint	N/A	Redacted	Redacted	No	N/A	Closed	12/3/14	No prima facie established. Referred to Customer Service.
20	11/13/14	Redacted	Complaint	Unknown	Redacted	Redacted	No	N/A	Closed	12/9/14	Complainant contacted - denied that allegations were a result of discrimination. No prima facie established. Referred to Customer Service.
21	11/26/14	Redacted	Complaint	N/A	Redacted	Redacted	No	N/A	Closed	12/8/14	No prima facie established. Referred to Customer Service.
22	12/1/14	Redacted	Complaint	Disability	Redacted	Redacted			Pending		
23	12/2/14	Redacted	Complaint	Race	Redacted	Redacted	No	N/A	Closed	12/8/14	Complaints were about other passengers. No prima facie established. Referred to Customer Service

APPENDIX E

MTS PUBLIC PARTICIPATION PLAN

MTS LIST OF OUTREACH EFFORTS

NCTD PUBLIC PARTICIPATION PLAN

NCTD LIST OF OUTREACH EFFORTS

PUBLIC PARTICIPATION PLAN
2015



SAN DIEGO METROPOLITAN TRANSIT SYSTEM

SAN DIEGO METROPOLITAN TRANSIT SYSTEM

Subject: PUBLIC PARTICIPATION PLAN

Effective Date: March 5, 2015

Promulgated this 5th day of March 2015.

SAN DIEGO METROPOLITAN
TRANSIT SYSTEM

Paul Jablonski
Chief Executive Officer

Approved as to form:
General Counsel

1.0 Introduction

The Metropolitan Transit System (MTS) is the provider of fixed-route bus and light rail transit services in the southern and eastern portion of San Diego County. MTS' Area of Jurisdiction is approximately 570 square miles of the urbanized areas of San Diego County as well as the rural parts of East County, 3240 total square miles, serving nearly 3 million people in San Diego County. MTS can trace its roots back to 1886, when private companies began providing various rail transit services in San Diego. Ultimately they merged into the San Diego Electric Railway, later the San Diego Transit System, by the 1960s only bus services remained and the City of San Diego took over the system.

The current MTS organization was created by the passage of California Senate Bill 101 and came into existence in January 1976 as the Metropolitan Transit Development Board (MTDB). In 1984, MTDB took over San Diego Transit from the city, and the Governor signed Senate Bill 1736, which expanded the MTD Board of Directors from 8 to 15 members. In 2002, Senate Bill 1703 merged MTDB's long-range planning, financial programming, project development and construction functions into the regional metropolitan planning organization, the San Diego Association of Governments (SANDAG). In 2005, MTDB changed its name to MTS.

MTS owns assets of: San Diego Trolley, Inc. (SDTI); San Diego Transit Corporation (SDTC); and the San Diego & Arizona Eastern (SD&AE) Railway Company, which owns 108 miles of track and right-of-way. In addition, MTS provides administrative and support services to San Diego Vintage Trolley, Inc., a non-profit corporation established to restore historic Trolley vehicles.

MTS is governed by a 15-member Board that generally meets twice a month. Members selected as follows:

- Four appointed from the San Diego City Council
- One appointed from each city council of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway and Santee
- One appointed from the San Diego County Board of Supervisors
- One San Diego County resident elected by other Board members to serve as Chairman

MTS also maintains an advisory member on the SANDAG Board of Directors.

MTS provides bus and rail services directly or by contract with private operators. All services ate coordinated by MTS, which determines the routes, stops, frequencies and hours of operation. Light rail service is operated by SDTI on four lines (the Blue, Orange, Green and Silver Lines) with a total of 53 stations and 102.6 miles of rail. For bus services, MTS operates 94 fixed routes and an Americans with Disabilities Act (ADA) complementary paratransit service, MTS Access. Fixed route bus services include local, urban, express, Rapid, Rapid Express, and rural routes.

MTS contracts with the San Diego & Imperial Valley (SD&IV) Railroad and the Pacific Imperial Railroad, Inc. (PIR) to provide freight service to San Diego shippers over SD&AE right-of-way. SD&IV shares certain tracks with SDTI, operating during non-service Trolley hours.

2.0 MTS Commitment to Public Participation

The MTS Public Participation Plan (PPP) defines the process for communicating with and obtaining input from the public concerning agency programs, projects, planning, services, and funding. The guidelines and principles outlined in the plan guide the agency's public outreach and involvement efforts for these and other mandated projects or MTS Board of Directors initiatives.

The PPP is meant to inform the passengers and other stakeholders about the MTS public participation process, how they can obtain information about MTS, and how they can provide input into policy, planning, and decision-making efforts.

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have jointly issued an Interim Policy on Public Involvement. The goal of this policy statement is to aggressively support proactive public involvement at all stages of planning and project development. Transit agencies are required to develop effective involvement processes which are tailored to local conditions. The performance standards for these proactive public involvement processes include early and continuous involvement; reasonable public availability of technical and other information; collaborative input on alternatives, evaluation criteria and mitigation needs; open public meetings where matters related to Federal-aid transit programs are being considered; and open access to the decision-making process prior to closure.

The PPP reflects the MTS commitment to public participation and involvement to include all residents and stakeholders in the regional planning process. The PPP was developed and is updated in accordance with guidelines established by federal and local regulations including those listed below.

2.1. Americans with Disabilities Act: The Americans with Disabilities Act of 1990 (ADA) stipulates involving the community, particularly those with disabilities in the development and improvement of services. MTS fully complies with ADA through its provision of fixed-route and complementary paratransit services, and by interacting with stakeholders among and representing those in the disabled community via its Accessible Services Advisory Committee.

2.2. National Environmental Policy Act (NEPA): The essential purpose of NEPA is to ensure that environmental factors are considered when compared to other factors in the decision making process undertaken by federal agencies. The act establishes the national environmental policy, including a multidisciplinary approach to considering environmental effects in federal government agency decision making. Generally, SANDAG plans and constructs major federally-funded capital transit projects in the region on behalf of MTS. Such projects with federal funding or needing federal approvals undergo NEPA review.

2.3. California Environmental Quality Act (CEQA): CEQA requires state and local agencies to identify the significant environmental impacts of their actions and to avoid or mitigate those impacts, if feasible. Qualifying MTS projects that may cause a significant impact on the environment undergo CEQA review. Both the CEQA and the NEPA have public information components that require an agency such as MTS to conduct public participation programs to

ensure that the public is involved and that community concerns are addressed.

2.4. Environmental Justice: MTS makes environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its services, policies, and activities on minority populations and/or low-income populations. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low Income Populations requires that disproportionately high and adverse human health or environmental effects on minority and low-income populations be identified and addressed in order to achieve environmental justice. Environmental justice at MTS includes incorporating environmental justice and non-discrimination principles into transportation planning and decisionmaking processes.

Environmental justice requires equitably providing to all residents, regardless of age, race, color, national origin, income, or physical agility, opportunities to work, shop, study, be healthy, and play. MTS believes it is important to understand the impacts of transportation investments on our most vulnerable communities in order to better plan for the future. Promoting social equity and environmental justice in providing services and undertaking planning efforts requires involvement from a wide variety of communities and stakeholders. MTS considers the following goals of environmental justice throughout transportation planning and service delivery, and through all public outreach and participation efforts:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations

- To ensure the full and fair participation by all potentially affected communities in the transit decision-making process

- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations

2.5. Title VI of the Civil Rights Act of 1964 as amended (42 U.S.C. Section 2000d): Title VI states that "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any program or activity receiving federal financial assistance." Title VI serves as the legal foundation for what is today referred to as environmental justice. MTS adheres to Title VI and environmental justice principles.

2.6. Executive Order 13166 – Improving Access to Services for Persons with Limited English Proficiency: Executive Order 13166 was created to "... improve access to federally conducted and federally assisted programs and activities for persons who, as a result of national origin, are limited in their English proficiency ..." Federal agencies were directed to provide guidance and technical assistance to recipients of federal funds as to how they can provide meaningful access to limited English proficient users of federal

programs. Consistent with Executive Order 13166 and U.S. Department of Transportation (DOT) guidance, MTS has developed a Language Assistance Plan (LAP) in order to ensure meaningful input opportunities for persons with limited English proficiency. MTS' LAP, included as an attachment to this PPP, calls for translations of vital documents, such as public notices, into Spanish. MTS may translate documents into additional languages if the nature of the document and the character of the document's target audience justify additional translation. The LAP provides further guidance for serving limited English speaking populations.

2.7. Other Laws: Numerous other laws and guidance relevant to public participation are utilized by SANDAG depending the program, project or service it is undertaking. These include, but are not limited to the following:

- U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964," 49 CFR part 21. http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&tpl=/ecfrbrowse/Title49/49cfr21_main_02.tpl

- Joint FHWA/FTA regulations, "Planning Assistance and Standards," 23 CFR part 450 (adopted at 49 CFR part 613). http://ecfr.gpoaccess.gov/cgi/t/text/textidx?c=ecfr&tpl=/ecfrbrowse/Title23/23cfr450_main_02.tpl

- Joint FHWA/FTA regulations, "Environmental Impact and Related Procedures," 23 CFR part 771 (adopted at 49 CFR part 622). http://ecfr.gpoaccess.gov/cgi/t/text/textidx?c=ecfr&tpl=/ecfrbrowse/Title23/23cfr771_main_02.tpl

- U.S. DOT 2011 implementation report on environmental justice. http://www.fhwa.dot.gov/environment/environmental_justice/ej_at_dot/
- U.S. DOT Order 5610.2(a) Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, 77 FR 27534 (May 10, 2012). http://www.fhwa.dot.gov/environment/environmental_justice/ej_at_dot/order_5610_2a/
- U.S. DOT Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons, 70 FR 74087 (Dec. 14, 2005). https://www.docr.dot.gov/page/dots-lep-guidance

- CEQ, Environmental Justice Guidance under the National Environmental Policy Act (Dec. 1997). http://www.fta.dot.gov/documents/EnvironmentalJustice_guidance_nepa_ceq1297.pdf

- FTA Circular 4702.1B, Title VI Requirements and Guidelines for Federal Transit Administration Recipients. http://www.fta.dot.gov/legislation_law/13718.html

3.0 Connecting with our Riders and Stakeholders

With more than 300,000 boardings on MTS buses and Trolleys every weekday, service 365 days a year throughout our service area, MTS has an opportunity to connect with our riders on a frequent and personal level. The MTS PPP considers every daily ride to be an opportunity to interact with, inform, and receive feedback from our passengers. Further, MTS is committed to a PPP that includes opportunities for interaction with those in MTS with decision-making authority, including management staff and the Board of Directors. Public workshops, meetings, and other outreach efforts provide forums for input and feedback on MTS services, programs, projects, and policies.

Each of the communication opportunities below follows the guidelines in MTS' LAP, as described in Section 2.6. This includes the translation of important documents and notices, and the availability of verbal translations and language services to populations of limited English proficiency.

3.1. Front Line Staff Contacts: Every rider boarding a bus interacts with the driver at the point of fare payment. Trolley passengers routinely communicate with Trolley operators, operations supervisors, security officers, fare enforcement personnel, and ambassadors. A critical part of keeping riders informed is keeping MTS front line employees up to date on current campaigns and services, and ensuring that they have a conduit to relay public feedback to appropriate management staff. Feedback received from the public by front-line employees, in the form of comments, questions, complaints, and suggestions are forwarded to supervisory and management staff on a "Miscellaneous" form, email, or verbal request. An example of such a Miscellaneous form is attached.

3.2. Public Meetings: Formal public meetings in an indoor setting may be utilized to provide information and seek input on complex topics which may require a general presentation and/or multiple information stations to completely and comprehensively convey information to attendees. A public meeting format is to be used for conceptual and longer-range planning, policy development, and issues of broader interest than just transit users.

Generally, MTS staff or designees host information stations within the meeting facility to explain all relevant aspects of the project, plans, or proposals to attendees. Information is to be presented simply, using graphics to the extent possible. If necessary, a general presentation may be made at the beginning, or at multiple times throughout the event, to provide project context and background for attendees.

Such meetings are held in locations convenient and easily accessible by MTS services, with a large enough space allotted for the anticipated attendance. Facilities shall be accessible for disabled attendees. Special shuttle or transportation may be provided by MTS to ensure accessibility by disabled and/or transit-dependent attendees. Bilingual staff or interpreters may be provided in accordance with MTS' Limited English Proficiency (LEP) Plan. Accommodations can be made for special-needs attendees upon advanced request.

MTS provides notice to the community about meetings that it sponsors, to encourage people to participate. Noticing is done using methods that maximize exposure to low-income and minority populations. These include Take One flyers on-board MTS vehicles, posting on the MTS website, and sending notices to community organizations and advocacy groups. When possible, event notices may include electronic versions of handouts and displays, proposed plans or policies, and related agendas and minutes for MTS Board of Directors' meetings.

3.3. Outreach Events: Outreach events differ from public meetings in that they are less formal and intended to reach the maximum number of transit users closest to the points at which they access the MTS system or services. Outreach events typically address issues like service change proposals, shorter range planning, and passenger survey collection. These take place at transit centers and stations, or anywhere large groups of potentially interested or impacted populations congregate.

3.4. Ambassadors: MTS utilizes ambassadors for conveying information to transit riders, assisting in the implementation phase of major changes, directing passengers throughout special events, and assisting passengers in the purchase of fare media. Ambassadors may be utilized during project planning phases by engaging passengers for surveys, interviews of the public, and collecting data.

3.5. Speaking Engagements (Non-MTS-Sponsored): MTS staff from the appropriate disciplines make presentations, answer questions, and collect feedback at non-MTS sponsored meetings. These include community planning groups, special interest or purpose meetings, neighborhood councils, and advocacy groups. The format of these meetings varies from casual lunch meetings to formal speaking events. The information presented is to be relevant to the audience and structured in a way to encourage maximum feedback.

3.6. Community Events (Non-MTS-Sponsored): MTS participates in a wide variety of community events, such as street fairs and public markets. These are generally utilized to promote MTS and provide information on our services. They are also used as an opportunity to collect feedback on relevant proposals for which MTS is currently soliciting comment.

3.7. Take One Notices: MTS prints up to 100,000 bilingual (English and Spanish) Take One notices a minimum of three times per year (typically 4-6 times annually). These are posted on every fixed-route bus and Trolley in the system for 2-4 weeks, depending on the content. These typically include important rider information on upcoming service changes, public hearings, service interruptions, policies, or other matters of general interest to all MTS riders. Each standard Take One notice also includes details on how to request the information in an alternative format for disabled individuals, and the public's rights under Title VI of the Civil Rights Act, including how to file a complaint or request more information.

3.8. MTS News: MTS prints and posts a quarterly newsletter for riders, to keep them informed of general MTS news, the upcoming calendar, projects' status, and opportunities to participate in MTS events. These are published in English and Spanish (or bilingual) versions and posted on all MTS revenue vehicles.

3.9. Bus Cards & Wraps: Internal advertising media is used occasionally promote specific events and campaigns, such as informing riders where they can purchase passes or of new policies or procedures. Because passengers cannot take the information with them, and because they have a higher cost and on-going maintenance needs, these media are used less frequently than other communication methods.

3.10. The Transit Store: MTS maintains a retail storefront in Downtown San Diego that sells fare media, issues identification cards, handles lost-and-found, and dispenses verbal and printed information on services, programs, and initiatives. The most current timetables, maps, Take One notices, and other flyers are available for riders and the public. The Transit Store is open 9 a.m. to 5 p.m., Monday through Friday, and is located at 102 Broadway (at First Ave.). Transit access to The Transit Store is widely available from throughout the region, with the Civic Center Trolley Station two blocks away (Blue, Orange, and Silver Lines), and bus stops within a block for Routes 2, 7, 11, 30, 50, 150, 215, 235, 280, 290, 901, 923, and 992. Riders can also call The Transit Store at (619) 234-1060.

3.11. Telephone Information Office: MTS provides one-on-one travel planning assistance and information at the Telephone Information Office. This line is fully staffed by bilingual staff (English and Spanish) 363 days per year. Weekday hours are 5 a.m. to 8 p.m. (reduced hours on weekends and holidays). Customers can reach the Telephone Information Office directly by calling (619) 233-3004, or through the SANDAG-maintained automated regional transportation information line, 511.

3.12. Customer Service Office: The Customer Service Office is the central MTS clearinghouse for rider comments, compliments, complaints, and suggestions received by telephone and email. MTS maintains a Customer Service Center database, which records all comments and complaints, and assigns them to the appropriate staff or department for investigation, resolution, and/or their future records. The Customer Service Office is open 8 a.m. to 5 p.m., Monday through Friday.

3.13. Compass Card Call Center: MTS has migrated all transit passes onto the reloadable smart card, branded as Compass Card. Customers using these cards are taken care of by a specially-trained staff in the Compass Card office. By calling this office, riders can load passes on to cards, register their cards for loss protection, ask questions, and submit complaints. Callers with complaints and concerns not directly related to their Compass Card are generally directed to the MTS Customer Service Center, where their issue can be recorded, logged, and sent to the appropriate personnel for resolution.

3.14. www.sdmts.com: The comprehensive MTS website is riders' and the public's resource for transit information, current events, project updates, meeting

schedules and agendas, and reports and other publications. MTS periodically posts surveys and promotes opportunities for online input. This website will be replaced in 2015, with the all-new www.sdmts.com written to incorporate the Google Translate widget, allowing translation into multiple languages.

3.15. Title VI Policy, Complaint & Information Webpage: Directly linked from MTS' front homepage (http://www.sdmts.com/MTS/MTSTitleVIPolicy.asp), MTS provides extensive information to riders, residents, and other stakeholders explaining their rights under Title VI, MTS' obligations, and the procedures for filing a complaint or seeking additional information.

3.16. MTS Central Control: This telephone number is primarily used by riders to submit immediate security-related concerns while using the MTS system. Information received on this line is transmitted to transit enforcement and law enforcement staff, as appropriate. Callers with complaints and other concerns are generally directed to the MTS Customer Service Center, where their issue can be recorded, logged, and sent to the appropriate personnel for resolution.

3.17. Contractor Telephone Centers: Each contract MTS bus division maintains a customer telephone line, primarily for lost-and-found, to ensure that lost items are followed up with the nearest operator as immediately as possible. Callers with complaints and other concerns are generally directed to the MTS Customer Service Center, where their issue can be recorded, logged, and sent to the appropriate personnel for resolution.

3.18. Community Contacts List: MTS maintains an email list of community organizations, employers, advocacy groups, and other interested parties to whom we regularly communicate important information. This includes critical service change or service interruption details, outreach events, and opportunities for public input on various projects.

3.19. View Our Calendar: Visit http://www.sdmts.com/MTS/MTS_board.asp for a comprehensive monthly calendar of all Board of Directors and Board Committee meetings. These meetings are open to the public and agendas are typically posted seven days in advance of the meeting.

3.20. Social Media: MTS maintains accounts on Facebook, Twitter, YouTube, and Flickr to keep riders informed of the most current events and provide an opportunity for instant feedback and comments.

4.0 Public Participation Process: *Overall*

The MTS PPP establishes a process for obtaining input from and providing information to the public concerning agency policies, services, projects, and program funding in order to ensure the public is informed and has the opportunity to provide MTS with input so plans can reflect the public's vision. In accordance with FHWA/FTA regulations, MTS will review and update this plan as needed. The various federal and state laws and regulations mentioned above require that transit agencies like MTS conduct public participation programs to ensure that the public is involved and that community concerns are addressed.

For example, major transit service changes, adjusting rider policies, and passing budgets require MTS to provide opportunities for public participation. A significant component of the MTS mission is a strong commitment to public participation and involvement to include all residents and stakeholders in the process of providing successful transit service. The public participation process, development of plans, and outreach activities are coordinated through the MTS Marketing Department.

Ensuring the meaningful involvement of all social and economic groups, including low-income, minority, disabled, senior, and other traditionally underrepresented communities is a key component of the PPP. As discussed in the Introduction section of this PPP, activities covered in the PPP are consistent with federal and state environmental justice laws, regulations, and requirements, Title VI of the Civil Rights Act and related nondiscrimination requirements, and they reflect the principles of social equity and environmental justice. The overall public participation process follows these guidelines and principles:

4.1. The PPP is designed to inform and involve people and organizations in MTS' decisionmaking process on issues such as service changes, rider policies, and other matter of interest to riders and the public. The PPP seeks to involve all citizens, including, but not limited to, low-income households, Hispanic, African American, Asian, Native American, senior, limited English speaking populations, persons with disabilities, as well as community-based and civic organizations, public agencies, business groups and associations, environmental organizations, corporations, city commissions, schools, and other stakeholders in the decision-making process.

4.2. MTS seeks to involve audiences outlined in Section 450.316 of Title 23 in the Code of Federal Regulations: citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties. These efforts also are designed to reach affordable housing advocates, transportation advocates, neighborhood and community groups, environmental advocates, home builder representatives, broad-based business organizations, landowners, commercial property interests, and homeowner associations.

4.3. MTS Board of Directors and Executive Committee meetings provide the public input forum and decision point for significant agency issues. The MTS Board of Directors typically holds one or two board meetings each month on alternating Thursdays; an Executive Committee meeting is held the Thursday prior to a Board of Directors meeting. Meetings held at MTS offices are accessible by public transit. During these meetings, the MTS Board solicits public input, adopts plans and budgets, approves service changes, implements policies, and hears staff reports. Other Board advisory committees provide opportunities for the public to provide comment regarding policy formulation prior to action by the Board in specific areas of policy, including the Budget Committee, the Ad Hoc Public Security Committee, and the Audit Oversight Committee. These meetings are publicly noticed and an agenda is available prior to the meetings.

4.4. The MTS Accessible Services Advisory Committee (ASAC) is a committee made up of disabled transit consumers, advocates, organizations, and transit agency staff that deliberates transit service issues of concern to the disabled community, and provides feedback and guidance to the MTS Board of Directors. The chair of the ASAC is a member or appointee of the MTS Board of Directors. ASAC generally meets quarterly at MTS offices, following a regularly scheduled MTS Board of Directors meeting. ASAC meetings are open to the public, and public attendance, participation, and testimony is invited. The MTS offices are directly served by transit and fully accessible for disabled individuals.

4.5. For planning, project, funding, and policy decisions, public input shall be documented, issues or concerns addressed, and resolution of issues and/or changes made reflected in final reports, plans, or other documents. The final reports or documents may be subject to approval by a vote at a public MTS Board or Executive Committee meeting.

4.6. MTS proactively seeks and promotes public participation in decisions regarding service levels, budgeting, capital improvements, security, and location of transit services and amenities. At all times various avenues will be available to the public for making suggestions and comments regarding the way transit is deployed in the community as detailed in Section 3.0. Comments and suggestions are logged, reviewed and responded to in a timely and appropriate manner.

4.7. MTS proactively seeks and promotes public participation in MTS public outreach events, meetings, and hearings, as well as participation and attendance at committees, working groups, and task forces. MTS follows local, state, and federal guidelines for posting public meeting and hearing notices. Depending upon the specific project, MTS endeavors to hold meetings at times that can attract as many participants as possible and at locations in communities throughout the MTS area and in locations that are accessible by public transit and to persons with disabilities.

4.8. In recognition that not all transit riders are able to attend lengthy, formal meetings, MTS staff working on a specific project may hold spontaneous and informal outreach events at transit centers, busy transfer locations, or other areas where transit riders will congregate while waiting for their transit trip or pass through between transit modes. These are held in locations and during times affected by specific projects or proposals and where and when the maximum number of riders can be reached for feedback and input.

4.9. MTS uses its website and social media channels to provide the public with useful and timely information, including: service schedules and maps, meeting schedules and agendas; plans and documents; budgets; reports and other publications; and interactive trip planning applications. Major projects may have a dedicated webpage on the MTS website with information for the public, reporters, and other stakeholders.

4.10. MTS informs the public in a timely manner about service changes and pending decisions through a number of efforts. As needed or required, MTS provides adequate notice in newspapers of general circulation for publication of legal notices, including minority and Spanish language publications. Other publication and distribution efforts to residents, agencies, and city/county governments may include e-mail notification, notices on the MTS website, publication in MTS News (an MTS quarterly newsletter posted on board all MTS vehicles), and posts on MTS social media channels.

4.11. MTS regularly informs local print and broadcast media about MTS services, changes, upcoming programs, and other issues. MTS regularly distributes press releases to community, minority, local and regional print, as well as web-based publications. MTS also distributes information to local and Spanish radio and television stations.

4.12. Following Department of Transportation (DOT) guidance, SANDAG conducted a Four Factor Analysis for MTS' development of a Language Assistance Plan (LAP). The plan details the number of limited English speakers in the MTS service area and outlines the language assistance measures provided for these populations. The LAP is an attachment to this PPP. In accordance with the LAP, as appropriate and depending on the specific project, MTS routinely translates into Spanish publications, timetables, Take Ones, and announcements. Translation into other languages is provided on a case-by case basis based on an analysis of the need. In addition, numerous staff members are bilingual Spanish-English speakers and participate in public outreach and conduct presentations in Spanish. Translators are hired as needed to provide services in Spanish and other languages as appropriate.

4.13. MTS conducts periodic rider opinion surveys, typically every two years. These surveys are designed to include MTS passengers in the planning and programming of future services and changes by helping gauge effectiveness and satisfaction with current service and unmet needs for potential new services.

4.14. MTS periodically reviews the effectiveness of the procedures and strategies contained in the agencywide PPP and any other planning, program, or project-specific public participation plans to ensure the goals of the outreach and involvement are met. Quantitative and qualitative assessment is considered to determine results of outreach effectiveness by reporting how many people are contacted, how many respond, and did MTS receive the necessary input, as well as what follow up measures were taken to ensure persons who commented know what was done with their comments. MTS will revise the overall outreach process as needed based on this review. A table of some commonly used outreach strategies and evaluation methods is included in this PPP.

5.0 Public Participation Process: *Transit Service Changes*

5.1. MTS seeks to inform and involve public transit riders, stakeholders, and the general public about proposed changes in transit services. This includes

addressing needs and conducting outreach with stakeholders listed in the overall public participation process.

5.2. A public hearing(s) will be held by MTS for major service changes, as defined by MTS Board Policy 42. The public hearings will be held at MTS offices during a regularly scheduled meeting of the MTS Board of Directors and/or in the general geographic area of the affected public, as determined by the MTS Executive Committee or Board of Directors. Public meetings will be held at a time and location that is accessible by users of public transit. When appropriate, outreach sessions, open houses, and/or other meetings at which the public can provide comments will be held during various hours and in different areas of the MTS jurisdiction.

5.3. A record of public input received at public hearings, meetings, workshops, or outreach sessions will be provided to the MTS Board of Directors prior to approval of the proposed service changes.

5.4. Take One, Rider Alerts, or other public notices in both English and Spanish will be posted on all public transit vehicles within the affected area and will include a description of the proposed service change, the date, time, intent and location of the public hearing, and the deadline for written, email, and phone comments from the public. The notices will also be posted to the MTS website.

5.5. Print notice of public hearings will be provided prior to the public hearing meeting date in newspapers of general circulation in the affected area(s), including appropriate minority and community publications.

5.6. Additional public outreach will be performed through media notification, web postings, social media notifications and email newsletters.

6.0 Public Participation Process: *Fare Changes*

With the approval of Senate Bill 1703 (Peace 2002), the planning and programming functions of MTS and NCTD were consolidated under SANDAG. As part of these functions SANDAG assumed the responsibility of developing a Regional Fare Policy, including setting fares for transit services in the region through a Regional Comprehensive Fare Ordinance. Public participation activities implemented to support the Regional Fare Policy are included within SANDAG's PPP.

7.0 Public Participation Plan: *Evaluation Methods*

As a part of the public engagement strategy for the PPP, staff at MTS is regularly monitoring and evaluating outreach strategies and methods used for efficacy. Some of the evaluation measures used in the most commonly applied public involvement tools and techniques are outlined below.

Public Involvement Tools Evaluation Table

Public Involvement Tool	Evaluation Method

Public Participation Plan	To be reviewed every three years, evaluated via survey and public comment
MTS Website	Number of hits
MTS News Newsletter	Open rate analytics, distribution list size
Project Specific Websites	Open rate analytics, distribution list size
Project Specific Open Houses, Meetings & Workshops	Number of attendees, number of comments received, press mentions
Fact Sheets	Distribution, number of calls, comments
Legal Advertisements	No measure (required)
Advertisements	Distribution, number of calls, comments
Project Specific Newsletters	Open rate analytics, distribution list size, number of calls, comments
Direct Mailings	Distribution, number of calls, comments
Press Releases	Distribution, press mentions, number of calls, comments
Public Hearings	Attendance, information distribution, comments
Comment Forms	Number of comments collected
Surveys	Distribution, responses received, comments
Flyers	Distribution, number of calls, comments
Facebook	Number of agency likes, comments, posts, analytics
Twitter	Number of followers, retweets, tweets, direct tweets, mentions
YouTube	Number of followers, views, links

Attachments:

1) Public Outreach calendar (2012-2014)
2) Minutes from Public Hearing at January 16, 2014 Board meeting with public comments on service changes
3) Sample of Take One announcing outreach events
4) MTS 2012 Customer Satisfaction Survey
5) Results of the 2009 Onboard Transit Passenger Survey for the San Diego Region
6) MTS Language Assistance Plan
7) Memorandum to Bus Operators Regarding Surveys
8) Title VI Analysis on 2014 Major Service Changes
9) Sample of MTS Bus Operator Miscellaneous Form with Customer Suggestion
10) Sample of Notice to Community Organizations [Title VI policies June 2013]
11) San Diego Association of Governments Public Participation Plan

Title VI Triennial Review: Communications											
Start Date	End Date (if applicable)	MTS Department Responsible	MTS Staff	Location	Purpose	Minorities, Disabled, and Other Communities of Concern Served	Area Served	Collateral Printed in Another Language	Advertising: Publication	Advertising: Date	Language(s)
FY2012											
6/5/2012	N/A			Bell Middle School	Operation Lifesaver Presentation	African-American, Hispanic, Asian	Southeast San Diego	N/A	MTS Media Advisory	6/5/2013	English
FY2013											
6/5/2012	9/7/2012	Multiple	Various	12th & Imperial Transit Center	Service Change-Green Line Extension-Outreach	Hispanic, African-American, Asian	Downtown San Diego	Flyers	N/A	N/A	English/Spanish
8/23/2012-9/7/2012	9/17/2012	Multiple	Various	Iris Ave. Trolley Station	Day Pass on Compass Card-Outreach	Hispanic	San Ysidro, Chula Vista	Flyers	N/A	N/A	English/Spanish
8/27/2012	9/18/2012	Multiple	Various	Palm Ave. Trolley Station	Day Pass on Compass Card-Outreach	Hispanic	San Ysidro, Chula Vista	Flyers	N/A	N/A	English/Spanish
8/27/2012	9/19/2012	Multiple	Various	Palomar St. Trolley Station	Day Pass on Compass Card-Outreach	Hispanic	San Ysidro, Chula Vista	Flyers	N/A	N/A	English/Spanish
8/28/2012	9/20/2012	Multiple	Various	H St. Trolley Station	Day Pass on Compass Card-Outreach	Hispanic	San Ysidro, Chula Vista	Flyers	N/A	N/A	English/Spanish
8/28/2012	9/21/2012	Multiple	Various	E St. Trolley Station	Day Pass on Compass Card-Outreach	Hispanic	San Ysidro, Chula Vista	Flyers	N/A	N/A	English/Spanish
8/28/2012	9/21/2012	Multiple	Various	24th St. Trolley Station	Day Pass on Compass Card-Outreach	Hispanic	San Ysidro, Chula Vista	Flyers	N/A	N/A	English/Spanish
8/29/2012	9/24/2012	Multiple	Various	Old Town Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Downtown San Diego	Flyers	N/A	N/A	English/Spanish
8/29/2012	9/25/2012	Multiple	Various	Old Town Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Downtown San Diego	Flyers	N/A	N/A	English/Spanish
8/29/2012	9/26/2012	Multiple	Various	Fashion Valley Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	N/A	Flyers	N/A	N/A	English/Spanish
8/30/2012	9/27/2012	Multiple	Various	Fashion Valley Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	N/A	Flyers	N/A	N/A	English/Spanish
8/30/2012	9/28/2012	Multiple	Various	Grantville Trolley Station	Day Pass on Compass Card-Outreach	Hispanic, African-American	Central San Diego	Flyers	N/A	N/A	English/Spanish
8/30/2012	10/1/2012	Multiple	Various	SDSU Trolley Station	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Central San Diego	Flyers	N/A	N/A	English/Spanish
8/31/2012	10/2/2012	Multiple	Various	Grossmont Trolley Station	Day Pass on Compass Card-Outreach	Hispanic, African-American	El Cajon, East San Diego	Flyers	N/A	N/A	English/Spanish
8/31/2012	10/3/2012	Multiple	Various	El Cajon Trolley Station	Day Pass on Compass Card-Outreach	Hispanic, African-American	El Cajon, East San Diego	Flyers	N/A	N/A	English/Spanish
9/1/2012	10/4/2012	Multiple	Various	Santee Trolley Station	Day Pass on Compass Card-Outreach	Hispanic, African-American	East San Diego	Flyers	N/A	N/A	English/Spanish
9/2/2012	10/5/2012	Multiple	Various	Allison Ave.-north of La Mesa Station	Day Pass on Compass Card-Outreach	Hispanic, African-American	Central San Diego, East San Diego	Flyers	N/A	N/A	English/Spanish
9/2/2012	10/8/2012	Multiple	Various	12th & Imperial Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Downtown San Diego	Flyers	N/A	N/A	English/Spanish
9/2/2012	10/9/2012	Multiple	Various	Euclid Ave. Trolley Station	Day Pass on Compass Card-Outreach	African-American, Hispanic, Asian	Southeast San Diego	Flyers	N/A	N/A	English/Spanish
9/3/2012	10/10/2012	Multiple	Various	Lemon Grove Trolley Station	Day Pass on Compass Card-Outreach	Hispanic, African-American	Central San Diego, East San Diego	Flyers	N/A	N/A	English/Spanish
9/4/2012	10/11/2012	Multiple	Various	El Cajon Blvd. at 30th St.	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	North Park, Central San Diego	Flyers	N/A	N/A	English/Spanish
9/4/2012	10/12/2012	Multiple	Various	University Ave. at Fairmount	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Central San Diego	Flyers	N/A	N/A	English/Spanish
9/4/2012	10/15/2012	Multiple	Various	Kearny Mesa Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	N/A	Flyers	N/A	N/A	English/Spanish
9/5/2012	10/16/2012	Multiple	Various	Westview Pkwy.	Day Pass on Compass Card-Outreach	African-American, Asian	Northern San Diego	Flyers	N/A	N/A	English/Spanish
9/6/2012	10/17/2012	Multiple	Various	UTC Transit Center	Day Pass on Compass Card-Outreach	Asian	N/A	Flyers	N/A	N/A	English/Spanish
9/7/2012	10/18/2012	Multiple	Various	Park Blvd.	Day Pass on Compass Card-Outreach	Hispanic, African-American	Hillcrest	Flyers	N/A	N/A	English/Spanish
9/17/2012-12/27/2012	10/19/2012	Multiple	Various	4th Ave.	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Downtown San Diego	Flyers	N/A	N/A	English/Spanish
9/17/2012	10/22/2012	Multiple	Various	Southwestern College	Day Pass on Compass Card-Outreach	Hispanic	Chula Vista	Flyers	N/A	N/A	English/Spanish
9/18/2012	10/23/2012	Multiple	Various	Iris Ave. Trolley Station	Day Pass on Compass Card-Outreach	Hispanic	San Ysidro, Chula Vista	Flyers	N/A	N/A	English/Spanish
9/19/2012	10/24/2012	Multiple	Various	Plaza Bonita Transit Center	Day Pass on Compass Card-Outreach	Hispanic	Chula Vista	Flyers	N/A	N/A	English/Spanish
9/20/2012	10/25/2012	Multiple	Various	Otay Mesa	Day Pass on Compass Card-Outreach	Hispanic	Chula Vista	Flyers	N/A	N/A	English/Spanish
9/21/2012	10/26/2012	Multiple	Various	Clairemont Square	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	N/A	Flyers	N/A	N/A	English/Spanish
9/21/2012	11/5/2012	Multiple	Various	4th Ave. & University Ave.	Day Pass on Compass Card-Outreach	Hispanic, African-American	Hillcrest	Flyers	N/A	N/A	English/Spanish

9/24/2012	11/6/2012	Multiple	Various	4th Ave. & University Ave.	Day Pass on Compass Card-Outreach	Hispanic, African-American	Hillcrest	Flyers	N/A	N/A	English/Spanish
9/25/2012	11/7/2012	Multiple	Various	University Ave. at Fairmount	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Central San Diego	Flyers	N/A	N/A	English/Spanish
9/26/2012	11/8/2012	Multiple	Various	University Ave. at Fairmount	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Central San Diego	Flyers	N/A	N/A	English/Spanish
9/27/2012	11/9/2012	Multiple	Various	College & El Cajon Blvd.	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Central San Diego	Flyers	N/A	N/A	English/Spanish
9/28/2012	11/10/2012	Multiple	Various	Old Town Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Downtown San Diego	Flyers	N/A	N/A	English/Spanish
10/1/2012	11/12/2012	Marketing	Various	El Cajon	El Cajon Centennial-Service Change-Green Line Extension-Outreach	African-American, Hispanic, Asian, low-income	El Cajon, East San Diego	Flyers	N/A	N/A	English/Spanish
10/2/2012	11/12/2012	Multiple	Various	Park & University Ave.	Day Pass on Compass Card-Outreach	Hispanic, African-American	Hillcrest	Flyers	N/A	N/A	English/Spanish
10/3/2012	11/13/2012	Multiple	Various	Park & University Ave.	Day Pass on Compass Card-Outreach	Hispanic, African-American	Hillcrest	Flyers	N/A	N/A	English/Spanish
10/4/2012	11/14/2012	Multiple	Various	Fashion Valley Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	N/A	Flyers	N/A	N/A	English/Spanish
10/5/2012	11/15/2012	Multiple	Various	Fashion Valley Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	N/A	Flyers	N/A	N/A	English/Spanish
10/8/2012	12/8/2012	Marketing		National City	Celebration of Life event at Lincoln Acres Branch Library-Service Change-Green Line Extension-Outreach	African-American, Hispanic, Asian, low-income	Chula Vista, National City, Southeast San Diego	Flyers	N/A	N/A	English/Spanish
10/9/2012	1/5/2013	Multiple		San Diego County	January 2013 Service Changes	African-American, Hispanic, Asian	Downtown San Diego, El Cajon, Southeast San Diego, San Ysidro, Central San Diego	Take One	N/A	N/A	English/Spanish
10/10/2012	3/23/2013	Marketing		SDSU Transit Center	College Semester Pass Outreach	African-American, Hispanic, Asian, low-income	Central San Diego	Flyers	N/A	N/A	English/Spanish
10/11/2012	3/25/2013-4/15/2013	Marketing	JKrieg	San Diego County	Customer Feedback Survey	Asian	Downtown San Diego, El Cajon, Southeast San Diego, Central San Diego, Northern San Diego	N/A	Philippines & Asian Report, San Diego Chinese Tribune and The FreeViet News (Nguoi Viet)	Philippines & Asian Report: 3/25, 4/15, San Diego Chinese Tribune: 3/28, 4/6, 4/9, 4/13, The FreeViet News: 3/30, 4/6, 4/13, 4/20	English, Tagalog, Chinese, Vietnamese
10/12/2012	4/16/2013			San Diego County	STRIVE Job Fair	African-American, Hispanic, Asian	Central San Diego	N/A	N/A	N/A	English/Spanish
10/15/2012	4/19/2013			Balboa Ave. & Kearny Villa Rd.	Earth Day/Kyocera Employee Event Outreach	Asian	Central San Diego	Flyers	N/A	N/A	English/Spanish
10/16/2012	4/21/2013			Balboa Park	Earth Day/June Service Changes Outreach	African-American, Hispanic, Asian	Downtown San Diego	Flyers, Take One	N/A	N/A	English/Spanish
10/17/2012	4/23/2013			SDSU Transit Center	Earth Day/June Service Changes Outreach	African-American, Hispanic, Asian	Central San Diego	Flyers, Take One	N/A	N/A	English/Spanish
10/18/2012	4/27/2013			National City	Mariachi Festival/Earth Day/June Service Changes Outreach	Hispanic	Chula Vista, National City, Southeast San Diego	Flyers, Take One	N/A	N/A	English/Spanish
10/19/2012	5/2/2013	Marketing	JKrieg	San Diego County	Notice of Public Hearing for Proposed Fiscal Year 2014 Budget	African-American	N/A	N/A	Voice and Viewpoint	5/2/2013	English/Spanish
10/22/2012	5/11/2013			Self Advocacy Conference Fair, Mission Valley	Outreach for disabled individuals	Hispanic, African-American, Asian	N/A	N/A	N/A	N/A	English/Spanish
10/23/2012	5/15/2013			Genesee Ave. & La Jolla Village Dr.	Employee Event/Green Fair/June Service Changes Outreach	Asian	Northern San Diego	Flyers, Take One	N/A	N/A	English
10/24/2012	6/10/2013	Planning	DDesmond, DVarley	Grace Lutheran Church, 3967 Park Blvd San Diego, CA 92103	Mid-City Rapid Construction Outreach	African-American, Hispanic, Asian	Senior towers (Park Blvd.), North Park	Flyers	N/A	N/A	English
10/25/2012	6/12/2013	Planning	DDesmond, DVarley	College Area Community Council	Mid-City Rapid Construction Outreach	Hispanic, Asian	College Area	Flyers	N/A	N/A	English/Spanish
10/26/2012	6/13/2013	Planning	DDesmond	El Cajon Business Improvement Association, 3727 El Cajon Blvd.	Mid-City Rapid Construction Outreach	African-American, Hispanic, Asian	City Heights, Normal Heights	Flyers	N/A	N/A	English/Spanish
11/5/2012	6/13/2013			La Jolla Village Dr./La Jolla	Employee Event/Green Fair Outreach	Asian	Northern San Diego	Flyers	N/A	N/A	English

11/6/2012	6/17/2013	Planning/Marketing	JKrieg, DDesmond	MTS, 1255 Imperial Ave., San Diego 92101	Title VI Policy Development Public Meeting	African-American, Hispanic	Downtown San Diego		Frontera: 6/13/13 (1/4 page, color); Philippines & Asian Report: 6/15/13 (1/4 page, color); San Diego Chinese Tribune: 6/13/13 (1/4 page, 1-spot); The FreeViet News: 6/15/13 (1/4 page, 1-spot); Voice & Viewpoint: 6/13/13 (1/4 page, b&w)	See left	**Spanish, Tagalog, Vietnamese, Chinese, English**
11/7/2012	6/20/2013			Old Town Transit Center	Dump the Pump Day Outreach	African-American, Hispanic, Asian	Central San Diego	Flyers	N/A	N/A	**English/Spanish**
11/8/2012	6/26/2013	Marketing	JKrieg	San Diego County	MTS Jobs	African-American	Downtown San Diego, El Cajon, Southeast San Diego, Central San Diego, Northern San Diego	N/A	Voice & Viewpoint	6/26, black and white, 1/4 page	**English**
11/9/2012	N/A	Multiple	Various	College & El Cajon Blvd.	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Central San Diego	Flyers	N/A	N/A	English/Spanish
11/10/2012	N/A	Multiple	Various	Old Town Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	Downtown San Diego	Flyers	N/A	N/A	English/Spanish
11/12/2012	N/A			El Cajon	El Cajon Centennial-Service Change-Green Line Extension-Outreach	African-American, Hispanic, Asian, low-income	El Cajon, East San Diego	Flyers	N/A	N/A	English/Spanish
11/12/2012	N/A	Multiple	Various	Park & University Ave.	Day Pass on Compass Card-Outreach	Hispanic, African-American	Hillcrest	Flyers	N/A	N/A	English/Spanish
11/13/2012	N/A	Multiple	Various	Park & University Ave.	Day Pass on Compass Card-Outreach	Hispanic, African-American	Hillcrest	Flyers	N/A	N/A	English/Spanish
11/14/2012	N/A	Multiple	Various	Fashion Valley Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	N/A	Flyers	N/A	N/A	English/Spanish
11/15/2012	N/A	Multiple	Various	Fashion Valley Transit Center	Day Pass on Compass Card-Outreach	Hispanic, African-American, Asian	N/A	Flyers	N/A	N/A	English/Spanish
12/8/2012	N/A			National City	Celebration of Life event at Lincoln Acres Branch Library-Service Change-Green Line Extension-Outreach	African-American, Hispanic, Asian, low-income	Chula Vista, National City, Southeast San Diego	Flyers	N/A	N/A	English/Spanish
1/5/2013	N/A	Planning	DDesmond	San Diego County	January 2013 Service Changes	African-American, Hispanic, Asian	Downtown San Diego, El Cajon, Southeast San Diego, San Ysidro, Central San Diego	Take One	N/A	N/A	English/Spanish
3/23/2013	N/A			SDSU Transit Center	College Semester Pass Outreach	African-American, Hispanic, Asian, low-income	Central San Diego	Flyers	N/A	N/A	English/Spanish
3/25/2013-4/15/2013	N/A	Marketing	JKrieg	San Diego County	Customer Feedback Survey	Asian	Downtown San Diego, El Cajon, Southeast San Diego, Central San Diego, Northern San Diego	N/A	Philippines & Asian Report, San Diego Chinese Tribune and The FreeViet News (Nguoi Viet)	Philippines & Asian Report: 3/25, 4/15, San Diego Chinese Tribune: 3/28, 4/6, 4/9, 4/13, The FreeViet News: 3/30, 4/6, 4/13, 4/20	Chinese, Tagalog and Vietnamese
4/16/2013	N/A			San Diego County	STRIVE Job Fair	African-American, Hispanic, Asian	Central San Diego	N/A	N/A	N/A	English/Spanish
4/19/2013	N/A			Balboa Ave. & Kearny Villa Rd.	Earth Day/Kyocera Employee Event Outreach	Asian	Central San Diego	Flyers	N/A	N/A	English/Spanish
4/21/2013	N/A			Balboa Park	Earth Day/June Service Changes Outreach	African-American, Hispanic, Asian	Downtown San Diego	Flyers, Take One	N/A	N/A	English/Spanish
4/23/2013	N/A			SDSU Transit Center	Earth Day/June Service Changes Outreach	African-American, Hispanic, Asian	Central San Diego	Flyers, Take One	N/A	N/A	English/Spanish
4/27/2013	N/A			National City	Mariachi Festival/Earth Day/June Service Changes Outreach	Hispanic	Chula Vista, National City, Southeast San Diego	Flyers, Take One	N/A	N/A	English/Spanish
5/2/2013	N/A	Marketing	JKrieg	San Diego County	Notice of Public Hearing for Proposed Fiscal Year 2014 Budget	African-American	N/A	N/A	Voice and Viewpoint	5/2/2013	English
5/11/2013	N/A			Self Advocacy Conference Fair, Mission Valley	Outreach for disabled individuals	Hispanic, African-American, Asian	N/A	N/A	N/A	N/A	English
5/15/2013	N/A			Genesee Ave. & La Jolla Village Dr.	Employee Event/Green Fair/June Service Changes Outreach	Asian	Northern San Diego	Flyers, Take One	N/A	N/A	English
6/10/2013	N/A			Grace Lutheran Church, 3967 Park Blvd San Diego, CA 92103	Mid-City Rapid Construction Outreach	African-American, Hispanic, Asian	Senior towers (Park Blvd.), North Park	Flyers	N/A	N/A	English/Spanish
6/12/2013	N/A			College Area Community Council	Mid-City Rapid Construction Outreach	Hispanic, Asian	College Area	Flyers	N/A	N/A	English/Spanish
6/13/2013	N/A			El Cajon Business Improvement Association, 3727 El Cajon Blvd.	Mid-City Rapid Construction Outreach	African-American, Hispanic, Asian	City Heights, Normal Heights	Flyers	N/A	N/A	English/Spanish

6/13/2013	N/A			La Jolla Village Dr./La Jolla	Employee Event/Green Fair Outreach	Asian	Northern San Diego	Flyers	N/A	N/A	English
6/17/2013	N/A	Marketing	JKrieg	MTS, 1255 Imperial Ave., San Diego 92101	Title VI Policy Development Public Meeting	African-American, Hispanic	Downtown San Diego	N/A	Frontera: 6/13/13 (1/4 page, color); Philippines & Asian Report: 6/15/13 (1/4 page, color); San Diego Chinese Tribune: 6/13/13 (1/4 page, 1-spot); The FreeViet News: 6/15/13 (1/4 page, 1-spot); Voice & Viewpoint: 6/13/13 (1/4 page, b&w)	See left	English, Spanish, Tagalog, Chinese, Vietnamese
6/20/2013	N/A			Old Town Transit Center	Dump the Pump Day Outreach	African-American, Hispanic, Asian	Central San Diego	Flyers	N/A	N/A	English/Spanish
6/26/2013	N/A	Marketing	JKrieg	San Diego County	MTS Jobs	African-American	Downtown San Diego, El Cajon, Southeast San Diego, Central San Diego, Northern San Diego	N/A	Voice & Viewpoint	6/26, black and white, 1/4 page	English
						FY2014					
7/20/2013	N/A	Marketing	JHillebrand	Logan Ave.	Fiesta Del Sol Outreach	Hispanic	Downtown San Diego	Flyers	N/A	N/A	English
8/6/2013	N/A	Marketing	JHillebrand	Santee Trolley Square	Sheriff's Night Out-Trolley Renewal, See Something, Say Something	Hispanic	East San Diego	Brochures, Flyers	N/A	N/A	English
8/14/2013	N/A	MTS Paratransit	LMadsen	2nd Annual Exceptional Family Member Program - Resource Fair	Outreach for disabled individuals	African-American, Asian, Hispanic	Downtown San Diego	Coloring books	N/A	N/A	English
8/31/2013	N/A	Marketing	DJackson, MTS Trolley Ambassador	B St. Pier, Harbor Dr.	U.S. Sand Sculpting Challenge Outreach	African-American, Hispanic, Asian	Downtown San Diego	Flyers	N/A	N/A	English
9/12/2013	N/A	Marketing	JHillebrand, Trolley Ambassadors	SDSU Transit Center	College Semester Pass Outreach	African-American, Hispanic, Asian, low-income	Central San Diego	Flyers	N/A	N/A	English, Spanish
9/3/2013	N/A	Planning	DVarley, DDesmond	El Cajon Boulevard Transit Plaza	Rapid Proposals			Flyers			English, Spanish
9/4/2013	N/A	Planning	DVarley, DDesmond	Park Blvd. & University Ave.	Rapid Proposals			Flyers			English, Spanish
9/5/2013	N/A	Planning	DVarley, JHillebrand	12th & Imperial Transit Center	Rapid Proposals			Flyers			English
9/12/2013	N/A	Planning		Smart Corner Office Building	SD Housing Commission Job Fair	African-American, Hispanic	Downtown San Diego	N/A	N/A	N/A	English, Spanish
9/14/2013	N/A	Marketing/ Contract Services	JHillebrand, LMadsen	12th & Imperial Transit Center	Outreach for disabled children	Hispanic	Downtown San Diego	Brochures, Flyers	N/A	N/A	English
9/18/2013	N/A	Planning	DVarley, DDesmond, JCarey	City College Trolley Station	Rapid Proposals			Flyers			English, Spanish
9/17/2013	N/A	Planning	OMeneses, DVarley	SDSU Transit Center	Rapid Proposals			Flyers			English, Spanish
9/17/2013	N/A	Marketing	JHillebrand	UC San Diego	College Semester Pass Outreach	Asian, Hispanic	Northern San Diego	Brochures, Flyers	N/A	N/A	English
9/1/2013	9/30/2013	Trolley	Trolley Ambassadors	San Ysidro	Compass Card and Passenger assistance	Hispanic, Asian, African American, low income	South Bay				English, Spanish
9/19/2013	N/A	Marketing	JHillebrand	America Plaza Office Building	Trolley Renewal/mTicket	Hispanic, Asian, African American	Downtown San Diego	Brochures, Flyers	N/A	N/A	English
8/27/2013	N/A	Planning	DVarley	Washington Street	Rapid Proposals						English
8/28/2013	N/A	Planning	DVarley, JCarey	Adams Avenue	Rapid Proposals						English, Spanish
9/25/2013	N/A	Contract Services		San Diego South Medical Therapy Unit	Outreach for disabled individuals	Hispanic, African American	Sherman Heights/Grant Hill	Brochures, SDM Paperwork	N/A	N/A	English, Spanish
9/25/2013	N/A	Contract Services		433 Dodson St., San Diego, CA 92102	Outreach for disabled individuals	Hispanic, African American, Asian	Sherman Heights/Grant Hill	Reduced fare (long and short) forms, coloring books	N/A	N/A	English, Spanish
10/1/2013	N/A	Marketing	RSchupp	South County Economic Development Council	Trolley Renewal Presentation	Hispanic	Southbay	N/A	N/A	N/A	English
10/8/2013	N/A	Contract Services		Jobtoberfest	Outreach for disabled individuals	Disabled individuals from all backgrounds	San Diego	Brochures, Flyers	N/A	N/A	English, Spanish
10/10/2013	N/A	Contract Services		La Mesa Senior Expo	Outreach for Elderly individuals	Elderly individuals from all backgrounds	La Mesa (seniors on fixed incomes)	Brochures, Flyers	N/A	N/A	English, Spanish
10/25/2013	N/A			Jewish Family Services (JFS) Health Fair	Outreach for Elderly individuals	Elderly individuals from all backgrounds	San Diego (seniors on fixed incomes)	Brochures, Flyers	N/A	N/A	English, Spanish
10/30/2013	N/A			North Park Lions Club	2014 Major Service Changes and Mid-City Rapid			None			English
11/5/2013	N/A			SilverCrest Retirement Home (Salvation Army)	Outreach for Elderly Low-income Individuals	Elderly and low-income individuals from all backgrounds	Downtown San Diego	N/A	N/A	N/A	English

1/9/2014	N/A	Contract Services/ Marketing	JHillebrand, LMadsen	La Jolla Village Dr./La Jolla	Outreach for Elderly Individuals	Elderly individuals from all backgrounds	San Diego (seniors on fixed incomes)	Brochures, Flyers	N/A	N/A	English
1/10/2014	N/A	Marketing	JHillebrand	SDSU	International Student Orientation	Hispanic, Middle Eastern, African, Asian	Central San Diego	Brochures, Flyers	N/A	N/A	English, Spanish
1/14/2014	N/A	Trolley	Trolley Ambassadors	San Ysidro Trolley Station	Compass Card and Passenger assistance	International community, elderly, low income, disabled	South Bay	N/A	N/A	N/A	English, Spanish
1/17/2014	N/A	Contract Services		Access to independence (Mission Valley)	Outreach for disabled individuals	Disabled individuals from all backgrounds	San Diego	Brochures and flyers	N/A	N/A	English, Spanish
1/30/2014	N/A	**Marketing**	JHillebrand	SDSU	Outreach in Student Union for Semester Pass	Hispanic, Asian, Black	Central San Diego	Brochures, Flyers			English, Spanish
2/5/2014	N/A	Contract Services		Center for the Blind	Outreach for visually impaired individuals	Visually impaired persons of all backgrounds	San Diego	n/a	N/A	N/A	English, Spanish
2/18/2014	N/A	Contract Services	LMadsen	Blind Center	Outreach for Spanish-speaking visually impaired persons	Hispanic visually impaired persons	San Diego	n/a	N/A	N/A	English, Spanish
2/20/2014	N/A	Planning/ Marketing	SCooney, DDesmond, OMeneses, JLeitner	Community Congregational Church	Justice Overcoming Boundaries (an association of pastors) wanted to discuss loss of Compass Card outlet at Albertsons in East Lake and talk about ways to improve communications with low-income and seniors in South Bay communities and inner city San Diego Communities	residents of senior centers on fixed incomes; disabled; Hispanic;	Chula Vista	n/a	N/A	N/A	English
2/21/2014	N/A	**Marketing**	Trolley Ambassadors, JLeitner, JHillebrand	E St. Trolley Station and 8th St. Trolley Station	Rider appreciation for the Blue Line construction	Hispanic, Black, low-income	Chula Vista, National City	Brochures	N/A	N/A	English/Spanish
2/25/2014	N/A	**Marketing**	JHillebrand	Advertisement	Laptop Scholarship Ad	Black	Southeast San Diego	Ad	Voice & Viewpoint; B&W adv.	2/25/2014	English
2/28/2014	N/A	**Marketing**	JHillebrand	Advertisement	Laptop Scholarship Ad	Hispanic	South Bay	Ad	Frontera; color	2/28/2014	Spanish
3/5/2014	N/A	**Marketing**	JHillebrand	SDSU	To promote monthly SDSU transit pass	Hispanic, Black, Asian	Central San Diego	Brochures	N/A	N/A	English, Spanish
3/10/2014	N/A	**Marketing**	RSchupp, JLeitner, JKrieg	Identify and Confirm three new Compass Card outlets to serve City Heights Community	City Heights community of 75,000 residents and 30% are children 17 and younger. The average household income in this community is $35,400. The majority of residents are Hispanic, and the next largest groups are white, black and Asian/Pacific Islander. Community has a higher percent of new immigrants and there are more than 30 different languages/dialects spoken in this community.	Low income, Hispanic; Black, Asian and Pacific Islander; Black and White	San Diego	N/A	KPBS Television (English)	March 2014	N/A
3/10/2104	N/A	**Marketing**	JKrieg, JLeitner	Media, print ads, and outreach to promote Kassab Family Market Compass Card outlets in City Heights community	Promote hours and locations of 3 Kassab Family Market Compass Card outlets in City Heights community	Low income, Hispanic; Black, Asian and Pacific Islander; Black and White	San Diego	flyers and print ads	Philippines & Asian Report; 1/4 page color, dist. 6,000	3/29/2014, distribution 6,000	English, Spanish
March 2014	N/A	**Marketing**	JKrieg, JLeitner	Media, print ads, and outreach to promote Kassab Family Market Compass Card outlets in City Heights community	Promote hours and locations of 3 Kassab Family Market Compass Card outlets in City Heights community	Low income, Hispanic; Black, Asian and Pacific Islander; Black and White	San Diego	flyers and print ads	Free VietNews; 1/4 page color, 3/29/2014	3/29/14 ; dist. 12,000	English/Spanish
March 2014	N/A	**Marketing**	JKrieg, JLeitner	Print ads, and outreach to promote Kassab Family Market Compass Card outlets in City Heights community	Promote hours and locations of 3 Kassab Family Market Compass Card outlets in City Heights community	Low income, Hispanic; Black, Asian and Pacific Islander; Black and White	San Diego	flyers and print ads	Voice & Viewpoint; B&W adv.	3/20/14 dist 25,000	English/Spanish

March 2014	N/A	Marketing	JLeitner	Flyers	Promote hours and locations of 3 Kassab Family Markets as Compass Card outlets in City Heights community	Low income, Hispanic; Black, Asian and Pacific Islander; Black and White	San Diego	flyers and print ads	City Heights CDC	March 2014	English/Spanish
3/15/2014	N/A	Marketing	IAD Customer Service	Fiesta del Sol, National City, Pepper Park	Outreach on Trolley Renewal Blue Line construction	Low income, Hispanic	South Bay	brochures			English, Spanish
2/8/2014	N/A	Planning	DVarley	University Heights Open Air Market	Mid-city Outreach and Upcoming Public service changes			flyers			English
3/27/2014	N/A	Marketing	JKrieg, JLeitner, JAndrews	La Frontera	Promotion for Padres Fans	Hispanic	South Bay	Print Ad	La Frontera	3/27/2014	Spanish
April 2014	N/A	Marketing	JLeitner, LPeters, Bus Operations staff	Aboard MTS Buses serving City Heights (Rt. 7, 10, 13)	Promote 3 new Compass Card outlets in City Heights Community	17+ groups including Hispanic; Asian; Middle Eastern, African	City Heights	English/Spanish			Spanish
9/8/2014	N/A	Marketing	JLeitner	Mira Mesa Town Council	Update community about opening of Miramar College Transit Center and new routes to serve the community including Rapid 235 and Rapid 237 and DAR impacts for MTS Route 110	General community in attendance.	In the Mira Mesa community of 77,000, approximately 6% do not speak "English" well; 16% are disabled; 7% are below Federal Income Poverty Level				English
						FY2015					
8/13/2014	N/A	Contract Services	LMadsen	Naval Medical Center San Diego	Providing information for the Navy's Exceptional Family Member Program	All	Central San Diego				English
8/19/2014	N/A	Marketing	STharp	Mesa College	Semester Pass Outreach	African American, Asian, Hispanic, low-income	Kearny Mesa		Mesa Press	Sept 9, 23, Oct 7, 28, Nov 11, 2014 & Feb17, Mar 3, 17, Apr 14 & 28, 2015	English
8/19/2014	N/A	Planning	OMeneses	San Ysidro	Community Representative Committee for the San Ysidro Land Port of Entry		South Bay				English, Spanish
8/20/2014	N/A	Marketing	STharp	City College	Semester Pass Outreach	African American, Asian, Hispanic, low-income	Downtown San Diego		City Times	Aug 26, Sept 16, Oct 14, 28, Nov 18, Dec 9, 2014 & Feb 3, 24, Mar 10, 24, Apr 21, May 12, 2015	English
8/25/2014	N/A	Marketing/ Planning	STharp, JCarey	SDSU	Semester Pass Outreach	African American, Asian, Hispanic, low-income	Central San Diego		Daily Aztec	Aug 18, 25, 28 Sept 2, 4, 8, 11, 15, 18, 22, 25, 29 Oct 2, 6, 9, 2014 & Jan 22, 26, 29 Feb 2, 5, 9, 12, 16, 19 & 23, 26, Mar 2, 5, 9, 12, 2015	English, Spanish
8/27/2014	N/A	Marketing/ Planning	STharp, DVarley	SDSU	Semester Pass Outreach	African American, Asian, Hispanic, low-income	Central San Diego				English, Spanish
8/29/2014	9/1/2014	Marketing/ TeleInfo/ Trolley	STharp, LPeters, JKrieg, DJackson, OColeman, AEleby, CIiles, CCarpenter	B Street Pier	Community Partnership - Sandcastle Days				Reader	8/28/2014	English
9/20/2014	N/A	Marketing/ TeleInfo	STharp, AEleby, RSchupp, DShelton	Mira Mesa Street Fair	Rapid 235-237 and MM Transit Center promotion	Asian, Hispanic, low-income, senior, disabled	Mira Mesa				English
9/24/2014	N/A	Planning	DVarley	Blind Community Center / 1805 Upas Street, San Diego, CA 92103	Rapid 215 update and associated route changes	low-income, senior, disabled		Large Print Take-Ones			English
9/25/2014	N/A	Marketing	STharp, RSchupp	Coronado Naval Base	Employer outreach (part of SANDAG Rideshare Month)						English
10/3/2014	N/A	Planning	DVarley	Family Health Centers of San Diego	Rapid 215 outreach	Hispanic, low-income, senior	City Heights				English
10/6/2014	N/A	Planning	DVarley	City Heights Area Planning Committee	Rapid 215 outreach		City Heights				English
10/6/2014	10/7/2014	Marketing	STharp, ARindfleisch	Miramar College	Semester Pass Outreach		Mira Mesa				English
10/7/2014	N/A	Planning	DDesmond	Normal Heights Community Planning Group	Rapid 215 outreach		Central San Diego				English, Spanish

10/7/2014	N/A	TeleInfo	MJimenez	SANDAG	Employer outreach (part of SANDAG Rideshare Month)						English, Spanish
10/8/2014	N/A	Planning	OMeneses	Chula Vista	Healthy CV Stakeholder Meeting		South Bay				English, Spanish
10/8/2014	N/A	TeleInfo	AEleby	Chula Vista	Employer outreach (part of SANDAG Rideshare Month)	Hispanic, low-income	Chula Vista				English
10/9/2014	N/A	Marketing	JLeitner	Poway	Employer outreach (part of SANDAG Rideshare Month)						English
10/9/2014	N/A	Contract Services	LMadsen	La Mesa	Outreach at the La Mesa Senior Expo	Seniors	La Mesa				English, Spanish
10/10/2014	N/A	TeleInfo	RRuiz	UTC Mall	Employer outreach (part of SANDAG Rideshare Month)						English, Spanish
10/11/2014	N/A	Marketing/ Planning/ TeleInfo	STharp, JKrieg, MOlson, RSchupp, JLeitner, MKelly, TScott, DVarley	Teralta Park	Rapid 215 launch	African American, Asian, Hispanic, low-income, senior, disabled	City Heights				English, Spanish
10/12/2014	N/A	Planning	MThomsen	Miramar College	Miramar Transit Center Opening	Asian, Low-income	Miramar				Englih
10/12/2014	N/A	Planning	OMeneses	SDSU TC	Rapid 215 launch		Central San Diego				English, Spanish
10/13/2014	N/A	Planning	OMeneses	City College TC	Rapid 215 launch		Downtown San Diego				English, Spanish
10/13/2014	N/A	Planning	MThomsen	Miramar College	Miramar Transit Center Opening	Asian, Low-income	Miramar				English
10/13/2014	N/A	Planning	MThomsen	UC San Diego	Rapid 237 launch	Asian, Low-income					English
10/14/2014	N/A	Contract Services	LMadsen	Balboa Park	Outreach at Jobtoberfest - a job fair for persons with disabilities	Disabled					English
10/21/2014	N/A	Marketing	MOlson	North Park Planning Committee	Rapid 215 outreach		Central San Diego				English
10/21/2014	N/A	TeleInfo	MJimenez	County of San Diego Admin Building	Employer outreach						English
10/22/2014	N/A	Marketing	STharp	Scripps Mercy Hospital - Hillcrest	Employer outreach						English
10/26/2014	N/A	Marketing/ TeleInfo	JLeitner, DJackson, STharp	Balboa Park	Rapid 215 outreach				Reader	10/23/2014	English, Spanish
10/31/2014	N/A	Contract Services	LMadsen	San Diego	Outreach at Jewish Family Service (JFS) Senior Wellness Fair	Seniors					English
11/1/2014	N/A	Marketing/ TeleInfo	AEleby, MOlson, RSchupp	Mission Valley Mall	Senior outreach	Senior, low-income					English
11/1/2014	N/A	Marketing/ TeleInfo	STharp, DJackson	Birney Park - University Heights	Rapid 215 outreach		Central San Diego				English
11/4/2014	N/A	Planning	DDesmond	Miramar Ranch North Planning Committee	Rapid 237 outreach		Miramar				English, Spanish
11/5/2014	N/A	Marketing	RSchupp	Rancho de los Peñasquitos Planning Board	Rapid 237 outreach						English
11/6/2014	N/A	Marketing	MOlson	Scripps Miramar Ranch Planning Group	Rapid 237 outreach						English
11/6/2014	N/A	Contract Services	TLordson	El Cajon	Outreach at Silvercrest Retirement Home (part of the Salvation Army)	Seniors, Disabled, Low Income	El Cajon				English
11/12/2014	N/A	Planning	OMeneses	San Ysidro	San Ysidro Community Master Plan Update		South Bay				English,Spanish
1/21/2015	N/A	Planning	OMeneses	Chula Vista	Healthy CV Stakeholder Meeting		South Bay				English,Spanish
1/23/2015	N/A	Planning	OMeneses	National City	South County Economic Development Council		South Bay				English,Spanish
2/23/2015	N/A	Planning	OMeneses	San Ysidro	Community Representative Committee for the San Ysidro Land Port of Entry		South Bay				English,Spanish
3/2/2015	N/A	Marketing	STharp	College Area	SDSU Greenfest	College students, Low income	Central San Diego				English
3/14/2015	N/A	Marketing	MTS Ambassadors	National City	National City Mariachi Festival	African American, Asian, Hispanic, Low-income, Disabled, Senior	South Bay	English/Tagalog/Spanish information provided (written and/or spoken)			English, Spanish

3/15/2015	N/A	Marketing	JLeitner, DJackson	Balboa Park	STEAM Family Day	Family event targets families with children up to teens. African American, Asian, Hispanic, low-income, disabled, seniors	Mid Cities, South Bay, Southeast San Diego	English/Spanish speakers and English/Spanish written information			English, Spanish
4/3/2015	N/A	Contract Services	MCederberg, DJensen, TDoogan, FStallworth, VLerinska, TLordson	MTS	Training for participants at San Diego Center for the Blind. Training was on low floor Trolley cars.	Blind and visually impaired					English
4/15/2015	N/A	Contract Services	JLeitner, TDoogan, VLerinska, DNeri, TLordson	MTS	Training for participants at San Diego Braille Institute. Training was on low floor Trolley cars.	Blind and visually impaired					English, Spanish
4/18/2015	N/A	Contract Services	DJackson	MCRD	8th Annual EFMP Activity and Resource Fair	Military Families who have family members with some for of disabling circumstances					English
4/19/2015	N/A	Marketing/ TeleInfo	STharp, AEleby, DJackson, GSandoval	Balboa Park	EarthFair 2015		Central San Diego				English, Spanish
4/22/2015	N/A	Marketing/ TeleInfo	MOlson, GSandoval	SDSU	Earth Day Outreach	College students	Central San Diego				English, Spanish
4/22/2015	N/A	Marketing/ Planning	MThomsen, LPeters, RSchupp	UC San Diego	Earth Day Outreach	College students, Asian					English
4/26/2015	N/A	Marketing	STharp, DJackson	Maritime Museum	Earth Day Outreach						English
12/11/2014	N/A	Marketing	JKrieg		Holiday Orange Line	African American	San Diego, South Bay		San Diego Voice & Viewpoint	12/11/2014	English
2/6/15, 2/13/15	N/A	Marketing	JKrieg		Trolley Renewal, launch low-floors on Blue Line	Hispanic	San Diego		El Latino	2/6/15, 2/13/15	English
2/7/15, 2/14/15	N/A	Marketing	JKrieg		Trolley Renewal, launch low-floors on Blue Line	Filipino	San Diego		Filipino Press	2/7/15, 2/14/15	English
2/6/15, 2/13/15	N/A	Marketing	JKrieg		Trolley Renewal, launch low-floors on Blue Line	Chinese	San Diego		Epoch Times	2/6/15, 2/13/15	Chinese
2/5/15, 2/12/15	N/A	Marketing	JKrieg		Trolley Renewal, launch low-floors on Blue Line	African American	San Diego		San Diego Voice & Viewpoint	2/5/15, 2/12/15	English
2/6/15, 2/13/15	N/A	Marketing	JKrieg		Trolley Renewal, launch low-floors on Blue Line	Hispanic, low-income	Chula Vista		Star News	2/6/15, 2/13/15	English
2/7/15, 2/14/15	N/A	Marketing	JKrieg		Trolley Renewal, launch low-floors on Blue Line	Vietnamese	San Diego		Nguoi Viet Tu Do	2/7/15, 2/14/15	Vietnamese
2/26/2015	N/A	Marketing	JKrieg		Latino Film Festival	Hispanic	San Diego		Frontera	2/26/2015	Spanish
3/6/2015	N/A	Marketing	JKrieg		Mariachi Festival	Hispanic	San Diego		El Latino	3/6/2015	Spanish
3/13/2015	N/A	Marketing	JKrieg		Family Day - Rapid	Hispanic	San Diego		El Latino	3/13/2015	Spanish

NORTH COUNTY TRANSIT DISTRICT

Board Policy No. 5
Public Notice and Participation

Summary

This policy defines the public participation processes and public notice and hearing requirements that support public comment and input to the Board in reaching policy decisions.

The Ralph M. Brown Act (Government Code § 54950 et. seq. ("Brown Act")) – Agenda, Public Comment Requirements, and NCTD Procedures

1. The Ralph M. Brown Act – The Brown Act as stated in Chapter 9, Part 1, Division 2, Title 5 of the Government Code, commencing with § 54950, sets out California's open meetings law and regulates meetings of local public agencies. All meetings of the Board, including standing committee meetings, shall be conducted in the manner prescribed by the Brown Act.

2. Agendas – The Brown Act includes requirements for posting of agendas, distribution of agenda materials, access, meeting locations, and public input. Agendas will be posted on NCTD's website and at NCTD's administration building, in accordance with the requirements set forth in *Board Policy No. 4, Rules of Procedure*.

3. Public Comment, Generally – Pursuant to the Brown Act, NCTD agendas for regular meetings will allow members of the public to address NCTD on any item of interest to the public within the purview of NCTD. Members of the public will also be allowed to address NCTD before or during NCTD's consideration of any agenda item to be considered at a regular or a special meeting of NCTD.

   A request from the public to discuss an agenda item at a Board Meeting must be filed with the Clerk of the Board on a "Request to Speak" form before consideration of the item commences. A "Request to Speak" form must also be completed by any person, or group of persons, desiring to address the Board on a non-agendized matter, and submitted to the Clerk before the meeting is called to order. The forms will be available at the meeting.

   Speakers turning in "Request to Speak" forms after discussion begins on an item that is not subject to a Public Hearing will be heard at the end of the meeting under agenda item "Remaining Public Communications."

Public Hearings

NCTD conducts public hearings as part of its process to adopt an annual budget, adopt new or modify ordinances, and changes to fares and transit services. Notice of a public hearing will be posted and published, as further set forth below, to afford the public the opportunity to provide comments at the meetings or to submit comments in writing. "Request to Speak" forms should be submitted by persons desiring to speak during a public hearing, but are not required.

Board Policy No. 5 – Public Notice and Participation (continued)

Public Input Process and Time Limits

Each person desiring to address the Board on a non-agendized item shall state the subject they wish to discuss. Each person addressing the Board on any matter, whether listed on the agenda or not, shall state who they are representing if they represent an organization or other persons.

Speaker's remarks are limited to three (3) minutes if they are speaking on an item not listed on the agenda. If the speaker is speaking on an item listed on the agenda, he/she may be donated three minutes by another speaker for a maximum of six (6) minutes. The Board may grant additional time to speak on an item. In such case, the same time limit shall apply to all speakers on that item.

All remarks shall be addressed to the Board as a whole and not to any Board Member specifically. No questions shall be asked of a Board Member or a member of the staff without obtaining permission of the presiding officer.

After a motion has been made, no member of the public shall address the Board from the audience on the matter under consideration without first securing permission to do so by a majority vote of the Board.

Process for Conducting Public Hearings

When required by law, public hearings will be conducted by NCTD at the date, time, and location previously noticed, and shall be held in accordance with the schedule on the agenda or as soon thereafter as practical. A public hearing is required for the adoption of NCTD's annual budget and for fare and service changes, which additional procedures are set out below. These public hearings generally require a thirty (30) day notice. Public hearings for other matters shall otherwise be conducted as required by law.

Prior to all Board public hearings, copies of the Board's agenda, with attachments, inclusive of any staff report, shall be available at the office of the Clerk of the Board at least seventy-two (72) hours prior to the commencement of the public hearing, provided, however, the Board may allow in its discretion the filing of supplemental reports which shall be made public at the commencement of the public hearing in accordance with the Brown Act. The public hearing will allow for all interested parties to be heard prior to Board consideration of the proposal. The Board will also consider any written comments which were forwarded to the Board on the hearing item.

1. Public Hearings Procedure

   Unless otherwise required by law, the order of the public hearing shall be as follows:

   a. Open the Public Hearing

      The presiding officer shall open the public hearing as scheduled on the agenda.

      i. Presentation of staff report
      ii. Questions from the Board
      iii. The presiding officer shall call for public testimony of people in favor/in opposition.

The presiding officer may, dependent upon the necessity for ensuring adequate presentation of testimony and evidence to provide a fair hearing, set longer time limits than otherwise allowed. The decision of the presiding officer may be appealed to the full Board.

b. Public Hearings' Closure

When neither the public nor District staff have further evidence to produce, or the presiding officer nor majority of the Board believes sufficient evidence has been presented, the presiding officer shall order the public hearing closed. Once closed, no further evidence, either oral or in writing, will be accepted by the Board, provided, however, that the presiding officer, where it appears that good cause exists to hear further evidence concerning the matter which is the subject of the public hearing, may reopen the public hearing.

c. Board Action

The Board has the authority to either approve, deny, or modify the proposal that is before the Board or, based on public comments, direct staff to research any comments for Board consideration at another meeting.

Public Hearing Notice Requirements

1. General

Notice of public hearing shall be published in the following local newspapers with circulation in the North County:

a. The regional publication of the U-T San Diego
b. Publication in a Spanish language newspaper with circulation in the North County.

Notice shall be published within the time limits required by law.

2. Special Information for Fare Increases or Major Service Changes

For any fare increase or "major service change," as defined under *Board Policy No. 30, Threshold for a Major Service Change*, notice shall be published at least thirty (30) days in advance of the public hearing. The public notice shall include:

a. As applicable, the route numbers of the services that would be affected with the proposed major service change and the proposed effective date of the change.

b. The date, time, and location of the public hearing.

c. A statement that the intent of the public hearing is to provide an opportunity for interested persons or agencies to be heard with respect to the effects of the proposed changes/matters to be considered at the public hearing.

d. A statement that comments can be offered verbally or in writing, establishing the date and time of the public hearing as the deadline for written submissions, and providing a mailing address and facsimile number.

e. A statement informing any interested parties of the location where a copy of the proposed change would be available for inspection.

f. A statement that NCTD does not discriminate on the basis of disability in the admission or access to, or in treatment or employment in, its services, programs, and activities. It shall include the contact person designated to coordinate compliance with the Americans with Disabilities Act and how said person may be contacted seventy-two (72) hours in advance of the public meeting to provide disability accommodations if requested. It shall also include a statement that agenda materials will be provided in accessible formats upon request.

g. A statement that NCTD does not discriminate on the basis of race, color, or national origin in the level and quality of transportation services and transit-related benefits in accordance with Title VI of the Civil Rights Act of 1964.

Title VI and Limited-English Proficiency Requirements

The 2013 Language Assistance Plan (LAP), developed based on SANDAG's Four Factor Analysis, describes how NCTD shall identify and meet the needs of the population with limited English proficiency in the NCTD service area. NCTD's LAP can be found on NCTD's website at www.goNCTD.com/title-vi-rights.

Public Comment and Participation Regarding Transit Improvements

Government Code § 14085 requires project development agencies receiving state or federal funds for the purposes of project planning, design, rights-of-way, construction, acquisition, or improvement of exclusive public mass transit guide ways, such as NCTD, to prepare policies and procedures for project management, including public outreach and participation. Several federal and state laws and regulations require that project development agencies conduct public participation programs to ensure that the public is involved and that concerns are addressed.

1. Procedures

   a. For all major transit capital improvement projects, NCTD shall conduct a program designed to ensure that the general public is informed of progress, safety, and community impacts during the construction phase and is provided opportunities to express concerns.

   b. NCTD shall hold public meetings at key stages of project implementation and advertise them to all members of the affected community.

   c. NCTD shall solicit input from representatives of special user groups of the local population (e.g., senior and disabled riders) during design and construction in order to ensure that the capital facilities are usable by as many people as possible.

d. NCTD shall work to minimize both actual and perceived disruption during the construction phase by disseminating informational, educational, and "public relations" materials and by utilizing other traditional public relations tools.

e. NCTD shall continue to cooperatively work with established community groups, such as planning groups and neighborhood associations.

f. NCTD should be prepared to meet citizens' concerns as they arise, on an individual basis, in order to satisfy them to the degree practical.

g. For projects managed/implemented by SANDAG, SANDAG shall be responsible for public outreach and involvement, in accordance with its own policies.

Special Public Notice and Participation Requirements for Fare and Service Changes

Definitions:

1. "Major Service Change": Under *Board NCTD Policy No. 30, Threshold for a Major Service Change*, a major service change is any proposed changes to existing routes, whereby route miles or revenue miles are changed in excess of twenty-five (25) percent of their current configurations, measured as happening at one time, or cumulatively within a single year. Change in number of daily trips that exceeds twenty-five (25) percent is also considered a major service change. Finally, elimination or addition of a route qualifies as a major service change.

2. "Minor service change" is defined as: All proposed changes to existing routes, whereby route miles or revenue miles are changed in excess of ten (10) percent but less than twenty-five (25) percent of their current configurations, measured as happening at one time, or within a single year.

3. "New route or service" is defined as: All new routes or services featuring the presence of new route numbers, new route alignments, new service types, or new service configurations for areas with existing service.

4. Routine schedule adjustments to improve service reliability where there is no overall change in service levels or trips operated, or where the schedule adjustments alter departure or arrival times on individual trips by ten (10) minutes or less is not considered a service change within the definitions above, and is not subject to the requirements below.

Items Subject to Public Hearing:

1. Fares: Public hearings on fare changes are conducted by SANDAG. Policies regarding those changes are contained SANDAG Regional Fare Policy and Comprehensive Fare Ordinance (SANDAG Policy No. 29) and applicable provisions of the SANDAG Public Participation/Involvement Policy (SANDAG Policy No. 25) as they may be amended from time to time, as related to fare changes.

2. Major service changes: A public hearing shall be held by the NCTD to seek public comment in considering proposed major service changes.

Board Policy No. 5 – Public Notice and Participation (continued)

3. Other: A service change proposal may be submitted for public hearing at the request of the Board or at the discretion of the Executive Director, even if it does not meet one or more of the criteria listed above.

Items Subject to Placement on the Board Agenda:

1. The Board shall consider all proposed minor service changes and new routes or services as a regular item placed on a Board agenda. No public hearing is required prior to consideration and/or approval of minor service changes and new routes or services.

Notification On-Board Revenue Vehicles:

1. Minor service changes and/or new routes and services: An informational flyer called a "Take One" shall be developed and include a detailed description of the proposed changes. The "Take One" will advise passengers of the board meeting date where these changes will be considered and invite them to make written or verbal comment at that meeting, or to provide written comment prior to the meeting for inclusion and consideration. The "Take One" shall be made available to the public on all routes one month prior to the relevant board meeting, and shall be printed in both English and Spanish.

2. Major service changes: In addition to the published Notice of Public Hearing, an informational flyer called a "Take One" shall be developed and will include a detailed description of the information contained in the public hearing notice.

    a. The "Take One" shall be made available to the public on vehicles on all routes one month prior to the public hearing date.

    b. The "Take One" shall be printed in both English and Spanish.

Review and comment from the Marketing, Service Planning and Business Development (MSPBD) Committee:

1. NCTD's MSPBD Committee, a Board-appointment committee which advises the Board on service planning issues, shall review and comment on "major service change" proposals prior to the Board's public hearing. NCTD's Performance, Administration, and Finance (PAF) Committee, another Board- appointment committee which advises the Board on financial issues, shall review and comment on fare increase proposals.

Final Notification of Changes to the Public:

2. Following Board approval of a fare increase or service change, a "Take One" shall be placed aboard all vehicles one week prior to the effective date of the change to inform the public of the implementation of the change. The "Take Ones" shall be printed in English and Spanish.

Board Policy No. 5 – Public Notice and Participation (continued)

Approvals

Board Chair — Date

Executive Director — 10/16/14 Date

General Counsel — 10-16-2014 Date

Board Policy No. 5 – Public Notice and Participation (continued)

DATE	REVISION NUMBER	COMMENT
October 18, 2012	Adopted	
November 21, 2013	1	2013 Revision
October 16, 2014	2	2014 Revision

Public Outreach and Involvement Activities undertaken since the last Program Update submission include:

Final Phase of North County Transit District's Mobility Plan (First Approval)

October 18, 2012: Public Hearing and opening of a 30-day Public Comment Period on Phase V of North County Transit District (NCTD) Mobility Plan (Major Service Restructuring into the San Luis Rey Transit Center: Routes 303, 309, 311, 315) to be implemented in February 2013.

November 15, 2012: Continuation of Public Hearing and close of public comments (four comments from public) on Phase V of NCTD's Mobility Plan (Major Service Restructuring into the San Luis Rey Transit Center: Routes 303, 309, 311, 315) to be implemented in February 2013.

Board approved these changes with slight modifications based on public input.

Federal Transit Administration Title VI Polices

Delay in the construction of the San Luis Rey Transit Center triggered a delay in the implementation of the Board-approved major service changes for the Final Phase of NCTD's Mobility Plan. This delay resulted in an implementation date after the effective date of the Federal Transit Administration's Title VI Circular 4702.1B (October 2012). After this date, NCTD was required to develop the following policies with public input:

- Threshold for a Major Service Change
- Threshold for Disparate Impact on Minority Populations
- Threshold for Disproportionate Impact on Low-Income Populations

As required under the Circular, NCTD conducted two Public Workshops (Inland and Coastal locations) to collect input on the Draft Policies:

- **October 10, 2013**: Vista Community Center (3 attendees – 1 comment)
- **October 16, 2013**: Oceanside Civic Center (1 attendee – 1 comment)

Public Hearing and Board Approval of Policies

October 17, 2013: The NCTD Board of Directors approved the opening of a 30-day Public Comment Period and the copies of the Draft Policies were made available at NCTD's General Administration Offices, the Customer Service desks at the Oceanside Transit, and Vista Transit Centers.

November 16, 2013: The 30-day Public Comment Period for submitted comments closed.

November 21, 2013: The NCTD Board of Directors opened a Public Hearing to receive any oral comments from the public, closed the Public Hearing (no comments received), and approved the Staff recommendation of the Title VI Policies pursuant to Title VI Circular 4702.1B.

Final Phase of North County Transit District's Mobility Plan (Second Approval)

Since the previously approved changes represented a major service change under the newly adopted Board Policies (NCTD Board Policy Nos. 30, 31, and 32), NCTD was required to conduct a Service Equity Analysis (SEA) and receive public comments.

October 17, 2013: Upon completion of the SEA, Staff presented the results to the NCTD Board of Directors who approved the opening of a 30-day Public Comment Period and copies of the details of the proposed changes were made available for public review and comment.

November 16, 2013: The 30-day Public Comment Period for submitted comments closed.

November 21, 2013: The NCTD Board of Directors opened a Public Hearing to receive any oral comments from the public, closed the Public Hearing (two comments received), and approved the Staff recommendation of the service changes under the Final Phase of the Mobility Plan to be implemented in February 2014.

Route Demonstration BREEZE Route 392

In December 2013, NCTD implemented BREEZE Route 392 with the opening of the Naval Hospital on Camp Pendleton. This service was implemented as a demonstration which allows the operation of a pilot up to one year, with Board approval, of a recommendation to either retain or eliminate the service. Per NCTD Board Policy No. 30, any new service, including service recommended for retention after demonstration, must receive public comment before Board approval.

November 20, 2014: NCTD Planning Staff presented the findings from the SEA for BREEZE Route 392 and requested the NCTD Board of Directors to open a Public Comment Period on the proposed change, and set a Public Hearing to receive public comments.

December 17, 2014: Public Comment Period for submitted comments closed.

December 18, 2014: The NCTD Board of Directors opened a Public Hearing to receive any oral comments from the public on NCTD Staff's recommendation, closed the Public Hearing (no comments received), and approved the Staff recommendation to operate BREEZE Route 392 as a permanent service.

Purchase of New Transit Buses

November 20, 2014: The NCTD Board of Directors opened a Public Hearing to receive any oral comments from the public on NCTD Board's authorization of Staff's recommendation to purchase new transit buses, closed the Public Hearing (no comments received), and authorized NCTD Staff to purchase new proposed transit vehicles.

North County Transit District Ordinance Nos. 1, 2, and 3

December 18, 2014: The NCTD Board of Directors opened a Public Hearing to receive any oral comments from the public on NCTD Staff's recommendation to adopt modifications to NCTD Ordinances 1, 2, and 3 regarding Smoking of Electronic Cigarettes, Alcohol Consumption on COASTER before 9:00 p.m., and Rules and Regulations Related to NCTD Vehicles and Facilities. After receiving 14 comments, the NCTD Board closed the Public Hearing and approved Staff's recommendation to adopt the proposed modifications to NCTD's Ordinances 1, 2, and 3.

APPENDIX F

MTS LANGUAGE ASSISTANCE PLAN

MTS SAMPLES OF PUBLIC INFORMATION DOCUMENTS

NCTD LANGUAGE ASSISTANCE PLAN

NCTD SAMPLES OF PUBLIC INFORMATION DOCUMENTS

LANGUAGE ASSISTANCE PLAN • 2013



SAN DIEGO METROPOLITAN TRANSIT SYSTEM

Metropolitan Transit System

Language Assistance Plan

May 2013

Table of Contents

I. Executive Summary 1

II. Introduction 3

III. Identifying Limited English Proficiency Individuals who need Language Assistance 7

IV. Language Assistance Measures 16

V. Training Staff 21

VI. Providing Notice to LEP Persons 22

VII. Monitoring/Updating the Plan 23

I. Executive Summary

The following Language Assistance Plan (LAP) is based on a collaborative effort between the Metropolitan Transit System (MTS), the North County Transit District (NCTD), and the San Diego Association of Governments (SANDAG). That effort, conducted in early 2012, included the development of the Four Factor Analysis:

Factor 1: The number or proportion of Limited English Proficiency (LEP) persons eligible to be served or likely to be encountered by a program, activity, or service of the recipient or grantee;

Factor 2: The frequency with which LEP individuals come in contact with the program;

Factor 3: The nature and importance of the program, activity, or service provided by the recipient to people's lives; and

Factor 4: The resources available to the recipient and costs.

Identification of Limited English Proficiency Individuals

Following the U.S. Department of Transportation (DOT) guidance on Factor 1, multiple sources were used to determine the number of LEP individuals in San Diego County. These sources included the U.S. Census, the American Community Survey (ACS), U.S. Department of Labor, California Department of Education, and the San Diego County Department of Mental Health. According to these findings, over 230,000 people over the age of five in San Diego County speak English "less than well." This accounts for 8 percent of the county's population.

For the purpose of this LAP, MTS refined the data to include only those areas within the MTS jurisdiction. These findings show that there are 156,731 people over the age of five who speak English "less than well" within the MTS jurisdiction, or 7.5 percent of the population living within the MTS service area.

Language Assistance Measures

Both current and future language assistance measures are presented. Current language assistance measures were compiled by interviewing key staff and reviewing relevant material. Future language assistance measures were compiled through an extensive process involving staff interviews, Community Based Organization (CBO) interviews, focus groups held with LEP persons, and intercept surveys conducted with LEP transit riders. These efforts took place throughout the county with the assistance of NCTD and SANDAG.

Training Staff

Following DOT guidance, staff training will be implemented as a result of the Four Factor Analysis and this LAP. Specific training elements are discussed in this report.

Providing Notice to Limited English Proficiency Persons

This LAP describes the ways that MTS provides notice to LEP persons. Additionally, this process generated new methods that will supplement current practices.

Plan Monitoring and Updating

Lastly, to ensure compliance and practical implementation by all agency staff, this plan details how monitoring and updating will occur.

II. Introduction

About Metropolitan Transit System

The Metropolitan Transit Development Board (MTDB) was created in 1975 by the passage of California Senate Bill 101 and came into existence on January 1, 1976. In 1984, the Governor signed Senate Bill 1736 which expanded the MTD Board of Directors from 8 to 15 members. In 2002, Senate Bill 1703 merged MTDB's long-range planning, financial programming project development, and construction functions into the regional Metropolitan Planning Organization — the San Diego Association of Governments (SANDAG). In 2005, MTDB changed its name to the Metropolitan Transit System (MTS).

Board of Directors

The 15-member Board of Directors generally meets once a month. Members are selected as follows:

- Four appointed from the San Diego City Council
- One appointed from each City Council of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, and Santee
- One appointed from the San Diego County Board of Supervisors
- One San Diego County resident elected by other Board members to serve as Chairman

Subsidiary Corporations

MTS owns assets of: San Diego Trolley, Inc. (SDTI); San Diego Transit Corporation; and the San Diego & Arizona Eastern Railway Company, which owns 108 miles of track and right-of-way. In addition, MTS provides administrative and support services to San Diego Vintage Trolley, Inc., a non-profit corporation established to restore historic Trolley vehicles.

Areas of Jurisdiction

The MTS area of jurisdiction is approximately 3,240 total square miles, with a population of over 2 million San Diego County residents. The MTS service area includes 716 square miles of the urbanized portion of its jurisdiction and the rural parts of east county, serving 1.96 million people.

Operations

MTS provides bus and rail services either directly or by contract with private operators. MTS coordinates all its services and determines the routing, stops, frequencies, and hours of operation.

Light Rail

Light rail service is operated by SDTI on four lines (Blue, Orange, Green, and Silver Lines) with a total of 53 stations and 102.6 miles of rail.

Bus

MTS bus service includes 93 fixed routes, four demand response routes, and Americans with Disabilities Act complementary paratransit service (branded as MTS Access). Fixed route bus service modes are Urban Frequent, Urban Standard, Express, Premium Express, *Rapid*, Circulator, and Rural.

Operating Budget

MTS' annual operating budget is approximately $250 million. Annual fare revenue is $105 million (FY 2012), making MTS' 42 percent farebox recovery ratio one of the highest among similar transit systems.

Ridership

MTS generates 90 million annual passenger trips, or 300,000 trips each weekday. MTS provides approximately 1.9 million hours of service across 24 million miles each year (FY 2012).

Planning and Scheduling

MTS is responsible for the service, planning, scheduling, and performance monitoring of all MTS transit services. Service adjustments occur three times per year and as needed to improve efficiency and customer service.

Funding

MTS receives funding from various federal, state, and local sources. The primary sources are the California Transportation Development Act, Federal Transit Administration (FTA) (sections 5307, 5337 and 5339), *TransNet* funds (local sales tax), and fares.

Taxicab Administration

MTS licenses and regulates taxicabs, jitneys, and other private for-hire passenger transportation services by contract with the cities of San Diego, El Cajon, Imperial Beach, La Mesa, Lemon Grove, Poway, and Santee.

Coordination between the San Diego Association of Governments, Metropolitan Transit System and North County Transit District

The roles and responsibilities of SANDAG, MTS, and NCTD are outlined in a master Memorandum of Understanding executed on April 23, 2004. SANDAG is responsible for transit planning, development, and construction while MTS and NCTD are responsible for transit operations. MTS and NCTD also manage small construction projects with SANDAG assistance. SANDAG is responsible for establishing the Regional Fare Policy.

Title VI of the Civil Rights Act of 1964

Background

Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) states that: "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives Federal financial assistance." In the 1974 case of *Lau v. Nichols* (414 U.S. 563), the Supreme Court interpreted Title VI to hold that it also prohibits conduct that has a disproportionate impact on LEP persons.

On August 11, 2000, Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," was signed by President Clinton. It directs federal agencies to examine the services they provide, and develop and implement a system by which LEP persons can meaningfully access those services. Federal agencies were instructed to publish guidance for their respective recipients in order to assist them with their obligations to LEP persons under Title VI.

The U.S. Department of Transportation published updated guidance for its recipients on December 14, 2005 in the "Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons" (U.S. DOT, Volume 70, Number 239). The Guidance states that Title VI, and its implementing regulations, require that DOT recipients take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who are LEP. The guidance also suggests that recipients use the DOT LEP guidance to determine how best to comply with statutory and regulatory obligations to provide meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who are LEP.

The FTA references the DOT LEP guidance in Circular 4702.1A, "Title VI and Title VI-Dependent Guidelines for FTA Recipients," which was finalized on April 13, 2007. Chapter IV, Part 4, of this Circular reiterates the requirement to take responsible steps to ensure meaningful access to benefits, services, and information for LEP persons and suggests that FTA recipients and sub-recipients develop a language implementation plan consistent with the provisions of Section VII of the DOT LEP guidance. The FTA Office of Civil Rights also released a handbook in 2007 for transit providers ("Implementing the Department of Transportation's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons" [FTA 2007]) to give technical assistance for the implementation of the DOT LEP guidance.

MTS supports the DOT guidance to provide meaningful assistance to LEP speakers. Each of the mentioned resources was used to guide the Four Factor Analysis and this LAP.

MTS, in association with SANDAG, has developed this implementation plan to address the needs of the LEP populations in San Diego County. Following DOT LEP guidance, included in this report are the following five sections:

1. Identifying LEP individuals who need language assistance

2. Providing language assistance measures

3. Training staff

4. Providing notice to LEP persons

5. Monitoring and updating the plan

Further included is a summation of the Four Factor Analysis. The LAP was shaped by the Four Factor Analysis findings conducted by SANDAG in close association with MTS and NCTD.

Four Factor Analysis

Factor 1: The number or proportion of LEP persons eligible to be served, or likely to be encountered by the transit service.

Factor 1 Analysis findings indicate that 7.5 percent of the population within the MTS jurisdiction speaks English "less than well." The top four languages spoken other than English are Spanish (5.28% of the MTS jurisdiction's total population), Vietnamese (0.55%), Tagalog (0.31%), and Chinese (0.19%). Combined, these four languages include 84.4 percent of the LEP population in San Diego.

Factor 2: The frequency with which LEP individuals come in contact with the transit service.

Based on CBO interviews, focus groups with LEP individuals, staff interviews, and intercept surveys with LEP transit riders, it was determined that LEP individuals are regularly coming into contact with MTS services.

Factor 3: The nature and importance of the program, activity, or service provided by the recipient to people's lives.

Using the information gathered in the Factor 2 Analysis, Factor 3 findings suggest that access to public transportation is highly important for LEP persons. Because public transit reaches such a large number of LEP individuals, results are largely focused around the need for, and access to, public transit.

Factor 4: The resources available to the recipient and costs.

The Factor 4 Analysis provided suggestions for LEP outreach measures, as well as consideration of the resources available for these efforts. Several key measures will be implemented based on these findings.

III. Identifying Limited English Proficiency Individuals who need Language Assistance

There were several key findings revealed in the analysis of the data:

- Thirty-eight percent of persons in the MTS jurisdiction speak a language other than English at home. This is in line with countywide numbers, which show that 17 percent of the population speaks English less than "very well" (includes those that speak English "well," "not well," and "not at all").

- Eight percent speak English "less than well" (includes those that speak English "not well," and "not at all").

- Spanish is the second most predominant language, other than English, spoken in the MTS jurisdiction.

- Of the languages spoken in the region, Table 1 shows the languages with over 1,000 LEP speakers.

Table 1: LEP Speakers by Language in MTS Jurisdiction

Language	LEP Population	Percent of All LEP Speakers	Percent of Total Population (Age 5+)
Spanish	110,356	70.41	5.28
Vietnamese	11,406	7.28	0.55
Tagalog	6,515	4.16	0.31
Chinese	4,064	2.59	0.19
Syriac	3,513	2.24	0.17
Arabic	2,553	1.63	0.12
Persian	2,307	1.47	0.11
Korean	1,976	1.26	0.09
Laotian	1,842	1.18	0.09
Japanese	1,573	1.00	0.08
Russian	1,258	0.80	0.06
Mandarin	1,180	0.5	0.04
Cambodian	1,018	0.4	0.04

Source: U.S. Census Bureau, 2008-2010 American Community Survey PUMS data

Limited English Proficiency Population Sources

Regional (MTS jurisdiction) analysis was performed using Public Use Microdata Sample (PUMS) data, which is available at the Public Use Microdata Area (PUMA) geography. San Diego County is composed of 22 PUMAs, each with a minimum population of 100,000 persons. PUMS data is composed of untabulated records from the American Community Survey (ACS). This allows for the creation of custom variables by cross-tabulating selected combination of characteristics from the records (i.e., population, over five years old that speaks Spanish and speaks English "not well" or "not at all").

A more detailed geographic analysis was performed using ACS language data at the Census Tract level. ACS data is available as five-year estimates in pre-tabulated categories for at the tract level (five-year estimates are necessary in order to achieve a sufficient sample size).

Census 2000 data on language is also available at the tract level (Census 2000 tracts). Census 2000 used a longer form survey than 2010, and offers a more detailed language proficiency breakdown without margin of error issues.

PUMS/PUMAs used as Limited English Proficiency Population Source

For the purposes of the MTS LAP, PUMS/PUMAs were selected as the source for LEP population for the following reasons:

- Allow for the creation of custom variables
- Provide more detailed population characteristics (population that speaks a language other than English (total or for a specific language) and speaks English "very well," "well," "not well," or "not at all")
- Has a low margin of error due to large sample sizes

Other population sources – ACS Census Tracts and Census 2000/Census Tracts – have limitations, including fewer language categories, smaller sample sizes and larger margins of error, and data that does not capture shifts in population and immigration.

Limited English Proficiency Population Analysis

PUMS/PUMA

The DOT describes LEP as having a limited ability to read, write, speak or understand English. The DOT and FTA (in both the LEP Guidance and Title VI Circular), define this population as people who reported that they speak English "not well" or "not at all." Table 2 shows this analysis for San Diego County. The Table shows that the overall LEP population in the County is 8.0 percent of persons age five years and older.

Table 2: Community Survey 2010, 1-year estimates, Age by Language Spoken

County	Total Population Age 5 and Over	Speaks English Only	Speaks English		Percentage "Less than Well"
			"Well" or "Very Well"	"Less than Well"	
San Diego	2,089,927	1,287,143	645,723	156,731	7.5%

Source: U.S. Census Bureau, 2010 American Community Survey, Table B16004

The ACS data also includes information on languages spoken for 39 different language groups (but not by ability to speak English as is available in the ACS data). Table 3 shows the top five non-English languages spoken at home in the San Diego region in 2010 among the total population ages five and older (including both LEP and non-LEP populations). While there were respondents from all 39 language groups, Spanish, Tagalog, Chinese, Vietnamese, and German were the primary languages.

Table 3: Languages Spoken at Home in the MTS Jurisdiction

Language	Language Spoken at Home for the Population ages 5 and Over	Percent of Total Population
Spanish	504,760	24.15%
Tagalog	81,954	3.92%
Vietnamese	33,386	1.59%
Chinese	20,611	0.99%
Arabic	12,915	0.62%
All Other	148,928	7.13%

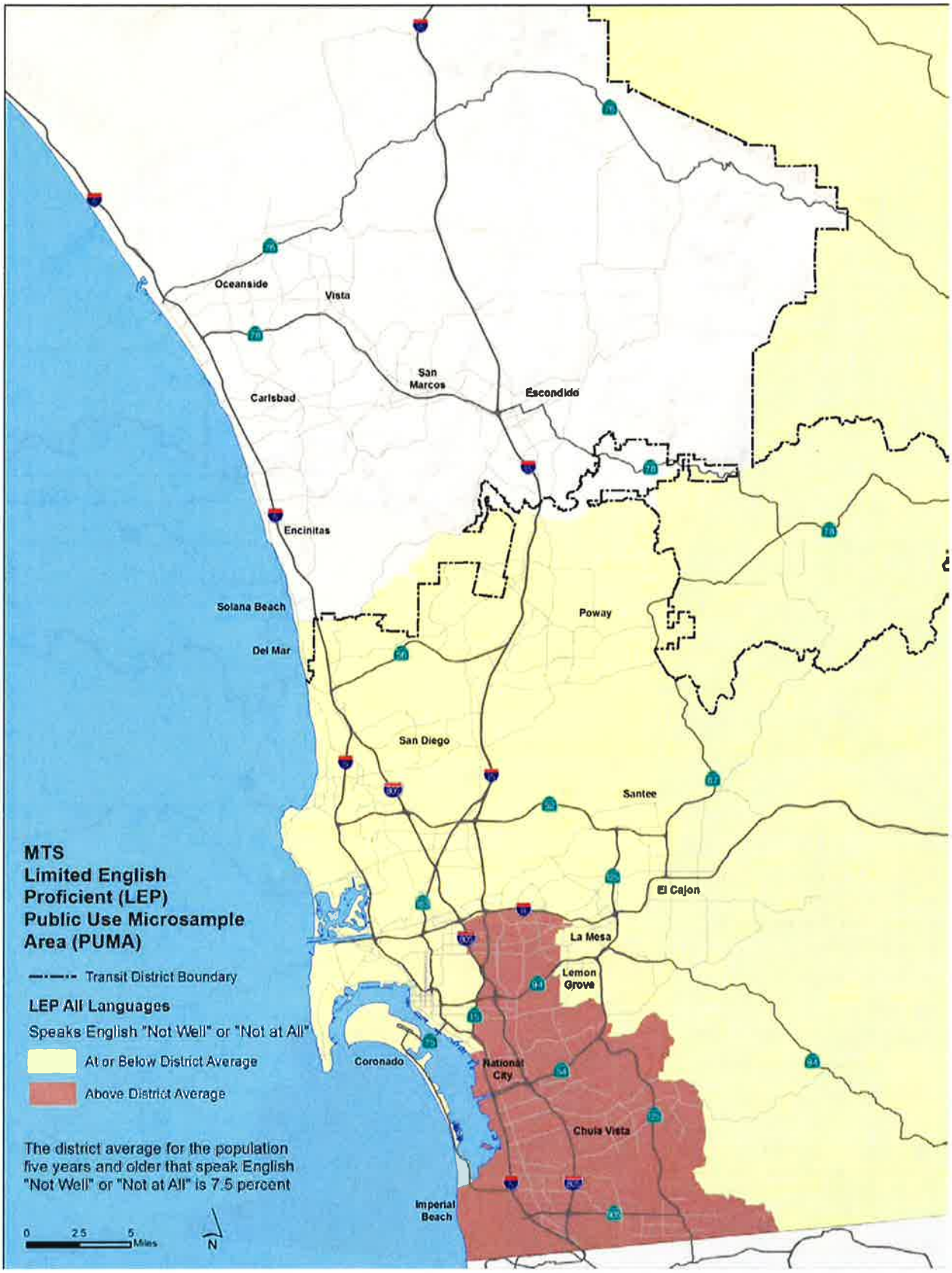
Source: U.S. Census Bureau, American Community Survey, Table C16001

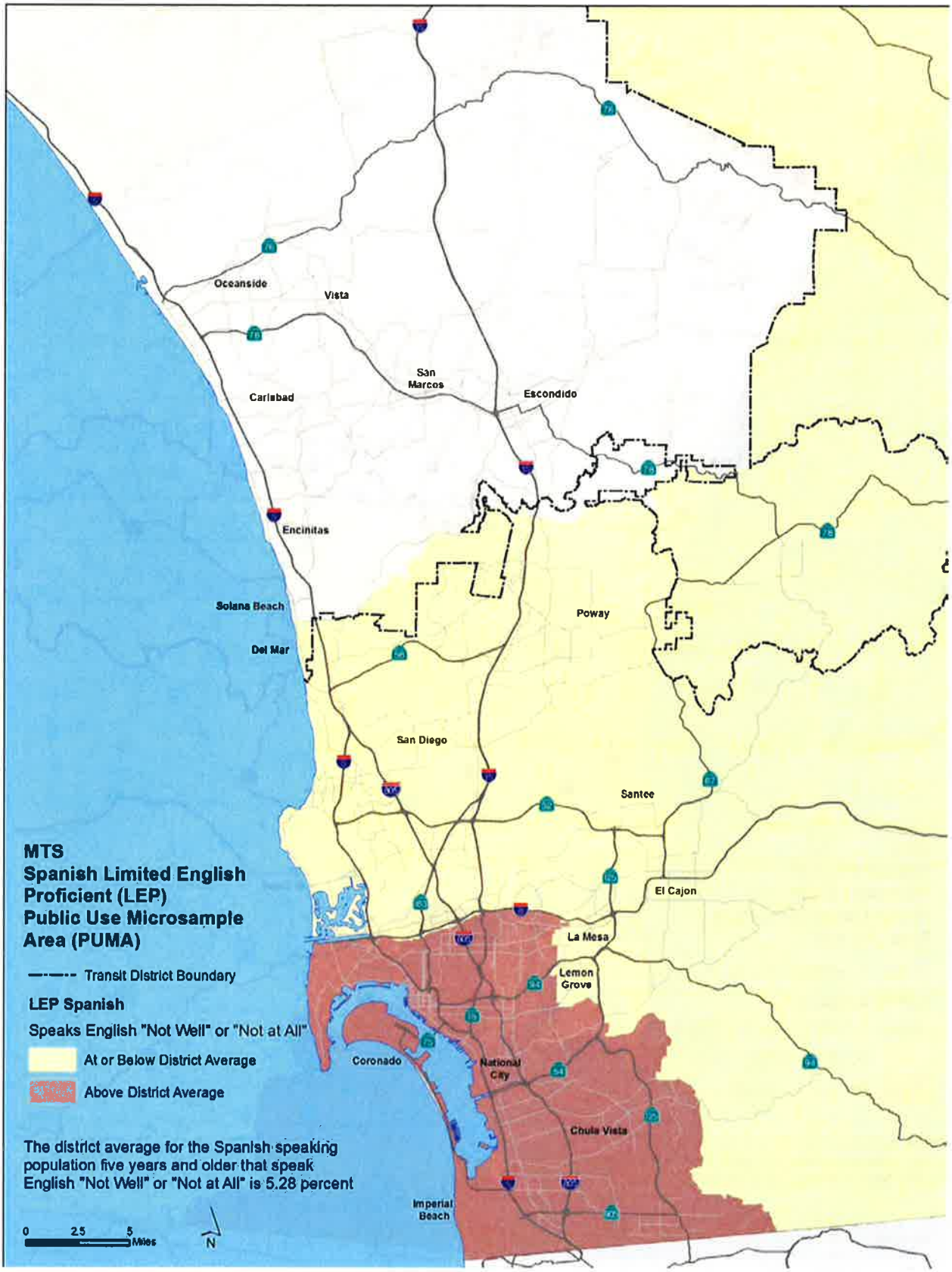
Figure 1, below, shows the LEP Census Tracts using PUMA data. The map illustrates the Census Tracts where the proportion of the population speaking English "less than well" is greater than 7.5 percent – the service area average.

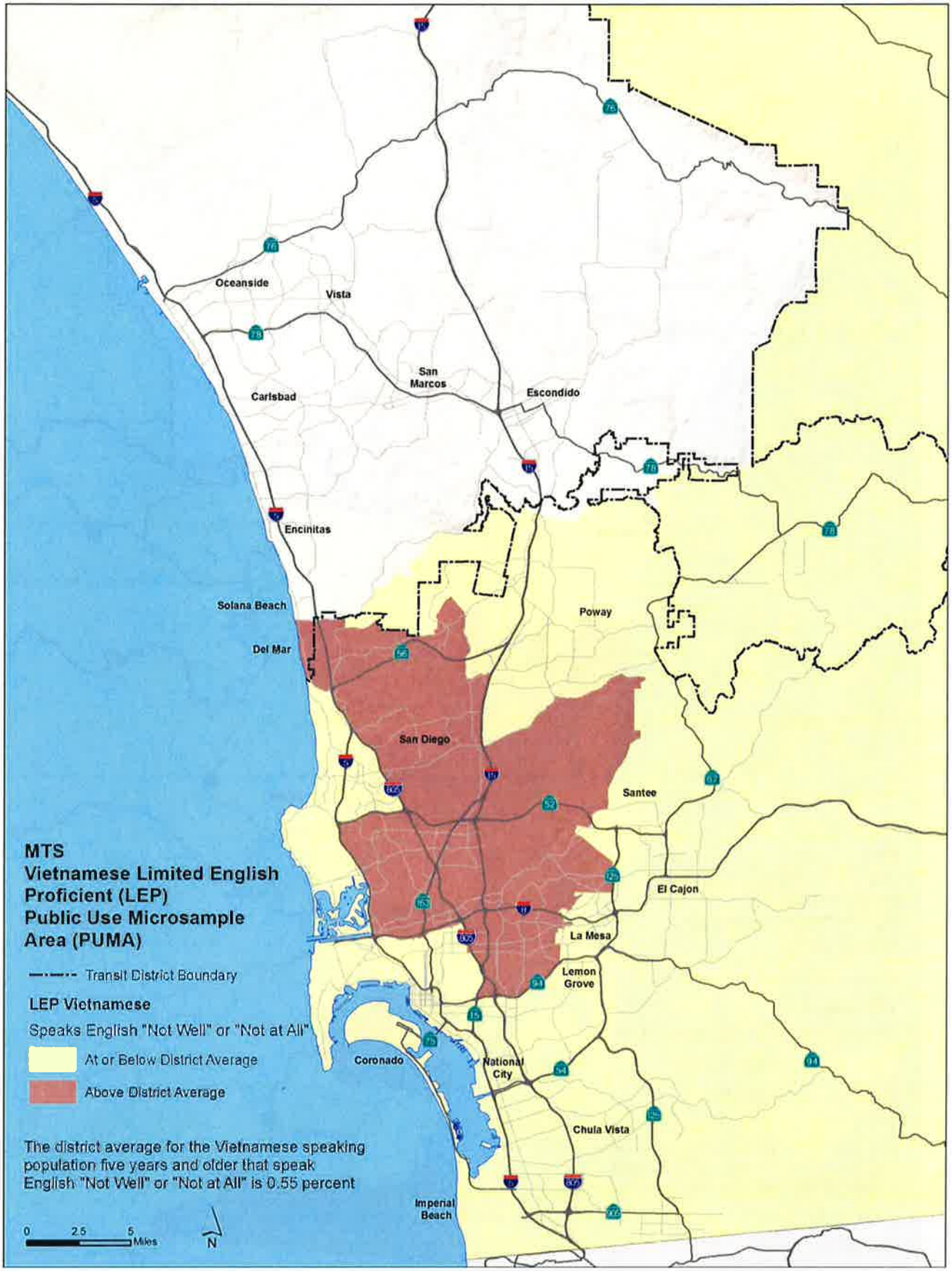
Figure 2 shows the Census Tracts where the proportion of LEP Spanish speaking population is greater than 5.7 percent – the service area average.

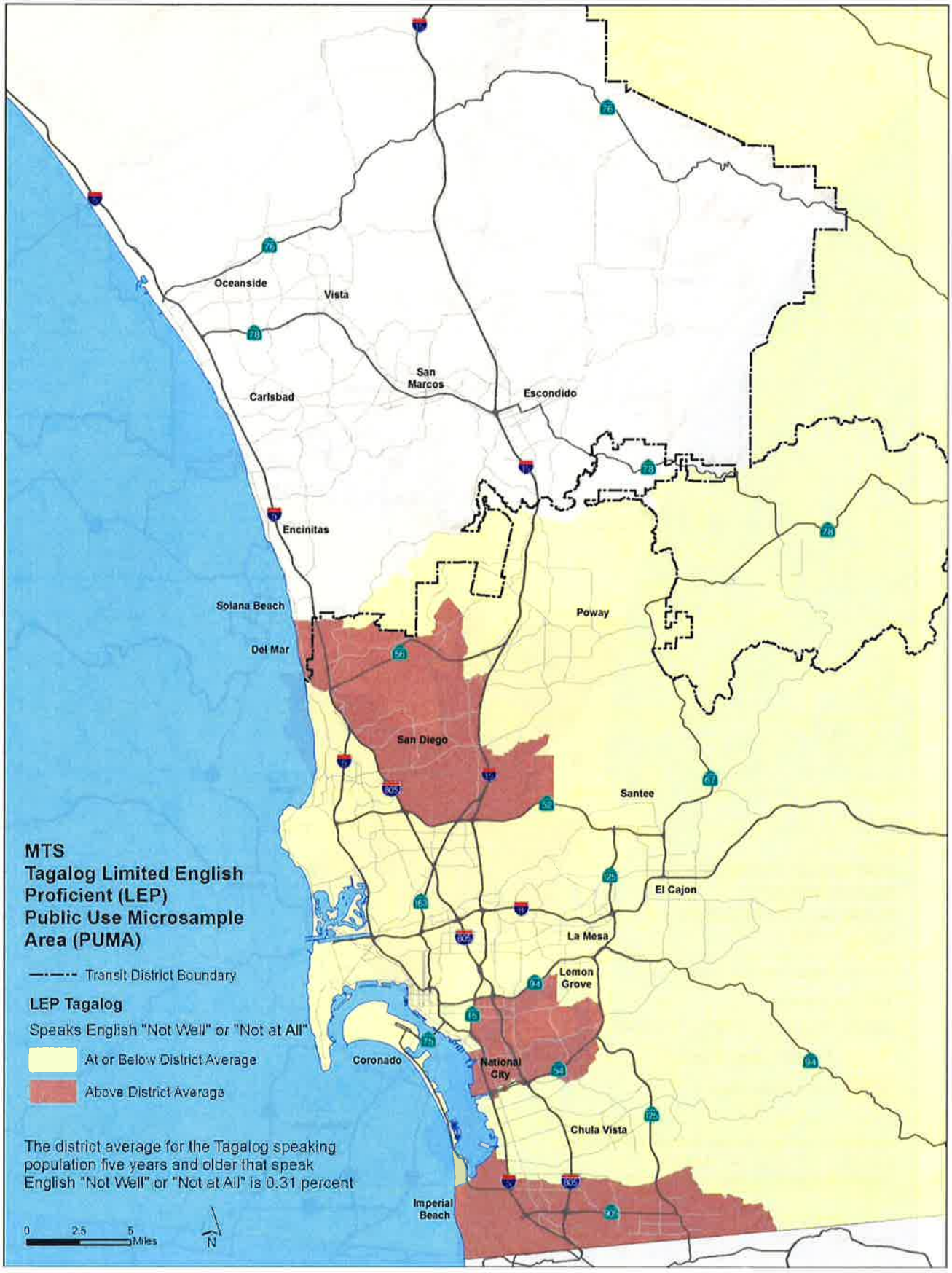
Figure 3 shows where the proportion of LEP Vietnamese speaking population is greater than 0.55 percent.

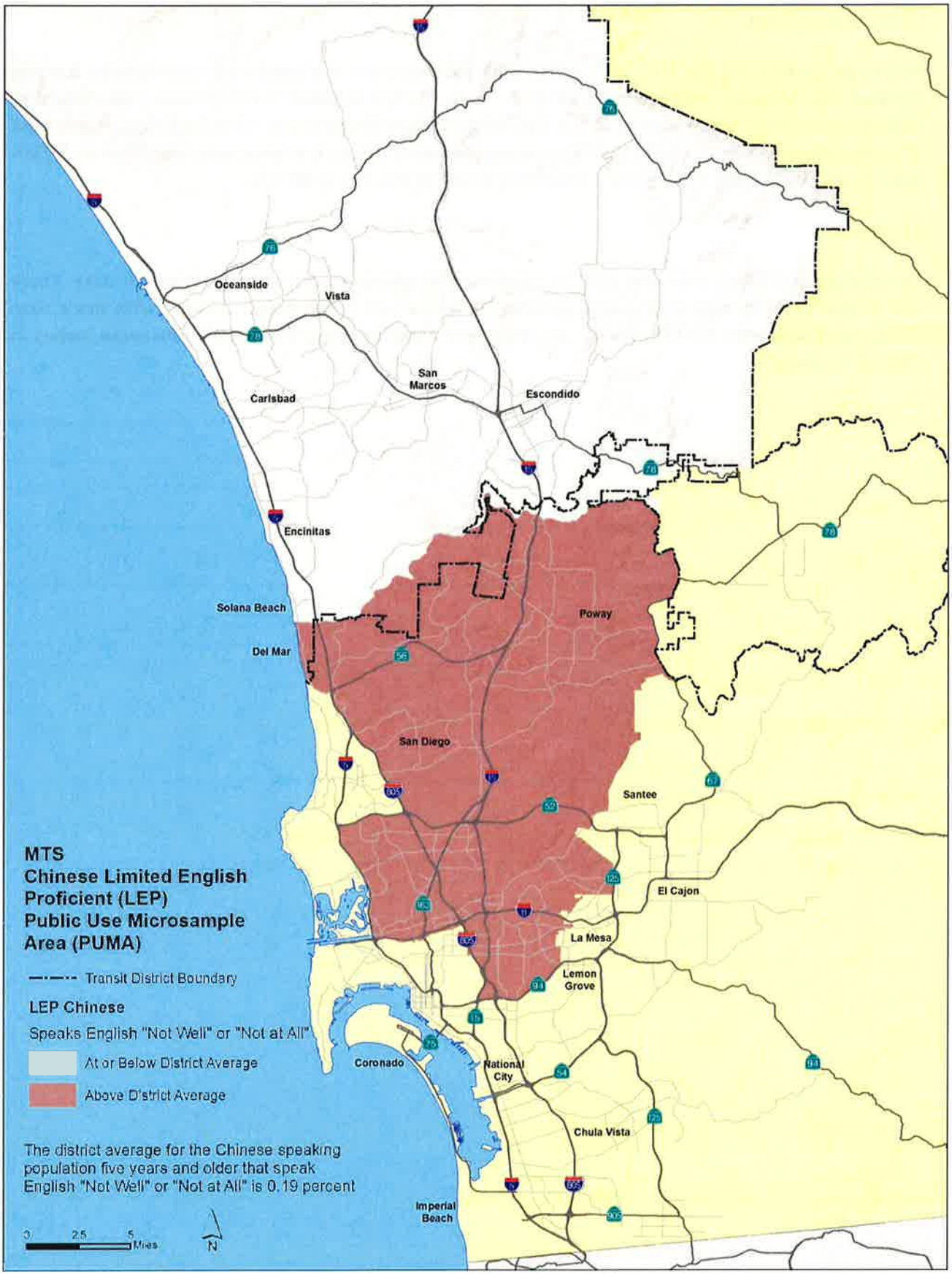
Figure 4 shows for Tagalog where the proportion is greater than 0.31 percent, and Figure 5 for Chinese where the proportion is greater than 0.19 percent.


Oceanside
Vista
San Marcos
Carlsbad
Escondido
Encinitas
Solana Beach
Del Mar
Poway
San Diego
Santee
El Cajon
La Mesa
Lemon Grove
National City
Coronado
Chula Vista
Imperial Beach
MTS
Limited English Proficient (LEP) Public Use Microsample Area (PUMA)
Transit District Boundary
LEP All Languages
Speaks English "Not Well" or "Not at All"
At or Below District Average
Above District Average
The district average for the population five years and older that speak English "Not Well" or "Not at All" is 7.5 percent
0 2.5 5 Miles
N


Oceanside
Vista
San Marcos
Carlsbad
Escondido
Encinitas
Solana Beach
Del Mar
Poway
San Diego
Santee
El Cajon
La Mesa
Lemon Grove
Coronado
National City
Chula Vista
Imperial Beach
MTS
Spanish Limited English Proficient (LEP) Public Use Microsample Area (PUMA)
Transit District Boundary
LEP Spanish
Speaks English "Not Well" or "Not at All"
At or Below District Average
Above District Average
The district average for the Spanish speaking population five years and older that speak English "Not Well" or "Not at All" is 5.28 percent
0 2.5 5 Miles
N


Oceanside
Vista
San Marcos
Carlsbad
Escondido
Encinitas
Solana Beach
Del Mar
Poway
San Diego
Santee
El Cajon
La Mesa
Lemon Grove
National City
Coronado
Chula Vista
Imperial Beach
MTS
Vietnamese Limited English Proficient (LEP)
Public Use Microsample Area (PUMA)
Transit District Boundary
LEP Vietnamese
Speaks English "Not Well" or "Not at All"
At or Below District Average
Above District Average
The district average for the Vietnamese speaking population five years and older that speak English "Not Well" or "Not at All" is 0.55 percent
0 2.5 5 Miles
N


Oceanside
Vista
Carlsbad
San Marcos
Escondido
Encinitas
Solana Beach
Del Mar
Poway
San Diego
Santee
El Cajon
La Mesa
Lemon Grove
National City
Coronado
Chula Vista
Imperial Beach
MTS
Tagalog Limited English Proficient (LEP) Public Use Microsample Area (PUMA)
Transit District Boundary
LEP Tagalog
Speaks English "Not Well" or "Not at All"
At or Below District Average
Above District Average
The district average for the Tagalog speaking population five years and older that speak English "Not Well" or "Not at All" is 0.31 percent
0
2.5
5
Miles
N


Oceanside
Vista
San Marcos
Carlsbad
Escondido
Encinitas
Solana Beach
Del Mar
Poway
San Diego
Santee
El Cajon
La Mesa
Lemon Grove
National City
Coronado
Chula Vista
Imperial Beach
MTS
Chinese Limited English Proficient (LEP) Public Use Microsample Area (PUMA)
Transit District Boundary
LEP Chinese
Speaks English "Not Well" or "Not at All"
At or Below District Average
Above District Average
The district average for the Chinese speaking population five years and older that speak English "Not Well" or "Not at All" is 0.19 percent
0
2.5
5
Miles
N

Other Data Sources

In the preparation of the MTS LAP, other data sources were analyzed on a county-wide basis to enhance the language list obtained by PUMA. These sources included The California Department of Education English Learner data and the San Diego County Department of Mental Health database of interpreter services. Both of these sources roughly correlate to the languages identified by PUMA data. Spanish, Tagalog, Vietnamese, and Chinese are on the top of all lists.

Conclusion

The analysis of PUMAs with the MTS jurisdiction corresponds closely with countywide data. There are 13 specific languages in the MTS jurisdiction, as well as in San Diego County, with more than 1,000 individuals who are LEP. Those languages and corresponding LEP populations were shown in Table 1 on page 7.

IV. Language Assistance Measures

Current and future language assistance measures are outlined in this section of the LAP.

To gather all the current language assistance measures, staff who regularly work on outreach efforts and in customer service, or customer facing capacities, were interviewed.

To gain insight for potential future language assistance measures, interviews of CBOs serving LEP populations and focus groups with LEP residents were conducted in areas in the MTS service territory that were identified as having high proportions of LEP persons. Additionally, intercept surveys were conducted at transit centers known to have high concentrations of LEP riders.

Current Language Assistance Measures

Currently, MTS provides a variety of language assistance services including the translation of all critical rider information. To date, translation has been primarily in Spanish due to the high concentration of Spanish LEP individuals who utilize MTS services.

MTS utilizes a combination of agency and certified translation companies for translation services. All materials are reviewed by internal native Spanish-speaking staff to review documents for accuracy, relevancy, and consistency. MTS also has internal staff with Tagalog and Chinese fluency to review materials translated into those languages.

The following chart details the LEP public outreach components MTS currently has in place.

CURRENT LEP OUTREACH MEASURES

Program, Activity, Service	LEP Component
MTS Public Meetings	• Periodic English/Spanish translation service provided
Transit Planning Efforts	• Public meetings/workshops • Bilingual English/Spanish staff attend public meetings and workshops where public comment is requested • Fact sheets and comment cards produced in English/Spanish • Community-based outreach program to secure participation from underrepresented groups • Conduct periodic system-wide public opinion surveys in English/Spanish
Rider Information Materials (printed)	• Public meetings/workshops • On-board communications, including Take One notices for service announcements and quarterly rider newsletter • All fare information printed in English and Spanish • All MTS service advertising printed in English and Spanish • All "How to Ride" information on board vehicles and on station platforms printed in English/Spanish • Timetables printed in English/Spanish • All collateral printed in English/Spanish • Critical Web information available in Spanish • MTS will translate any materials into any language upon request
Customer Satisfaction Survey	• Written customer survey produced in English/Spanish • On-Line customer survey available in Tagalog, Vietnamese, and Chinese
Rider Information at Call Centers (511 and Telephone Information)	• Bilingual English/Spanish IVR (Interactive Voice Recognition) phone system • Bilingual English/Spanish operators • Printed materials (brochures, application forms) produced in English/Spanish
Telephone Information and Customer Service Call Centers	• Bilingual English/Spanish IVR (Interactive Voice Recognition) phone system • Bilingual English/Spanish operators
Fare Collection Services (Bus Farebox, Trolley Ticket Machines)	• Bilingual English/Spanish IVR (Interactive Voice Recognition) phone system • Bilingual English/Spanish operators at Regional Transit and Roadside Assistance service centers
General MTS	• Bilingual English/Spanish receptionists on staff to provide assistance on the phone and in person • Bilingual Bus operators • Bilingual Rail Ambassadors (to provide rider assistance) • Access to language line • Established contracts for document translation • Internal translation review by native Spanish and other language speakers
Transit Fares	• Public notices printed in English/Spanish when fare changes are being considered • Public comment period, public meeting dates, printed in English/Spanish in regional and local newspapers • Fare Facts document printed in English/Spanish • Fare information on board all vehicles and on rail platforms printed in both English/Spanish • Title VI complaint materials provided in English/Spanish

The list below provides a more detailed review of all the tools utilized by MTS to communicate with its LEP riders.

Written Language Assistance

- Bilingual or multilingual versions of:
  - "How to ride" brochures
  - Spanish language fare payment instructions
  - Spanish language system maps and timetables
  - Printed Spanish language service change announcements
  - Spanish language notices pertaining to upcoming events
- As resources become available and materials are updated, more and more Pictographs in stations and in vehicles are being implemented
- Ticket vending machines with Spanish language functions

Oral language Assistance

- Bilingual staff
- Contracting for interpreters on an "as needed" basis
- Utilizing community volunteers to interpret information
- Using bilingual staff to interpret information on an "as-needed" basis
- Driver training to ask other riders for assistance when language services are required

Community Outreach

- Spanish language TV advertisements
- Spanish language radio advertisements
- Spanish language newspaper advertisements
- Advertisements in ethnic media, including Tagalog, Vietnamese, and Chinese

Stations

- Visible Spanish instructions on how to make fare payments
- Visible Spanish schedules, route maps, and information on how to use the system
- Staff awareness regarding availability of translated materials
- Bilingual Ambassador staff

Vehicles

- Visible Spanish instructions on how to make fare payments
- Visible Spanish schedules, route maps, and information on how to use the system
- Operator awareness that translated information is available
- Bilingual bus operators

Customer Service

- Bilingual customer service representatives
- Ability to provide information in other languages through third-party interpretation services

Community Outreach

- Translators present at community meetings as needed
- Opportunity for both oral, as well as written, comments

Press/Public Relations

- Working relationships with ethnic media who translate press release content
- Select translated information on website

Future Language Assistance Measures

Interviews with LEP individuals and CBOs that serve these populations brought to light a number of measures LEP communities would like to see implemented. Many of the suggestions were repeated in the different language LEP focus groups, making the case that the issue of access to information is fairly consistent throughout different speaking LEP communities.

Efforts to include as many realistic suggestions as possible in this report have been made. Available resources helped to determine the feasibility of the suggestions received. Of the many suggested ideas, the condensed list below provides direction for MTS staff when planning future LEP outreach efforts:

- Thoroughly analyze LEP populations for specific areas, and provide staff and written materials specific to the LEP needs of each community
- Establish a self-monitoring mechanism for project managers to document LEP participation at all community meetings through sign-in sheets
- Create community-specific guidelines and key partner contacts for MTS project managers to use when working in neighborhoods with high concentrations of LEP residents
- Maintain a CBO database to spread information through those networks
- Increase usage of Spanish language radio and TV announcements when possible
- Incorporate language into all grant agreements for federal sourced funds to ensure that LEP requirements are met by grantees

- For new transit construction, ensure that vital transit signage is translated or incorporates design pictograms
    - Provide any necessary telephone interpretation for 511 (through SANDAG), FasTrak, Compass, iCommute, Service Patrol, Planning questions in different languages. Use the Language Line for additional languages.
- Place multi-language information and notices in publications serving LEP populations to demonstrate MTS' commitment to all stakeholders, to share service-related announcements, and to increase comfort levels regarding access to information in a native language
- Provide Notice of Availability of language assistance for LEP populations
- Update Public Participation Plan
- Work with LEP serving CBOs to provide information/training on how to ride for LEP populations
- Define MTS "vital documents" and a system for ensuring on-going translation or oral interpretation for these
- Create staff Language Assistance Guidelines for how to interact and provide services to LEP populations

Transit specific suggestions received through the public interaction process are included below. The suggestions below will be implemented as budget allows:

- Increase access to telephone interpreter services
- Translate complaint/commendation forms
- Increase usage of pictographs for information and instructions
- Explore use of interactive electronic customer information signs at major transit centers
- Provide more robust translation on agency website
- Translated electronic signs
- Upcoming stop announcements in vehicles
- Provide more translated information at bus stops in high LEP neighborhoods
- Train drivers to provide loud and clear announcements, even in English, as any sort of stop recognition is helpful
- Provide LEP serving CBOs, community centers, temples, churches, etc., bus guides, and other transit information
- Have transit information printed in ethnic newspapers and publicized on ethnic radio
- Partner with CBOs to conduct more trainings on how to use public transit for LEP populations, allowing for greater comfort levels and encouraging use of public transit
- Provide drivers with customer service training on how to interact with LEP communities
- Publicize the availability and instructions for accessing information in languages other than English

V. Training Staff

MTS has three internal training functions: Bus Operator Training, Trolley Operator Training, and Administrative Staff Training which includes all customer service representatives, management, and administrative staff.

All three departments will integrate LEP modules into their overall training procedures. The following will be implemented to ensure adequate training for all MTS employees who interact with customers:

- Revising required annual training to incorporate LEP training
- Providing an initial LAP training to all staff
- Conducting follow-up front line staff to ensure that they are utilizing LEP interaction procedures covered in the training
- Conducting periodic reviews to assess the effectiveness of LEP training video or other LEP training material and update as necessary
- Create LEP Language Assistance Guidelines for all staff to reference

The initial staff training on the LAP, and how to work with LEP individuals, will be conducted by MTS training professionals. Training will include:

- A summary of MTS responsibilities under the DOT LEP guidance
- A summary of MTS' LAP
- A summary of the Four Factor Analysis
- A description of the type of language assistance MTS currently provides and instructions on how staff can access these products and services
- How to respond to calls from LEP persons
- How to respond to correspondence from LEP persons
- How to respond to LEP persons in person
- How to document the needs of LEP persons
- How to respond to Civil Rights Title VI complaints

Subsequent follow-ups with staff that interact with LEP individuals most frequently will be conducted to ensure all necessary efforts are being made. Staff members may include reception, customer service, and project managers. After the initial training, LEP training will be incorporated into existing required annual Title VI training.

VI. Providing Notice to LEP Persons

As more thoroughly discussed in earlier sections of this report, MTS currently provides notice to LEP individuals in a number of ways. These include:

- Translated information for fare changes and other important notices
- Translated project fact sheets documents
- Access to multiple language customer service telephone line
- Press release distribution to ethnic media, who regularly translate material for their audiences
- Interpreters at community meetings
- Presence at community events with LEP attendees
- Some web translations
- Leveraging community partners to help disseminate notice of availability of language assistance to LEP populations
- Including notices in local newspapers in languages other than English

Moving forward, several other methods will be implemented to provide notice to LEP persons, including:

- Google translate on MTS website
- Increased usage of multi-language newspaper, radio, and television advertisements
- Creation of documents to notify people of the availability of language assistance to be taken to MTS outreach meetings and distributed through CBO partners
- Language regarding availability of language assistance to be added to existing materials
- Posting signs in MTS reception area specifying language assistance availability

VII. Monitoring/Updating the Plan

The Four Factor Analysis and LAP, upon implementation, will be monitored and scheduled for review every four years.

The plan will be monitored using the following measures:

- Assigning a staff person to provide day-to-day administration of the LAP to ensure compliance and correct implementation
- Seeking feedback from LEP communities and CBOs regarding the effectiveness of the plan when possible
- Seeking staff feedback to determine the effectiveness and usefulness of the LAP
- Utilizing LEP Language Assistance Guidelines for all staff

The following is a list of the elements to be reviewed regularly:

- Assessment of the number of LEP persons in the region
- The frequency of encounters with LEP language groups
- Nature and importance of activities to LEP persons
- Availability of resources, including technological advances and sources of additional resources, and the costs imposed
- Assessment of the language needs of LEP individuals in order to determine whether interpreters and/or translated materials are needed
- Assessment of whether existing language assistance services are meeting the needs of LEP individuals
- Assessment of whether staff members understand LEP policies, procedures, and how to access and carry them out
- Assessment of whether language assistance resources, and arrangements for those resources, are current
- Feedback from LEP communities and community organizations about the LAP
- Changes to the LAP will be made based on the input provided from staff, CBOs, and LEP persons

MTS Public Meeting on Proposed Changes

Title VI and Planning for Trolley and Bus Services

MTS is developing new policies to reflect new federal rules related to the impacts service changes have on minority and low-income populations. Details are available at **www.sdmts.com**. MTS is soliciting public input on these proposed policies. There are several ways for the public to provide comments:

PUBLIC MEETING



Monday, June 17
4:30 pm through 6:30 pm
(arrive anytime up to 6:30 pm)

MTS Board Room
1255 Imperial Avenue, 10th floor
San Diego, CA 92101

Location served by Trolley's Blue, Orange and Green Lines, and Bus Routes 4, 11, 901 and 929

For translation service, please leave a message at (619) 595-4912 in advance of the public meeting

MAIL

MTS Title VI
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

EMAIL

mts.planning@sdmts.com

TELEPHONE VOICEMAIL

(619) 595-4912

MTS®
Metropolitan Transit System

SA PLANONG PAGBABAGO
NANG MGA REGULASYONE

itulo VI at Mga Planong Serbisyo nang
rolley at Bus

ng MTS ay nagsasagawa ang mga bagong
alatuntunan para sa mag ikaliliwanag
ang mga bagong regulasyon nang federal na
akapagbibigay nang lakas sa mga pagbabago
ang serbisyo sa kapakanan nang mga minority at
w-income na populasyon. Ang mga detalye ay
akukuha sa **www.sdmts.com**. And MTS ay
umihingi nang tulong sa publiko sa pamamagitan
ang pagbibigay nang opinyon sa mga binabalak
a regulasyon. Maraming mga paraan para
akapagbigay nang opinyon ang publiko:

UBLIC MEETING



londay, June 17
:30 pm through 6:30 pm
rrive anytime up to 6:30 pm)

ITS Board Room
255 Imperial Avenue, 10th floor
an Diego, CA 92101

cation served by Trolley's Blue, Orange and Green
nes, and Bus Routes 4, 11, 901 and 929

ara sa serbisyo nang ibat ibang mag salita, paki iwan
ang mensahe sa (619) 595-4912

MAIL



ITS Title VI
255 Imperial Avenue, Suite 1000
an Diego, CA 92101

MAIL

ts.planning@sdmts.com

ELEPHONE VOICEMAIL

19) 595-4912

MTS®

MTS Junta Pública referente a la propuesta de cambios de políticas

Título VI y Planeación de Servicios de Trolley y Autobús

MTS esta desarrollando nuevas políticas para reflejar las nuevas normas federales relacionadas con el impacto que tiene el cambio en los servicios, sobre las poblaciones minoritarias y de bajos ingresos. Los detalles están disponibles en **www.sdmts.com**. MTS esta solicitando comentarios de el público con relación a estas propuestas. Hay varias formas de aportarlos:



JUNTA PÚBLICA

Lunes 17 de Junio
de 4:30 pm hasta las 6:30 pm
(llegar a cualquier hora hasta las 6:30 pm)

MTS Salón de Mesa Directiva
1255 Imperial Ave.
10mo. Piso
San Diego, CA 92101

Transporte a la locación proporcionado por las líneas Blue, Orange, y Green del Trolley y las rutas de autobús 4, 11, 901 y 929

Para servicio de traducción, por favor deje un mensaje al (619) 595-4912 con anticipación

CORREO

MTS Title VI
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

CORREO ELECTRÓNICO

mts.planning@sdmts.com

BUZÓN TELEFÓNICO

(619) 595-4912

MTS Metropolitan Transit System

MTS Public Meeting on Proposed Changes
Title VI and Planning for Trolley and Bus Services

MTS is developing new policies to reflect new federal rules related to the impacts service changes have on minority and low-income populations. Details are available at **www.sdmts.com**. MTS is soliciting public input on these proposed policies. There are several ways for the public to provide comments:

PUBLIC MEETING

Monday, June 17
4:30 pm through 6:30 pm
(arrive anytime up to 6:30 pm)

MTS Board Room
1255 Imperial Avenue, 10th floor
San Diego, CA 92101

Location served by Trolley's Blue, Orange and Green Lines, and Bus Routes 4, 11, 901 and 929

For translation service, please leave a message at (619) 595-4912 in advance of the public meeting



MAIL

MTS Title VI
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

EMAIL

mts.planning@sdmts.com

TELEPHONE VOICEMAIL

(619) 595-4912

MTS Metropolitan Transit System

MTS Public Meeting on Proposed Changes

Title VI and Planning for Trolley and Bus Services



MTS is developing new policies to reflect new federal rules related to the impacts service changes have on minority and low-income populations. Details are available at **www.sdmts.com**. MTS is soliciting public input on these proposed policies. There are several ways for the public to provide comments:

PUBLIC MEETING

Monday, June 17
4:30 pm through 6:30 pm
(arrive anytime up to 6:30 pm)

MTS Board Room
1255 Imperial Avenue, 10th floor
San Diego, CA 92101

Location served by Trolley's Blue, Orange and Green Lines, and Bus Routes 4, 11, 901 and 929

For translation service, please leave a message at (619) 595-4912 in advance of the public meeting

MAIL

MTS Title VI
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

EMAIL

mts.planning@sdmts.com

TELEPHONE VOICEMAIL

(619) 595-4912

MTS
Metropolitan Transit System



Proposed MTS Title VI Policies

Esta página en Español

Federal guidelines require that MTS implement policies to ensure compliance with Title VI of the Civil Rights Act of 1964. MTS is seeking public comment on the following proposed policies regarding major service changes and their impacts.

Major Service Change Policy

MTS proposes to maintain its existing Major Service Change Policy, which considers any change of more than 25% of a route's weekly miles or hours to be major. It also requires an equity analysis for any major change, or for any of the following:

- A change in the weekly span-of service of more than 25%
- Implementation or elimination of a route
- A change that affects more than 25% of a route's directional miles and more than 25% of its stops.

An exception in the Title VI requirements allows for temporary additions of service (e.g. demonstration projects), including those that would otherwise qualify as a major service change. If a temporary service addition or change lasts longer than twelve months, then it is considered permanent and MTS must conduct a service equity analysis if the service otherwise qualifies as a major service change.

Disparate Impact and Disproportionate Burden Policies

These policies are new federal requirements of MTS. These policies would establish a threshold which identifies when a major service change has a disproportionate impact on minority and/or low-income populations. Our proposed policy is summarized as follows:

For all major service changes, MTS will determine if disparate impacts to minority populations or disproportionate burdens on low-income populations exist.

A disparate impact is found when there is a difference in adverse effects between minority and nonminority areas of 10 percent or more. If MTS chooses to implement a proposed major service change despite a finding of a disparate impact, MTS may only do so if there is a substantial justification for the change, and there are no alternatives that would have a less disparate impact and still accomplish the goals of the change.

A disproportionate burden is found when there is a difference in adverse effects between low-income and non-low income populations of 10 percent or more. If MTS chooses to implement a proposed change despite a finding of disproportionate burden, MTS may only do so if steps are taken to avoid or minimize impacts where practicable, and MTS provides a description of alternatives available to affected low-income populations.

Provide Your Comments

The MTS Board of Directors will consider these policies for approval at its June 20, 2013 meeting. The public has several ways to comment on the proposed policies prior to that:

Public Meeting	**When:** Monday, June 17, 2013, anytime from 4:30 pm through 6:30 pm **Where:** MTS Board Room (1255 Imperial Ave., 10th Floor, San Diego, CA 92101) MTS staff will be accepting comments and answering questions on the proposed policies. Please inform us in advance if you require translation services–leave a message at (619) 595-4912.
Mail	MTS, Attention: Title VI 1255 Imperial Ave., Suite 1000 San Diego, CA 92101
Telephone Voicemail	(619) 595-4912
Email	mts.planning@sdmts.com no later than June 17, 2013

More Information

The Federal Transit Administration's Office of Civil Rights maintains a webpage with more details on their Title VI requirements. The documents pertinent to these policy changes are located online at http://www.fta.dot.gov/civilrights/sitemap_11706.html.

Or, read more about Title VI as it specifically pertains to MTS.

Copyright © 2013 MTS

Propuestas políticas MTS de Título VI

This page in English

Pautas federales requieren que MTS implemente políticas para asegurar cumplimiento con Título VI de la Ley de Derechos Civiles de 1964. MTS está buscando comentario público sobre las siguientes políticas propuestas relacionadas a cambios significativos de servicio y sus impactos.

Política sobre cambio significativo de servicio

MTS propone mantener su política actual de cambio significativo de servicio, que considera cualquier cambio de más de 25% de las millas semanales u horarios de una ruta como significativa. También requiere un análisis de equidad por cualquier cambio significativo, o por cualquiera de los siguientes:

- Un cambio en el periodo de servicio semanal de más de 25%
- Implementación o eliminación de una ruta
- Un cambio que afecta más de 25% de las millas direccionales de la ruta y más de 25% de sus paradas

Una excepción en los requisitos de Título VI permite la provisional adición de servicio (p. ej. proyectos de demostración), incluyendo aquellos que de otra manera calificaran como un cambio significativo de servicio. Si una adición de servicio o cambio provisional dura más que doce meses, entonces es considerado permanente y MTS debe realizar un análisis equitativo de servicio si el servicio de otra manera califica como un cambio significativo de servicio.

Impacto dispar y políticas de carga desproporcionada

Estas políticas son nuevos requisitos federales de MTS. Estas políticas establecerían un umbral que identifica cuando un cambio significativo de servicio tiene un impacto desproporcionado en las poblaciones minorías y/o de bajos ingresos. Nuestra política propuesta es resumida como sigue:

Para todos los cambios significativos de servicio, MTS determinara si existen impactos disparejos en las poblaciones minorías o cargas desproporcionadas en las poblaciones de bajos ingresos.

Un impacto disparejo es notado cuando hay una diferencia en los efectos adversos entre las áreas con minorías y sin minorías de 10 por ciento o más. Si MTS elige implementar un cambio significativo al servicio propuesto a pesar de un descubrimiento de un impacto dispar, MTS solo puede hacerlo si hay una justificación sustancial por el cambio y no hay alternativas que tuvieran un menor impacto disparejo y aun cumplir las metas del cambio.

Una carga desproporcionada es notada cuando hay una diferencia en efectos adversos entre poblaciones de bajos ingresos y no de bajos ingresos de 10 por ciento o más. Si MTS elige implementar un cambio significativo al servicio propuesto a pesar de un descubrimiento de una carga desproporcionada, MTS solo puede hacerlo si se toman pasos para evitar o minimizar impactos donde fuera practico y si MTS proporciona una descripción de alternativas disponibles para las poblaciones afectadas de bajos ingresos.

Ofrezca sus comentarios

La junta directiva MTS considerará estas políticas para aprobación en su reunión el 20 de junio del 2013. El público tiene varias maneras por cuales comentar sobre las políticas propuestas antes de la fecha:

Reunión pública	**Cuando:** El lunes 17 de junio del 2013, a cualquier momento entre las 4:30 pm y las 6:30 pm **Donde:** MTS Board Room (1255 Imperial Ave., 10th Floor, San Diego, CA 92101) El personal MTS estará aceptando comentarios y contestando preguntas sobre las políticas propuestas. La reunión se llevará a cabo en las oficinas de MTS (1255 Imperial Ave., 10mo piso, San Diego, CA 92101). Favor de informarnos por adelantado si requiere servicios de transporte – deje un mensaje al (619) 595-4912.
Envíe a la dirección anterior	MTS, Attention: Title VI 1255 Imperial Ave., Suite 1000 San Diego, CA 92101
Mensaje de voz telefónico	(619) 595-4912
Correo electrónico	mts.planning@sdmts.com a más tardar el 17 de junio del 2013

Más información

La oficina de derechos civiles de la Administración Federal de Transporte mantiene un sitio web con detalles adicionales sobre sus requisitos de Título VI. Los documentos pertinentes a estos cambios de política están ubicados en línea aquí: http://www.fta.dot.gov/civilrights/sitemap_11706.html.

Además, encuentra más información sobre el Título VI en lo que respecta específicamente a la MTS.

Copyright © 2013 MTS

RIDER ALERT!

- State Cuts Public Transportation Funding
- Service Reductions, Fare Increases Proposed
- Open Houses Scheduled to Get Public Input

THIS INFORMATION WILL BE MADE AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST. To request this notice in an alternative format, please call (619) 231-1466. The Metropolitan Transit System operators adhere to a nondiscrimination policy with regard to both services and facilities.

Open Houses

MTS will be holding public open houses at transit centers beginning February 18. The public is invited to learn how the state budget crisis impacts MTS services as well as to provide MTS with input on the proposed changes and ideas on other ways to close the budget gap. A schedule of these events is at the bottom of this Rider Alert.

Background

To balance its budget, the State of California will propose to permanently reduce or eliminate State Transit Assistance to public transit agencies throughout the state. To MTS, this would mean a reduction of up to $14 million every year. MTS depends on this money to provide its services.

To make up for this shortfall, MTS must consider reducing its services and/or increasing fares. Proposed service changes include reduced frequency of service, shortened hours of operation on some routes, restructured routes, elimination of weekend service on some routes and the complete elimination of other routes. This proposal is designed to impact as few passengers as possible, but the majority of routes in the MTS network will be changed in some way.

Members of the public are invited to talk to MTS staff and provide their input on service adjustments at the public open houses. Information received at these events will assist MTS staff in making final recommendations to the MTS Board of Directors at the public hearings scheduled for March. **For more information, call (619) 595-4912.**

Open House Schedule

Wednesday, 02/18/09
11 am – 7 pm
- H Street Trolley Station
- UTC Transit Center

Thursday, 02/19/09
1 pm – 7 pm
- America Plaza

Thursday, 02/19/09
3 pm – 6:30 pm
- Mira Mesa MarketCenter

Friday, 02/20/09
6 am – 10 am
- Poway Rd. & Midland Rd.

Saturday, 02/21/09
11 am – 4 pm
- Fashion Valley Transit Center
- Euclid Trolley Station
- Old Town Transit Center

Sunday, 02/22/09
11 am – 4 pm
- El Cajon Transit Center
- Iris Avenue Trolley Station

¡PASAJEROS ALERTA!

- El estado recorto el financiamiento para el transporte público
- Se proponen reducciones en el servicio e incremento de tarifas
- Estan programadas audenciás públicas para obtener opiniones del público

ESTA INFORMACIÓN ESTA DISPONIBLE EN DIFERENTES FORMATOS. Para solicitar esta información en un formato diferente, por favor llame al (619) 231-1466. Los operadores del Metropolitan Transit System siguen una política que prohíbe la discriminación con respecto a los servicios e instalaciones.

Audencias públicas

A partir del 18 de febrero, MTS tendrá audencias públicas en varios centros de tránsito. Se invita al público a aprender cómo afectará la crisis presupuestaria del estado a los servicios de MTS, así como brindarle a MTS opiniones sobre los cambios propuestos e ideas sobre otras formas de solucionar el problema presupuestario. Al final de este boletín se encuentra el horario de estos eventos.

Antecedentes

Para compensar su presupuesto, el Estado de California propondrá reducir o cancelar permanentemente el Apoyo al Sistema de Transporte Estatal para todas las empresas de transporte público a lo largo del estado. Para MTS, esto significará una reducción de hasta $14 millones por año. MTS depende de este ingreso para proporcionar sus servicios.

Para compensar este déficit, MTS deberá considerar reducir sus servicios, aumentar sus tarifas o ambos. Los cambios al servicio propuestos incluyen la reducción de las frecuencias del servicio, reducción de las horas de operación en algunas rutas, reestructuración de las rutas, cancelación de los servicios de fines de semana en algunas rutas y la eliminación total de otras rutas. La propuesta está diseñada para afectar al menor número de pasajeros, pero la mayoría de las rutas en la red de MTS tendrán cambios.

Se invita a los miembros del público a platicar con el personal de MTS y a brindarnos sus comentarios sobre los ajustes del servicio en las asambleas públicas. La información que se reciba en estos eventos ayudará al personal de MTS a formular las recomendaciones finales que se presentarán al Consejo Directivo de MTS en sus audiencias públicas programadas para marzo. **Para más información, llame al (619) 595-4912.**

Horarios de las audencias públicas

miércoles, 18/02/09
11 am – 7 pm
- H Street Trolley Station
- UTC Transit Center

jueves, 19/02/09
1 pm – 7 pm
- America Plaza

jueves, 19/02/09
3 pm – 6:30 pm
- Mira Mesa MarketCenter

viernes, 20/02/09
6 am – 10 am
- Poway Rd. & Midland Rd.

sábado, 21/02/09
11 am – 4 pm
- Fashion Valley Transit Center
- Euclid Trolley Station
- Old Town Transit Center

domingo, 22/02/09
11 am – 4 pm
- El C[illegible]ransit Center
- Iris [illegible]e Trolley Station

NORTH COUNTY TRANSIT DISTRICT

2013

NCTD Language Assistance Plan

NCTD 2013
Language Assistance Plan (LAP)

TABLE OF CONTENTS		PAGE
	Executive Summary	4
I.	NCTD Background	5
II.	Purpose	6
III.	Title VI Policy Statement Summary	6
IV.	NCTD's LEP Services Statement	6
V.	Four-Factor Analysis	8
VI.	Identifying LEP Individuals who Need Language Assistance	10
VII.	Language Assistance Measures	18
VIII.	Training Staff	19
IX.	Providing Notice To The LEP Community	20
X.	Procedure For Notifying The Public	20
XI.	Conclusion	22
XII.	Appendices	
	A. U.S. DOT December 2005 Guidance	
	B. FTA Circular 4702.1B	

NCTD 2013
Language Assistance Plan (LAP)

LIST OF TABLES	PAGE
I. **Table 1: LEP Speakers by Language in NCTD Jurisdiction**	10
II. **Table 2: Community Survey 2010, 3-Year Estimates Language Spoken At Home/Ability to Speak English**	11
III. **Table 3: Languages Spoken at Home in the NCTD Service Area**	12

LIST OF FIGURES	PAGE
I. **Figure 1 – Total LEP Population**	13
II. **Figure 2 – Spanish LEP Population**	14
III. **Figure 3 – Vietnamese LEP Population**	15
IV. **Figure 4 – Chinese LEP Population**	16
V. **Figure 5 – Tagalog LEP Population**	17

EXECUTIVE SUMMARY

The following Language Assistance Plan (LAP) is based on a collaborative effort between the North County Transit District (NCTD), the Metropolitan Transit System (MTS), and the San Diego Association of Governments (SANDAG) to identify the language assistance needs for persons with Limited English Proficiency (LEP). Conducted in early 2012, included the development of the Four Factor Analysis as follows:

Factor 1: The number or proportion of Limited English Proficiency (LEP) persons eligible to be served or likely to be encountered by a program, activity, or service of the recipient or grantee.

Factor 2: The frequency with which LEP individuals come in contact with the program.

Factor 3: The nature and importance of the program, activity, or service provided by the recipient to people's lives.

Factor 4: The resources available to the recipient and costs.

Identification of LEP Individuals

Following Factor 1 United States Department of Transportation (U.S. DOT) Guidance, multiple sources including: the US Census, American Community Survey (ACS), US Department of Labor, California Department of Education, and the San Diego County Department of Mental Health were used to determine the number of LEP individuals in the county. According to these findings, over 70,000 people over the age of five speak English "less than well" in the NCTD service area, accounting for 9 percent of the total population in the service area over the age of five.

Language Assistance Measures

Current language assistance measures are presented. Current language assistance measures were compiled by interviewing and surveying key staff who regularly work on outreach efforts and customer service. These measures include the means of written, oral, and customer service language assistance, resources and strategies for community outreach, interface at NCTD facilities and on NCTD vehicles, and public/press relations.

Training Staff

Following U.S. DOT guidance, staff training will be implemented according to the Four Factor Analysis and this Language Assistance Plan. Specific training elements are discussed in this report.

Providing Notice to LEP Persons

Laid out within this Plan are the ways that SANDAG provides notice to LEP persons. Additionally, due to this process, supplemental methods will be added. These are also detailed in this report.

Plan Monitoring and Updating
Lastly, to ensure compliance and practical implementation by all agency staff, this Plan details how monitoring and updating will occur.

I. NCTD BACKGROUND

The North San Diego County Transit Development Board (NSDCTDB) was created by California Senate Bill 802 on September 20, 1975. The Board was created to plan, construct and operate, directly, or through a contractor, public transit systems in its area of jurisdiction.

On January 1, 2003, a new state law was enacted (SB 1703) that essentially transferred future transit planning, programming, development and construction to SANDAG, San Diego's regional planning agency. The NSDCTDB, referred to as the North County Transit District (NCTD), continued to operate the BREEZE, COASTER and SPRINTER. In this new role, NCTD continues to provide integrated public transit service within the North San Diego County region.

On August 30, 2005, the North County Transit District Act was amended to rename the District to North County Transit District (NCTD), and this formal name change was effective January 1, 2006.

NCTD's services are a vital part of San Diego's regional transportation network. NCTD moves nearly 12 million passengers annually by providing public transportation for North San Diego County.

SERVICE AREA

NCTD provides nearly 12 million passenger trips per year in North San Diego County. NCTD provides service over a 1,020 square mile area with a population of approximately 842,000 people. Included in the service area are the cities of Carlsbad, Del Mar, Encinitas, Escondido, Oceanside, San Marcos, Solana Beach, and Vista. The service area also includes areas of unincorporated North San Diego County, including Fallbrook.

The services provided by NCTD include BREEZE bus (with FLEX on-demand routes), COASTER commuter rail service, SPRINTER light service, and LIFT paratransit service. For FY13, the BREEZE/FLEX services carriedapproximately 8.3 million annual passengers, COASTER commuter rail trains carried approximately 1.6 million annual passengers, while the SPRINTER light rail service carried over 2.0 million annual passengers. LIFT paratransit service carried nearly 145,000 passengers in FY13.

NCTD riders also have access to other regional transit systems and transportation services in San Diego County, Riverside County, and Orange County. These services include: San Diego Metropolitan System (MTS); San Diego Trolley; Riverside Transit Agency; Metrolink; and AMTRAK.

II. PURPOSE

The NCTD recognizes the importance of effective and accurate communication between its personnel and the community that they serve. Language barriers can impede effective and accurate communication in a variety of ways. Language barriers can sometimes inhibit or even prohibit individuals with Limited English proficiency (LEP) from accessing and/or understanding important rights, obligations and services, or from communicating accurately and effectively in difficult situations. Ensuring maximum communication ability between NCTD personnel and all segments of the community serves the interest of both. LEP is a term used to describe people who do not speak English as their primary language and who also may have limited ability to read, write, or understand English.

The *purpose* of this plan is to establish effective guidelines, consistent with Title VI of the Civil Rights Act of 1964, for NCTD personnel to follow when providing services to, or interacting with, individuals who are LEP.

III. TITLE VI POLICY STATEMENT SUMMARY

The North County Transit District (NCTD) gives public notice of its policy to assure full compliance with Title VI of the Civil Rights Act of 1964 and all related statues. Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which NCTD receives Federal financial assistance. NCTD also ensures that every effort will be made to prevent discrimination through the impacts of its programs, policies, and activities on minority and low-income populations. In addition, NCTD will take reasonable steps to provide meaningful access to services for persons with Limited English Proficiency.

NCTD has, as a normal part of doing business, committed to ensuring that publications intended for public outreach or public involvement, where appropriate, will be also offered in Spanish (NCTD's largest LEP population) and Vietnamese, Chinese, Tagalog, and Korean upon request. NCTD will continue to monitor requirements and add other languages when they meet the required LEP threshold.

IV. NCTD LEP SERVICES STATEMENT

NCTD strives to provide effective, efficient, and equitable service to all individuals regardless of their ability to speak, read, or write English. Service delivery options (translation of publication, oral language assistance etc.) are available to LEP

individuals, enabling them to communicate effectively with the District in person, over the phone, in writing, and through electronic media.

On August 11, 2000, Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency*, was signed by President Clinton. It directs federal agencies to examine the services they provide and develop and implement a system by which LEP persons can meaningfully access those services. Federal agencies were instructed to publish guidance for their respective recipients in order to assist them with their obligations to LEP persons under Title VI.

On December 14, 2005, the United States Department of Transportation (DOT) published revised guidance for its recipients on the Implementation of Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency". Limited English Proficiency (LEP) is a term used to describe people who do not speak English as their primary language and who also may have limited ability to read, write, or understand English. The foregoing Executive Order states that Title VI and its implementing regulations require that DOT recipients take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who are Limited English Proficient (LEP) and that recipients should use the DOT LEP Guidance to determine how best to comply with statutory and regulatory obligations to provide meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who are LEP.

The Federal Transit Administration (FTA) references the U.S. DOT LEP guidance in Circular 4702.1A, *Title VI and Title VI-Dependent Guidelines for FTA Recipients*, which was finalized on April 13, 2007. Chapter IV Part 4 of this Circular reiterates the requirement to take responsible steps to ensure meaningful access to benefits, services, and information for LEP persons and suggests that FTA recipients and sub-recipients develop a language implementation plan consistent with the provisions of Section VII of the U.S. DOT LEP Guidance. The FTA Office of Civil Rights also released a handbook in 2007 for transit providers (*Implementing the Department of Transportation's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons* [FTA 2007]) to give technical assistance for the implementation of the U.S. DOT LEP guidance.

Transit agencies that provide language assistance to persons with Limited English Proficiency in a competent and effective manner will help ensure that their services are safe, reliable, convenient, and accessible to those persons. These efforts may attract riders who would otherwise be excluded from participating in the service because of language barriers and, ideally, will encourage riders to continue using the system after they are proficient in English and/or have more transportation options. Catering to LEP

persons may also help increase and retain ridership among the agency's broader immigrant communities in two important ways: 1) agencies that reach out to recent immigrant populations in order to conduct a needs assessment and prepare a language implementation plan (pursuant to the DOT LEP Guidance) will send a positive message to these persons that their business is valued; and 2) community outreach designed to identify appropriate language assistance measures can also assist the agency in identifying the transportation needs of immigrant and linguistically isolated populations and ensuring that an agency's transit routes, hours and days of service, and other service parameters are responsive to the needs of these populations. Additionally, transit agencies that conduct outreach to LEP persons can increase their potential for recruiting bilingual employees to better serve the needs of the community. In summary, serving the needs of LEP persons is not only a good business decision; it fulfills the mission of the transit agency to serve the public.

NCTD supports the goals of the DOT LEP Guidance to provide meaningful access to its services by LEP persons. NCTD has resources to provide oral and written language assistance services to LEP individuals. Each of the mentioned resources were used to guide the required Four Factor Analysis performed by SANDAG and this Language Assistance Plan (LAP).

NCTD has developed this LAP to address the needs of the LEP populations in the NCTD service area. Following U.S. DOT LEP Guidance, included in this report are the following five sections:

1. **Identifying LEP individuals who need language assistance in NCTD's service area as prescribed in SANDAG's Four Factor Analysis**
2. **Providing language assistance measures**
3. **Training staff**
4. **Providing notice to LEP persons**
5. **Monitoring and updating the Plan**

Included is a summation of SANDAG's Four Factor Analysis which shaped the development of NCTD's Language Assistance Plan (LAP).

V. FOUR FACTOR ANALYSIS

This section documents the research done to identify LEP populations in the NCTD service area. For the purposes of this publication, individuals who do not speak English as their primary language and who have a limited ability to read, write, speak, or understand English are considered LEP. NCTD used SANDAG's Four Factor LEP analyses which consider the following:

Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by the transit service.

Factor 1 Analysis findings indicate that 9.3 percent of the population within the NCTD service area speaks English "less than well". The top four languages spoken other than English are Spanish (8.04 percent of the NCTD service area population), Vietnamese (0.17%), Chinese (0.15%) and Tagalog (0.13). Combined, these four languages include 93.5% of the LEP population in the NCTD service area.

Factor 2: The frequency with which LEP individuals come in contact with the transit service.

Based on Community-Based Organization (CBO) interviews, focus groups with LEP individuals, staff interviews, and intercept surveys with LEP transit riders, it was determined that LEP individuals are regularly coming into contact with NCTD services.

Factor 3: The nature and importance of the program, activity, or service provided by the recipient to people's lives.

Using the information gathered in the Factor 2 Analysis, Factor 3 findings suggest that access to public transportation is highly important for LEP persons. Because public transit serves such a large number of LEP individuals, results are largely focused around the need for, and access to, public transit.

Factor 4: The resources available to the recipient and costs.

The Factor 4 Analysis provided suggestions for LEP outreach measures, as well as consideration of the resources available for these efforts. Several key measures will be implemented based on these findings.

VI. IDENTIFYING LEP INDIVIDUALS WHO NEED LANGUAGE ASSISTANCE

There were several key findings revealed in the analysis of the data:

- Approximately 34 percent of persons in the NCTD service area speak a language other than English at home.

- 9.3 percent speak English less than "well" (includes those that speak English "not well" and "not at all");
- Spanish is the second most predominant language, other than English, spoken in the NCTD service area;
- Of the languages spoken in the region, Table 1 shows the languages with over 1,000 LEP speakers;

Table 1: LEP Speakers by Language in NCTD Jurisdiction

Language	LEP Population	% of All LEP Speakers	% of Total Population (Age 5+)
Spanish	61,974	88.51%	8.04%
Vietnamese	1,308	1.87%	0.17%
Chinese	1,162	1.66%	0.15%
Tagalog	1,011	1.44%	0.13%

Source: U.S. Census Bureau, 2008-2010 American Community Survey PUMS data

LEP POPULATION SOURCES

This NCTD LEP analysis was performed using Public Use Microdata Sample (PUMS) data, which is available at the Public Use Microdata Area (PUMA) geography. San Diego County is composed of 16 PUMAs (22 in 2010), each with a minimum population of 100,000 persons. PUMS data is composed of untabulated records from the American Community Survey (ACS). This allows for the creation of custom variables by cross-tabulating selected combination of characteristics from the records (i.e. population over 5 years old that speaks Spanish and speaks English "not well" or "not at all").

A more detailed geographic analysis was performed using ACS language data at the Census Tract level. ACS data is available as 5 year estimates in pre-tabulated categories for at the tract level (5 year estimates are necessary in order to achieve a sufficient sample size).

Census 2000 data on language is also available at the tract level (Census 2000 tracts). Census 2000 used a longer form survey than 2010, and offers a more detailed language proficiency breakdown without margin of error issues.

PUMS/PUMAs USED AS LEP POULATION SOURCE

For the purposes of the NCTD Language Assistance Plan, PUMS/PUMAs were selected as the source for LEP population for the following reasons:

- Allow for the creation of custom variables
- Provide more detailed population characteristics (population that speaks a language other than English (total or for a specific language) and speaks English "very well", "well", "not well", or "not at all").
- Has a low margin of error due to large sample sizes

Other population sources – ACS Census Tracts and Census 2000/Census Tracts – have limitations, including fewer language categories, smaller sample sizes and larger margins of error, and data that does not capture shifts in population and immigration.

LEP POPULATION ANALYSIS

PUMS/PUMA

The DOT describes limited English proficiency as having a limited ability to read, write, speak or understand English. The DOT and FTA (in both the LEP guidance and Title VI Circular), define this population as people who reported that they speak English "not well" or "not at all." Table 2 shows this analysis for the NCTD service area results in an overall LEP population of 9.3 percent of persons age five years and older.

Table 2: Community Survey 2010, 3-Year Estimates Language Spoken At Home/Ability to Speak English

County	Total Population Age 5 and Over	Speaks English Only	Speaks English "Well" or "Very Well"	Less Than "Well"	Percentage Less than "Well"
NCTD Service Area	770,517	516,933	183,568	70,016	9.1%

Source: U.S. Census Bureau, 2010 American Community Survey, Table B16004

The ACS data also includes information on languages spoken for 39 different language groups (but not by ability to speak English as is available in the ACS data). Table 2 shows the top five non-English languages spoken at home in the San Diego region in 2010 among the total population ages five and older (including both LEP and non-LEP populations). While there were respondents from all 39 language groups, Spanish, Tagalog, Chinese, Vietnamese, and German were the primary languages.

Table 3: Languages Spoken at Home in the NCTD Service Area

Language	Language Spoken at Home for the Population 5 and Over	Percent of Total Population
Spanish	198,870	25.8%
Tagalog	8,600	1.1%
Vietnamese	4,030	0.6%
Chinese	4,143	0.5%
Korean	3,706	0.5%
German	3,240	0.4%
Japanese	2,962	0.4%
French	2,507	0.3%
Persian	2,245	0.3%
Arabic	1,797	0.2%
Italian	1,341	0.2%
Urdu	1,283	0.2%
Mandarin	1,271	0.1%
Dutch	1,108	0.1%
Polish	1,050	0.1%
Russian	1,048	0.1%
All Other	13,793	4.4%

Source: U.S. Census Bureau, American Community Survey, Table C16001

The Figure 1 below shows the LEP Census Tracts using PUMA data. The map illustrates the Census Tracts where the proportion of the population speaking English "less than well" is greater than 9.1 percent, the service area average. Figure 2 shows the Census Tracts where the proportion of LEP Spanish speaking population is greater than 8.04 percent, the service area average; Figure 3 where the proportion of LEP Vietnamese speaking population is greater than 0.17 percent; Figure 4 for Chinese where the proportion is greater than 0.15 percent, and Figure 5 for Tagalog where the proportion is greater than 0.13 percent.

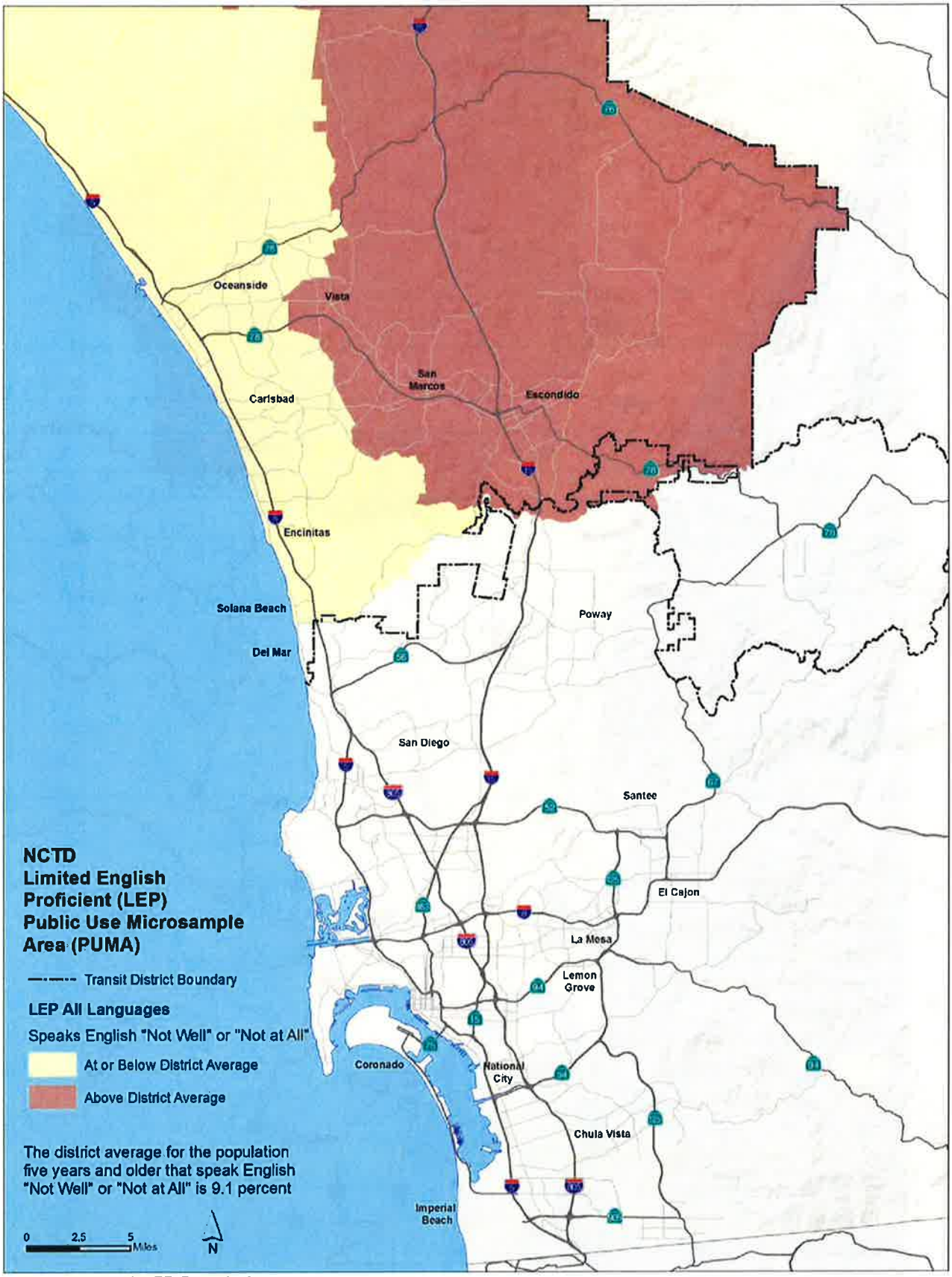


Figure 1 – Total LEP Population

13

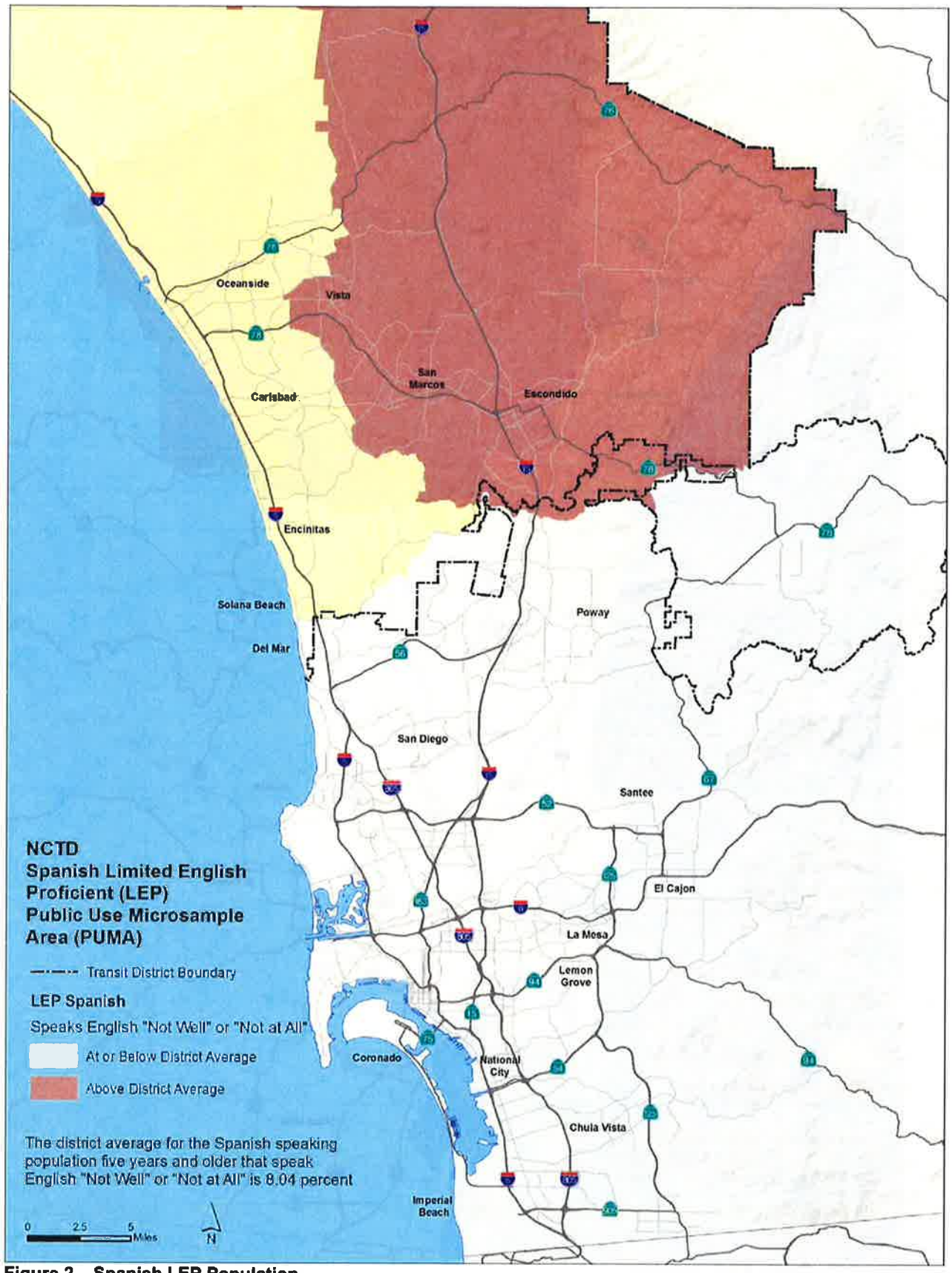


Figure 2 – Spanish LEP Population

14

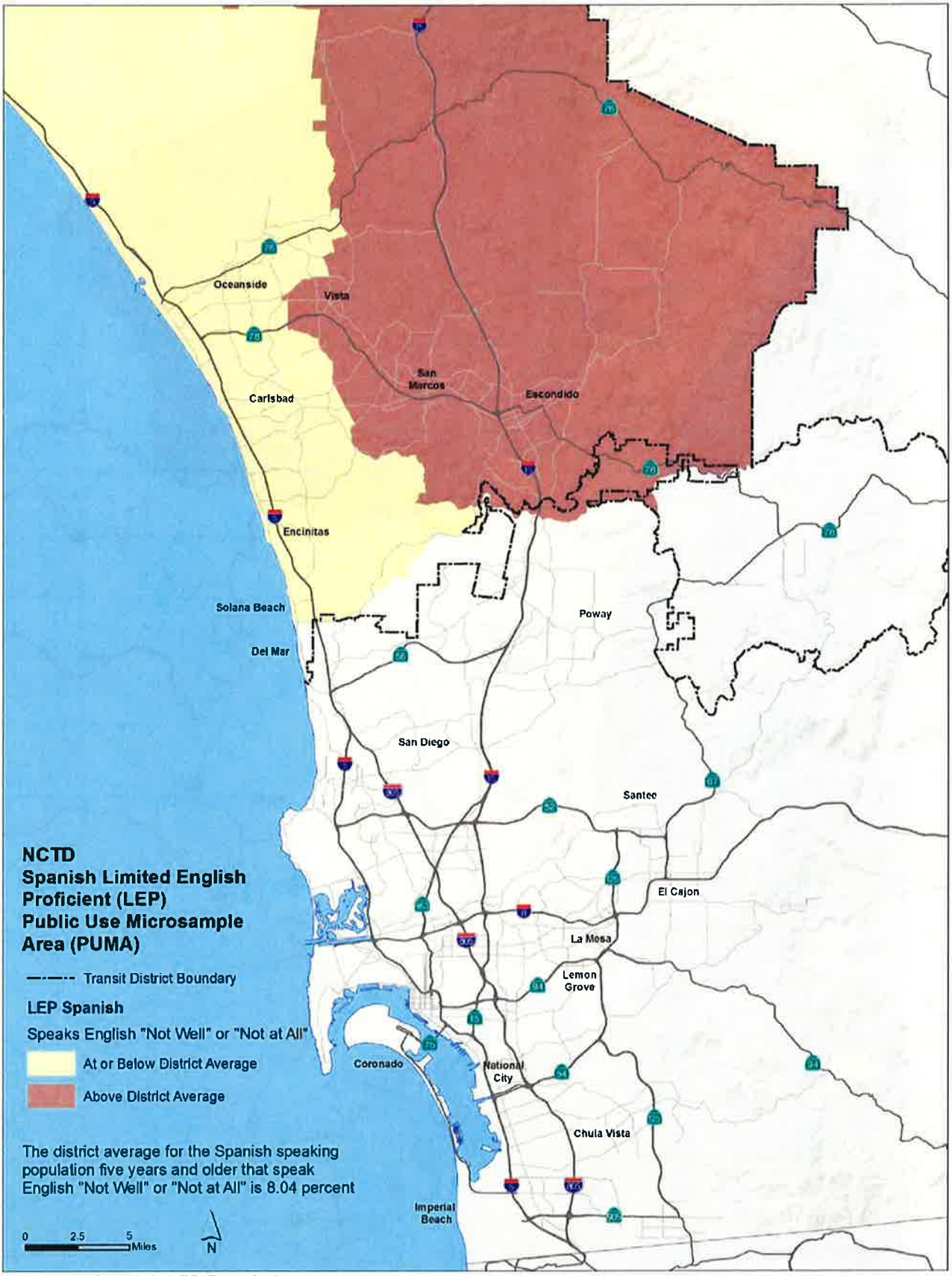


Figure 2 – Spanish LEP Population

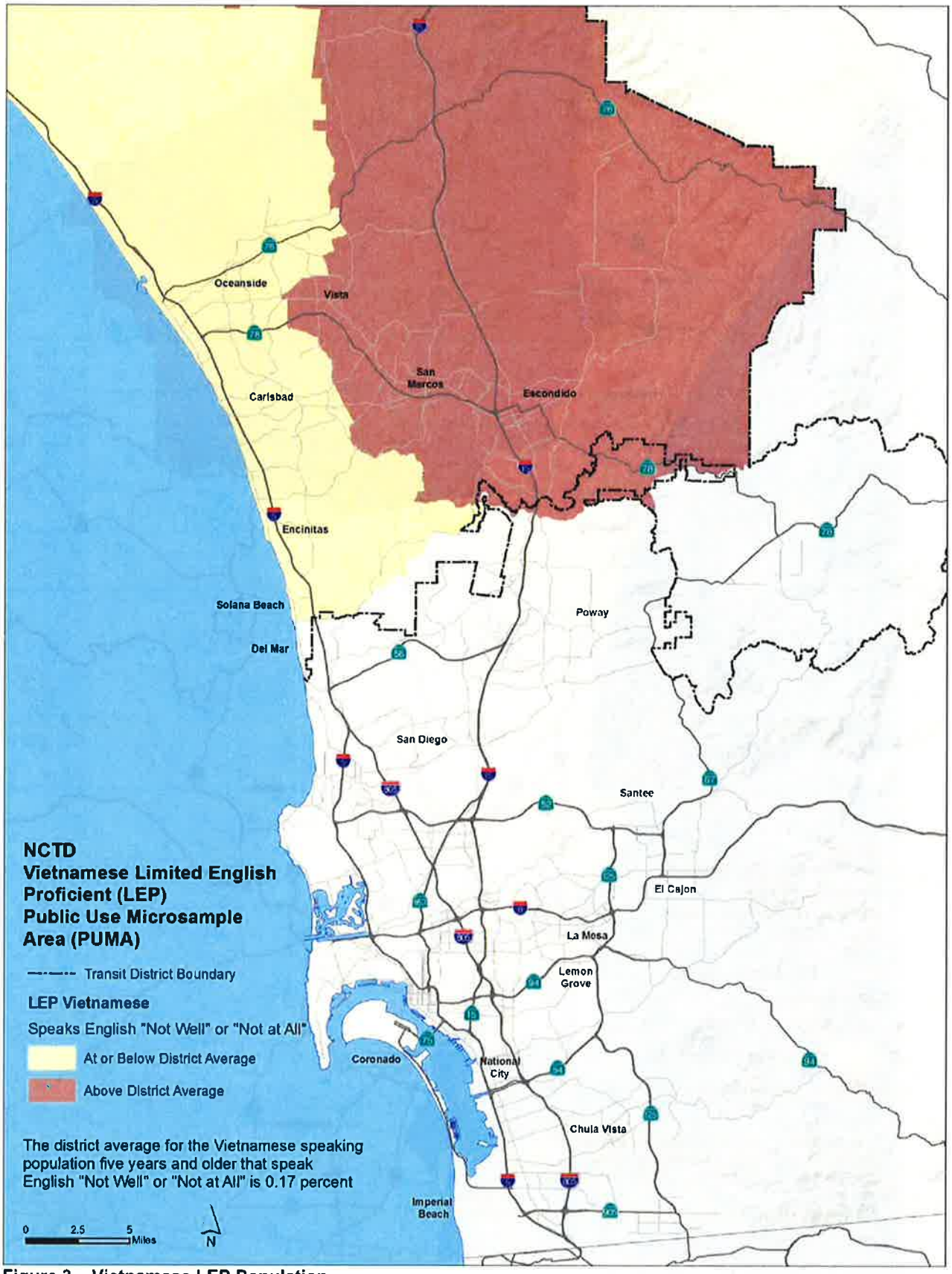


Figure 3 – Vietnamese LEP Population

15

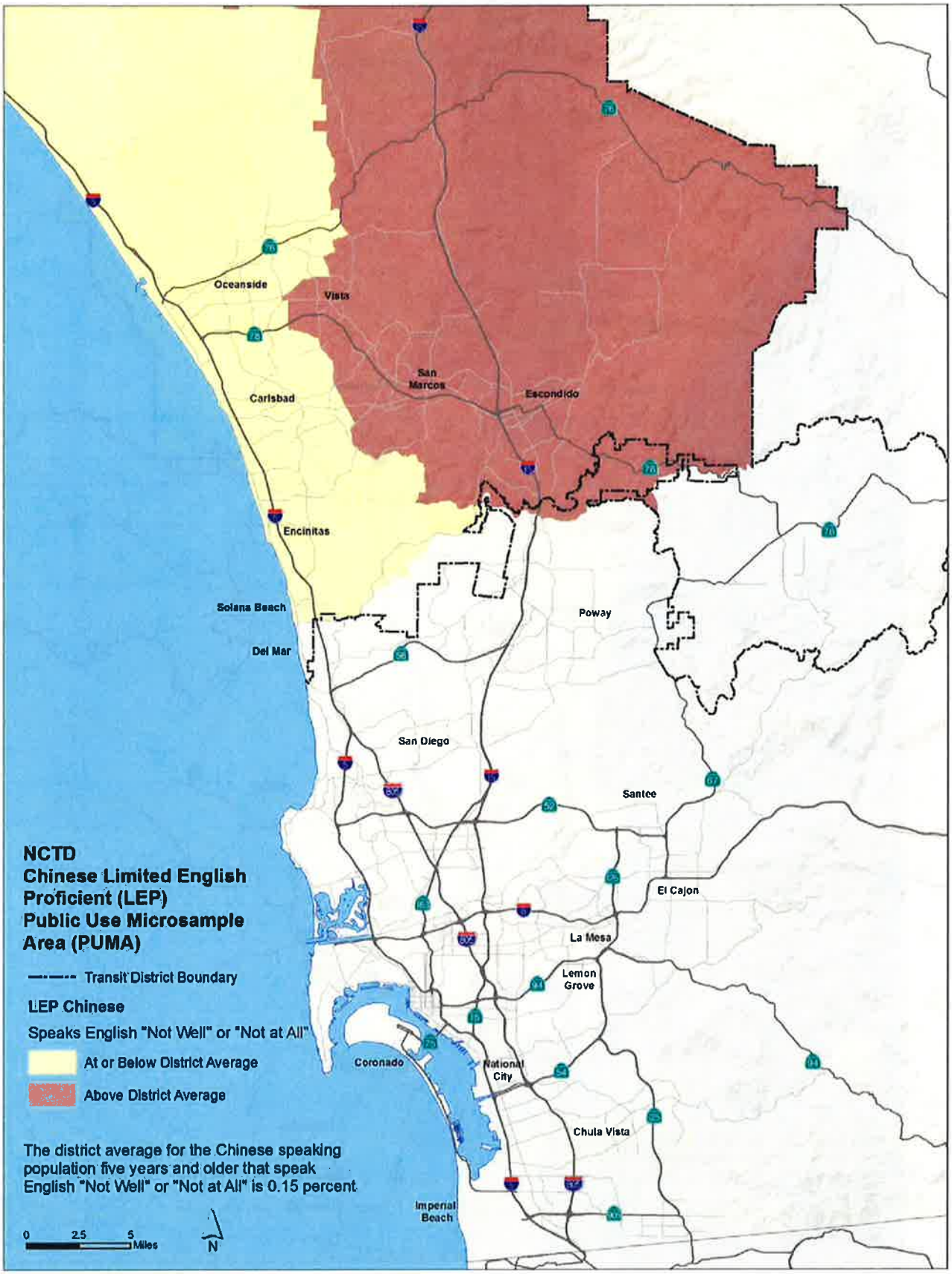


Figure 4 – Chinese LEP Population

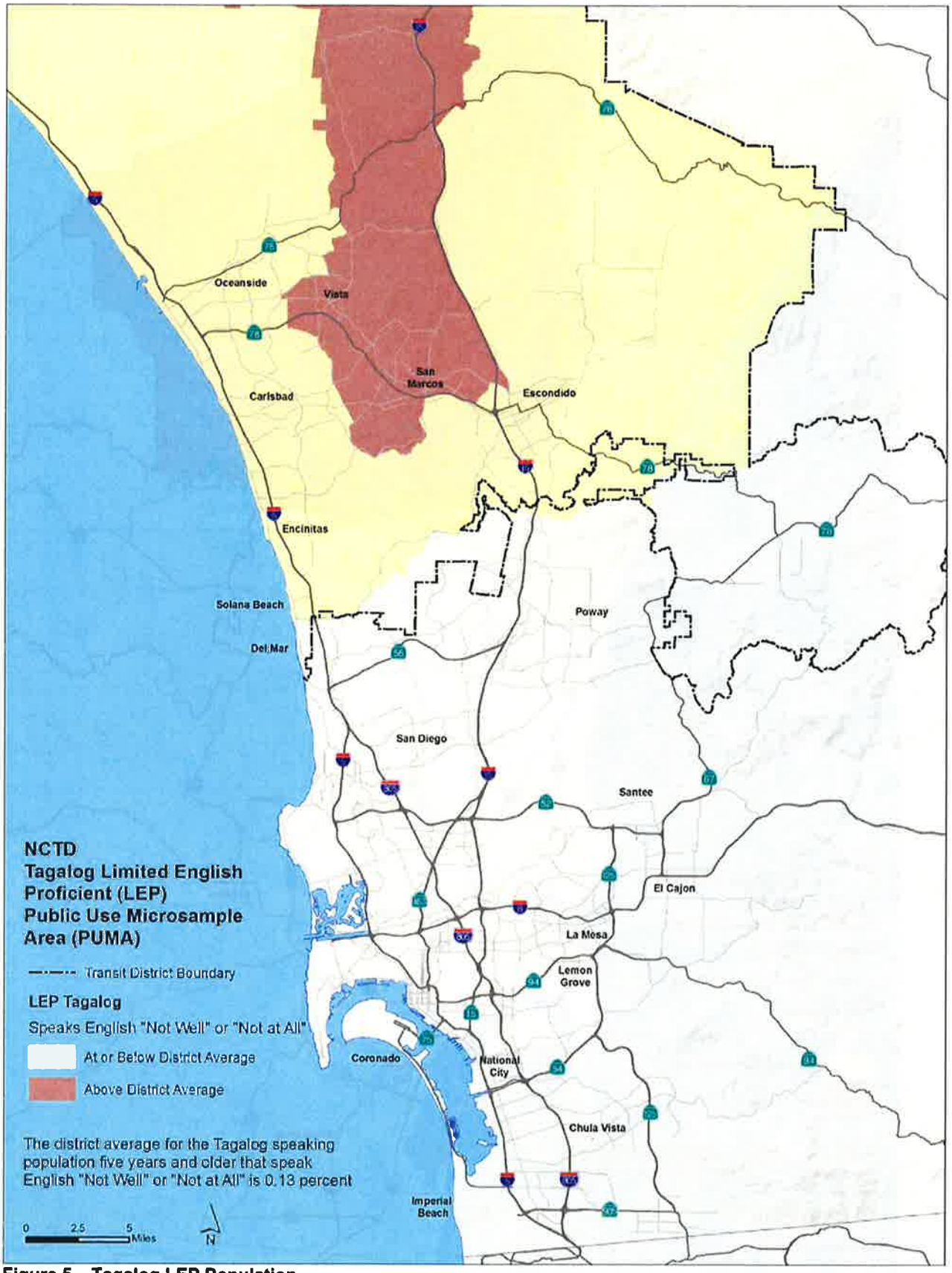


Figure 5 – Tagalog LEP Population

17

VII. LANGUAGE ASSISTANCE MEASURES

The more frequent the contact with a particular language group, the more likely that enhanced services in that language are needed. NCTD considers the frequency of contact that patrons who speak different languages may have with NCTD services. For example, frequent contact with individuals who speak Spanish and who are also LEP may require bilingual staffing. Less frequent contact with other language groups may suggest a different and less intense approach. For NCTD programs where public outreach or public involvement is central to the mission, staff has and will continue to consider whether appropriate outreach to LEP persons could increase the frequency of contact with those groups, triggering a higher level of language assistance.

NCTD offers a variety of resources/services in multiple languages including Spanish, Vietnamese, Chinese, etc. These are provided at no cost to individuals. Services include but are not limited to the following "oral interpreters, written language services, and translation of vital documents. Individuals may request such resources and services by contracting NCTD's Customer Service, Department.

SANDAG has published a Language Assistance Plan and NCTD provides the following resources and services in languages other than English.

Written Language Assistance

- Bilingual or multilingual versions of:
  - Spanish language fare payment instructions
  - Spanish language system maps and timetables
  - Printed Spanish language service change announcements
  - Spanish language notices pertaining to upcoming events
  - NCTD mirror website in Spanish
- As resources become available and materials are updated, more pictographs in stations and in vehicles are being implemented
- Ticket vending machines with Spanish language functions

Oral Language Assistance

- Bilingual staff identified to answer inquiries
- On Call translation and interpretation services
- Contracting for interpreters on an "as needed" basis
- Utilizing community volunteers to interpret information
- Using bilingual staff to interpret information on an "as needed" basis

Community Outreach

- Availability of train-the-trainers for all Community Based Organizations (CBOs) on how to ride transit

- Spanish language radio advertisements
- Spanish language newspaper advertisements
- Advertisements in ethnic media
- Bilingual staff at all community outreach events
- Translators present at community meetings as needed
- Opportunity for both oral, as well as written comments

Stations

- Visible bilingual English/Spanish instructions on how to make fare payments
- Visible bilingual English/Spanish schedules, route maps and information on how to use the system
- Staff awareness regarding availability of translated materials
- Announcements at SPRINTER station are recorded in English and Spanish

Vehicles

- Bilingual operators (limited)
- Visible bilingual English/Spanish schedules, route maps, and information on how to use the system

Customer Service

- Bilingual English/Spanish customer service staff
- Bilingual English/Spanish IVR utilized

Press/Public Relations

- Working relationships with ethnic media who translate press release content
- Select translated information on website
- All press releases issued in Spanish
- Bilingual Spokesperson on call

Importance of Contact: Once NCTD has assessed what languages to consider by looking at demography and frequency of contact, we will look at the nature and importance of our programs, activities and services that we provide to that population. As a general rule, the more important the activity, information, service or program, or the greater the possible consequences of the contact to the LEP individuals, the more likely language services will be needed. If the denial or delay of access to services or information could have serious implications for the LEP individual, procedures should be in place to provide language assistance to LEP persons as part of standard business practices.

VIII. TRAINING STAFF

NCTD will ensure that employees are knowledgeable about the District's obligations to provide meaningful access to information and services for LEP persons and will

ensure that employees having contact with the public have experience in the following areas:

- Policies and procedures of language access;
- Resources available to determine the language needs of a customer;
- Resources available to ensure that access is provided in a timely and effective manner;
- Working effectively with language interpreters; and,
- Available documents that have been translated into languages other than English, and Policies and procedures for "informed choice."
- Types of language services available;
- How staff can obtain those services;
- How to respond to LEP callers;
- How to respond to written communication from LEP persons and;
- How to respond to LEP individuals who have in-person contact with staff.

NCTD's Civil Rights Officer will disseminate the LEP policies and procedures to all employees likely to have contact with LEP customers and will work with community organizations that are competent and experienced in such training and who are known to NCTD. The Civil Rights Officer will introduce new employees to LEP policies and procedures by placing a LEP fact sheet in the new employee orientation packet.

IX. PROVIDING NOTICE TO LEP PERSONS

As more thoroughly discussed in earlier sections of this report, NCTD currently provides notice to LEP individuals in a number of ways. These include:

- Translated information for fare changes and other important notices
- Translated project fact sheets documents
- Access to multiple language customer service telephone line
- All press releases are issued in Spanish and distributed to ethnic media.
- Interpreters at community meetings
- Presence at community events with LEP attendees
- Some web translations
- Leveraging community partners to help disseminate notice of availability of language assistance to LEP populations
- Including notices in local newspapers in languages other than English

Moving forward, several other methods will be implemented to provide notice to LEP persons, including:

- Increased usage of multi-language newspaper and radio advertisements

- Creation of documents to notify people of the availability of language assistance to be taken to NCTD outreach meetings and distributed through CBO partners
- Language regarding availability of language assistance to be added to existing materials (Customer Service, facilities, etc.)
- Posting signs at the General Administration Offices (GAO) and other transit centers as appropriate specifying language assistance availability. The signs shall be in the most commonly spoken languages stating that interpreters are available free of charge to LEP individuals.
- Notification of the availability of translated forms and documents will be posted in the public lobby of NCTD Headquarters and ride stores to inform LEP persons about which forms are translated. In the case of illiteracy or languages into which written materials have not been translated, such forms and documents will be read to LEP individuals in their primary languages

LAP Plan Distribution

The LAP Plan will be:

- Distributed to all NCTD staff that have direct contact with the public.
- Available in the General Administration Office (GAO) of NCTD.
- Posted on NCTD's website, www.gonctd.org
- Explained in orientation and training sessions for supervisors and other staff who need to communicate with LEP clients.

X. MONITORING AND UPDATING THE LANGUAGE ASSISTANCE PLAN

NCTD will monitor its language assistance program annually to assess the following: the current LEP makeup of its service area, the current communication needs of LEP applicants and customers, whether existing assistance is meeting the needs of such persons, whether staff is knowledgeable about policies and procedures and how to implement them, and whether sources of and arrangements for assistance are still current and viable. It is NCTD's intent to continually evaluate effectiveness and based on the results, make modifications where necessary.

It is the responsibility of the Title VI Officer to ensure that on an ongoing basis, whether new documents, programs, services and activities need to be made accessible for LEP individuals, and provide notice to the LEP public and to employees of any changes in programs or services. In addition, Title VI Officer will consider whether changes in demographics, types of services, or other needs require annual re-evaluation of NCTD's Language Assistance Plan.

The Title VI Officer will evaluate NCTD's Language Assistance Plan by seeking feedback from the community, and assess potential plan modification based on:

- Current LEP population in service area or population encountered or affected;
- Frequency of encounters with LEP language groups;
- Nature and importance of activities to LEP persons;
- Availability of resources, including technological advances, additional resources, and the cost imposed;
- Whether staff know and understand the Language Assistance Plan and how to implement it; and
- Whether identified sources for assistance are still available and viable.

In monitoring compliance, an assessment will be made of whether the District's procedures allow LEP persons to overcome language barriers and participate in a meaningful way in the program activities and services. The program area's appropriate use of methods and options detailed in this LEP Plan will demonstrate their intent to comply with LEP requirements and Title VI of the Civil Rights Act of 1964.

Current Efforts to Provide Services to the LEP Community

NCTD's LAP Plan addresses outreach efforts, including use of a variety of print and electronic media outlets; meetings with advocacy groups; and preparation and distribution of public information materials "targeted to the needs of the LEP communities."

NCTD currently provides information in languages other than English through signs, audio messages, and with NCTD staff proficient in languages other than English. Certain NCTD information is provided in English, Spanish, Chinese, Tagalog, Vietnamese, and Korean.

XI. CONCLUSION

Providing meaningful access to LEP persons to NCTD's services is an important effort that will help enable the District to ensure equal access to transit and to deliver safe, convenient, reliable and user-friendly transit service throughout NCTD's service area. Working together with LEP persons will gain equal opportunity to benefit from meaningful access to NCTD's programs and services.

APPENDIX A

U.S. DOT December 2005 Guidance

APPENDIX B

FTA Circular 4702.1B

Notifying the Public of Rights Under Title VI

North County Transit District (NCTD) operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discrimination practice under Title VI may file a complaint with NCTD.

For more information on the NCTD's civil rights program, and the procedures to le a complaint, contact **760-966-6500** (persons with hearing impairment should call the 711 California Relay Service); email **creports@nctd.org**; or in person at Customer Service Centers. You may also visit our website at **www.GoNCTD.com**.

If information is needed in another language, contact 760-966-6500.



NORTH COUNTY TRANSIT DISTRICT

Vietnamese - Nếu bạn yêu cầu in tài liệu, dịch vụ giải thích bằng một ngôn ngữ khác tiếng Anh hoặc tiếng Tây Ban Nha, xin gọi (760) 966-6500 và chúng tôi sẽ sắp xếp cho bản dịch.
Chinese - 中国-如果您需要打印的文档或英文或西班牙文，以外的语言的口译服务请致电 (760) 966-6500，以及我们会安排翻译。
Filipino - Kung kayo ay nangangailangan ng nakalimbag na mga dokumento o interpretasyon sa isang wika maliban sa Ingles o Espanyol, mangyaring tumawag sa (760) 966-6500 at kami ay ayusin para sa pagsasalin.

Notificación Pública sobre derechos bajo el Título VI

El Distrito de Transporte del Condado Norte (NCTD) opera sus programas y servicios sin importar raza, color u origen nacional de acuerdo al Título VI del Acto de Derechos Civiles. Cualquier individuo que crea que ha sido discriminado(a) ilegalmente bajo los estatutos del Título VI puede presentar una queja con NCTD.

Para más información sobre el programa de Derechos Civiles de NCTD y los procedimientos para presentar una queja por favor llame al **760-966-6500** (o al servicio de retransmisión de California 711 para personas con problemas auditivos), mande correo electrónico a **creports@nctd.org**, o visítenos en persona en cualquiera de nuestros centros de servicio a clientes. También puede presentar su queja visitando nuestra página web en **www.GoNCTD.com**.



NORTH COUNTY TRANSIT DISTRICT

Vietnamese - Nếu bạn yêu cầu in tài liệu, dịch vụ giải thích bằng một ngôn ngữ khác tiếng Anh hoặc tiếng Tây Ban Nha, xin gọi (760) 966-6500 và chúng tôi sẽ sắp xếp cho bản dịch.
Chinese - 中国-如果您需要打印的文档或英文或西班牙文，以外的语言的口译服务请致电 (760) 966-6500，以及我们会安排翻译。
Filipino - Kung kayo ay nangangailangan ng nakalimbag na mga dokumento o interpretasyon sa isang wika maliban sa Ingles o Espanyol, mangyaring tumawag sa (760) 966-6500 at kami ay ayusin para sa pagsasalin.

ing the Public
s Under Title VI

NCTD) operates its programs and services without
tional origin in accordance with Title VI of the
who believes she or he has been aggrieved by any
ce under Title VI may file a complaint with NCTD.

NCTD's civil rights program, and the procedures
50-966-6500 (persons with hearing impairment
a Relay Service); email **creports@nctd.org**;
vice Centers. You may also visit our website at

other language, contact 760-966-6500.

Notificación Públ
derechos bajo el

El Distrito de Transporte del Condado Norte (NCTD)
servicios sin importar raza, color u origen nacional d
de Derechos Civiles. Cualquier individuo que crea qu
ilegalmente bajo los estatutos del Título VI puede pres

Para más información sobre el programa de Derecho
procedimientos para presentar una queja por favor ll
(o al servicio de retransmisión de California 711 par
auditivos), mande correo electrónico a **creports@nctd**
en cualquiera de nuestros centros de servicio a client
su queja visitando nuestra página web en **www.GoN**

NORTH COUNTY TRANSIT DISTRICT

u, dịch vụ giải thích bằng một ngôn ngữ khác tiếng Anh hoặc tiếng Tây Ban Nha, xin gọi (760) 966-6500 và chúng tôi sẽ sắp xếp cho bản dịch
或英文或西班牙文，以外的语言的口译服务请致电 (760) 966-6500，以及我们会安排翻译。
an ng nakalimbag na mga dokumento o interpretasyon sa isang wika maliban sa Ingles o Espanyol, mangyaring tumawag sa (760) 966-6500 a

APPENDIX G

MTS BOARD APPROVAL OF TITLE VI PROGRAM

NCTD BOARD APPROVAL OF TITLE VI PROGRAM

APPENDIX H
MTS POLICIES AND PROCEDURES NO. 42

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
619/231-1466
FAX 619/234-3407

Policies and Procedures No. 42

SUBJECT: **Board Approval:** 6/20/13

TRANSIT SERVICE EVALUATION AND ADJUSTMENT

PURPOSE:

To establish:

(1) a process for evaluating and adjusting existing transit services to improve performance; and

(2) procedures for implementing service changes.

BACKGROUND:

On June 23, 2005, the MTS Board of Directors approved the following vision for MTS services.

A Vision for MTS Services

- Develop a **Customer-Focused** System: Provide services that reflect the travel needs and priorities of our customers.
- Develop a **Competitive** System: Provide services that are competitive with other travel options by meeting market segment expectations.
- Develop an **Integrated** System: Develop transit services as part of an integrated network rather than a collection of individual routes.
- Develop a **Sustainable** System: Provide appropriate types and levels of service that are consistent with market demands and are maintainable under current financial conditions.

Metropolitan Transit System (MTS) is a California public agency and is comprised of San Diego Transit Corporation and San Diego Trolley, Inc. nonprofit public benefit corporations, in cooperation with Chula Vista Transit and National City Transit. MTS is the taxicab administrator for eight cities and the owner of the San Diego and Arizona Eastern Railway Compan

MTS member agencies include: City of Chula Vista, City of Coronado, City of El Cajon, City of Imperial Beach, City of La Mesa, City of Lemon Grove, City of National City, City of Po City of San Diego, City of Santee, and the County of San Diego.

This policy establishes a process for evaluating existing transit services based on these vision statements. In addition, the policy outlines procedures for implementing minor and major service adjustments.

POLICY:

42.1 Categories of Transit Service

To ensure that transit services are evaluated against other similar services, routes are designated into eight service categories based on route characteristics. These categories include: Premium Express, Express, Light Rail, Urban Frequent, Urban Standard, Circulator, Rural, and Demand-Responsive, as defined below. These categories also ensure that fares are consistent with the type and characteristics of the service. Attachment A specifies the services within each category.

Fixed-Route Services

Premium Express – High-speed, point-to-point service geared towards commute markets. Service provided during weekday peak periods only and scheduled to meet primary work shift times. May use over-the-road coaches for maximum comfort and highway operations.

Express – High-speed service geared toward linking major subregional residential, employment, and activity centers. Service is generally provided throughout the weekday and possibly on weekends. Operates primarily on highways and major arterials.

Light Rail – High-frequency service (15 minutes or better during the base weekday) operating on exclusive railroad right-of-way. Serves multiple trip purposes and generally experiences high turnover along the line.

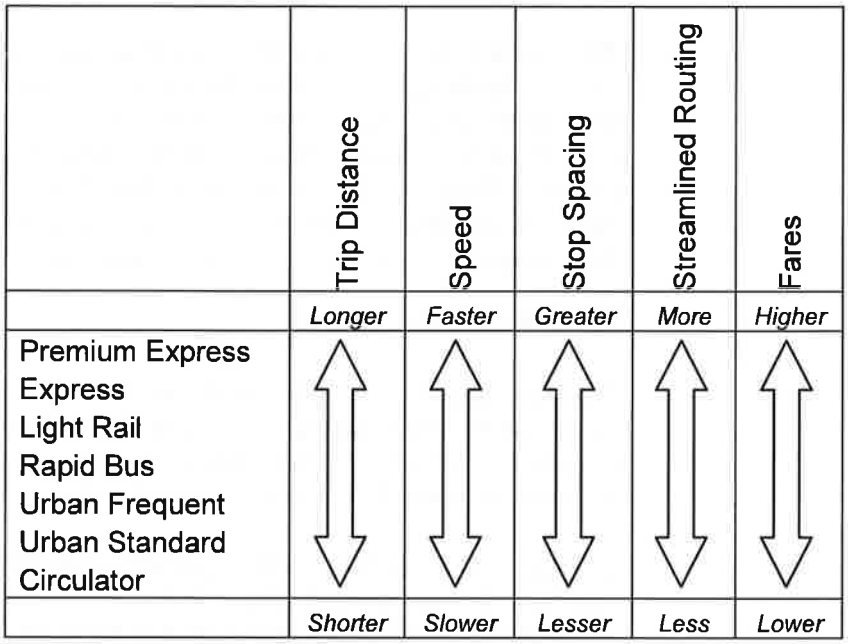
Rapid – High-frequency bus service (15 minutes or better during the base weekday) operating in a combination of HOV lanes, mixed-traffic lanes, and/or exclusive right-of-way. Serves multiple trip purposes and generally experiences high turnover along the line. Offers Traffic Signal Priority, enhanced station stops, and "Rapid" or other distinct branding. Service is subsidized by TransNet.

Urban Frequent – High-frequency service (15 minutes or better during the base weekday) primarily operated along major arterials in denser urban areas. Serves multiple trip purposes and generally experiences high turnover along the route. May be operated as regular (all stops) or limited (stopping only at major transfer points and activity centers).

Urban Standard – Basic transit service with base weekday frequencies generally between 30 and 60 minutes. Operates in less dense urban and suburban areas. Serves multiple trip purposes and provides access to all stops.

Circulator – Neighborhood feeder/distributor to transfer stations or shuttle service to local destinations. Operates on arterials and local streets to provide access to residences, businesses, activity, and transfer centers.

Figure 1
Characteristics of Fixed-Route Services



Specialized Services

Rural – Lifeline service that provides a link between rural communities and the San Diego urban core. Very limited service levels; generally a few round-trips operating a few days per week given limited demand.

Demand-Responsive - Paratransit services that complement fixed-route services in accordance with the Americans with Disabilities Act (ADA), as well as services that provide transit access to areas difficult to serve by conventional fixed-routes (e.g., due to terrain, discontinuous street patterns, and extremely low densities).

42.2 Performance Indicators

The following performance indicators, summarized in Figure 2, ensure that the service evaluation is consistent with the vision statements established for MTS services.

Figure 2
Transit Service Performance Indicators

CUSTOMER FOCUSED / COMPETITIVE									INTEGRATED			SUSTAINABLE							
PRODUCTIVITY				QUALITY					CONNECTIVITY			RESOURCES			EFFICIENCY				
Total Passengers	Average Weekday Passengers	Passengers/Revenue Hour	**Passengers/In Service Hour**	Passenger Load Factor	On-Time Performance	Mean Distance between Failures	Accidents/100,000 Miles	Comments/100,000 Passengers	Route Headway	Span of Service Consistency	Service Availability	In-Service Miles	In-Service Hours	Peak Vehicle Requirement	In-Service Speeds	In-Service/Total Miles	In-Service/Total Hours	Farebox Recovery Ratio	**Subsidy/Passenger**

Bold – Key indicators used for ranking route performance.

Total Passengers – Total number of unlinked boardings.

Average Weekday Passengers – Average of weekday unlinked boardings excluding abnormal weekday boardings due to unusual circumstances, such as inclement weather, special events, and other unusual impacts to daily ridership levels.

Passengers per Revenue Hour – Total number of unlinked boardings divided by the sum of in-service and layover (including recovery) hours. Does not include pull and deadhead hours. Consistent with National Transit Database (NTD) definitions, this indicator is generally used to compare the productivity of MTS services with other agencies.

Passengers per In Service Hour – Total number of unlinked boardings divided by in-service hours. Does not include layover, recovery, pull, and deadhead hours. This indicator is a more accurate measure of service performance because it only includes scheduled hours available for loading, unloading, and transporting passengers.

Passenger Load Factor – Percent of trips exceeding the passenger load target.

On-Time Performance – Percent of service that is within zero minutes zero seconds (00m:00s) early and four minutes fifty nine seconds (04m:59s) late.

Mean Distance between Failures – Average distance (measured in total miles) between major mechanical failures.

Accidents per 100,000 Miles – Average number of collision accidents (preventable and nonpreventable) for every 100,000 miles operated (measured in total miles).

Comments per 100,000 Passengers – Average number of passenger comments for every 100,000 unlinked boardings.

Route Headway – Base weekday frequency of route.

Span of Service Consistency – Indication of consistency in service span for route groups that experience high levels of transfers between the services.

Service Availability – A general measure of the geographic distribution of service within the MTS service area.

In Service Miles – Scheduled miles of service available for loading, unloading, and transporting passengers (measured as scheduled miles between departure from the first stop and arrival to the last stop of a trip).

In-Service Hours – Scheduled hours of service available for loading, unloading, and transporting passengers (measured as scheduled hours between departure from the first stop and arrival to the last stop of a trip).

Peak Vehicle Requirement – Maximum number of vehicles available to provide scheduled service during the heaviest service period of the week.

In-Service Speed – Average scheduled speed of transit service between departure from the first stop and arrival to the last stop of a trip.

In-Service Miles/Total Miles – Percent of total miles operated that are attributed to service available for loading, unloading, and transporting passengers.

In-Service Hours/Total Hours – Percent of total hours operated that are attributed to service available for loading, unloading, and transporting passengers.

Farebox Recovery Ratio – Percent of total operating cost recovered through fare revenue.

Subsidy/Passenger – The amount of public subsidy required to provide service for each unlinked boarding (measured as total operating cost minus fare revenue divided by total passengers).

42.3 Performance Targets

Performance targets represent aggressive yet realistic service expectations based on service design, route characteristics, and operating environments. In addition to setting service expectations, targets are also used to flag and evaluate negative impacts that may occur when balancing an improvement in one aspect of performance at the expense of another aspect. Therefore, using targets ensures that service is designed to achieve the overall goals of the system through a balanced approach.

To ensure that targets are stable, yet reflect changes to market and operating conditions, they will be reviewed and adjusted, if needed, on a three-year basis. In addition to evaluating performance indicators against their targets, tracking the performance trend of each indicator will help ensure that no aspect of performance is unduly impacted over time as a result of overemphasizing other performance priorities. Attachment B presents the performance targets for each indicator.

42.4 Performance-Monitoring Process

Annual Service Evaluation - The MTS operating budget is adopted annually by the Board of Directors prior to the start of the fiscal year (July 1). This budget is developed around initial assumptions of service levels to be provided in the upcoming year, including anticipated service changes as well as expected performance in achieving the vision for MTS services.

The annual service evaluation will be conducted at the conclusion of each fiscal year to compare actual performance of the system with the targets outlined in Attachment B and to identify opportunities for adjustments and improvements based on this analysis.

Key indicators for flagging low-performing routes are passengers per in service hour and subsidy per passenger. Routes on the bottom quartile of each route group for both of these indicators will be identified for further analysis on a segment basis (temporal and geographic) as well as closer look at other aspects of the route's performance.

Service Change Evaluation – The triannual service evaluation will be conducted at the conclusion of each regularly scheduled service change period. This evaluation will present initial results of service changes and provide an early indication of significant trends. The analysis also provides a basis for tracking the progress of performance throughout the year.

Attachment B identifies the key performance indicators that will be used for analysis during the triannual and annual service evaluations.

42.5 Service Changes

Changes to MTS bus and trolley services are implemented three times a year in the fall, winter, and summer. These regularly scheduled service changes provide an opportunity to: (1) improve the routing, operation, and schedules of the transit system consistent with service evaluation and customer comments, (2) implement changes as a result of service plans, including the implementation of new services, (3) optimize service according to the MTS service vision, and (4) adjust service levels according to budget constraints. Service changes can be classified into minor and major changes.

42.5a Minor Service Changes. Minor service changes generally include schedule adjustments for routes that are chronically late or to improve scheduling efficiencies or trip-level adjustments to address overcrowding and productivity improvements. Minor service changes can also include slight routing adjustments to serve a new trip generator, eliminate unproductive segments, or to streamline and optimize service.

Since minor service changes address service maintenance issues, it is important that they are implemented expeditiously. To streamline the process, these changes should not result in a significant impact to ridership. To ensure that impacts are minimized, minor service changes will not represent more than a 25 percent change in a route's weekly in service miles or hours. Therefore, no action will be required of the MTS Board for approval and implementation of these changes, unless a Title VI report requires Board action as specified in Section 42.6.

42.5b Major Service Changes. Major service changes represent a change that is greater than 25 percent of a route's weekly in-service miles or hours. These changes are generally a result of in-depth research and analyses to address a significant change in a route's demand, operating environment, or performance. Changes may include significant route realignment, changes in scheduled headways, or subarea restructuring.

Although these changes are strategically designed to maximize public benefit and minimize negative impacts, they often result in tradeoffs or reduction in benefits for some riders. Due to the significance and potential negative impacts, approval of these changes is contingent on a properly noticed public hearing.

42.5c New Service Implementation. All new services will be implemented on a trial basis for one year. New service can include new routes, increased frequency during a significant part of the service day, new days of operation, or a significant route extension. These services should perform to equal or better than the system average for passenger per in-service hour and subsidy per passenger within the first year of operation. For a new service to be continued beyond 12

months, a Title VI analysis must be completed and presented to the MTS Board of Directors, which must take action to approve the new service as regular service.

42.6 Title VI

MTS is committed to ensuring that no person is excluded from participation in, or denied the benefits of its services on the basis of race, color, or national origin as protected by Title VI of the Civil Rights Act of 1964, as amended. This includes the planning and scheduling of routes and services.

42.6a Analysis: Except as provided in Section 42.5c, any of the following changes would require that a Title VI analysis be presented to the MTS Board of Directors before a final implementation decision is made:

- A change that is greater than 25 percent of a route's weekly in-service miles or hours.
- An increase or reduction in the average weekly span-of service of more than 25 percent.
- The implementation of a new route or the discontinuation of an existing route.
- A routing change that affects more than 25% of a route's Directional Route Miles and more than 25 % of the route's bus stops.

42.6b Disparate Impacts and Disproportionate Burdens: MTS' Title VI analysis for a Major Service Change will include a determination of whether or not disparate impacts to minority populations or disproportionate burdens to low-income populations would result from the change.

- A disparate impact is found when there is a difference in adverse effects between minority and non-minority populations such that: the adversely affected population is 10 percent or greater minority by percentage of total population than the total MTS service area average; or, the benefitting population is 10 percent or more non-minority (by percentage of total MTS service area population) than the total MTS service area average. *For example, if the total MTS service area average is 55% minority, then a proposed service change that adversely affects a population that is 65% minority or greater would be defined as a disparate impact.* If MTS chooses to implement a proposed major service change despite a finding of a disparate impact, MTS may only do so if there is a substantial justification for the change, and there are no alternatives that would have a less disparate impact and still accomplish the goals of the change.

- A disproportionate burden is found when there is a difference in adverse effects between low-income and non-low-income populations such that: the adversely affected population is 10 percent or more "low-income" (by percentage of total MTS service area population) than the total MTS service area average; or, the benefitting population is 10 percent or greater "non-low-income" by percentage of total population than the total MTS service area average. *For example, if the total MTS service area average is 20% "low-income," then a proposed service change that benefits a population that is 90% or greater "non-low-income" would be defined as a disproportionate burden.* If MTS chooses to implement a proposed change despite a finding of disproportionate burden, MTS may only do so if steps are taken to avoid or minimize impacts where practicable, and MTS provides a description of alternatives available to affected low-income populations.

42.6c Complaints: Persons alleging violations of Title VI by MTS would follow the procedures outlined in MTS Policy No. 48.

Attachments: A. Service Categories
B. FY 2012 – FY 2015 Performance Targets

Original Policy Accepted on 4/8/93.
Policy Revised on 12/8/94.
Policy Repealed and Readopted on 1/13/00.
Policy Revised on 10/26/00.
Policy Revised on 12/14/00.
Policy Revised on 4/25/02.
Policy Revised on 4/29/04.
Policy Revised on 6/14/07.
Policy Revised on 9/20/12.
Policy Revised on 6/20/13.

Attachment A
Service Categories/Modes & Service Standards

Category/Mode	Routes (subject to change)	*On-Time Performance Standard*	*Headway Standard (base wkdy)*	*Vehicle Load Factor (Standard = No more than 20% of trips exceed factor)*
Premium Express – High-speed, point-to-point service geared toward commute markets. Service provided during weekday peak periods only and scheduled to meet primary work shift times. May use over-the-road coaches for maximum comfort and highway operations.	810, 820, 850, 860, 880	90%	30 min.	1.0
Express – High-speed service geared toward linking major subregional residential, employment, and activity centers. Service is generally provided throughout the weekday and possibly on weekends. Operates primarily on highways and major arterials.	20, 50, 150, 210, 870, 960	90%	30 min.	1.5*
Light Rail – High-frequency service operating on exclusive railroad right-of-way. Serves multiple-trip purposes and generally experiences high turnover along the line.	Blue Line, Orange Line, Green Line	90%	15 min.	3.0
Rapid – High-frequency service primarily operated along major arterials in denser urban areas. Serves multiple-trip purposes and generally experiences high turnover along the route. May be operated as regular (all stops) or limited (stopping only at major transfer points and activity centers).	201/202/204, Mid City Rapid (# TBD), I-15 BRT (#s TBD), South Bay BRT (#s TBD)	85%	15 min.	1.5*
Urban Frequent – High-frequency service primarily operated along major arterials in denser urban areas. Serves multiple-trip purposes and generally experiences high turnover along the route. May be operated as regular (all stops) or limited (stopping only at major transfer points and activity centers).	1, 2, 3, 5, 6, 7, 8, 9, 10, 11, 13, 15, 30, 41, 44, 120, 701, 709, 712, 901, 906/907, 929, 932, 933/934, 955, 961, 992	85%	15 min.	1.5*

Urban Standard – Basic transit service along major arterials througout the MTS service area. Operates in less dense urban and suburban areas. Serves multiple-trip purposes and provides access to all stops.	4, 14, 27, 28, 31, 35, 105, 115, 703, 704, 705, 707, 815, 816, 832, 833, 834, 844, 845, 848, 854, 855, 856, 864, 871/872, 874/875, 904, 905, 916/917, 921, 923, 928, 936, 962, 963, 967, 968	90%	30 min.	1.5*
Circulator – Neighborhood feeder/distributor to transfer stations or shuttle service to local destinations. Operates on arterials and local streets to provide access to residences, businesses, activity, and transfer centers.	18, 25, 83, 84, 88, 851, 964, 965, 972, 973, 978, 979	90%	60 min.	1.5*
Rural – Lifeline service that provides a link between rural communities and the San Diego urban core. Very limited service levels; generally a few round-trips operating a few days per week given limited demand.	888, 891, 892, 894	No specific goal	No specific goal	No specific goal
Demand-Responsive - Paratransit services that complement fixed-route services in accordance with the Americans with Disabilities Act (ADA) as well as services that provide transit access to areas difficult to serve by conventional fixed-routes (e.g., due to terrain, discontinuous street patterns, and extremely low densities).	MTS Access (ADA Paratransit)	No specific goal	n/a	No specific goal

*Load standard is 1.0 for routes operated with a minibus

Attachment B
FY 2012 – FY 2015 Performance Targets

Performance Indicator			Level of Analysis	Freq	Target
CUSTOMER FOCUSED/COMPETITIVE	PRODUCTIVITY	Total Passengers	**Sys**, Cat, Rt	A,Q	• Year-over-year improvement by route, category, and system
		Average Weekday Passengers	**Sys**, Cat, Rt	A, Q	• Year-over-year improvement by route, category, and system
		Passengers/Revenue Hour	Sys, **Cat,** Rt	A, Q	• Improve route category average
		Passengers/In-Service Hour	Sys, **Cat,** Rt	A, Q	• Improve route category average
	QUALITY	Passenger Load Factor	**Rt**	A	• No more than 20% of trips exceed vehicle load factor
		On-Time Performance	Sys, **Cat**, Rt	A, Q	• 85% for Urban Frequent and Rapid, and 90% for all other route categories
		Mean Distance between Failures	**Op**	A	• Improve operator average
		Accidents/100,000 Miles	**Op**	A	• Improve operator average
		Comments/100,000 Passengers	**Op**	A	• Improve operator average
INTEGRATED	CONNECTIVITY	Route Headway	**Rt**	A, Q	• Meet the target headway in each route's classification.
		Span of Service Consistency	**Sys**	Q+	• Improve for routes that share common transfers
		Service Availability	**Sys**	Q+	• 80% of residents or jobs within ½ mile of a bus stop or rail station in urban areas. • 100% of suburban residences within 5 miles of a bus stop or rail station. • One return trip at least 2 days/week to destinations from rural villages
SUSTAINABLE	RESOURCES	In-Service Miles	**Op**	Q, A	• Not to exceed budget
		In-Service Hours	**Op**	Q, A	• Not to exceed budget
		Peak Vehicle Requirement	**Op**	Q, A	• Not to exceed budget
	EFFICIENCY	In-Service Speeds	**Op**	Q, A	• Improve operator average
		In-Service/Total Miles	**Op**	Q, A	• Improve operator average
		In-Service/Total Hours	**Op**	Q, A	• Improve operator average
		Farebox Recovery Ratio	Sys, **Cat**, Rt	A	• TDA requirement of 31.9 percent system wide for fixed-route (excluding regional routes that have a 20 percent requirement)
		Subsidy/Passenger	Sys, **Cat**, Rt	A	• Improve route category average

Level of Analysis: Sys=System, Op=Operator, Cat=Route Category Rt=Route; Frequency: A=Annually, Q=Quarterly/Triannually
+ Staff analysis/Not included in Board report. **BOLD** indicates analysis level for the target.

APPENDIX I
NCTD SERVICE DESIGN GUIDELINES

SECTION 5 Service Design Guidelines

NCTD routinely measures transit system performance using established service design guidelines, standards, and targets reflecting sound business practice and North American transit industry best practices. NCTD is unique as it is a medium sized transit operator that provides commuter rail and light rail, as well as fixed route bus, paratransit, and demand response services. In 2010, NCTD participated in a peer group analysis of transit agencies; the District was found to be unique among comparable agencies due to the number and variety of modes it operates for an agency of its size. The study determined that a transit agency with a $90 million annual operating budget would not usually operate fixed-route bus, light rail, commuter rail, paratransit, and demand response service, as well as own, operate, and maintain 60 miles of Class 5 railroad track (90 mile per hour operations). The regulatory and legal responsibilities associated with the aforementioned factors directly affect NCTD's costs and productivity. See Appendix D for the full North County Transit District Peer Assessment.

The 2011 Mobility Plan articulated new system design concepts with performance measurement tools to guide the restructuring process and maximize benefits to the communities served. Service design guidelines are focused on continuously improving the customer travel experience in context of a sustainable transit system. Performance targets and standards, where applicable, provide guidance to the following ongoing processes:

- Distribution of resources
- Service development
- Performance monitoring and assessment
- Budgeting
- Public accountability
- Title VI and environmental justice concerns

5.1 RAIL SERVICE DESIGN GUIDELINES

NCTD services include two distinct rail transit modes, commuter rail and light rail that differ in purpose, market segments served, level of service characteristics, and fare structure. The two modes are described in the following sections relative to North American industry characteristics and standards, as well as key performance measures, standards, and targets applied to COASTER and SPRINTER services by NCTD.

5.1.1 COMMUTER RAIL

Description

According to the American Public Transportation Association (APTA), commuter rail (also called metropolitan rail, regional rail, or suburban rail) is a mode of transit service characterized by an electric or diesel propelled railway for urban passenger train service consisting of local short distance travel operating between a central city and adjacent suburbs. Service must be operated on a regular basis by or under contract with a transit operator for the purpose of transporting passengers within urbanized areas, or between urbanized areas and outlying areas. Such rail service, using either locomotive hauled or self-propelled railroad passenger cars, is generally characterized by multi-trip tickets, specific station to station fares, railroad employment practices and usually only one or two stations in the central business district. Intercity rail service is excluded, except for that portion of such service that is

operated by or under contract with a public transit agency for predominantly commuter services. Most service is provided on routes of current or former freight railroads.[2]

Typical Characteristics

Propulsion:	Electric or diesel
Service coverage:	10 – 50 miles
Station spacing:	5 – 10 miles
Operating speed (avg/max):	25 – 40 mph/80 mph
Service frequency*:	Peak: 20 minutes; Off-Peak: 60 minutes
Span of service*:	5 - 7 days/week 5:00 a.m. to 8:00 p.m. weekdays 7:00 a.m. to 8:00 p.m. weekends (weekend service may not be provided)
Car capacity:	90 – 140 seated (plus standees)
Maximum capacity:	2,520 passengers per hour (6-car train, 140 pass. per car/every 20 min.)

**COASTER service design characteristics are different than typical commuter rail service frequency and span of service.*

COASTER Service Design Characteristics

COASTER is diesel-propelled commuter rail service operating in the 41-mile segment of the LOSSAN corridor between the Oceanside Transportation Center and the Santa Fe Depot in downtown San Diego. Trains consist of up to six bi-level passenger cars plus locomotive averaging 40 mph and completing a one-way trip end-to-end in 60 to 64 minutes. Access is provided at eight stations, five of which are within the NCTD service area, one in Sorrento Valley, and two in San Diego.[3] The average distance between stations is 5.1 miles.

COASTER service design is generally consistent with typical coverage, station spacing, and operating speed conventions for commuter rail. However, deviations from typical service frequency and span are attributable to single track line capacity constraints that limit the number of trains that can be operated during peak hours.

Car capacity - As manufactured, the seating capacity for a COASTER car is 140.

Maximum capacity –Maximum train capacity differs for off peak periods, peak periods, and special events. For off peak trains, load factor is 1.00. This equates to a five-car train carrying 700 passengers. Peak load factor is 1.25, which increases the number of passengers a 5-car train to 875. Maximum load for a special event train is the same at 1.25, however, NCTD may add a sixth car to the train set to increase the train capacity to 1,050.

[2] American Public Transit Association 2012 Transit Factbook; p. 50.
[3] NCTD is studying the feasibility of extending COASTER service north to a proposed new station near Stuart Mesa on Camp Pendleton, and south with a proposed station at the Convention Center.

Operating Environment and Capacity Constraints

Four railroads—COASTER, Amtrak, Metrolink, and BNSF—operate on the coastal corridor. Amtrak is the intercity rail provider for the State of California as mandated by the Federal Rail Passenger Service Act. Metrolink, the operating arm of the Southern California Regional Rail Authority (SCRRA), provides commuter rail service between Los Angeles, Riverside, and Orange Counties and northern San Diego County. BNSF is a freight operator that operates six trains per day, most of which are at night, and are critical to the goods movement of San Diego County by hauling freight to and from the Port of San Diego.

Shared-use agreements exist between each carrier and NCTD; each carrier is allocated train "slots," which safely allow all carriers to operate on the corridor. Currently, approximately 47 percent of the coastal corridor is single track. The significant amount of single track in the corridor requires the use of train slots to allow trains to safely pass each other on the double track segments and maintain the respective trip schedules.

The following infrastructure improvements would allow for an increased number of train slots:

1. Signal placement – Adding intermediate signals on long signal blocks would allow for the movement of increased trains for minimal increase in slot capacity. The amount of single track and the maximum railroad speed limit the effectiveness of this option on the coastal corridor.
2. Construction of crossovers – Crossovers allow the passage of trains between parallel tracks. Crossovers permit intercity trains to pass around commuter trains and minimize the impacts of train breakdowns and construction/maintenance projects on the railroad.
3. Double tracking/Bridge Replacement– Adding to the amount of double-track segments in the corridor increases the number of passing points or extends existing passing points for trains meeting, resulting in added capacity.

NCTD is working with SANDAG to determine which construction projects will have the greatest impact on increasing the number of train slots, which in effect, increases line capacity.

Service Capacity

Rail service capacity is a function of the number and size of the cars used to constitute a train, as well as track configuration and other train activity in the corridor. COASTER car capacity is 140 seated passengers, so a maximum six-car train can carry up to 840 seated passengers. Current schedules generally include at least one trip per hour, but not more than two trips during any hour in either direction. In the peak periods, NCTD load factors allow for 1.25 passengers; therefore, the effective maximum capacity of the line is currently 1,750 passengers in the peak direction and 875 passengers in the reverse direction, or 2,625 passengers during the peak hour.

COASTER operations are impacted by capacity constraints caused by lengthy single track segments, shared use arrangements with other operators, and limited capital funding with which to engineer and construct needed improvements. NCTD is working with other stakeholders in the region on short- and long-range plans to improve capacity in the LOSSAN corridor. For example, NCTD recently explored the feasibility of cross-jurisdictional service in order to increase capacity and provide more travel options for COASTER passengers. Such an agreement could potentially be less costly than building and maintaining track and signal equipment, and would also result in increasing line capacity. NCTD's

enhanced Rail-to-Rail Program is an example of providing more travel options with existing resources operating in the corridor.

Service Span

Service span refers to the days and hours during which COASTER service is available to customers. Existing and target spans by service day are shown in Table 5.1.

Table 5.1: COASTER Service Span Targets

Service	Weekday	Saturday	Sunday
Existing	5:15 a.m. - 8:10 p.m. Friday until 11:45 p.m.*	8:36 a.m. - 7:48 p.m. Saturday until 11:45 p.m.*	8:36 a.m. - 7:48 p.m.
Target	5:00 a.m. - 9:00 p.m. Friday until Midnight	7:00 a.m. - 9:00 p.m.	7:00 a.m. - 8:00 p.m.

**April-October*

Service Frequency

The COASTER timetable currently includes 11 round trips on weekdays and 4 round trips on weekends and national holidays. Supplemental service operates on Friday and Saturday nights when Padres baseball games are played at Petco Park in downtown San Diego.

Station Amenities

Because the COASTER has just five stations in the NCTD service area and handles high passenger volumes during peak periods, amenities are critical. Such amenities include seating, shade canopies parking lots for users who drive to the station, and curb space to for bus stops, kiss-and-ride, and taxi zones. All stations have ticket vending machines and security video surveillance technologies.

Service Quality Performance Standards and Targets

- Operating safety: NCTD's first priority is to deliver the safest commuter rail service possible and measures its performance as the number of preventable accidents per 100,000 miles of revenue service.
- Schedule reliability: On-time performance is a basic concern of transit customers and the most widely used rail service performance measure among North American rail systems. The results are expressed as the percentage of trains in a given time period that operate "on time" as defined, which for NCTD is between 59 seconds early and five minutes and 59 seconds behind the published schedule at the departure terminal. The standard for COASTER schedule adherence is 96%.
- Onboard conditions (passenger load): NCTD customers should have reasonable expectations that transit vehicles not be overcrowded and that seating be available at most times. During peak hours when passenger demand is heaviest, some standees must be tolerated, but total passenger loads should not become excessive. COASTER maximum load standards are 125 percent of

seated capacity during peak periods, 125 percent of seated capacity on special event trains, and 100 percent of seated capacity at all other times.

- Customer satisfaction: A bottom-line performance measure used increasingly by transit systems is the level of customer satisfaction, most commonly determined through periodic or annual surveys. Various rating structures may be used but the results usually are expressed as the percentage of commuter rail customers who have a favorable opinion of the service. Once a baseline is established, the results become useful for measuring the trend in overall performance.

- New Service: In order to measure performance of new COASTER trips, NCTD will evaluate performance using 35% farebox recovery for those trips.

5.1.2 LIGHT RAIL

Description

According to APTA, light rail (also called streetcar, tramway, or trolley) is a mode of transit service operating passenger rail cars singly (or in short, usually two-car or three-car, trains) on fixed rails in right-of-way that is often separated from other traffic for part or much of the way. Light rail vehicles are typically driven electrically with power being drawn from an overhead electric line via a trolley or a pantograph; driven by an operator on board the vehicle; and may have either high platform loading or low level boarding using steps.[4]

Typical Characteristics

Propulsion source*	Electrical – Overhead Catenary System (OTS)
Service coverage	5.0 - 20 miles
Station spacing	0.5 - 2.0 miles
Operating speed (avg/max)	20 - 25 mph/70 mph
Service frequency*	5 - 10 minutes (peak) 10 - 30 minutes (off-peak)
Span of service	7 days per week Up to 21 hours/day
Car capacity*	30 – 60 seated (plus standees)
Maximum capacity*	2,160 passengers per hour (3-car, 90 passengers per car every 7.5 min.)

**SPRINTER service design characteristics are different than typical light rail propulsion source, service frequency, car capacity, and maximum capacity.*

SPRINTER Service Design Characteristics

SPRINTER is diesel-propelled hybrid rail service operating in a 22-mile corridor paralleling SR-76 between Escondido and Oceanside. Service speed averages 25 mph, and a one-way end-to-end trip can be completed in 53 minutes. Fifteen stations serve the SPRINTER line. The average spacing between stations is 1.5 miles.

[4] American Public Transit Association 2012 Transit Factbook; pp. 50-51.

SPRINTER differs from industry standards due to its unique operating environment and rolling stock. The corridor that the SPRINTER serves is a predominantly suburban environment with a lower population density than is typical around light rail lines and stations. Additionally, the self-propelled diesel multiple unit (DMU) railcars deployed on the line can carry more passengers than the more common electric cars used by peer systems. These factors allow a less frequent service with comparable or greater capacity than the typical North American light rail system.

The following attributes are unique to SPRINTER operations and account for the deviation from typical light rail service design characteristics.

Propulsion source - The use of DMU technology obviated the need for the overhead electric catenary system and significantly reduced the capital cost for the required infrastructure.

Service frequency constraints - Service frequency adjustments for the SPRINTER service are limited by physical constraints and require infrastructure improvements due to the constraints associated with single track segments, which account for 55 percent of the corridor. These improvements include the same infrastructure improvements on the coastal rail corridor, including double tracking, construction of crossovers, and signal placements.

Car capacity - As manufactured, the car capacity for a SPRINTER vehicle includes a seating capacity of 128 riders.

Maximum capacity - Train size and service frequency are two key factors that drive maximum line capacity. In the case of the SPRINTER, the maximum train size is two vehicles, and the maximum frequency without capital investment is every 30 minutes. Under these limitations and use of a maximum load factor of 1.70, the current maximum capacity on the SPRINTER line is 1,741 riders (assuming a 2-car train and 128 passengers per car every 30 minutes). The load factor for all other times of day is 1.10.

Service Capacity

Rail service capacity is a function of the number and size of the cars used to constitute a train, as well as track configuration and other train activity in the corridor. SPRINTER car capacity averages 128 passengers under normal operating conditions,[5] recognizing that NCTD customers often travel with bicycles, baby strollers, and mobility devices including wheelchairs, walkers, and service animals. NCTD has removed some seats to create a common area in each car to better accommodate customers who need extra space when traveling. A two-car train operating during peak periods has capacity for 435 riders. Given existing track limitations, the maximum service frequency is limited to 30 minutes. Therefore, the effective maximum capacity of the line 870 passengers in each direction, or 1,741 passengers per revenue service hour during peak periods of the day.

Service Span

Service span refers to the days and hours during which SPRINTER service is available to customers. Existing and target spans by service day are shown in Table 5.2.

[5] As manufactured, SPRINTER car capacity is 128 seated passengers plus 100 standees.

Table 5.2: SPRINTER Service Span Targets

Service	Weekday	Saturday	Sunday
Existing	4:03 a.m. - 9:26 p.m. Friday until 12:26 a.m.	4:33 a.m. - 12:26 p.m.	4:33 a.m. - 9:26 p.m.
Target	4:00 a.m. – 9:26 p.m. Friday until 12:26 a.m.	4:30 a.m. - 12:26 a.m.	4:30 a.m. - 9:26 p.m.

Service Frequency

SPRINTER service frequency currently is below prevailing industry standards due to physical constraints in the corridor that limit service frequency to 30 minutes. This compares to generally 7.5 to 15 minute peak and 10 to 20 minute off-peak service frequencies that are encountered on other light rail lines in North America metro areas. While the current 30-minute service frequency may be adequate at present, NCTD must increase SPRINTER line capacity both to accommodate increasing ridership and to attract a larger share of the travel market with more attractive service.

Station Amenities

Amenities at SPRINTER stations vary significantly based on location, boarding volumes, and relationship to the BREEZE bus network. The following four stations are located adjacent to an off-street bus transfer center: Escondido, Palomar, Vista, and Oceanside. These stations are designed to accommodate higher passenger boarding volumes with surface auto and bicycle parking, bus stop islands, and passenger waiting areas. Various conditions exist at the remaining 11 stations, but all stations include seating, shade canopies, ticket vending machines, and security video surveillance technologies.

Service Quality Performance Standards and Targets

- Operating safety: NCTD's first priority is to deliver the safest commuter rail service possible. NCTD measures operating safety as the number of preventable accidents per 100,000 miles of revenue service.
- Schedule reliability: On-time performance is a basic concern of transit customers and the most widely used rail service performance measure among North American rail systems. The results are expressed as the percentage of trains in a given time period that operate on time as defined, which for NCTD is between 59 seconds early and five minutes 59 seconds behind the published schedule at the departure terminal. The standard for SPRINTER schedule adherence is 98%.
- Onboard conditions (passenger load): NCTD customers should have reasonable expectation that transit vehicles not be overcrowded and that seating be available at most times. Given the capacity of the DMUs used for SPRINTER service, the maximum load standard currently is 110 percent of seated capacity during the off peak, and 170 percent during the peak hours and special events.
- Customer satisfaction: A bottom-line performance measure used increasingly by transit systems is the level of customer satisfaction, most commonly determined through periodic or annual surveys.

Various rating structures may be used but the results usually are expressed as the percentage of commuter rail customers who have a favorable opinion of the service. Once a baseline is established, the results become useful for measuring the trend in overall performance.

- New Service: In order to measure performance of new SPRINTER trips, NCTD will evaluate performance using 20% farebox recovery for those trips.

5.2 FIXED-ROUTE BUS SERVICE DESIGN CRITERIA

Description

Local bus service, in which vehicles to stop every block or two along a route several miles long, is the most common type of bus service. When limited to a small geographic area or to short-distance trips, local service is often referred to as feeder service or circulator service. Such routes, which may have a lower fare than regular local service, may operate in a loop and connect, often at a transfer center or rail station, to major routes for travel to more distant destinations. Examples are office park circulator, historic district routes, transit mall shuttles, rail feeder routes, and university campus loops.

Typical Characteristics

Service distance	0.25 - 0.50 miles
Bus stop spacing	0.25 - 0.50 miles
Speeds (avg/max)	10 – 15 mph / 30mph
Service frequency	10 - 20 minutes (peak) 30 - 60 (off-peak)
Span of service	7 days per week 5:00 a.m. - 1:00 a.m. on weekdays 8:00 a.m. - 8:00 p.m. on weekends
Bus capacity	25 - 40 seated
Maximum capacity	240 passenger per hour (60 passengers per bus / every 15 minutes)

BREEZE Service Design Characteristics

BREEZE bus routes are differentiated by route types for purposes of performance measurement.

Corridor routes listed in Table 5.3 serve moderate and higher density travel corridors using primarily arterial streets to provide direct connections between communities that are not linked by the SPRINTER. Corridor routes tend to be longer, with one-way travel times of 50 to 100 minutes. Level of service characteristics reflect the prevailing geographic and demographic conditions in the service area. For example, in areas of higher population and employment density (i.e., primary transit corridors), these routes likely are full-service in terms of coverage, span, and frequency. In areas of lower population and employment density (i.e., secondary transit corridors), corridor routes may be less than

full-service but nevertheless sufficient to meet the basic transportation needs of transit-dependent and mobility-challenged persons.

Table 5.3: BREEZE Corridor Routes

Breeze Route	Communities Linked	Corridor(s) Served
101	Oceanside, Carlsbad, Encinitas, Solana Beach, Del Mar, San Diego	Pacific Coast Highway
304	San Marcos, Encinitas	Rancho Santa Fe
305	Escondido, San Marcos, Vista	Mission, South Santa Fe
308	Escondido, Solana Beach	Del Dios Highway, Via de la Valle
309	Encinitas, Carlsbad, Oceanside	El Camino Real
315	Oceanside, Camp Pendleton	Vandegrift Boulevard

Core routes: Like the corridor routes, core routes serve areas with high concentrations of employers, residences, and schools. The length of the route varies, but frequencies on these routes are the highest in the system due to high demand, which necessitates the need for increased capacity and thus increased frequency on these routes.

Table 5.4: BREEZE Core Routes

Breeze Route	Communities Linked	Corridor(s) Served
302	Oceanside, Vista	Vista Way
303	Oceanside, Vista	Mission Ave, North Santa Fe
332	Vista	Melrose Drive, Sycamore Avenue, Kaplan College
350	Escondido	Rapid Bus via Escondido Boulevard, Sunset, Bear Valley Parkway
351/352	Escondido	Loop circulator via Grand Avenue, Washington Avenue

Local routes listed in Table 5.5 provide circulation within communities and short-distance feeder trips to and from SPINTER stations. Local routes tend to be moderate in length with end-to-end one-way running times of 25 to 40 minutes.

Table 5.5: BREEZE Local Routes

Breeze Route	Communities Linked	Corridor(s) Served
313	Oceanside	Mission Avenue, Mesa Drive
316	Oceanside	Ocean Ranch Boulevard, Rancho del Oro SPRINTER Station
318	Oceanside	Oceanside Boulevard
323	Carlsbad, Vista,	College SPRINTER Station
325	Carlsbad, Oceanside, Vista	Carlsbad Village Drive, College Boulevard
334/335	Vista	Loop circulator
347	San Marcos	CSU San Marcos – Palomar SPRINTER Station
353	Escondido, Nordahl	Palomar Medical Center, Citracado Parkway
354	Escondido	Lincoln Avenue, Midway Drive
355/357	Escondido	El Norte Parkway, Valley Parkway
356	Escondido	Escondido Boulevard, Morning View Drive

Breeze Route	Communities Linked	Corridor(s) Served
358/359	Escondido	North Broadway, El Norte Parkway, Country Club Lane
392*	Oceanside, Camp Pendleton	Camp Del Mar, Naval Hospital

*Route 392 is operating on a "pilot service" basis until December 2014; staff will conduct a service equity analysis and determine final schedule prior to this date.

Commuter routes listed in Table 5.6 focus on niche ridership markets and therefore are less likely to require all-day service span or a constant service frequency.

Table 5.6: Commuter Routes

Breeze Route	Communities Served	Coverage Area
311	East Oceanside	Rancho del Oro SPRINTER Station, Douglas Drive
444	Carlsbad Poinsettia COASTER Connection	Faraday Avenue, Rutherford Road
445	Carlsbad Poinsettia COASTER Connection	Palomar College
446	Carlsbad Poinsettia COASTER Connection	Legoland, Paseo del Norte

Rural Routes are those which are funded by FTA 5311 program. They are outside of the urbanized area boundary, and tend to be longer routes connecting rural areas to the urban transit center. Because of the length of the routes, they tend to not perform as well as other corridor routes. NCTD will conduct performance analysis on these routes but will use the outcomes to refine the service rather than eliminate it due to its unique funding status.

Table 5.7: Rural Routes

Breeze Route	Communities Served	Coverage Area
306	Fallbrook, Bonsall, Vista	Mission Avenue, Vista Way
388	Escondido, Valley Center, Pala	Valley Pkwy, Valley Center Blvd
389	Escondido and Pala	Escondido, Hwy 76 Park and Ride
395	Oceanside, Camp Pendleton, San Clemente	Camp Pendleton

5.2.1 Fixed-Route Service Coverage

Transit route coverage is measured using three primary criteria: proximity to residential origins, access to non-residential destinations, and bus stop spacing. Service coverage must be understood in context of unique topographic conditions, prevailing land use patterns, and development densities found in NCTD member jurisdictions. These physical characteristics, as well as demographic and behavioral differences among population segments, weather variations, economic conditions, and other factors, all contribute to service coverage determinations.

Proximity to residential locations measures the walking distance and time required for transit riders to travel between home and the nearest NCTD bus stop. Reasonable access to transit is defined as 0.25-

mile, which is the distance traversed within 10 minutes at a pace of 1.5 miles per hour. Table 5.7 indicates the targeted percentage of households located within this threshold, depending on the population density of the service area.

Table 5.7: Population Density Thresholds

Population Density	Persons per Acre	Percent of Households within 0.25-Mile
High	16 or above	90%
Medium	11 – 15	75%
Low	6 – 10	50%
Rural	5 or below	10%

Access to non-residential destinations is used to identify those commercial and institutional trip generators such as downtown areas, office parks and factories, hospitals, colleges and secondary schools, shopping centers, public buildings, popular visitor destinations, and other facilities that should be accessible via public transportation. Minimum development activity thresholds are provided in Table 5.8.

Table 5.8: Threshold Activity Levels for Transit Service to Non-Residential Destinations

Types of Development	Examples of Destinations	Threshold Size or Activity Level
Employment	Central business district, office parks and buildings with	100 employees per shift (common start/quit times)
Medical	Hospital, medical offices	50 employees and significant out-patient facilities
Public Facilities	Government offices, human service agencies, libraries, and senior centers	Frequent public visitation during regular business hours
Retail	Regional mall or neighborhood shopping center	100,000 sq. ft. of retail space with at least one "anchor" store
School / Training	College, high school, and middle school	500 combined students, faculty, and employees

Bus stop spacing measures the physical distance between consecutive bus stops along a route. Locating bus stops reflects an important balance between convenient access for transit customers on one hand, and faster onboard travel time on the other. Bus stop spacing depends on various factors ranging from service area density and prevailing land use to the specific orientation of destinations relative to street intersections, availability of sidewalks, crosswalks, and traffic signals. Optimal bus stop spacing guidelines by population density are summarized in Table 5.9.

Table 5.9: BREEZE Bus Stop Spacing Guidelines

Area Type	Distance Between Stops
Rural	0.5 miles
Suburban	0.3 miles
Urban	0.25 miles

5.2.2 Fixed-Route Service Frequency

Service frequency refers to the interval of time, or "headway," between consecutive buses passing a given point along a route. A 15-minute weekday service frequency is a reasonable mid- to long-range design target for high-performing routes in the BREEZE network. Short-range frequency improvements must be selected based on current and projected demand as well as NCTD's fiscal constraints. Short-range targets for route frequency by route category are provided in Table 5.10. Increases or decreases in service frequency should be made in consideration of population and population density of the area served, demographics, actual and anticipated ridership, topography and street network, and operating conditions.

Table 5.10: BREEZE Service Frequency Minimum Targets

Route Classification	Weekday Peak	Weekday Base	Saturday	Sunday
Corridor	30	60	60	60
Core	20	30	30*	30*
Local	30	60	60	60
Commuter	30	–	--	--

**Route 332 operates 90 minute frequency on the weekends*

5.2.3 Fixed-Route Service Span

Service span refers to the days and hours during which bus service is available to customers. Target spans of service are summarized in Table 5.11.

Table 5.11: BREEZE Service Span Targets

Route Type	Weekday	Saturday	Sunday
Corridor	4:30 a.m. – Midnight	5:30 a.m. – 10:00 p.m.	6:30 a.m. – 8:00 p.m.
Core	4:00 a.m.- Midnight	5:00 a.m. – Midnight	6:00 a.m. - 11:00 p.m.
Local	5:00 a.m. – 8:00 p.m.	6:00 a.m. – 7:00 p.m.	7:00 a.m. – 6:00 p.m.
Commuter	Peak periods	--	--

5.2.4 Fixed-Route Amenities

Installation of passenger amenities at bus stops such as shelters, benches, and passive and real-time schedule information displays is generally guided by passenger volumes supplemented by considerations of equity, safety, and comfort. Location of amenities is primarily driven by route frequency; routes with higher frequency have more daily boardings. Minimum daily boarding warrants for shelters and benches are shown in Table 5.12 below.

Table 5.12: Shelter and Bench Daily Utilization Minimums

	Shelter	Bench
Rural Stops	10	5
Suburban Stops	20	10
Urban Stops	30	20

Beyond boarding volumes, other criteria may be used to evaluate the potential for providing a shelter, including:

- Number of transfers at a stop
- Availability of space to construct shelters and waiting areas
- Number of older adults or physically challenged individuals using the stop
- Frequency of service
- Adjacent land use compatibility
- Availability of shelter from other sources (e.g., building entrance, awning)

Other street furniture such as benches can be provided at bus stops as appropriate when shelters are not provided. Priority is given to those stop locations which are frequented by a significant number of senior citizens or persons with disabilities.

5.2.5 *Fixed-Route Service Quality Performance Targets*

Schedule Adherence

On-time performance targets by service mode and route type for fixed-route bus service are summarized in Table 5.13.

Table 5.13: Schedule Adherence Performance Targets

Service Mode / Type	Measure	Target
BREEZE	59 seconds early to 5 minutes 59 seconds late	95%

Onboard Loading Conditions

As previously discussed for the rail service, fixed-route bus service should also maintain the reasonable expectation that transit vehicles not be overcrowded and that seating be available at most times on most routes. Maximum loading targets by route category and service day/time period for fixed-route bus are shown in Table 5.14.

Table 5.14: Load Factor Targets

Route Category	Service Day / Time Period	Maximum Load Factor
Bus – BREEZE corridor	Weekday peak Other times	1.4 1.10
Bus – BREEZE core	Weekday peak Other times	1.4 1.10
Bus – BREEZE local	Weekday peak Other times	1.10 1.10
Bus – BREEZE commuter	Weekday peak	1.25

5.3 BUS RAPID TRANSIT DESIGN CRITERIA

Description

Bus rapid transit (BRT) is a type of limited-stop service developed in the 1990s that relies on technology to help speed up the service. It can operate on exclusive transitways, high-occupancy-vehicle lanes, expressways, or ordinary streets. A BRT line combines intelligent transportation systems technology, priority for transit, rapid and convenient fare collection, and integration with land use policy in order to substantially upgrade bus system performance. BRT was originally conceived as a less costly alternative to light rail.

The cost differential between LRT and BRT is primarily a function of providing the electrical power for light rail as well as the higher cost of LRT vehicles. Due to the difference in the capacity of the vehicles, BRT is likely to have somewhat higher operating costs, as more vehicles are required to provide the same passenger capacity as LRT.

Typical Characteristics

Service distance	5 - 20 miles
Bus stop spacing	0.50 - 2 miles
Speeds (avg/max)	12 – 20 mph / 50 mph
Service frequency	5 - 10 minutes (peak) 10 - 20 (off-peak)
Span of service	7 days per week 5:00 a.m. - 1:00 a.m. on weekdays* 8:00 a.m. - 1:00 a.m. on weekends*
Bus capacity	40 - 50 seated (plus standees)
Maximum capacity	544 passenger per hour (68 passengers per bus every 7.5 minutes)

**NCTD's rapid transit service span differs from typical characteristics*

BREEZE Rapid Service Design Characteristics

The BREEZE Rapid (Route 350) operates from the Escondido Transit Center to the north and Westfield North County Mall/Del Lago Transit Center to the south. Unlike typical BRT, BREEZE Rapid does not travel along an exclusive transitway but operates primarily along Escondido Boulevard and Bear Valley Parkway corridors, intermixed with vehicular traffic. BREEZE Rapid design characteristics are unique, with BREEZE Rapid-branded buses and stops as well as eight stops with digital message signs that indicate the next bus arrival. Transit signal priority measures are at 19 intersections along the route and a queue jump lane westbound Valley Parkway before Centre City Parkway.

5.3.1 RAPID SERVICE SPAN AND FREQUENCY

Service frequency and span available to BREEZE Rapid customers are:

- Weekday service from 4:30 a.m. – 11:00 p.m. with 15-minute peak and off-peak headways

- Weekend service from 6:00 a.m. – 10:30 p.m. with 30-minute headways

5.3.2 RAPID AMENITIES

BREEZE Rapid bus stop improvements include enhancements and new amenities. The new amenities at the Rapid bus stops that are not typically found at other BREEZE routes include:

- Single shelter with integrated station marker
- Double shelter with integrated station marker
- Station marker with integrated seats
- Solar-powered LED lighting
- Digital message signs
- Trash cans
- Improved bus stop pads (where needed)

5.4 COMMUNITY-BASED TRANSIT SERVICE DESIGN CRITERIA

Description

Demand response service is typically composed of small buses or vans operating in response to calls from passengers or their agents to the transit operator, who then dispatches a vehicle to pick up the passengers and transport them to their destinations. Demand response vehicles do not operate over a fixed-route or on a fixed schedule except, perhaps, on a temporary basis to satisfy a special need. Demand response vehicles may be dispatched to pick up several passengers at different pick-up points before taking them to their respective destinations and may even be interrupted en route to these destinations to pick up other passengers. The following types of operations fall under the above definitions, provided these operations are not a scheduled fixed-route basis:

- Service with many origins and many destinations
- Service with many origins and one destination
- Service with one origin and many destinations
- Service with one origin and one destination

Several types of demand response service exist:

Complementary paratransit service. Transit agencies are required under ADA to provide complementary paratransit service for persons with disabilities and others not able to use fixed-route service. Generally, this type of service must operate in the same areas and during the same hours as fixed-route service. The fare is limited to twice the fixed-route fare. Service may be provided by the fixed-route bus agency or contracted to a separate agency.

General demand response service is not required by law and is not subject to the restrictions imposed on complementary paratransit service. A transit agency may limit the service to certain people or make it available to anyone. Some such services operate during the late night and weekend hours in place of fixed-route services.

Typical Characteristics

Service distance	Complementary paratransit: same as fixed-route; other varies by program
Bus stop spacing	Not applicable
Speeds (avg/max)	10 – 15 mph / 30 mph
Service frequency	As requested
Span of service	7 days per week 5:00 a.m. - 1:00 a.m. on weekdays* 8:00 a.m. - 8:00 p.m. on weekends*
Bus capacity	5 - 18 seated
Maximum capacity	5 - 18 passengers per bus / van

**FLEX service deviates from the typical service span as it is tailored to the commuter rail span of service.*

FLEX Service Design Characteristics

FLEX service represents a new demand response service mode created by the 2011 Mobility Plan. FLEX buses run on variable routes organized in near-real time as demand for service materializes. NCTD currently operates in three FLEX zones:

- 371/372 – SR 78 Corridor between Escondido and Ramona
- 373 – Southwest Carlsbad
- 374 – Encinitas/Solana Beach

5.4.1 FLEX SERVICE SPAN AND FREQUENCY

Currently, FLEX service is available on weekdays only. FLEX 373 and 374 operates between 4:50 a.m. and 8:30 p.m., FLEX 371 consists of 10 trips in the peak periods, and FLEX 372 consists of two midday trips. Demand-based service quality is partly determined by vehicle response times to customer requests for transportation in the same way that service frequency is descriptive of fixed-route service. Currently customers are required to reserve their trip at least 30 minutes ahead of desired pickup time. This serves as a reasonable short-range target for FLEX response time. In addition, a minimum standard of 60 minutes is recommended to ensure minimum service quality that generally is comparable to BREEZE local routes.

LIFT Paratransit Service Design Characteristics

ADA requires NCTD to provide complementary paratransit service for eligible customers due to functional disability to ride COASTER, SPRINTER, and BREEZE fixed-route services. This requirement does not apply to FLEX service. "Complementary" means that service coverage and span must be generally the same as the fixed-route system. LIFT service must be provided to origins and destinations located within ¾-mile of fixed-routes. Similar to FLEX, service response time rather than service frequency is the applicable performance measure for LIFT.

5.4.2 COMMUNITY-BASED TRANSIT SERVICE QUALITY PERFORMANCE TARGETS

Schedule Adherence

On-time performance targets for FLEX and LIFT are summarized in Table 5.15 below.

Table 5.15: Schedule Adherence Performance Targets

Service Mode / Type	Measure	Target
FLEX	Vehicle shall arrive within 20 minutes of pickup time	95%
LIFT	Vehicle shall arrive within 20 minutes of pickup time	95%

Onboard Loading Conditions

Maximum loading targets for FLEX are shown in Table 5.16.

Table 5.16: Load Factor Targets

Route Category	Service Day / Time Period	Maximum Load Factor
Bus – FLEX	Weekday peak Other times	1.00 1.00

5.5 PERFORMANCE MONITORING AND REPORTING

NCTD compiles performance data outlined in the Performance Monitoring section below and produces several reports to summarize key performance indicators (KPIs). Performance is reported on a monthly, quarterly, and annual basis and is compared to performance goals and previous performance statistics. Operations and maintenance contractors are required to submit weekly performance reports and monthly comprehensive reports detailing operations and maintenance activity. Performance statistics are reported on NCTD's intranet dashboard, and reported annually to the National Transit Database (NTD).

5.5.1 PERFORMANCE MEASUREMENT

BREEZE

This section updates performance targets and minimum standards initially defined in the 2011 Mobility Plan as part of a comprehensive performance measurement process. The process ensures that transparency and objectivity are applied to resource allocation decisions. NCTD uses four measures to monitor route performance: cost/revenue hour, cost/revenue mile, cost/passenger, and farebox recovery, as defined in Table 5.17.

Table 5.17: Route Performance Measurements

Measure	Definition	Watch	Fail	Pass
Passenger/hour	Passengers per revenue hour	<50% of average	40% of average	>50% of average
Passenger/mile	Passengers per revenue mile	<50% of average	40% of average	>50% of average
Cost/passenger	Cost per trip per passenger	>140% of average	150% of average	<140% of average
Farebox recovery	Operating cost divided by passenger revenues	<50% of average	40% of average	>50% of average

The average of each measure is calculated by route category, and routes are compared to their respective category average. If a route fails three or four of the measures, it is deemed deficient. Performance will be monitored three times a year, coinciding with the three operator bids. If a route is deemed deficient for two consecutive non-summer bids, NCTD will take measures to improve the route, including:

- Targeted marketing of the route
- Service span and/or frequency modifications
- Restructuring of the route

If after two more reporting periods the route is still deemed deficient, NCTD will conduct a public hearing and recommend elimination of the route. Note that while route performance will be monitored during the summer bid, it will not be used to recommend service modifications that will be implemented during the school year.

FLEX

NCTD instituted FLEX demand response service to mitigate the elimination of low-performing BREEZE routes. FLEX service provides coverage-based transit access for low demand areas, where densities did not support fixed route service. As such, FLEX performs below that of fixed route service.

The performance targets throughout Section 5 are used to monitor and improve system performance. These design guidelines will be used when services are modified to respond to operational issues, or when improvement programs are developed. The amenity guidelines will assist in developing capital improvement programs. The performance of the services in meeting their targets will be reported to the NCTD Board on a quarterly and annual basis and will be incorporated into the Service Improvement Plan annual submittal to SANDAG. The report will be based on the performance targets developed for each service type.

5.5.2 Performance Monitoring and Reporting

NCTD compiles performance data in evaluating the services provided to the public. The following KPIs are used to monitor transit service performance: ridership, on-time performance, miles between mechanical losses, chargeable accidents/100,000 miles (/10,000 miles for paratransit), and

complaints/100,000 passengers (/1,000 passengers for paratransit). NCTD establishes goals each year for the KPIs by mode and by the system. Staff monitors KPIs on a monthly and quarterly basis to establish trends and evaluate performance relative to the baseline.

Along with these metrics, other industry-standard measurements are tracked to assess NCTD transit operations, as seen in the following Table 5.18.

Table 5.18: Other Performance Metrics

Metric	Definition
Ridership	An individual on board, boarding, or alighting from a revenue transit vehicle. Excludes operators, transit employees, and contractors.
Total miles	The time from when a transit vehicle starts (pull-out time) from a garage to go into revenue service to the time it returns to the garage (pull-in time) after completing its revenue service.
Revenue vehicle miles	The time when a vehicle is available to the general public and expected to carry passengers.
Passenger miles	The cumulative sum of the distances ridden by each passenger.
Fare revenue per passenger	All income received directly from passengers divided by the total number of passengers.
Farebox recovery ratio	Passenger fare revenue divided by operating cost
Cost per passenger	Operating cost divided by total number of passengers
Cost per passenger mile	Operating cost divided by total number of passenger miles
Passengers per revenue mile	Total number of passengers divided by revenue miles
Passengers per revenue hour	Total number of passengers divided by revenue hours
Revenue hours	The hours that are comprised of running time and layover time.
Cost per revenue hour	Operating cost divided by revenue hours
Miles between mechanical failures	Mechanical failures constitute removal of a vehicle from revenue service

5.5.3 PERFORMANCE REPORTING

Departmental Quarterly Reports

Departments have developed monthly and quarterly performance reports that include data specific to their functions and responsibilities, and summaries of milestones accomplished during that quarter. Departmental quarterly reports are submitted to the NCTD Board of Directors.

Contract Oversight Comprehensive Reports

Comprehensive reports are prepared by bus contract operations and maintenance staff and rail operations staff using performance metrics and maintenance summaries as reported by contractors.

Monthly Performance Report

Operations contractors provide weekly modal performance reports. For each mode, this report provides a detailed overview of service delivery, service effectiveness, service efficiency, service quality, and safety performance. Weekly performance reports compare performance against contractual performance goals, and are summarized monthly for inclusion in the comprehensive monthly report. Table 5.19 shows the monthly performance report for February 2014.

Web-based Performance Monitoring Dashboard

NCTD is in the process of overhauling the provision of providing online data and analysis regarding service performance through a business intelligence platform that provides closer to real-time performance data. The performance metric dashboard contains statistical data and charts in regards to service delivery, boardings, revenue, and operating costs.

National Transit Database

The NTD was established as the nation's primary source for information and statistics on the transit systems of the United States. Recipients or beneficiaries of grants from the FTA under the Urbanized Area Formula Program (§5307) or Other than Urbanized Area (Rural) Formula Program (§5311) are required by statute to submit data to the NTD. Over 660 transit providers in urbanized areas currently report to the NTD through the Internet-based reporting system. As a recipient of both 5307 and 5311 funds, as well as numerous other grants, NCTD provides statistical information to NTD.

Transportation Development Act Reporting

NCTD provides data to SANDAG for quarterly and annual Transportation Development Act (TDA) reports. TDA reporting is necessary for NCTD to receive TDA funds, which is a major source of revenue for NCTD. See Section 8.2 for further information.

APPENDIX J

MTS POLICY 42 PERFORMANCE MONITORING REPORT FY 2014

	310,455	308,912	286,428	(1,543)	
00)	-	-	17,666	-	
	2,329,041	2,366,370	2,457,794	37,329	
	32,674,616	29,699,366	39,665,093	(2,975,250)	9,9
	-	-	29,540	-	
	-	1,557,568	1,658,456	-	1
	38,311,741	38,457,861	38,270,989	146,120	(1
	13,647,404	11,984,646	11,425,215	(1,662,758)	(5
	841,764	773,698	725,279	(68,066)	
	41,819	45,180	72,236	3,361	
	355,300	379,415	417,717	24,115	
	88,512,140	**85,573,016**	**95,026,413**	**(2,939,124)**	**9,4**
	55,482,224	55,494,235	54,914,063	12,011	(5

-wide ridership increased +11%, mainly due to increased Trolley ridership. This is primari
ow installed on most Trolley cars, which improved accuracy and provide a clearer picture
gy relied on the number of one-way tickets sold, which dropped significantly when Day Pa
cars, reconfigured routes, an improved economy, additional service, and gas prices of m
ns. Fixed-route bus ridership decreased slightly, partially due to construction delays on n
such as Premium Express and Circulator, reflect routes changing to a different route cat

rs

	FY 2012	FY 2013	FY 2014	# Change FY12-FY13	# Ch FY F
	1,221	1,214	1,197	(7)	
00)	-	-	1,104	-	
	8,422	8,631	9,022	209	
	97,401	87,955	120,739	(9,446)	
	-	-	181	-	
	-	4,862	5,294	-	
	125,394	125,383	125,361	(11)	
	46,467	41,228	39,436	(5,239)	
	3,582	2,966	2,782	(616)	
	265	227	306	(38)	
	1,302	1,367	1,500	65	
	284,054	**273,833**	**306,922**	**(10,221)**	
y Pass.	185,351	184,511	184,503	(840)	

y passenger statistics show how many passengers ride MTS on a typical weekday. For F
ge weekday passengers (33,089 passengers per average weekday). Most of this is a res
e weekday (+37.3%). Fixed-route bus average weekday passengers remained almost un
average weekday passengers was the Circulator category, with a -6.2% decrease in aver
weekday), mainly the result of routes changing categories to Urban Standard.

	-	34.3	33.4	-	
	37.5	37.0	35.5	-1.3%	
	29.6	28.0	26.6	-5.4%	
	16.5	15.4	17.6	-6.7%	
	9.4	9.4	13.0	0.0%	
	2.1	2.1	2.1	0.0%	
	45.0	**42.3**	**45.9**	**-6.0%**	
ev. Hr.	34.3	33.5	32.4	-2.3%	

ore revenue hours in FY14 than in FY13. The 'passengers per revenue hour' metric show rs) that were added or removed relate to ridership increases or decreases. Increasing rid e efficient, for example, carrying more passengers with the same number of buses. For F nour, an increase of +8.5% (+3.6 riders per revenue hour). The change in riders per reve erate decrease of -3.3% (1.1 riders per revenue hour). For FY14, Trolley passengers per er revenue hour, an increase of +67.5 riders per revenue hour.

Service Hour

hour' measure is related to the above 'passengers per revenue hour,' but shows how m icking up passengers, excluding layover time. Analyzing this figure helps MTS to unders ice, instead of how effective MTS is at grouping trips and breaks together for a vehicle to

	FY 2012	FY 2013	FY 2014	% Change FY12-FY13	% Cl FY13
	24.0	23.5	24.8	-2.1%	
90)	-	-	29.4	-	
	41.0	40.4	39.1	-1.5%	
	222.4	209.2	274.4	-5.9%	
	-	-	63.7	-	
	-	46.8	45.6	-	
	45.7	45.1	44.5	-1.3%	
	39.5	37.9	36.2	-4.1%	
	25.7	22.3	27.5	-13.2%	
	10.1	8.5	9.6	-15.8%	
	N/A	N/A	N/A	N/A	
	60.3	**56.9**	**62.4**	**-5.6%**	
-Svc. Hr.	42.7	42.0	41.2	-1.6%	

MTS' system-wide passengers per in-service hour increased +5.5 to 62.4 passengers per is passengers per in-service hour experienced a small -1.9% decrease to 41.2 passenge

	81.0%	81.8%	80.0%	80.2%	
	94.0%	95.2%	90.7%	89.0%	
	90.9%	86.8%	88.8%	88.6%	
	91.2%	90.0%	84.0%	88.6%	
	83.6%	79.6%	83.4%	82.1%	
	84.9%	83.1%	86.0%	83.1%	
	87.4%	91.6%	86.6%	92.4%	
	N/A	N/A	N/A	N/A	
	N/A	N/A	N/A	N/A	
e	**85.7%**	**84.1%**	**85.1%**	**84.5%**	

ɔrmance remained around 85%. Following the June 2014 service change, three route cat
ach route is continually evaluated to determine if performance below the target is a result
scheduling, or situations outside MTS' direct control, such as construction, traffic conges
ɜs been impacted by Blue Line Trolley Renewal construction activities and is expected to
Jrban Frequent bus routes, which by far carry the greatest number of passengers, is hea
traffic as they typically go through high density corridors.

)0,000 Miles

	FY 2012	FY 2013	FY 2014
	1.47	1.42	1.49
	0.89	1.13	1.30
	0.04	0.04	0.02

ɜd Bus preventable accidents were slightly up for FY14 compared to FY13. MTS Contrac
ractor determined that accidents were not previously recorded correctly. The contractor re
g system. MTS Trolley reported three preventable accidents in FY14. Accidents deemec
of the California Vehicle Code (CVC). No Trolley accidents in FY14 have involved a CV(
ɔperations, continued operator retraining and safety awareness programs are held throug
/ metric.

ɹres (MDBF)

	FY 2012	FY 2013	FY 2014
	9,706	11,167	12,405
	10,908	10,190	9,265
	476,369	325,354	430,189

ɜd Bus MDBF is up for FY14 compared to FY13, due to the arrival of new buses. MTS C
ɜ compared to FY13 due to fleet age. Trolley MDBF is up, as new cars arrived and were

s decreased in FY14. In FY13, MTS saw an increase in the number of passenger compla
e, and Green Trolley Lines in September 2012. Complaints related to the MTS System, r
y. These complaints are in addition to any complaints that the operators receive and are
MTS policies and procedures. For FY14, the MTS General System received 0.4 complai

ainable System

ed to ensure that transit resources are deployed efficiently and do not exceed budgetary

	FY14 Actual	FY14 Budget	# Diff	% Diff
	795,085	796,263	(1,178)	-0.1%
ite Bus	900,886	895,405	5,481	0.6%
	504,089	501,008	3,081	0.6%
	2,200,060	**2,192,676**	**7,384**	**0.3%**

lightly more than budgeted, largely due to changes made in conjunction with new Rapid s
urs were slightly under budget and MTS Contract Services Fixed-Route Bus hours were
ove budget in FY14.

	FY14 Actual	FY14 Budget	# Diff	% Diff
	8,694,639	8,694,616	23	0.0%
ite Bus	9,643,899	9,607,787	36,112	0.4%
	8,516,212	8,488,071	28,141	0.3%
	26,854,750	**26,790,474**	**64,276**	**0.2%**

lightly more than budgeted, largely due to changes made in conjunction with new Rapid s
d MTS Contract Services Fixed-Route Bus miles were slightly above budget. MTS Rail m

irement

num number of vehicles that are on the road at any time in order to provide the levels of

	June 2013	June 2014	# Change FY13-FY14
	210	213	3
ite Bus	260	272	12
	96	96	-

een an increase for MTS Bus and MTS Contract Services fixed-route services. These inc
l in FY14 and the transition of routes between MTS Contract Services and MTS Directly-
has remained consistent between FY13 and FY14.

eekday)

	June 2013	June 2014	% Change FY13-FY14
	13.5	14.5	7.4%
	14.1	13.9	-1.4%
	18.2	18.1	-0.5%

e remained relatively flat year-over-year. MTS Directly-Operated Bus speeds are up due

	55.7%	55.3%	-0.4%

d practically steady over the two service periods reported for MTS Directly-Operated Bus

-service hours' per total hours are only calculated for MTS in-house bus operations.

	June 2013	June 2014	% Change FY13-FY14
	75.9%	75.7%	-0.2%
	N/A	N/A	N/A
	99.4%	97.7%	-1.7%

ng has kept the ratio generally consistent over time, with only a minor changes from FY1

ent of total operating cost recovered through fare revenue. The Transportation Developm
stem-wide for fixed-route (excluding regional routes which have a 20 percent requiremen

	FY 2012	FY 2013	FY 2014	% Change FY12-FY13	% Cl FY13
oid Exp)	36.7%	39.6%	38.2%	2.9%	
	46.0%	46.5%	43.2%	0.5%	
	-	-	45.3%	-	
	57.2%	55.3%	59.8%	-1.9%	
tio	**42.8%**	**42.6%**	**43.0%**	**-0.2%**	

nium/Rapid Express services, farebox recovery ratios continue to exceed the Transporta

blic subsidy required to provide service for each unlinked passengers boarding (measure
total passengers). MTS's goal is to improve route-category average year-over-year.

	FY 2012	FY 2013	FY 2014	% Change FY12-FY13	% Cl FY13
	$4.44	$4.73	$5.50	6.5%	
30)	-	-	$4.86	-	
	$2.33	$2.51	$2.60	7.7%	
	$0.81	$0.97	$0.69	19.8%	
	-	-	$8.63	-	
	-	$2.11	$2.35	-	
	$1.50	$1.44	$1.58	-4.0%	
	$1.24	$1.39	$1.56	12.1%	
	$2.23	$2.00	$2.21	-10.3%	
	$12.91	$13.17	$9.79	2.0%	
	$32.56	$32.55	$31.62	0.0%	
	$1.37	**$1.47**	**$1.40**	**7.3%**	
Pass.	$1.50	$1.51	$1.68	0.7%	

er passenger decreased to $1.40 in FY14. For fixed-route bus service, subsidy per pass
rail subsidy per passenger decreased from $0.97 to $0.69 over the last year, which is a -

On-Time Performance Standard	Headway Standard (Base Weekday) P = Peak B = Base	Vehicle Load Factor (Standard = No more than 20% of trips exceed factor)	Minority Route Y - Yes N - No
90%	***30 min.***	***1.00***	
	Actual		
97%	15	-	**Y**
95%	20	-	**N**
94%	30	-	**N**
96%	20 P / 30 B	-	**N**
NA	50	-	**Y**
90%	***30 min.***	***1.00***	
	Actual		
83%	15	-	**N**
89%	10 P	-	**N**
90%	***30 min.***	***1.50***	
	Actual		
83%	15 P / 30 B	-	**Y**
87%	15 P / 30 P / 60 B	-	**N**
80%	15 P / 30 P	-	**Y**
95%	20	-	**Y**
83%	15 P / 30 P / 60 B	-	**N**
93%	15	-	**Y**
37%	90	-	**N**
100%	30	-	**Y**
85%	20	-	**Y**
90%	***15 min.***	***3.00***	
	Actual		
81%	7.5 P / 15 B	-	**Y**
94%	15	-	**Y**
97%	15	-	**N**
89%	30	-	**N**
85%	***15 min.***	***1.50***	
	Actual		
89%	10 P / 15 B	-	**Y**
86%	10 P / 15 B	-	**Y**
86%	10 P / 15 B	-	**Y**
98%	15 P / 30 B	-	**N**

77%	6 P / 12 B	-	Y
88%	20	-	N
85%	20	-	N
82%	15	-	Y
79%	15	-	Y
83%	15	-	Y
81%	10 P / 15 B	-	Y
84%	15 P	-	N
81%	7.5 P / 15 B	-	Y
86%	7.5 P / 15 B	-	Y
84%	15	-	Y
92%	15	-	Y
84%	15	-	Y
90%	15	-	Y
78%	15 P / 30 B	-	Y
88%	15	-	Y
80%	12 P / 15 B	-	Y
74%	15	-	Y
85%	15	-	Y
78%	15	-	Y
87%	15	-	Y
71%	15	-	N
90%	***30 min.***	***1.50***	
	Actual		
90%	30	-	Y
95%	60	-	N
93%	30	-	N
88%	30	-	N
81%	30	-	Y
88%	15 P / 30 B	-	N
85%	30	-	N
84%	30	-	N
100%	60	-	Y
86%	30	-	Y
93%	30	-	Y
85%	60	-	Y
82%	30	-	Y
71%	30	-	Y
73%	30	-	N
80%	30	-	Y
NA	30	-	N
95%	30	-	N
84%	30	-	N
90%	30	-	N
90%	30	-	Y
77%	30	-	Y
73%	30	-	N
74%	30	-	Y
68%	30		Y

	90%	60 min.	1.5 (Note 3)	
	Actual			
	91%	30	-	N
	72%	60	-	Y
	85%	60	-	N
	96%	60	-	N
	88%	30	-	N
	91%	30	-	Y
	78%	30	-	Y
	91%	30	-	Y
	No missed trips.	~30	-	Y
	No missed trips.	~30	-	Y
	No missed trips.	~30	-	Y
	No missed trips.	~30	-	Y

in FY14. (^) New route in FY14.
' route and Route 945 is a non-minority route.
ı routes operated with a minibus. Routes 972, 973, 978, are 979 are timed to the COAS
ɜ selected COASTER trips.
ɜponsive services have no specific goals for on-time performance, headway, or load stan

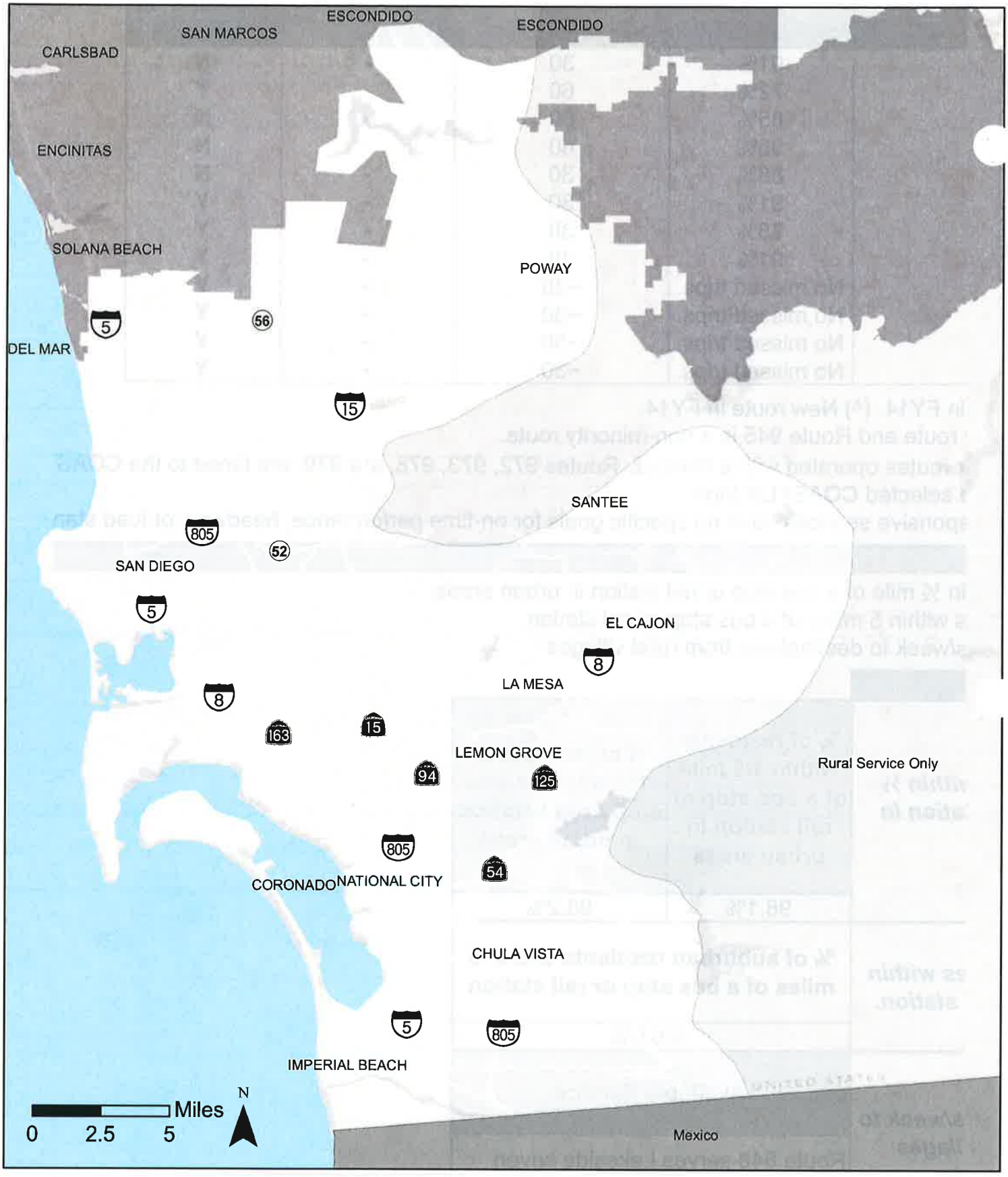
in ½ mile of a bus stop or rail station in urban areas.
s within 5 miles of a bus stop or rail station.
s/week to destinations from rural villages

vithin ½ ɜation in	% of residents within 1/2 mile of a bus stop or rail station in urban areas	% of jobs within 1/2 mile of a bus stop or rail station in urban areas
	98.1%	98.2%

ɜs within station.	% of suburban residents within 5 miles of a bus stop or rail station
	100.0%

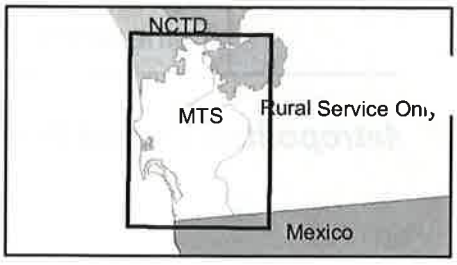
s/week to llages ɜ).	Available Service
	Route 848 serves Lakeside seven days a week and Route 864 serves Alpine seven days a week.

Metropolitan Transit System Area of Jurisdiction'.



Metropolitan Transit System
AREA OF JURISDICTION

June, 2014



FY 2014 ANNUAL ROUTE STATISTICS

Updated: *11/19/2014*

Route	Annual Passengers	Avg. Weekday Passengers	Passengers/ Revenue Hour	Subsidy per Passenger	Farebox Recovery	Cost Per Passenger
Blue Line	15,094,878	47,268	249.4	$ 0.28	78.9%	$ 1.32
Orange Line	10,896,289	33,505	216.3	$ 1.16	47.4%	$ 2.20
Green Line	13,673,926	39,966	217.1	$ 0.78	57.1%	$ 1.83
Silver Line	29,540	181	40.6	$ 8.63	11.5%	$ 9.76
1	1,515,014	4,981	31.6	$ 2.50	29.7%	$ 3.56
2	1,423,635	4,583	38.1	$ 1.99	35.0%	$ 3.05
3	1,822,383	6,265	39.4	$ 0.19	83.6%	$ 1.15
4	873,817	2,824	37.6	$ 2.06	33.3%	$ 3.09
5	913,424	3,091	48.9	$ 1.36	42.7%	$ 2.38
6	606,400	1,940	33.1	$ 2.48	29.6%	$ 3.52
7	3,771,716	11,618	46.7	$ 1.43	42.6%	$ 2.49
8	603,070	1,621	31.5	$ 2.62	29.1%	$ 3.69
9	536,493	1,565	31.2	$ 2.67	28.4%	$ 3.73
10	1,554,363	5,101	40.3	$ 1.83	36.8%	$ 2.89
11	2,574,222	8,736	33.8	$ 2.39	30.7%	$ 3.45
13	2,183,110	7,126	46.5	$ 1.45	41.9%	$ 2.50
14	89,619	352	12.0	$ 8.40	10.9%	$ 9.43
15	1,548,803	4,986	36.5	$ 2.12	33.4%	$ 3.19
18	47,009	186	16.3	$ 2.09	32.8%	$ 3.11
20	1,233,204	4,141	30.3	$ 2.79	27.5%	$ 3.84
25	110,738	436	17.3	$ 1.91	34.8%	$ 2.93
27	255,527	945	17.7	$ 2.10	32.2%	$ 3.10
28	420,822	1,386	32.9	$ 0.30	76.6%	$ 1.27
30	2,175,394	6,851	30.9	$ 2.63	30.1%	$ 3.77
31	112,438	441	23.9	$ 3.80	22.0%	$ 4.87
35	611,302	1,859	31.3	$ 0.19	84.3%	$ 1.18
41	1,391,958	4,633	38.5	$ 1.92	36.4%	$ 3.02
44	1,344,856	4,513	35.7	$ 2.18	33.1%	$ 3.26
50	248,096	981	22.1	$ 4.23	19.7%	$ 5.26
60^	5,450	339	28.1	$ 3.10	25.0%	$ 4.14
83	43,097	170	13.2	$ 2.81	26.6%	$ 3.83
84	34,587	137	11.5	$ 3.39	23.2%	$ 4.41
88	110,873	377	25.5	$ 3.31	24.6%	$ 4.39
105	399,745	1,397	26.4	$ 3.34	24.4%	$ 4.42
110^	2,826	177	23.0	$ 4.06	19.6%	$ 5.05
115	365,861	1,345	24.2	$ 2.22	31.5%	$ 3.24
120	953,698	3,065	28.2	$ 3.09	25.1%	$ 4.13
150	746,389	2,946	42.6	$ 1.69	38.1%	$ 2.73
201	787,028	2,532	42.6	$ 1.59	41.7%	$ 2.72
202	675,577	2,110	38.1	$ 1.92	37.0%	$ 3.05
204	152,767	466	15.9	$ 6.21	15.2%	$ 7.32
210*	71,364	302	27.7	$ 3.20	23.9%	$ 4.20
235^	43,084	2,224	11.4	$ 9.29	9.3%	$ 10.24
280^	7,069	442	20.4	$ 7.73	34.8%	$ 11.86
290^	10,597	662	30.8	$ 2.96	57.3%	$ 6.92
701	588,348	2,224	23.8	$ 1.74	32.7%	$ 2.58
703	40,465	-	27.5	$ 1.90	34.6%	$ 2.91
704	503,788	1,823	24.7	$ 1.86	31.8%	$ 2.73

Route	Annual Passengers	Avg. Weekday Passengers	Passengers/ Revenue Hour	Subsidy per Passenger	Farebox Recovery	Cost Per Passenger
705	308,324	1,110	26.9	$ 1.16	42.4%	$ 2
707	62,372	245	22.9	$ 2.36	27.2%	$ 3.24
709	1,045,506	3,858	39.2	$ 0.90	48.7%	$ 1.76
712	856,355	3,097	30.5	$ 1.15	42.9%	$ 2.02
810	146,432	616	27.2	$ 4.20	50.2%	$ 8.43
815	359,232	1,077	31.8	$ 0.42	71.3%	$ 1.45
816	348,447	1,378	33.1	$ 0.89	54.1%	$ 1.94
820	46,634	197	17.3	$ 7.46	35.0%	$ 11.48
832	60,286	202	16.2	$ 2.03	33.6%	$ 3.05
833	134,734	452	19.7	$ 1.55	39.7%	$ 2.57
834	19,061	75	16.2	$ 4.60	18.3%	$ 5.63
844.845*	167,008	674	12.9	$ 2.89	26.2%	$ 3.92
848	442,090	1,442	30.6	$ 1.08	49.6%	$ 2.14
850	33,197	136	21.3	$ 5.90	40.8%	$ 9.96
851	94,583	373	20.5	$ 1.45	41.4%	$ 2.47
854	191,523	730	26.1	$ 1.62	38.1%	$ 2.62
855	290,389	1,009	31.8	$ 0.88	53.9%	$ 1.90
856	719,975	2,598	30.2	$ 1.51	40.4%	$ 2.54
860	36,282	154	17.5	$ 8.18	33.4%	$ 12.28
864	457,090	1,471	19.2	$ 3.26	24.9%	$ 4.35
870	14,580	57	11.5	$ 2.31	47.1%	$ 4.37
871.872	121,782	463	21.9	$ 1.67	38.2%	$ 2.69
874.875	510,711	1,747	29.1	$ 1.27	44.8%	$ 2.30
880	23,883	94	14.8	$ 5.01	46.8%	$ 9.42
888	2,755	13	4.6	$ 33.39	3.9%	$ 34
891	1,461	14	4.0	$ 41.10	2.9%	$ 42.30
892	1,769	17	5.1	$ 31.83	4.0%	$ 33.14
894	66,251	262	15.6	$ 7.53	14.6%	$ 8.81
901	1,069,771	3,419	25.9	$ 2.19	31.3%	$ 3.19
904	94,312	260	18.5	$ 1.28	20.2%	$ 1.61
905	642,499	2,241	36.4	$ 1.14	50.8%	$ 2.32
906.907	1,512,377	4,911	38.4	$ 0.08	92.5%	$ 1.08
916.917	255,363	909	22.2	$ 2.04	32.0%	$ 2.99
921	398,098	1,490	26.6	$ 1.29	44.8%	$ 2.34
923	265,030	1,019	18.6	$ 1.69	37.8%	$ 2.71
928	408,829	1,479	29.3	$ 1.38	41.5%	$ 2.36
929	2,516,163	8,056	36.4	$ 0.65	60.0%	$ 1.62
932	1,291,346	4,379	31.3	$ 0.91	51.4%	$ 1.88
933.934	1,806,978	6,056	32.2	$ 1.28	43.4%	$ 2.25
936	656,485	1,959	31.4	$ 0.76	57.0%	$ 1.76
944.945^	11,539	643	9.0	$ 4.59	18.5%	$ 5.63
950^	39,881	187	68.1	$ 0.90	57.4%	$ 2.11
955	1,584,508	5,191	37.1	$ 0.54	64.1%	$ 1.50
960*	96,004	397	26.2	$ 3.21	23.2%	$ 4.18
961	635,939	2,180	30.7	$ 1.01	48.9%	$ 1.99
962.963	697,087	2,493	28.1	$ 0.97	50.6%	$ 1.97
964	89,491	353	15.0	$ 2.36	30.2%	$ 3.38
965	68,996	247	14.7	$ 2.42	29.7%	$ 3.45
967	64,284	238	14.5	$ 2.73	26.4%	$ 3.
968	65,281	248	14.6	$ 3.19	23.5%	$ 4.1
992	445,159	1,313	22.7	$ 1.03	51.3%	$ 2.12

Route	Annual Passengers	Avg. Weekday Passengers	Passengers/ Revenue Hour	Subsidy per Passenger	Farebox Recovery	Cost Per Passenger
MTS ACCESS	417,717	1,500	2.1	$ 31.62	13.0%	$ 36.32
SVCC	125,905	504	21.1	$ 1.36	Note 11	$ 2.38

SERVICE CATEGORY	Annual Passengers	Avg. Weekday Passengers	Passengers/ Revenue Hour	Subsidy per Passenger	Farebox Recovery	Cost Per Passenger
Premium Express	286,428	1,197	21.5	$ 5.50	43.2%	$ 9.68
Rapid Express	17,666	1,104	25.6	$ 4.86	45.3%	$ 8.89
Express	2,457,794	9,022	31.6	$ 2.60	28.8%	$ 3.65
Light Rail	39,694,633	120,920	227.3	$ 0.70	59.8%	$ 1.74
Rapid	1,658,456	5,294	33.4	$ 2.35	32.4%	$ 3.47
Urban Frequent	38,270,989	125,361	35.5	$ 1.58	39.4%	$ 2.60
Urban Standard	11,425,215	39,436	26.6	$ 1.56	39.4%	$ 2.57
Circulator	725,279	2,782	17.6	$ 2.21	31.8%	$ 3.24
Rural	72,236	306	13.0	$ 9.79	11.6%	$ 11.07
Demand-Responsive	417,717	1,500	2.1	$ 31.62	13.0%	$ 36.32

MODE	Annual Passengers	Avg. Weekday Passengers	Passengers/ Revenue Hour	Subsidy per Passenger	Farebox Recovery	Cost Per Passenger
Light Rail	39,694,633	120,920	227.3	$ 0.70	59.8%	$ 1.74
Fixed Route Bus	54,914,063	184,503	32.4	$ 1.68	38.3%	$ 2.73
Demand-Responsive	417,717	1,500	2.1	$ 31.62	13.0%	$ 36.32
Rural	72,236	306	13.0	$ 9.79	11.6%	$ 11.07

System Totals	**95,026,413**	**306,923**	**45.9**	**$ 1.40**	**43.0%**	**$ 2.46**

Note 1: (*) Route discontinued in FY14. (^) New route in FY14.
Note 2: After federal JARC grant, Route 905 subsidy/passenger is $0.77.
Note 3: After federal JARC grant, Route 929 subsidy/passenger is $0.57.
Note 4: After federal JARC grant, Route 932 subsidy/passenger is $0.76.
Note 5: After federal JARC grant, Route 955 subsidy/passenger is $0.41.
Note 6: After federal JARC grant, Route 960 subsidy/passenger is $1.61.
Note 7: After federal JARC grant, Route 967 subsidy/passenger is $1.96. Route 968 subsidy/passenger is $2.44
Note 8: City of Coronado subsidized fares for summer service on Route 904. Subsidy/passenger after payment is $1.14.
Note 9: After Rural 5311 grant, Routes 888, 891, 892, and 894 subsidy/passenger is $5.66.
Note 10: After Rural 5311 grant, Route 864 subsidy/passenger is $2.86.
Note 11: SVCC fares and one-half of the subsidy are paid for by NCTD resulting in a 72% farebox recovery.
Note 12: Routes 201, 202, 204 & 235, SANDAG reimburses MTS for the net operating cost (operating cost less fare revenue) using TransNet funds.

APPENDIX K
MTS TRANSIT AMENITIES POLICY

MTS Transit Amenities Policy (UPDATED: 11/12/14)

This Policy is established to ensure the equitable distribution of amenities across the MTS Transit Network. Details on amenities provided by mode follow below. It has been provided to MTS' outside contractors that install and maintain amenities (currently, Clear Channel Outdoor and Coast United).

This Policy applies to amenities funded by or constructed by, or at the direction of MTS. This Policy does not limit or restrict outside parties from funding and constructing infrastructure improvements at or near MTS transit stations/stops for the benefit of MTS passengers.

BUS STOPS

The installation of bus stop amenities is prioritized based on the number of passenger boardings at stops and stations along those routes. This prioritization can be adjusted by site constraints which may prevent installation of an amenity. MTS also works with local communities to ensure that installed amenities are an asset rather than nuisance, and may adjust siting and installations on a case-by-case basis accordingly.

I. SEATING

MTS provides four types of seating at bus stops:

A. Stand-alone benches: MTS maintains a contract with a vendor (currently Coast United) to install benches at bus stop locations, based on passenger volume or upon request. Space constraints on city sidewalks often limit the ability to install a bench. Some cities in MTS' service area install their own bus stop benches. While MTS works closely with the local jurisdictions, MTS does not have the ultimate authority over the placement, design, or location of these benches.

B. Shelter benches: MTS maintains a contract with a vendor (currently Clear Channel Outdoor) to install shelters and benches at bus stop locations. Typically a bench is installed at each shelter location, but MTS occasionally omits or removes the bench when working with local communities to resolve loitering issues, or to increase circulation and queuing space for passengers.

C. *Rapid/TransNet* station benches: MTS maintains benches at *Rapid* and SuperLoop bus stops/stations with *TransNet* reimbursement for operating expenses.

D. Transit Center benches: off-street transit centers maintained by MTS and shared with Trolley service have benches located at or near the bus stops for use by bus passengers.

Outside entities such as nearby institutions, cities, business improvement districts, and adjacent property owners sometimes install their own furniture at or near bus stops. MTS maintains some control of the immediate bus stop area for safety and ADA compliance, but the local jurisdiction has the ultimate authority over furniture placed within its right-of-way.

II. SHELTERS

MTS provides three kinds of shelters at its bus stops:

A. Stand-alone shelters: MTS maintains a contract with a vendor (currently Clear Channel Outdoor) to install shelters at bus stop locations, based primarily on passenger volume.

   Potential locations require sufficient space for the shelter and suitable electrical conditions (nearby power source and ability to ground the equipment). Space constraints on city sidewalks often limit the ability to install a shelter. MTS offers two lengths of the stand-alone shelter to accommodate smaller spaces where possible, or to provide more shelter area at busier stops, space permitting.

B. *Rapid/TransNet* station shelters: MTS maintains shelters at *Rapid* and SuperLoop bus stops/stations with *TransNet* reimbursement for operating expenses.

C. Transit Center shelters: off-street transit centers maintained by MTS and shared with Trolley service have shelters located at or near the bus stops for use by bus passengers.

Some cities in MTS' service area install their own bus stop shelters. While MTS works closely with the local jurisdictions, MTS does not have the ultimate authority over the placement, design, or location of these shelters.

Other outside entities, such as nearby institutions, business improvement districts, and adjacent property owners, sometimes install their own furniture at or near bus stops. MTS maintains some control of the immediate bus stop area for safety and ADA compliance, but the local jurisdiction has the ultimate authority over furniture placed within its right-of-way.

III. PASSENGER INFORMATION

A. Static Displays

   Each bus stop blade includes the following information: MTS logo, bus icon, list of routes serving the stop, and the individual stop number, allowing passengers to access stop-specific information on the internet or via smartphone. Blades installed at transit centers, major transfer points, and significant destinations include larger route decals with each route's destination also provided.

   Bus stop pole displays showing the schedule for the route(s) serving the stop are installed at transit centers, major transfer points, significant destinations, and locations with high numbers of boardings.

   Information kiosks are installed at off-street transit centers, selected busy on-street transfer locations, and along Broadway Avenue in Downtown San Diego. The information provided is customized to the location, but may include routes and destinations, fare information, local area maps, route maps, and "How to Ride" information.

Most shelters provided and serviced by MTS' vendor (currently Clear Channel Outdoor) include an information panel for a schedule, route map, or other information, depending on the service and location.

B. Electronic Displays

"Next-arrival" displays are provided at *Rapid* and SuperLoop bus stops/stations with *TransNet* reimbursement for operating expenses. These are installed as part of the capital project, and maintained through the Operating Agreement with SANDAG.

Next-arrival signs were also installed in a few other transit center locations as part of a pilot to test the technology; the functionality of these signs is maintained, but there are no plans to expand the program at this time.

IV. ELEVATORS / ESCALATORS

Elevators are provided only at locations where a fixed ramp could not meet Americans with Disabilities Act (ADA) requirements. Currently, the only bus stop location with an MTS-owned elevator, not also served by Trolley, is the parking structure at the Sabre Springs/Peñasquitos Transit Station. In the future, elevators will be installed at the bus-only transit plaza stations in City Heights.

There are no escalators at any bus-only location.

V. TRASH CANS

MTS provides for trash cans at the following bus stop locations:

A. Transit centers served by both buses and Trolleys

B. *Rapid* stations with *TransNet* reimbursement for operating expenses

C. MTS-contracted bus shelter locations

At all other locations, trash cans (if provided) are installed, serviced, and controlled by an outside entity, typically a city, business improvement district, or adjacent property owner.

VI. RESTROOMS

Only three locations have MTS-owned restrooms available for passenger use:

12th & Imperial Transit Center
Old Town Transit Center
El Cajon Transit Center

All three locations have an outside vendor that maintains the restroom and controls access. Other bus stops have nearby restrooms that can be used by passengers, but MTS does not reimburse the owner nor have any control over access.

MTS provides secured restrooms for employees only at various bus route terminal locations. In some bus route terminals, MTS has an agreement with a nearby business to allow drivers (not passengers) to use their restroom.

VII. TICKET VENDING MACHINES

There are currently no ticket vending machines provided at bus stops apart from Trolley stations.

RAIL STATIONS

Trolley station amenities, except where noted below, are generally standardized at all Trolley stations throughout the Trolley network. This standardization ensures equal distribution to all users, regardless of the location of the station. Quantities and siting of amenities are dependent on level of boardings and site-specific conditions.

I. SEATING

MTS provides seating at all Trolley stations. Quantity and placement of benches is dependent on location, number of boardings, and station design and layout.

II. SHELTERS

MTS provides two kinds of shelters at its Trolley stations:

A. Large canopies: Most Trolley stations have one large canopy, located on the platform with the most open area.

B. Small canopies: Most Trolley stations have one or more small canopies, located on the narrower platform.

III. PASSENGER INFORMATION

A. Static Displays

Each Trolley platform includes signage along its length indicating the station name, line of service, and terminal destination.

Information kiosks are installed on the platforms of all Trolley stations. The information provided includes Trolley schedules, fare information, local area maps, and "How to Ride" information. Bus transfer information is also included at busy transfer centers with bus service.

B. Electronic Displays

"Next-arrival" displays are provided above all Trolley platforms, indicating the line of service and the estimated time of arrival for subsequent trains.

IV. ELEVATORS / ESCALATORS

Elevators are provided only at locations where a fixed ramp could not meet Americans with Disabilities Act (ADA) requirements. Currently, MTS provides and maintains elevators at the following Trolley stations:

Fashion Valley Transit Center
Qualcomm Stadium
Grantville Trolley Station
SDSU Transit Center
Grossmont Transit Center

The only MTS stop/station with escalators is the SDSU Transit Station, where peak volumes would exceed the capacity of the elevators. No other escalators are planned for the system at this time.

V. TRASH CANS

MTS installs and services trash cans at all Trolley stations.

VI. RESTROOMS

Only three locations have MTS-owned restrooms available for passenger use:

12th & Imperial Transit Center
Old Town Transit Center
El Cajon Transit Center

All three locations have an outside vendor that maintains the restroom and controls access. Other Trolley stations have nearby restrooms that can be used by passengers, but MTS does not reimburse the owner nor have any control over access.

VIII. TICKET VENDING MACHINES

At least two ticket vending machines are provided at every Trolley station. Each machine accepts credit cards and dispenses tickets. At least one machine at each station also has the ability to dispense Compass Cards and load passes on Compass Cards.

APPENDIX L
MTS VEHICLE ASSIGNMENT POLICY

MTS Vehicle Assignment Policy **(UPDATED: 11/12/14, Revised)**

This Policy is established to ensure the equitable distribution of vehicle quality, capacity, and amenities across the MTS transit network. Details on vehicles provided by mode follow below. This Policy has been provided to the MTS Bus and Rail Operations teams and MTS' contract bus operations staff (currently, Transdev and First Transit).

BUSES

I. FIXED ROUTE BUSES

A. Bus Categories

1. Standard Bus: Medium or Heavy-Duty urban transit buses manufactured by New Flyer, Gillig, etc. Passenger amenities are common throughout the fleet, with only minor year-to-year variations. There are three distinct fleets:

    a. CNG: The largest segment of MTS' fixed-route fleet. Buses vary in length from 30'-40' with shorter buses assigned to routes with lower ridership or operating in areas where a 40' standard bus is challenging. Seating is a standard transit shell seat product from American Seating or equal, with padded inserts.

    b. Diesel: Similar bus as the CNG model, except powered by diesel fuel. Operated only from ECBMF because it is not yet capable of maintaining CNG buses. These will be replaced with CNG buses when retired.

    c. Gasoline Hybrid: Branded for SuperLoop service with passenger amenities similar to MTS standard buses. These are assigned only to the *TransNet*-funded SuperLoop route.

2. Articulated: Urban 60' articulated transit buses manufactured by New Flyer, NABI, etc. There are three distinct fleets:

    a. Urban: MTS branded with passenger amenities similar to MTS standard buses; diesel or CNG-powered. These are assigned to higher volume routes that require additional capacity when added frequency isn't practical, feasible, or cost-effective.

    b. *Rapid*: Branded for *Rapid* service with passenger amenities similar to MTS standard buses. These are assigned to *TransNet*-funded *Rapid* routes that operate primarily on surface streets.

    c. *Rapid* Freeway: Branded for *Rapid* service with an upgraded seating product. These are assigned to *TransNet*-funded *Rapid* routes that operate significant freeway segments, with the upgraded seating intended to improve the ride quality at higher speeds.

3. Minibus: Single-door, high-floor, body-on-chassis cutaway buses, 25'-34' in length; generally fewer seats that standard buses; gasoline-powered. These are assigned to demand response service and fixed-routes with lower ridership. They are also used on other routes during lower-demand periods such as weekends.

4. Over-the-Road Coach: Single-door, 45' long, high-floor highway coach; upgraded seating product and some additional passenger amenities such as parcel racks and reading lights. These are assigned to the higher-fare *Rapid* Express service on the Interstate 15 corridor.

B. Divisions: MTS bus service is operated from six bus divisions:

1. Imperial Avenue Division (IAD) – directly operated by MTS: 100 16th Street, San Diego, CA 92101 (Downtown San Diego); operates standard and articulated buses. Fuels and maintains CNG-powered and gasoline-hybrid buses.

2. Kearny Mesa Division (KMD) – directly operated by MTS: Opportunity Road, San Diego, CA (Kearny Mesa); operates standard and articulated buses. Fuels and maintains CNG- and diesel-powered buses.

3. South Bay Maintenance Facility (SBMF) – owned by MTS, operated by a contractor (currently Transdev): 3650A Main Street, Chula Vista, CA 91911 (southern Chula Vista); operates standard buses. Fuels and maintains CNG-powered buses.

4. East County Bus Maintenance Facility (ECBMF) – owned by MTS, operated by a contractor (currently Transdev): 1213 North Johnson Avenue, El Cajon, CA; operates standard buses, minibuses, and over-the-road coaches. Fuels and maintains diesel- and gasoline-powered buses. ECBMF will become fully CNG-capable by 2016.

5. Copley Park Maintenance Facility (CPMF) – owned by MTS, operated by a contractor (currently First Transit): Copley Drive, San Diego, CA (Kearny Mesa); operates minibuses. Fuels and maintains gasoline-powered buses.

6. Chula Vista Transit (CVT) – owned by City of Chula Vista, operated by a contractor (currently Transdev): Maxwell Street, Chula Vista, CA 91911 (southeastern Chula Vista); operates standard buses. Fuels and maintains CNG-powered buses. The CVT division is scheduled to close and be incorporated into SBMF in early 2015.

C. Amenities: Passenger amenities vary by bus type, as shown in the table below:

Amenity	Standard	Articulated	Minibus	OTR Coach
Alternative Fuel-Powered	X	X		
Air conditioning	X	X	X	X
Lift for accessibility			X	X
Ramp for accessibility	X	X		
Wheelchair Tie-Down Locations	2	2	2	2
Bicycle Rack (2-positions)	X	X	X	
Bicycle Underfloor Storage				X
Seating: shell seats with fabric inserts	X	X		
Seating: standard transit padded seating			X	
Seating: upgraded high-back seats		X		X

D. Bus Assignments by Route: Bus types are assigned by route based on several factors.

1. Capacity needs: Articulated buses are assigned to higher volume routes that require additional capacity when added frequency isn't practical, feasible, or cost-effective. Shorter length standard buses are assigned to routes with lower ridership or operating in areas where a 40' standard bus is challenging. Minibuses are assigned to the lowest ridership fixed-routes – routes which generally could not be economically operated with a larger bus.

2. Route type: *Rapid* Express routes between the Interstate 15 corridor and Downtown San Diego are always assigned over-the-road coaches; these routes have a higher fare and pass price. *Rapid* routes are always assigned *Rapid* articulated buses. *Rapid* routes that operate significant freeway segments are assigned the *Rapid* "freeway" articulated buses, with upgraded seating intended to improve the ride quality at higher speeds. The three SuperLoop routes are always assigned the gasoline hybrid 35' buses, although these are supplemented as needed with other MTS buses for capacity purposes.

E. Route Assignments by Division: Routes are assigned to each division based on the number and types of buses available, proximity to the service, and opportunities to complement other nearby routes for efficiency, interlining, driver familiarization, supervision, and incident response.

F. Bus Assignments by Division: Bus types are assigned to each division based on division space capacity, and the capability of the division to fuel, operate, and maintain any specialized equipment (alternative fuels, articulated buses, etc.).

G. Future Procurements: All heavy-duty buses are alternative fuel, hybrid-electric, or zero-emission; **or** replaced by alternative fuel, hybrid-electric, or zero-emission buses upon retirement. Heavy-duty buses will be low-floor, except for buses used for *Rapid* Express, standby, or tripper services, or on special or low-ridership routes.

II. ADA PARATRANSIT BUSES

All Americans with Disabilities Act (ADA) complementary paratransit buses are Type II cutaway minibuses operated from CPMF. There is no variation in passenger amenities from year-to-year, and vehicles are dispatched equally throughout the region based on ride demands.

RAIL

I. TROLLEY CAR CATEGORIES

A. High-Floor Cars: Siemens U2 and SD100 cars with high floors, steps inside the car to access 0"-8" station platform, wheelchair and bike space at the ends of each car, and a wheelchair lift next to the driver compartment in the lead car. The SD100 cars have a flip seat that allows space for three wheelchairs. Cars were manufactured between 1980 and 1995. Passenger amenities are nearly identical for all models and vintages. The Siemens U2 fleet is scheduled to be retired by 2015.

B. Low-Floor Cars: Siemens S70 and S70US cars with low-floors, inside steps only up to seating areas at far ends of the car, wheelchair and bike space in the middle of the car, and passenger-activated ramps at two of four doors of each car. Cars were manufactured between 2005 and 2014. Passenger amenities are nearly identical for all models and vintages.

C. Vintage Cars: MTS deploys one vintage Presidents Conference Car (PCC) car on the Silver Line in Downtown San Diego. This is a high-floor vehicle with a wheelchair ramp and a high-density forward-facing seating arrangement. A second similar vintage car is expected to be added in 2015.

II. DIVISIONS: MTS operates one rail division, from which all light rail ("Trolley") service is operated: Newton Avenue, San Diego, CA 92101 (Downtown San Diego).

III. AMENITIES: Passenger amenities vary by car type, as shown in the table below:

Amenity	High-Floor	Low-Floor	Vintage
Air conditioning	**X**	**X**	
Lift for accessibility	**X**		**X**
Ramps for accessibility		**X**	
Wheelchair Spaces	**2-3**	**Not limited**	**1**
Bicycle Spaces (limited by policy for safety)	**2**	**2**	**0**
Seating: shell seats with fabric inserts		**X**	
Seating: standard transit padded seating	**X**		**X**

IV. TROLLEY ASSIGNMENTS BY LINE

Trolley cars are assigned primarily based on four factors:

A. Station infrastructure limitations: Low floor cars require a minimum 8" station platform height in order for the ramp to maintain an ADA-compliant slope. Currently only the Orange and Green Lines have 8" platforms at all stations. On these lines, when high-floor cars are used, they will always be paired with a low-floor car to provide

accessibility. The Blue Line must be assigned high-floor cars because several stations along the line still have 0"-6" platform heights. These platforms are being raised as part of the Trolley Renewal project and should all be usable by low-floor cars by 2015. At that time, low-floor cars will be used on all lines, and high-floor cars will always be paired with one or more low-floor cars to provide accessibility.

B. Line grades: The Orange and Green Lines have grades that are challenging for the older Siemens U2 cars. For this reason, the Orange and Green Lines are almost exclusively operated by S70, S70US, and SD100 cars.

C. Fleet constraints: MTS currently owns 76 low-floor cars, but requires 96 cars for a full peak schedule. Currently, the difference is made up of high-floor cars operating on the Blue Line, inserting a high-floor car in the middle of Orange and Green Line consists, and some tripper and special event service.

D. Vintage Car constraints: Due to its high floor and limited capacity, the vintage PCC car is used only on the Silver Line loop in Downtown San Diego, where it supplements other existing services.

V. FUTURE PROCUREMENTS: Except for vintage cars, all Trolley cars are low-floor; **or** will be replaced by low-floor cars upon retirement.

APPENDIX M
2015 ON BOARD TRANSIT SURVEY

SANDAG 2015 On-Board Transit Survey

(for office use only) Route Code: _____ Dir: N S E W Time: _____ am / pm Interviewer: _____ Serial #: _____

Please take a few moments to help plan for your transit needs by filling out this survey.

All personal information will be kept strictly confidential and **WILL NOT** be shared or sold.

What is your HOME ADDRESS?: (please be specific, ex: 123 W. Main St):
*(If you are visiting the San Diego area, please list the **hotel name** or address where you are staying)*

_____ _____ _____ _____
Street Address **City** **State** **ZIP Code**

COMING FROM?

1. What type of place are you COMING FROM NOW? *(the starting place for your one-way trip)*

- O Your usual Workplace
- O Other business related (e.g., meeting, delivery)
- O College / University (students only)
- O School K-12 (students only)
- O Medical Service / Hospital (non-work)
- O Shopping
- O Eating / Dining
- O Visit Friend / Relative
- O Recreation / Sightseeing
- O Major Sporting Event, Concert, or Conference
- O Escorting / Accompanying someone
- O Airport (passengers only)
- O Your hotel/motel/lodging → *Go to Question #4*
- O Your **HOME** → *Go to Question #4*
- O Other: _____

2. What is the NAME of the place you are coming from now?

_____

3. What is the EXACT STREET ADDRESS of this place? (OR Intersection if you do not know)

_____

City: _____ State: _____ ZIP: _____

4. How did you GET FROM the place in Questions #1-3 TO THE VERY FIRST bus / train / Trolley you used for this one-way trip?

- O Walk – how long? _____# minutes (go to Q5)
- O Bike – how long? _____# minutes (go to Q5)
- O Wheelchair – how long? _____# minutes (go to Q5)
- O Skate board– how long? _____# minutes (go to Q5)
- O Was dropped off by someone (answer 4a)
- O Drove alone and parked (answer 4a)
- O Drove or rode with others and parked (answer 4a)
- O Carshare (i.e. car2go, Zipcar, etc.) (answer 4a)
- O Taxi, Uber, Lyft, etc. (answer 4a)
- O Free Shuttle (answer 4a)
- O Other Specify_____

4a. Where did you park/get dropped off before the FIRST bus / train / Trolley you used for this one-way trip (Nearest intersection / Park & Ride lot below):

_____

GOING TO?

5. What type of place are you GOING TO NOW? *(the ending place for your one-way trip)*

- O Your usual Workplace
- O Other business related (e.g., meeting, delivery)
- O College / University (students only)
- O School K-12 (students only)
- O Medical Service / Hospital (non-work)
- O Shopping
- O Eating / Dining
- O Visit Friend / Relative
- O Recreation / Sightseeing
- O Major Sporting Event, Concert, or Conference
- O Escorting / Accompanying someone
- O Airport (passengers only)
- O Your hotel/motel/lodging → *Go to Question #8*
- O Your **HOME** → *Go to Question #8*
- O Other: _____

6. What is the NAME of the place you are going to now?

_____

7. What is the EXACT STREET ADDRESS of this place? (OR Intersection if you do not know)

_____

City: _____ State: _____ ZIP: _____

8. How will you GET TO your destination (listed in Questions #5-7) after you get off the LAST bus / train / Trolley you will use for this one-way trip?

- O Walk – how long? _____# minutes (go to Q9)
- O Bike – how long? _____# minutes (go to Q9)
- O Wheelchair – how long? _____# minutes (go to Q9)
- O Skate board– how long? _____# minutes (go to Q9)
- O Be picked up by someone (answer 8a)
- O Get in a parked vehicle & drive alone (answer 8a)
- O Get in a parked vehicle & drive/ride w/others (answer 8a)
- O Carshare (i.e. car2go, Zipcar, etc.) (answer 8a)
- O Taxi, Uber, Lyft, etc. (answer 8a)
- O Free Shuttle (answer 8a)
- O Other Specify_____

8a. Where will you get your car/get picked up after the LAST bus/ train/ Trolley you are using for this one-way trip (nearest intersection / Park & Ride lot below):

_____

9 Did you transfer FROM another bus/train/Trolley BEFORE getting on this bus/train/Trolley? O Yes O No

10. Where did you GET ON THIS bus / train/ Trolley? *Please provide the nearest intersection / station name / Park&Ride lot:*

_____

11. Where will you GET OFF THIS bus / train / Trolley? *Please provide the nearest intersection/station name/Park&Ride lot:*

_____

12. Will you transfer TO another bus/train/Trolley AFTER getting off this bus/train/Trolley? O Yes O No

13. Please list the SYSTEM and BUS / TRAIN / TROLLEY ROUTES (e.g., MTS Route 10, Trolley Blue Line, Breeze Route 316, Sprinter, Coaster, Coaster Connection Route 444) in the exact order you use them for this one-way trip.

START → [ ] → [ ] → [ ] → [ ] → **END**

1st Route 2nd Route 3rd Route 4th Route

Continue

OTHER INFORMATION ABOUT THIS TRIP

14. What time did you GET ON this bus/train/Trolley? _____ : _____ **a.m. / p.m. (circle one)**

15. What type of fare did you use for this one-way trip?

O One-way fare O Regional Day Pass O Regional Plus Day Pass O SPRINTER/BREEZE Day Pass
O Regional Monthly Pass O Rapid Express Regional Monthly Pass O SPRINTER/BREEZE Monthly Pass
O COASTER Monthly - 1 Zone O COASTER Monthly - 2 Zone O COASTER Monthly – 3 Zone
O COASTER Youth Monthly O COASTER S/D/M Monthly
O College Pass – Please name college _____
O Other _____ (2, 3, or 14 day pass, free, employee, etc.)

15b. Did you receive any of the following special fare discounts for your trip today? *(check only one)*

O None O Senior (Age 60+) O Disabled O Medicare Recipient O Youth (Ages 6-18)

16. Will you (or did you) make this same trip using the same transit routes in exactly the opposite direction today? ONo OYes - **At what time did/will you leave for this trip in the opposite direction?** _____:_____ am/pm (circle one)

17. Since you most recently left your home (or the place you are staying in the San Diego area) and the next time you will return home (or the place you are staying), did you or will you... *(check all that apply)*

O No other trip O Go to work O Go to school O Go shopping O Buy a meal/beverage
O Visit friend/relative or attend a religious/social event O Other errands O Other (please specify):_____

17a. [If #17 is WORK] Provide Address_____

17b. [If #17 is SCHOOL] Provide School Name_____

ABOUT YOU AND YOUR HOUSEHOLD

18. Are you a resident of? OSan Diego County O Orange, Riverside, Imperial County O Mexico O Other

19. How many vehicles (cars, trucks, or motorcycles) are available to your household? _____ vehicles

19a. [If #19 is ONE OR MORE] Could you have used one of these vehicles to complete this trip? OYes ONo

20. Including YOU, how many people live in your household? _____ people

21. Including YOU, how many people (over age 15) in your household are employed full/part-time? _____ people

22. How many persons are traveling with you on this trip from the same origin to destination? _____ people

22a. [If #22 is ONE OR MORE] How many of these people are members of your household? _____people

23. What is your employment status? *(check the one response that BEST describes you)*

O Employed full-time (at least 35 hrs/wk) O Employed part-time (less than 35 hrs/wk)
O Not currently employed, but seeking work O Not currently employed, and not seeking work
O Retired O Homemaker

IF YOU ARE EMPLOYED:

23a. Does your employer pay all or part of your transit fare? OYes (all cost) OYes (some cost) ONone of the cost

24. What is your student status? *(check the one response that BEST describes you)*

O Not a student O Yes – Full-time college/university O Yes – Part-time college/university
O Yes – K - 8th grade O Yes – 9th-12th grade O Yes – Vocational/technical/trade school O Yes - Other

25. Do you have a valid driver's license? OYes ONo

26. What is your year of birth? _____year

27. What is your Race / Ethnicity? *(check all that apply)*

O American Indian / Alaska Native O Asian O Black/African American O Hispanic/Latino
O Native Hawaiian / Pacific Islander O White O Other: _____

28. What is your gender? O Male O Female

29. Which of the following BEST describes your TOTAL ANNUAL HOUSEHOLD INCOME in 2014 before taxes?

O $14,999 or less O $25,000 - $29,999 O $40,000 - $44,999 O $60,000 - $74,999
O $15,000 - $19,999 O $30,000 - $34,999 O $45,000 - $49,999 O $75,000 - $99,999
O $20,000 - $24,999 O $35,000 - $39,999 O $50,000 - $59,999 O $100,000 - $149,999
O $150,000 or above

30. Do you speak a language other than English at home? O No OYes - **Which language?** _____

30a. [If #30 = Yes] How well do you speak English? O Very well O Well O Not very well O Not at all

31. How many days a week do you ride public transit? O Less than once a week O # Days_____

32. How do you rate public transit service in your area? O Good O Average O Poor

REGISTER TO WIN $100

People who submit an accurately completed survey will have the option of being entered in a random drawing for one of ten $100 gift cards. You must provide your home address at the beginning of the survey to be eligible.

Name: _____

Phone Number: (_____) _____

Email address: _____

Thank you for your help!

If you completed this survey before getting off the bus / train / Trolley, please return your completed survey to the survey staff. If you did not have time to complete the survey during your trip, please request an envelope and return it within 24 hours to be entered into the contest.

APPENDIX N

MTS LOAD FACTOR, HEADWAY, AND ON-TIME PERFORMANCE ANALYSIS

MTS Load Factor		# of Routes	Standard
Regional Routes	Rapid Express	3	30 min.
Corridor Routes	Express Routes	8	30 min.
	Light Rail	3	15 min.
	Rapid Routes	6	15 min.
Local Routes	Urban Frequent	28	15 min.
	Urban Standard	35	30 min.
Circulator Routes	Operated with Minibus	11	60 min.

Type	Category	Minority	Non-Minority	Total
Regional	Rapid Express	1	2	3
Corridor	Express	4	4	8
Corridor	Light Rail	2	1	3
Corridor	Rapid	5	1	6
Local	Urban Frequent	24	4	28
Local	Urban Standard	23	12	35
Community	Circulator	6	5	11
	Bus Subtotals	63	28	91
	Light Rail Subtotals	2	1	3
	Total	**65**	**29**	**94**
	Percent	**69.1%**	**30.9%**	**100.0%**

MTS Load Factor - Minority Routes		# of Routes	Peak	Off-Peak	Standard
Regional Routes	Rapid Express	1	0.41	0.29	1
Corridor Routes	Express Routes	4	0.58	0.48	1.5
	Light Rail	2	0.48	0.32	3
	Rapid Routes	5	0.19	0.16	1.5
Local Routes	Urban Frequent	24	0.31	0.25	1.5
	Urban Standard	23	0.25	0.2	1.5
Circulator Routes	Operated with Minibus	6	0.24	0.2	1

MTS Load Factor - Non-Minority Routes		# of Routes	Peak	Off-Peak	Standard
Regional Routes	Rapid Express	2	0.43	0.39	1
Corridor Routes	Express Routes	4	0.27	0.32	1.5
	Light Rail	1	0.43	0.22	3
	Rapid Routes	1	0.32	0.27	1.5
Local Routes	Urban Frequent	4	0.31	0.23	1.5
	Urban Standard	12	0.32	0.22	1.5
Circulator Routes	Operated with Minibus	5	0.17	0.12	1

MTS Load Factor by Route

Minority - PEAK

Route Name	Time Period	Service Type	Service Code	Load Factor
Route #270	AM Peak	Corridor	Rapid Express	0.27
Route #270	PM Peak	Corridor	Rapid Express	0.55
		Corridor	**Rapid Express**	**0.41**
Route #20	AM Peak	Corridor	Express	0.28
Route #20	PM Peak	Corridor	Express	0.25
Route #60	AM Peak	Corridor	Express	0.56
Route #60	PM Peak	Corridor	Express	0.38
Route #110	AM Peak	Corridor	Express	0.38
Route #110	PM Peak	Corridor	Express	0.41
Route #950	AM Peak	Corridor	Express	1.28
Route #950	PM Peak	Corridor	Express	1.07
		Corridor	**Express**	**0.58**
Route #510 Blue Line	AM Peak	Corridor	Light Rail	0.51
Route #510 Blue Line	PM Peak	Corridor	Light Rail	0.51
Route #520 Orange Line	AM Peak	Corridor	Light Rail	0.43
Route #520 Orange Line	PM Peak	Corridor	Light Rail	0.49
		Corridor	**Light Rail**	**0.48**
Route #201	AM Peak	Local	Rapid	0.13
Route #201	PM Peak	Local	Rapid	0.39
Route #202	AM Peak	Local	Rapid	0.27
Route #202	PM Peak	Local	Rapid	0.38
Route #204	AM Peak	Local	Rapid	0.07
Route #204	PM Peak	Local	Rapid	0.05
Route #215	AM Peak	Corridor	Rapid	0.23
Route #215	PM Peak	Corridor	Rapid	0.26
Route #237	AM Peak	Corridor	Rapid	0.08
Route #237	PM Peak	Corridor	Rapid	0.08
		Corridor	**Rapid**	**0.19**
Route #1	AM Peak	Local	Urban Frequent	0.25
Route #1	PM Peak	Local	Urban Frequent	0.30
Route #2	AM Peak	Local	Urban Frequent	0.22
Route #2	PM Peak	Local	Urban Frequent	0.25
Route #3	AM Peak	Local	Urban Frequent	0.35
Route #3	PM Peak	Local	Urban Frequent	0.33
Route #5	AM Peak	Local	Urban Frequent	0.34
Route #5	PM Peak	Local	Urban Frequent	0.34
Route #6	AM Peak	Local	Urban Frequent	0.19
Route #6	PM Peak	Local	Urban Frequent	0.28
Route #7	AM Peak	Local	Urban Frequent	0.24
Route #7	PM Peak	Local	Urban Frequent	0.29
Route #10	AM Peak	Local	Urban Frequent	0.35
Route #10	PM Peak	Local	Urban Frequent	0.40
Route #11	AM Peak	Local	Urban Frequent	0.25
Route #11	PM Peak	Local	Urban Frequent	0.25
Route #13	AM Peak	Local	Urban Frequent	0.37
Route #13	PM Peak	Local	Urban Frequent	0.40
Route #41	AM Peak	Local	Urban Frequent	0.36
Route #41	PM Peak	Local	Urban Frequent	0.37
Route #44	AM Peak	Local	Urban Frequent	0.35
Route #44	PM Peak	Local	Urban Frequent	0.35

Route #120	AM Peak	Local	Urban Frequent	0.29
Route #120	PM Peak	Local	Urban Frequent	0.31
Route #701	AM Peak	Local	Urban Frequent	0.21
Route #701	PM Peak	Local	Urban Frequent	0.18
Route #709	AM Peak	Local	Urban Frequent	0.59
Route #709	PM Peak	Local	Urban Frequent	0.51
Route #712	AM Peak	Local	Urban Frequent	0.44
Route #712	PM Peak	Local	Urban Frequent	0.42
Route #901	AM Peak	Local	Urban Frequent	0.32
Route #901	PM Peak	Local	Urban Frequent	0.34
Route #906	AM Peak	Local	Urban Frequent	0.22
Route #906	PM Peak	Local	Urban Frequent	0.31
Route #907	AM Peak	Local	Urban Frequent	0.20
Route #907	PM Peak	Local	Urban Frequent	0.38
Route #929	AM Peak	Local	Urban Frequent	0.36
Route #929	PM Peak	Local	Urban Frequent	0.35
Route #932	AM Peak	Local	Urban Frequent	0.27
Route #932	PM Peak	Local	Urban Frequent	0.29
Route #933	AM Peak	Local	Urban Frequent	0.25
Route #933	PM Peak	Local	Urban Frequent	0.24
Route #934	AM Peak	Local	Urban Frequent	0.26
Route #934	PM Peak	Local	Urban Frequent	0.18
Route #955	AM Peak	Local	Urban Frequent	0.38
Route #955	PM Peak	Local	Urban Frequent	0.36
Route #961	AM Peak	Local	Urban Frequent	0.27
Route #961	PM Peak	Local	Urban Frequent	0.27
		Local	**Urban Frequent**	**0.31**
Route #4	AM Peak	Local	Urban Standard	0.29
Route #4	PM Peak	Local	Urban Standard	0.38
Route #31	AM Peak	Local	Urban Standard	0.20
Route #31	PM Peak	Local	Urban Standard	0.14
Route #704	AM Peak	Local	Urban Standard	0.19
Route #704	PM Peak	Local	Urban Standard	0.22
Route #705	AM Peak	Local	Urban Standard	0.36
Route #705	PM Peak	Local	Urban Standard	0.36
Route #707	AM Peak	Local	Urban Standard	0.15
Route #707	PM Peak	Local	Urban Standard	0.16
Route #815	AM Peak	Local	Urban Standard	0.28
Route #815	PM Peak	Local	Urban Standard	0.25
Route #816	AM Peak	Local	Urban Standard	0.42
Route #816	PM Peak	Local	Urban Standard	0.24
Route #855	AM Peak	Local	Urban Standard	0.27
Route #855	PM Peak	Local	Urban Standard	0.28
Route #856	AM Peak	Local	Urban Standard	0.38
Route #856	PM Peak	Local	Urban Standard	0.32
Route #871	AM Peak	Community	Urban Standard	0.15
Route #871	PM Peak	Community	Urban Standard	0.15
Route #872	AM Peak	Community	Urban Standard	0.07
Route #872	PM Peak	Community	Urban Standard	0.10
Route #874	AM Peak	Local	Urban Standard	0.23
Route #874	PM Peak	Local	Urban Standard	0.22
Route #875	AM Peak	Local	Urban Standard	0.24
Route #875	PM Peak	Local	Urban Standard	0.18
Route #905	AM Peak	Local	Urban Standard	0.68
Route #905	PM Peak	Local	Urban Standard	0.59
Route #916	AM Peak	Local	Urban Standard	0.10
Route #916	PM Peak	Local	Urban Standard	0.20

Route #917	AM Peak	Local	Urban Standard	0.15
Route #917	PM Peak	Local	Urban Standard	0.11
Route #921	AM Peak	Local	Urban Standard	0.30
Route #921	PM Peak	Local	Urban Standard	0.23
Route #928	AM Peak	Local	Urban Standard	0.32
Route #928	PM Peak	Local	Urban Standard	0.35
Route #936	AM Peak	Local	Urban Standard	0.26
Route #936	PM Peak	Local	Urban Standard	0.28
Route #962	AM Peak	Local	Urban Standard	0.30
Route #962	PM Peak	Local	Urban Standard	0.39
Route #963	AM Peak	Local	Urban Standard	0.14
Route #963	PM Peak	Local	Urban Standard	0.18
Route #967	AM Peak	Local	Urban Standard	0.16
Route #967	PM Peak	Local	Urban Standard	0.20
Route #968	AM Peak	Local	Urban Standard	0.14
Route #968	PM Peak	Local	Urban Standard	0.15
		Local	**Urban Standard**	**0.25**
Route #25	AM Peak	Local	Circulator	0.22
Route #25	PM Peak	Local	Circulator	0.30
Route #833	AM Peak	Local	Urban Standard	0.32
Route #833	PM Peak	Local	Urban Standard	0.24
Route #851	AM Peak	Community	Circulator	0.38
Route #851	PM Peak	Community	Circulator	0.37
Route #964	AM Peak	Local	Circulator	0.20
Route #964	PM Peak	Local	Circulator	0.16
Route #965	AM Peak	Local	Circulator	0.16
Route #965	PM Peak	Local	Circulator	0.23
Route #964	AM Peak	Local	Circulator	0.20
Route #964	PM Peak	Local	Circulator	0.16
Route #965	AM Peak	Local	Circulator	0.16
Route #965	PM Peak	Local	Circulator	0.23
		Local	**Circulator**	**0.24**

Non-Minority - PEAK

Route Name	Time Period	Service Type	Service Code	Load Factor
Route #280	AM Peak	Regional	Rapid Express	0.45
Route #280	PM Peak	Regional	Rapid Express	0.37
Route #290	AM Peak	Regional	Rapid Express	0.51
Route #290	PM Peak	Regional	Rapid Express	0.38
		Regional	**Rapid Express**	**0.43**
Route #50	AM Peak	Corridor	Express	0.26
Route #50	PM Peak	Corridor	Express	0.30
Route #150	AM Peak	Corridor	Express	0.41
Route #150	PM Peak	Corridor	Express	0.38
Route #170	AM Peak	Corridor	Express	0.10
Route #170	PM Peak	Corridor	Express	0.07
Route #870	AM Peak	Regional	Express	0.31
Route #870	PM Peak	Regional	Express	0.28
		Corridor	**Express**	**0.27**
Route #530 Green Line	AM Peak	Corridor	Light Rail	0.39
Route #530 Green Line	PM Peak	Corridor	Light Rail	0.47
		Corridor	**Light Rail**	**0.43**
Route #235	AM Peak	Corridor	Rapid	0.30
Route #235	PM Peak	Corridor	Rapid	0.33
		Corridor	**Rapid**	**0.32**
Route #8	AM Peak	Local	Urban Frequent	0.24
Route #8	PM Peak	Local	Urban Frequent	0.30
Route #9	AM Peak	Local	Urban Frequent	0.23
Route #9	PM Peak	Local	Urban Frequent	0.24
Route #30	AM Peak	Local	Urban Frequent	0.44
Route #30	PM Peak	Local	Urban Frequent	0.47
Route #992	AM Peak	Local	Urban Frequent	0.29
Route #992	PM Peak	Local	Urban Frequent	0.26
		Local	**Urban Frequent**	**0.31**
Route #14	AM Peak	Local	Urban Standard	0.14
Route #14	PM Peak	Local	Urban Standard	0.09
Route #27	AM Peak	Local	Urban Standard	0.20
Route #27	PM Peak	Local	Urban Standard	0.28
Route #28	AM Peak	Local	Urban Standard	0.38
Route #28	PM Peak	Local	Urban Standard	0.50
Route #35	AM Peak	Local	Urban Standard	0.32
Route #35	PM Peak	Local	Urban Standard	0.32
Route #105	AM Peak	Local	Urban Standard	0.25
Route #105	PM Peak	Local	Urban Standard	0.23
Route #115	AM Peak	Local	Urban Standard	0.41
Route #115	PM Peak	Local	Urban Standard	0.31
Route #832	AM Peak	Local	Urban Standard	0.24
Route #832	PM Peak	Local	Urban Standard	0.16
Route #848	AM Peak	Local	Urban Standard	0.33
Route #848	PM Peak	Local	Urban Standard	0.39
Route #854	AM Peak	Local	Urban Standard	0.39
Route #854	PM Peak	Local	Urban Standard	0.35
Route #864	AM Peak	Local	Urban Standard	0.40
Route #864	PM Peak	Local	Urban Standard	0.29
Route #904	PM Peak	Community	Urban Standard	0.55

Route #923	AM Peak	Local	Urban Standard	0.39
Route #923	PM Peak	Local	Urban Standard	0.38
		Local	**Urban Standard**	**0.32**
Route #18	AM Peak	Local	Circulator	0.12
Route #18	PM Peak	Local	Circulator	0.14
Route #83	AM Peak	Local	Circulator	0.15
Route #83	PM Peak	Local	Circulator	0.15
Route #84	AM Peak	Local	Circulator	0.27
Route #84	PM Peak	Local	Circulator	0.19
Route #88	AM Peak	Local	Circulator	0.17
Route #88	PM Peak	Local	Circulator	0.13
Route #844	AM Peak	Local	Urban Standard	0.29
Route #844	PM Peak	Local	Urban Standard	0.11
Route #845	AM Peak	Local	Urban Standard	0.21
Route #845	PM Peak	Local	Urban Standard	0.13
		Local	**Circulator**	**0.17**

Minority - OFF PEAK

Route Name	Time Period	Service Type	Service Code	Load Factor
Route #270	PM Late	Corridor	Premium Express	0.29
Route #20	AM Early	Corridor	Express	0.22
Route #20	Midday	Corridor	Express	0.26
Route #20	PM Late	Corridor	Express	0.17
Route #60	AM Early	Corridor	Express	0.36
Route #950	AM Early	Corridor	Express	1.40
		Corridor	**Express**	**0.48**
Route #510 Blue Line	AM Early	Corridor	Light Rail	0.34
Route #510 Blue Line	Midday	Corridor	Light Rail	0.62
Route #510 Blue Line	Other	Corridor	Light Rail	0.11
Route #510 Blue Line	PM Late	Corridor	Light Rail	0.45
Route #520 Orange Line	AM Early	Corridor	Light Rail	0.25
Route #520 Orange Line	Midday	Corridor	Light Rail	0.37
Route #520 Orange Line	Other	Corridor	Light Rail	0.11
Route #520 Orange Line	PM Late	Corridor	Light Rail	0.30
		Corridor	**Light Rail**	**0.32**
Route #201	AM Early	Local	Rapid	0.08
Route #201	Midday	Local	Rapid	0.34
Route #201	PM Late	Local	Rapid	0.34
Route #202	AM Early	Local	Rapid	0.10
Route #202	Midday	Local	Rapid	0.42
Route #202	PM Late	Local	Rapid	0.31
Route #204	AM Early	Local	Rapid	0.03
Route #204	Midday	Local	Rapid	0.08
Route #204	PM Late	Local	Rapid	0.04
Route #215	AM Early	Corridor	Rapid	0.14
Route #215	Midday	Corridor	Rapid	0.28
Route #215	Other	Corridor	Rapid	0.09
Route #215	PM Late	Corridor	Rapid	0.17
Route #237	AM Early	Corridor	Rapid	0.07
Route #237	Midday	Corridor	Rapid	0.05
Route #237	PM Late	Corridor	Rapid	0.08
		Corridor	**Rapid**	**0.16**
Route #1	AM Early	Local	Urban Frequent	0.11
Route #1	Midday	Local	Urban Frequent	0.32
Route #1	PM Late	Local	Urban Frequent	0.20
Route #2	AM Early	Local	Urban Frequent	0.14
Route #2	Midday	Local	Urban Frequent	0.28
Route #2	Other	Local	Urban Frequent	0.10
Route #2	PM Late	Local	Urban Frequent	0.19
Route #3	AM Early	Local	Urban Frequent	0.20
Route #3	Midday	Local	Urban Frequent	0.32
Route #3	PM Late	Local	Urban Frequent	0.17
Route #4	AM Early	Local	Urban Frequent	0.21
Route #4	Midday	Local	Urban Frequent	0.31
Route #4	PM Late	Local	Urban Frequent	0.23
Route #5	AM Early	Local	Urban Frequent	0.26
Route #5	Midday	Local	Urban Frequent	0.36
Route #5	PM Late	Local	Urban Frequent	0.20
Route #6	AM Early	Local	Urban Frequent	0.20
Route #6	Midday	Local	Urban Frequent	0.25

Route #6	PM Late	Local	Urban Frequent	0.21
Route #7	AM Early	Local	Urban Frequent	0.13
Route #7	Midday	Local	Urban Frequent	0.31
Route #7	Other	Local	Urban Frequent	0.16
Route #7	PM Late	Local	Urban Frequent	0.20
Route #10	AM Early	Local	Urban Frequent	0.28
Route #10	Midday	Local	Urban Frequent	0.39
Route #10	PM Late	Local	Urban Frequent	0.27
Route #11	AM Early	Local	Urban Frequent	0.18
Route #11	Midday	Local	Urban Frequent	0.25
Route #11	PM Late	Local	Urban Frequent	0.18
Route #13	AM Early	Local	Urban Frequent	0.32
Route #13	Midday	Local	Urban Frequent	0.38
Route #13	PM Late	Local	Urban Frequent	0.26
Route #41	AM Early	Local	Urban Frequent	0.27
Route #41	Midday	Local	Urban Frequent	0.40
Route #41	PM Late	Local	Urban Frequent	0.40
Route #44	AM Early	Local	Urban Frequent	0.19
Route #44	Midday	Local	Urban Frequent	0.35
Route #44	PM Late	Local	Urban Frequent	0.27
Route #120	AM Early	Local	Urban Frequent	0.19
Route #120	Midday	Local	Urban Frequent	0.30
Route #120	PM Late	Local	Urban Frequent	0.19
Route #701	AM Early	Local	Urban Frequent	0.17
Route #701	Midday	Local	Urban Frequent	0.17
Route #701	PM Late	Local	Urban Frequent	0.12
Route #709	AM Early	Local	Urban Frequent	0.23
Route #709	Midday	Local	Urban Frequent	0.60
Route #709	PM Late	Local	Urban Frequent	0.33
Route #712	AM Early	Local	Urban Frequent	0.19
Route #712	Midday	Local	Urban Frequent	0.44
Route #712	PM Late	Local	Urban Frequent	0.26
Route #901	AM Early	Local	Urban Frequent	0.29
Route #901	Midday	Local	Urban Frequent	0.45
Route #901	Other	Local	Urban Frequent	0.31
Route #901	PM Late	Local	Urban Frequent	0.36
Route #906	AM Early	Local	Urban Frequent	0.38
Route #906	Midday	Local	Urban Frequent	0.31
Route #906	Other	Local	Urban Frequent	0.15
Route #906	PM Late	Local	Urban Frequent	0.18
Route #907	AM Early	Local	Urban Frequent	0.40
Route #907	Midday	Local	Urban Frequent	0.31
Route #907	Other	Local	Urban Frequent	0.17
Route #907	PM Late	Local	Urban Frequent	0.19
Route #929	AM Early	Local	Urban Frequent	0.35
Route #929	Midday	Local	Urban Frequent	0.44
Route #929	Other	Local	Urban Frequent	0.34
Route #929	PM Late	Local	Urban Frequent	0.36
Route #932	AM Early	Local	Urban Frequent	0.20
Route #932	Midday	Local	Urban Frequent	0.29
Route #932	PM Late	Local	Urban Frequent	0.18
Route #933	AM Early	Local	Urban Frequent	0.13
Route #933	Midday	Local	Urban Frequent	0.27
Route #933	Other	Local	Urban Frequent	0.02
Route #933	PM Late	Local	Urban Frequent	0.15
Route #934	AM Early	Local	Urban Frequent	0.14
Route #934	Midday	Local	Urban Frequent	0.23
Route #934	Other	Local	Urban Frequent	0.03

Route #934	PM Late	Local	Urban Frequent	0.16
Route #955	AM Early	Local	Urban Frequent	0.18
Route #955	Midday	Local	Urban Frequent	0.30
Route #955	PM Late	Local	Urban Frequent	0.26
Route #961	AM Early	Local	Urban Frequent	0.15
Route #961	Midday	Local	Urban Frequent	0.26
Route #961	PM Late	Local	Urban Frequent	0.18
		Local	**Urban Frequent**	**0.25**
Route #31	AM Early	Local	Urban Standard	0.07
Route #31	Midday	Local	Urban Standard	0.16
Route #31	PM Late	Local	Urban Standard	0.10
Route #704	AM Early	Local	Urban Standard	0.17
Route #704	Midday	Local	Urban Standard	0.24
Route #704	PM Late	Local	Urban Standard	0.14
Route #705	Midday	Local	Urban Standard	0.37
Route #705	PM Late	Local	Urban Standard	0.16
Route #707	Midday	Local	Urban Standard	0.24
Route #707	PM Late	Local	Urban Standard	0.04
Route #815	AM Early	Local	Urban Standard	0.22
Route #815	Midday	Local	Urban Standard	0.30
Route #815	PM Late	Local	Urban Standard	0.21
Route #816	AM Early	Local	Urban Standard	0.17
Route #816	Midday	Local	Urban Standard	0.39
Route #816	PM Late	Local	Urban Standard	0.18
Route #833	AM Early	Local	Urban Standard	0.21
Route #833	Midday	Local	Urban Standard	0.22
Route #855	AM Early	Local	Urban Standard	0.10
Route #855	Midday	Local	Urban Standard	0.26
Route #855	PM Late	Local	Urban Standard	0.15
Route #856	AM Early	Local	Urban Standard	0.21
Route #856	Midday	Local	Urban Standard	0.31
Route #856	PM Late	Local	Urban Standard	0.18
Route #871	AM Early	Community	Urban Standard	0.04
Route #871	Midday	Community	Urban Standard	0.14
Route #871	PM Late	Community	Urban Standard	0.10
Route #872	Midday	Community	Urban Standard	0.13
Route #872	PM Late	Community	Urban Standard	0.05
Route #874	AM Early	Local	Urban Standard	0.23
Route #874	Midday	Local	Urban Standard	0.31
Route #874	PM Late	Local	Urban Standard	0.21
Route #875	Midday	Local	Urban Standard	0.20
Route #875	PM Late	Local	Urban Standard	0.13
Route #905	AM Early	Local	Urban Standard	0.55
Route #905	Midday	Local	Urban Standard	0.69
Route #905	PM Late	Local	Urban Standard	0.65
Route #916	AM Early	Local	Urban Standard	0.08
Route #916	Midday	Local	Urban Standard	0.12
Route #916	PM Late	Local	Urban Standard	0.11
Route #917	AM Early	Local	Urban Standard	0.10
Route #917	Midday	Local	Urban Standard	0.13
Route #917	PM Late	Local	Urban Standard	0.09
Route #921	AM Early	Local	Urban Standard	0.17
Route #921	Midday	Local	Urban Standard	0.25
Route #921	PM Late	Local	Urban Standard	0.23
Route #928	AM Early	Local	Urban Standard	0.16
Route #928	Midday	Local	Urban Standard	0.29
Route #928	PM Late	Local	Urban Standard	0.22

Route #936	AM Early	Local	Urban Standard	0.10
Route #936	Midday	Local	Urban Standard	0.29
Route #936	PM Late	Local	Urban Standard	0.17
Route #962	AM Early	Local	Urban Standard	0.22
Route #962	Midday	Local	Urban Standard	0.35
Route #962	PM Late	Local	Urban Standard	0.21
Route #963	AM Early	Local	Urban Standard	0.14
Route #963	Midday	Local	Urban Standard	0.20
Route #963	PM Late	Local	Urban Standard	0.17
Route #967	AM Early	Local	Urban Standard	0.10
Route #967	Midday	Local	Urban Standard	0.09
Route #967	PM Late	Local	Urban Standard	0.04
Route #968	AM Early	Local	Urban Standard	0.13
Route #968	Midday	Local	Urban Standard	0.15
Route #968	PM Late	Local	Urban Standard	0.06
		Local	**Urban Standard**	**0.20**
Route #25	Midday	Local	Circulator	0.24
Route #25	PM Late	Local	Circulator	0.14
Route #851	AM Early	Community	Circulator	0.28
Route #851	Midday	Community	Circulator	0.30
Route #851	PM Late	Community	Circulator	0.29
Route #964	AM Early	Local	Circulator	0.27
Route #964	Midday	Local	Circulator	0.25
Route #964	PM Late	Local	Circulator	0.11
Route #965	AM Early	Local	Circulator	0.08
Route #965	Midday	Local	Circulator	0.16
Route #965	PM Late	Local	Circulator	0.08
		Local	**Circulator**	**0.20**

Non-Minority - OFF PEAK

Route Name	Time Period	Service Type	Service Code	Load Factor
Route #280	AM Early	Regional	Rapid Express	0.39
Route #280	Midday	Regional	Rapid Express	0.38
Route #290	AM Early	Regional	Rapid Express	0.42
Route #290	Midday	Regional	Rapid Express	0.36
		Regional	**Rapid Express**	**0.39**
Route #50	AM Early	Corridor	Express	0.40
Route #50	Midday	Corridor	Express	0.27
Route #50	PM Late	Corridor	Express	0.33
Route #150	AM Early	Corridor	Express	0.39
Route #150	Midday	Corridor	Express	0.50
Route #150	PM Late	Corridor	Express	0.42
Route #170	Midday	Corridor	Express	0.19
Route #170	PM Late	Corridor	Express	0.08
		Corridor	**Express**	**0.32**
Route #530 Green Line	AM Early	Corridor	Light Rail	0.15
Route #530 Green Line	Midday	Corridor	Light Rail	0.37
Route #530 Green Line	Other	Corridor	Light Rail	0.08
Route #530 Green Line	PM Late	Corridor	Light Rail	0.28
		Corridor	**Light Rail**	**0.22**
Route #235	AM Early	Corridor	Rapid	0.25
Route #235	Midday	Corridor	Rapid	0.38
Route #235	PM Late	Corridor	Rapid	0.20
		Corridor	**Rapid**	**0.27**
Route #8	AM Early	Local	Urban Frequent	0.18
Route #8	Midday	Local	Urban Frequent	0.24
Route #8	Other	Local	Urban Frequent	0.07
Route #8	PM Late	Local	Urban Frequent	0.16
Route #9	AM Early	Local	Urban Frequent	0.10
Route #9	Midday	Local	Urban Frequent	0.21
Route #9	PM Late	Local	Urban Frequent	0.17
Route #30	AM Early	Local	Urban Frequent	0.34
Route #30	Midday	Local	Urban Frequent	0.42
Route #30	Other	Local	Urban Frequent	0.13
Route #30	PM Late	Local	Urban Frequent	0.29
Route #992	AM Early	Local	Urban Frequent	0.29
Route #992	Midday	Local	Urban Frequent	0.36
Route #992	PM Late	Local	Urban Frequent	0.25
		Local	**Urban Frequent**	**0.23**
Route #14	AM Early	Local	Urban Standard	0.10
Route #14	Midday	Local	Urban Standard	0.11
Route #14	PM Late	Local	Urban Standard	0.06
Route #27	AM Early	Local	Urban Standard	0.06
Route #27	Midday	Local	Urban Standard	0.22
Route #27	PM Late	Local	Urban Standard	0.15
Route #28	AM Early	Local	Urban Standard	0.08
Route #28	Midday	Local	Urban Standard	0.28
Route #28	PM Late	Local	Urban Standard	0.15
Route #35	AM Early	Local	Urban Standard	0.16
Route #35	Midday	Local	Urban Standard	0.38
Route #35	PM Late	Local	Urban Standard	0.29

Route #105	AM Early	Local	Urban Standard	0.11
Route #105	Midday	Local	Urban Standard	0.24
Route #105	PM Late	Local	Urban Standard	0.17
Route #115	AM Early	Local	Urban Standard	0.12
Route #115	Midday	Local	Urban Standard	0.32
Route #115	PM Late	Local	Urban Standard	0.22
Route #832	Midday	Local	Urban Standard	0.22
Route #832	PM Late	Local	Urban Standard	0.16
Route #844	AM Early	Local	Urban Standard	0.10
Route #844	Midday	Local	Urban Standard	0.27
Route #845	AM Early	Local	Urban Standard	0.16
Route #845	Midday	Local	Urban Standard	0.22
Route #845	PM Late	Local	Urban Standard	0.08
Route #848	AM Early	Local	Urban Standard	0.27
Route #848	Midday	Local	Urban Standard	0.36
Route #848	PM Late	Local	Urban Standard	0.25
Route #854	AM Early	Local	Urban Standard	0.16
Route #854	Midday	Local	Urban Standard	0.40
Route #854	PM Late	Local	Urban Standard	0.32
Route #864	AM Early	Local	Urban Standard	0.39
Route #864	Midday	Local	Urban Standard	0.29
Route #864	PM Late	Local	Urban Standard	0.22
Route #904	Midday	Community	Urban Standard	0.43
Route #904	PM Late	Community	Urban Standard	0.39
Route #923	AM Early	Local	Urban Standard	0.14
Route #923	Midday	Local	Urban Standard	0.22
Route #923	PM Late	Local	Urban Standard	0.23
		Local	**Urban Standard**	**0.22**

Route #18	Midday	Local	Circulator	0.13
Route #83	Midday	Local	Circulator	0.11
Route #83	PM Late	Local	Circulator	0.11
Route #84	Midday	Local	Circulator	0.11
Route #84	PM Late	Local	Circulator	0.06
Route #88	AM Early	Local	Circulator	0.16
Route #88	Midday	Local	Circulator	0.12
Route #88	PM Late	Local	Circulator	0.14
		Local	**Circulator**	**0.12**

MTS Headways		# of Routes	Standard
Regional Routes	Rapid Express	3	30 min.
Corridor Routes	Express Routes	8	30 min.
	Light Rail	3	15 min.
	Rapid Routes	6	15 min.
Local Routes	Urban Frequent	28	15 min.
	Urban Standard	35	30 min.
Circulator Routes	Operated with Minibus	11	60 min.

Type	**Category**	**Minority**	**Non-Minority**	**Total**
Regional	Rapid Express	1	2	3
Corridor	Express	4	4	8
Corridor	Light Rail	2	1	3
Corridor	Rapid	5	1	6
Local	Urban Frequent	24	4	28
Local	Urban Standard	23	12	35
Community	Circulator	6	5	11
	Bus Subtotals	63	28	91
	Light Rail Subtotals	2	1	3
	Total	**65**	**29**	**94**
	Percent	**69.1%**	**30.9%**	**100.0%**

MTS Headways - Minority Routes		# of Routes	Peak	Off-Peak	Standard
Regional Routes	Rapid Express	1	60 min.	60 min.	30 min.
Corridor Routes	Express Routes	4	20 min.	27.5 min.	30 min.
	Light Rail	2	11.25 min.	15 min.	15 min.
	Rapid Routes	5	11 min.	21 min.	15 min.
Local Routes	Urban Frequent	24	13.88 min.	15.5 min.	15 min.
	Urban Standard	23	32.61 min.	33.91 min.	30 min.
Circulator Routes	Operated with Minibus	6	35 min.	35 min.	60 min.

MTS Headways - Non-Minority Routes		# of Routes	Peak	Off-Peak	Standard
Regional Routes	Rapid Express	2	12.5 min.	12.5 min.	30 min.
Corridor Routes	Express Routes	4	37.5 min.	52.5 min.	30 min.
	Light Rail	1	15 min.	15 min.	15 min.
	Rapid Routes	1	15 min.	30 min.	15 min.
Local Routes	Urban Frequent	4	17.5 min.	17.5 min.	15 min.
	Urban Standard	12	31.25 min.	32.5 min.	30 min.
Circulator Routes	Operated with Minibus	5	48 min.	42 min.	60 min.

MTS Headways By Route

Minority - Peak

Route #270	Regional	Rapid Express	60
		Rapid Express	**60**
Route #20	Corridor	Express	15
Route #60	Corridor	Express	15
Route #110	Corridor	Express	20
Route #950	Corridor	Express	30
		Express	**20**
Route #510 Blue Line	Corridor	Light Rail	7.5
Route #520 Orange Line	Corridor	Light Rail	15
		Light Rail	**11.25**
Route #201	Local	Rapid	10
Route #202	Local	Rapid	10
Route #204	Local	Rapid	10
Route #215	Corridor	Rapid	10
Route #237	Corridor	Rapid	15
		Rapid	**11**
Route #1	Local	Urban Frequent	15
Route #2	Local	Urban Frequent	12
Route #3	Local	Urban Frequent	15
Route #5	Local	Urban Frequent	15
Route #6	Local	Urban Frequent	15
Route #7	Local	Urban Frequent	6
Route #10	Local	Urban Frequent	15
Route #11	Local	Urban Frequent	15
Route #13	Local	Urban Frequent	15
Route #41	Local	Urban Frequent	7.5
Route #44	Local	Urban Frequent	7.5
Route #120	Local	Urban Frequent	15
Route #701	Local	Urban Frequent	15
Route #709	Local	Urban Frequent	15
Route #712	Local	Urban Frequent	15
Route #901	Local	Urban Frequent	15
Route #906	Local	Urban Frequent	15
Route #907	Local	Urban Frequent	15
Route #929	Local	Urban Frequent	15
Route #932	Local	Urban Frequent	15
Route #933	Local	Urban Frequent	15
Route #934	Local	Urban Frequent	15

Route #955	Local	Urban Frequent	15
Route #961	Local	Urban Frequent	15
		Urban Frequent	**13.875**
Route #4	Local	Urban Standard	30
Route #31	Local	Urban Standard	30
Route #704	Local	Urban Standard	30
Route #705	Local	Urban Standard	30
Route #707	Local	Urban Standard	60
Route #815	Local	Urban Standard	30
Route #816	Local	Urban Standard	30
Route #855	Local	Urban Standard	30
Route #856	Local	Urban Standard	30
Route #871	Community	Urban Standard	30
Route #872	Community	Urban Standard	30
Route #874	Local	Urban Standard	30
Route #875	Local	Urban Standard	30
Route #905	Local	Urban Standard	30
Route #916	Local	Urban Standard	30
Route #917	Local	Urban Standard	30
Route #921	Local	Urban Standard	30
Route #928	Local	Urban Standard	30
Route #936	Local	Urban Standard	30
Route #962	Local	Urban Standard	15
Route #963	Local	Urban Standard	15
Route #967	Local	Urban Standard	60
Route #968	Local	Urban Standard	60
		Urban Standard	**32.6087**
Route #25	Local	Circulator	60
Route #833	Local	Circulator	30
Route #844	Local	Circulator	30
Route #851	Community	Circulator	30
Route #964	Local	Circulator	30
Route #965	Local	Circulator	30
		Circulator	**35**

Non - Minority - Peak

Route #280	Regional	Rapid Express	15
Route #290	Regional	Rapid Express	10
		Rapid Express	**12.5**
Route #50	Corridor	Express	15
Route #150	Corridor	Express	15
Route #170	Corridor	Express	30
Route #870	Regional	Express	90
		Express	**37.5**
Route #530 Green Line	Corridor	Light Rail	15
		Light Rail	**15**
Route #235	Corridor	Rapid	15
		Rapid	**15**
Route #8	Local	Urban Frequent	20
Route #9	Local	Urban Frequent	20
Route #30	Local	Urban Frequent	15
Route #992	Local	Urban Frequent	15
		Urban Frequent	**17.5**
Route #14	Local	Urban Standard	60
Route #27	Local	Urban Standard	30
Route #28	Local	Urban Standard	30
Route #35	Local	Urban Standard	15
Route #105	Local	Urban Standard	30
Route #115	Local	Urban Standard	30
Route #832	Local	Urban Standard	30
Route #848	Local	Urban Standard	30
Route #854	Local	Urban Standard	30
Route #864	Local	Urban Standard	30
Route #904	Community	Urban Standard	30
Route #923	Local	Urban Standard	30
		Urban Standard	**31.25**
Route #18	Local	Circulator	30
Route #83	Local	Circulator	60
Route #84	Local	Circulator	60
Route #88	Local	Circulator	60
Route #845	Local	Circulator	30
		Circulator	**48**

Minority - Off Peak

Route #270	Regional	Rapid Express	60
		Rapid Express	**60**
Route #20	Corridor	Express	30
Route #60	Corridor	Express	30
Route #110	Corridor	Express	20
Route #950	Corridor	Express	30
		Express	**27.5**
Route #510 Blue Line	Corridor	Light Rail	15
Route #520 Orange Line	Corridor	Light Rail	15
		Light Rail	**15**
Route #201	Local	Rapid	15
Route #202	Local	Rapid	15
Route #204	Local	Rapid	15
Route #215	Corridor	Rapid	30
Route #237	Corridor	Rapid	30
		Rapid	**21**
Route #1	Local	Urban Frequent	15
Route #2	Local	Urban Frequent	15
Route #3	Local	Urban Frequent	15
Route #5	Local	Urban Frequent	15
Route #6	Local	Urban Frequent	15
Route #7	Local	Urban Frequent	12
Route #10	Local	Urban Frequent	15
Route #11	Local	Urban Frequent	15
Route #13	Local	Urban Frequent	15
Route #41	Local	Urban Frequent	15
Route #44	Local	Urban Frequent	15
Route #120	Local	Urban Frequent	15
Route #701	Local	Urban Frequent	15
Route #709	Local	Urban Frequent	15
Route #712	Local	Urban Frequent	15
Route #901	Local	Urban Frequent	30
Route #906	Local	Urban Frequent	15
Route #907	Local	Urban Frequent	15
Route #929	Local	Urban Frequent	15
Route #932	Local	Urban Frequent	15
Route #933	Local	Urban Frequent	15
Route #934	Local	Urban Frequent	15
Route #955	Local	Urban Frequent	15

Route #961	Local	Urban Frequent	15
		Urban Frequent	**15.5**
Route #4	Local	Urban Standard	30
Route #31	Local	Urban Standard	30
Route #704	Local	Urban Standard	30
Route #705	Local	Urban Standard	30
Route #707	Local	Urban Standard	30
Route #815	Local	Urban Standard	30
Route #816	Local	Urban Standard	30
Route #855	Local	Urban Standard	30
Route #856	Local	Urban Standard	30
Route #871	Community	Urban Standard	30
Route #872	Community	Urban Standard	30
Route #874	Local	Urban Standard	30
Route #875	Local	Urban Standard	30
Route #905	Local	Urban Standard	30
Route #916	Local	Urban Standard	60
Route #917	Local	Urban Standard	60
Route #921	Local	Urban Standard	30
Route #928	Local	Urban Standard	30
Route #936	Local	Urban Standard	30
Route #962	Local	Urban Standard	15
Route #963	Local	Urban Standard	15
Route #967	Local	Urban Standard	60
Route #968	Local	Urban Standard	60
		Urban Standard	**33.91304**
Route #25	Local	Circulator	60
Route #833	Local	Circulator	30
Route #844	Local	Circulator	30
Route #851	Community	Circulator	30
Route #964	Local	Circulator	30
Route #965	Local	Circulator	30
		Circulator	**35**

Non - Minority - Off Peak

Route #280	Regional	Rapid Express	15
Route #290	Regional	Rapid Express	10
		Rapid Express	**12.5**
Route #50	Corridor	Express	45
Route #150	Corridor	Express	45
Route #170	Corridor	Express	30
Route #870	Regional	Express	90
		Express	**52.5**
Route #530 Green Line	Corridor	Light Rail	15
		Light Rail	**15**
Route #235	Corridor	Rapid	30
		Rapid	**30**
Route #8	Local	Urban Frequent	20
Route #9	Local	Urban Frequent	20
Route #30	Local	Urban Frequent	15
Route #992	Local	Urban Frequent	15
		Urban Frequent	**17.5**
Route #14	Local	Urban Standard	60
Route #27	Local	Urban Standard	30
Route #28	Local	Urban Standard	30
Route #35	Local	Urban Standard	30
Route #105	Local	Urban Standard	30
Route #115	Local	Urban Standard	30
Route #832	Local	Urban Standard	30
Route #848	Local	Urban Standard	30
Route #854	Local	Urban Standard	30
Route #864	Local	Urban Standard	30
Route #904	Community	Urban Standard	30
Route #923	Local	Urban Standard	30
		Urban Standard	**32.5**
Route #18	Local	Circulator	30
Route #83	Local	Circulator	60
Route #84	Local	Circulator	60
Route #88	Local	Circulator	30
Route #845	Local	Circulator	30
		Circulator	**42**

MTS On Time Performance		# of Routes	Standard
Regional Routes	Rapid Express	3	90%
Corridor Routes	Express Routes	8	90%
	Light Rail	3	90%
	Rapid Routes	6	85%
Local Routes	Urban Frequent	28	85%
	Urban Standard	35	90%
Circulator Routes	Operated with Minibus	11	90%

Type	Category	Minority	Non-Minority	Total
Regional	Rapid Express	1	2	3
Corridor	Express	4	4	8
Corridor	Light Rail	2	1	3
Corridor	Rapid	5	1	6
Local	Urban Frequent	24	4	28
Local	Urban Standard	23	12	35
Community	Circulator	6	5	11
	Bus Subtotals	63	28	91
	Light Rail Subtotals	2	1	3
	Total	**65**	**29**	**94**
	Percent	**69.1%**	**30.9%**	**100.0%**

MTS On Time Performance - Minority Routes		# of Routes	OTP	Standard
Regional Routes	Rapid Express	1	no data	90%
Corridor Routes	Express Routes	4	91%	90%
	Light Rail	2	88%	90%
	Rapid Routes	5	86%	85%
Local Routes	Urban Frequent	24	83%	85%
	Urban Standard	23	84%	90%
Circulator Routes	Operated with Minibus	6	85%	90%

MTS On Time Performance - Non-Minority Routes		# of Routes	OTP	Standard
Regional Routes	Rapid Express	2	86%	90%
Corridor Routes	Express Routes	4	75%	90%
	Light Rail	1	97%	90%
	Rapid Routes	1	98%	85%
Local Routes	Urban Frequent	4	82%	85%
	Urban Standard	12	85%	90%
Circulator Routes	Operated with Minibus	5	86%	90%

MTS On-Time Performance By Route

Minority - Peak			
Route #270	Regional	Rapid Express	no data
		Rapid Express	no data
Route #20	Corridor	Express	83%
Route #60	Corridor	Express	85%
Route #110	Corridor	Express	95%
Route #950	Corridor	Express	100%
		Express	**91%**
Route #510 Blue Line	Corridor	Light Rail	81%
Route #520 Orange Line	Corridor	Light Rail	94%
		Light Rail	**88%**
Route #201	Local	Rapid	89%
Route #202	Local	Rapid	86%
Route #204	Local	Rapid	86%
Route #215	Corridor	Rapid	81%
Route #237	Corridor	Rapid	89%
		Rapid	**86%**
Route #1	Local	Urban Frequent	83%
Route #2	Local	Urban Frequent	85%
Route #3	Local	Urban Frequent	82%
Route #5	Local	Urban Frequent	87%
Route #6	Local	Urban Frequent	76%
Route #7	Local	Urban Frequent	77%
Route #10	Local	Urban Frequent	82%
Route #11	Local	Urban Frequent	79%
Route #13	Local	Urban Frequent	83%
Route #41	Local	Urban Frequent	81%
Route #44	Local	Urban Frequent	86%
Route #120	Local	Urban Frequent	84%
Route #701	Local	Urban Frequent	92%
Route #709	Local	Urban Frequent	84%
Route #712	Local	Urban Frequent	90%
Route #901	Local	Urban Frequent	78%
Route #906	Local	Urban Frequent	88%
Route #907	Local	Urban Frequent	88%
Route #929	Local	Urban Frequent	80%
Route #932	Local	Urban Frequent	74%
Route #933	Local	Urban Frequent	85%
Route #934	Local	Urban Frequent	85%

Route #955	Local	Urban Frequent	78%
Route #961	Local	Urban Frequent	87%
		Urban Frequent	**83%**
Route #4	Local	Urban Standard	90%
Route #31	Local	Urban Standard	81%
Route #704	Local	Urban Standard	86%
Route #705	Local	Urban Standard	93%
Route #707	Local	Urban Standard	85%
Route #815	Local	Urban Standard	82%
Route #816	Local	Urban Standard	71%
Route #855	Local	Urban Standard	90%
Route #856	Local	Urban Standard	77%
Route #871	Community	Urban Standard	74%
Route #872	Community	Urban Standard	74%
Route #874	Local	Urban Standard	68%
Route #875	Local	Urban Standard	68%
Route #905	Local	Urban Standard	87%
Route #916	Local	Urban Standard	97%
Route #917	Local	Urban Standard	97%
Route #921	Local	Urban Standard	78%
Route #928	Local	Urban Standard	89%
Route #936	Local	Urban Standard	80%
Route #962	Local	Urban Standard	77%
Route #963	Local	Urban Standard	77%
Route #967	Local	Urban Standard	100%
Route #968	Local	Urban Standard	100%
		Urban Standard	**84%**
Route #25	Local	Circulator	72%
Route #833	Local	Circulator	80%
Route #944	Local	Circulator	100%
Route #851	Community	Circulator	91%
Route #964	Local	Circulator	78%
Route #965	Local	Circulator	91%
		Circulator	**85%**

Non - Minority - Peak			
Route #280	Regional	Rapid Express	83%
Route #290	Regional	Rapid Express	89%
		Rapid Express	**86%**
Route #50	Corridor	Express	87%
Route #150	Corridor	Express	83%
Route #170	Corridor	Express	91%
Route #870	Regional	Express	37%
		Express	**75%**
Route #530 Green Line	Corridor	Light Rail	97%
		Light Rail	**97%**
Route #235	Corridor	Rapid	98%
		Rapid	**98%**
Route #8	Local	Urban Frequent	88%
Route #9	Local	Urban Frequent	85%
Route #30	Local	Urban Frequent	84%
Route #992	Local	Urban Frequent	71%
		Urban Frequent	**82%**
Route #14	Local	Urban Standard	95%
Route #27	Local	Urban Standard	93%
Route #28	Local	Urban Standard	88%
Route #35	Local	Urban Standard	88%
Route #105	Local	Urban Standard	85%
Route #115	Local	Urban Standard	84%
Route #832	Local	Urban Standard	73%
Route #848	Local	Urban Standard	84%
Route #854	Local	Urban Standard	90%
Route #864	Local	Urban Standard	73%
Route #904	Community	Urban Standard	100%
Route #923	Local	Urban Standard	69%
		Urban Standard	**85%**
Route #18	Local	Circulator	91%
Route #83	Local	Circulator	85%
Route #84	Local	Circulator	96%
Route #88	Local	Circulator	88%
Route #945	Local	Circulator	70%
		Circulator	**86%**

APPENDIX O

NCTD PERFORMANCE MONITORING REPORT FY2014

Route Headway, On-Time Performance, and Passenger Load Factor				
Route Category	**Minority Route?**	**OTP**	**Route Frequency (P/B/Eve.)**	**Load Factor (Peak/Off-peak)**
BREEZE Core				
Goal/Standard	-	***90.0%***	**20/30**	**1.4/1.1**
302	Y	88.5%	15/20/30	0.74/0.46
303	Y	88.9%	15/15/30	1.05/0.37
332	Y	93.2%	15/20/60	1.16/0.21
350	Y	88.4%	15/15/30	1.23/0.27
351|352	Y | Y	83.9% | 84.9%	20/20/30	0.58/0.29 | 0.52/0.31
BREEZE Corridor				
Goal/Standard	-	***90.0%***	**30/60**	**1.4/1.1**
101	N	82.7%	30/30/60	0.85/0.45
304	N	89.7%	30/60/60	0.96/0.27
305	Y	87.0%	30/30/30	0.95/0.38
308	N	84.4%	60/60/60	0.93/0.28
309	N	86.9%	30/30/60	0.71/0.32
315	N	89.4%	30/60/60	0.49/0.23
BREEZE Local				
Goal/Standard	-	***90.0%***	**30/60**	**1.1**
313	Y	95.6%	45/90	0.76/0.22
318	Y	85.5%	30/60/60	0.58/0.30
354	Y	92.1%	30/30/30	0.70/0.20
355|357	Y|Y	88.2%/91.3%	60/60/60	0.37 | 0.50
356	Y	87.0%	30/30/30	0.38/0.31
358|359	Y|Y	84.7%/83.2%	120/120/120	0.39 | 0.41
BREEZE Local (SV)				
Goal/Standard	-	***90.0%***	**30/60**	**1.1**
316	Y	95.9%	30/30	0.77/0.24
323	N	91.4%	60/120	0.67/0.28
325	Y	88.0%	30/30/60	0.68/0.50
334|335	Y|Y	95.2%/92.2%	40/40/40	0.54 | 0.54
347	N	92.7%	30/30/30	0.51/0.21
353	Y	88.6%	30/30/30	0.53/0.33
392	N	94.3%	30/60	0.47/0.06
BREEZE Commuter				
Goal/Standard	-	***90%***	**30**	**1.25**
311	Y	88.6%	30/60	1.2
444	N	87.0%	4 Trips	0.24
445	N	90.0%	7 Trips	0.44
446	N	93.5%	4 Trips	0.16
BREEZE Rural				
Goal/Standard	-	***90%***	**120**	1.0
306	N	87.4%	30/60/60	0.85
388/389	Y|N	92.1%/93.1%	120/120/120	1.0 |0.30
395	N	78.7%	120/120/120	0.59
SPRINTER Light Rail				
Goal/Standard	-	***98%***	**30**	**1.7/1.0**
	Y	99.3%	30	-
COASTER Commuter Rail				
Goal/Standard	-	***95%***	**40/180**	**1.25/1.0**
	N	96.8%	40/180	-

APPENDIX P

NCTD LOAD FACTOR, HEADWAY, AND ON-TIME PERFORMANCE ANALYSIS

NCTD Load Factor		# of Routes	Standard
Regional Routes	COASTER Peak	1.25	1.25
	COASTER Off-Peak	1.00	1.00
Corridor Routes	SPRINTER Peak	1.70	1.70
	SPRINTER Off-Peak	1.00	1.00
Local Routes	BREEZE Corridor Peak	1.40	1.40
	BREEZE Corridor Off-Peak	1.10	1.10
	BREEZE Core Peak	1.40	1.40
	BREEZE Core Off-Peak	1.10	1.10
	BREEZE Local Peak	1.10	1.10
	BREEZE Local Off-Peak	1.10	1.10
	BREEZE Commuter Peak	1.25	1.25
	BREEZE Rural Peak	1.10	1.10
	BREEZE Rural Off-Peak	1.10	1.10

Type	Category	Minority	Non-Minority	Total
Regional	Coaster Commuter Rail	0	1	1
Corridor	Sprinter Light Rail	1	0	1
Local	Commuter	1	3	4
Local	Corridor	1	5	6
Local	Core	6	0	6
Local	Local	8	0	8
Local	Local (SV)	5	3	8
Local	Rural	1	3	4
	Bus Subtotals	22	14	36
	Rail Subtotals	1	1	2
	Total	**23**	**15**	**38**
	Percent	**60.5%**	**39.5%**	**100.0%**

NCTD Load Factor - Minority Routes		# of Routes	Peak Load Factor	Peak Standard	Off-Peak Load Factor	Off-Peak Standard
Regional Routes	Coaster Commuter Rail	0	0.00	1.25	0.00	1.00
Corridor Routes	Sprinter Light Rail	1	0.29	1.70	0.20	1.00
Local Routes	BREEZE Corridor	1	0.95	1.40	0.38	1.10
	BREEZE Core	6	0.88	1.40	0.32	1.10
	BREEZE Local	8	0.53	1.10	0.32	1.10
	BREEZE Local (SV)	5	0.63	1.10	0.40	1.10
	BREEZE Commuter	1	1.20	1.25	1.20	1.25
	BREEZE Rural	1	1.00	1.00	0.30	1.00

NCTD Load Factor - Non-Minority Routes		# of Routes	Peak Load Factor	Peak Standard	Off-Peak Load Factor	Off-Peak Standard
Regional Routes	Coaster Commuter Rail	1	0.37	1.25	0.24	1.00
Corridor Routes	Sprinter Light Rail	0	0.00	1.70	0.00	1.00
Local Routes	BREEZE Corridor	5	0.79	1.40	0.31	1.10
	BREEZE Core	0	0.00	1.40	0.00	1.10
	BREEZE Local	0	0.00	1.10	0.00	1.10
	BREEZE Local (SV)	3	0.55	1.10	0.18	1.10
	BREEZE Commuter	3	0.28	1.25	0.28	1.25
	BREEZE Rural	3	0.81	1.00	0.58	1.00

Minority Passenger Load Factor		
Route Category	Load Factor PEAK	Load Factor OFF PEAK
BREEZE Core		
Goal/Standard	**1.4**	**1.1**
302	0.74	0.46
303	1.05	0.37
332	1.16	0.21
350	1.23	0.27
351|352	0.58	0.29
351|352	0.52	0.31
Average	**0.88**	**0.32**
BREEZE Corridor		
Goal/Standard	**1.4**	**1.1**
305	0.95	0.38
BREEZE Local		
Goal/Standard	**1.1**	**1.1**
313	0.76	0.22
318	0.58	0.3
354	0.7	0.2
355|357	0.37	0.5
356	0.38	0.31
358|359	0.39	0.41
Average	**0.53**	**0.32**
BREEZE Local (SV)		
Goal/Standard	**1.1**	**1.1**
316	0.77	0.24
325	0.68	0.5
334|335	0.54	0.54
353	0.53	0.33
Average	**0.63**	**0.40**
BREEZE Commuter		
Goal/Standard	**1.25**	**1.25**
311	1.2	1.2
BREEZE Rural		
Goal/Standard	1.0	1.0
388	1	0.3
SPRINTER Light Rail		
Goal/Standard	**1.7**	**1**
	-	-

Non - Minority Passenger Load Factor		
Route Category	Load Factor PEAK	Load Factor OFF PEAK
BREEZE Corridor		
Goal/Standard	**1.4**	**1.1**
101	0.85	0.45
304	0.96	0.27
308	0.93	0.28
309	0.71	0.32
315	0.49	0.23
Average	**0.79**	**0.31**
BREEZE Local (SV)		
Goal/Standard	**1.1**	**1.1**
323	0.67	0.28
347	0.51	0.21
392	0.47	0.06
Average	**0.55**	**0.18**
BREEZE Commuter		
Goal/Standard	**1.25**	**1.25**
444	0.24	0.24
445	0.44	0.44
446	0.16	0.16
Average	**0.28**	**0.28**
BREEZE Rural		
Goal/Standard	1.0	1.0
306	0.85	0.85
389	1	0.3
395	0.59	0.59
Average	**0.81**	**0.58**
COASTER Commuter Rail		
Goal/Standard	**1.25**	**1**
	0.37	0.24

NCTD Headways		Standard
Regional Routes	COASTER Peak	40 min.
	COASTER Off-Peak	180 min.
Corridor Routes	SPRINTER Peak	30 min.
	SPRINTER Off-Peak	30 min.
Local Routes	BREEZE Corridor Peak	30 min.
	BREEZE Corridor Off-Peak	60 min.
	BREEZE Core Peak	20 min.
	BREEZE Core Off-Peak	30 min.
	BREEZE Local Peak	30 min.
	BREEZE Local Off-Peak	60 min.
	BREEZE Commuter Peak	30 min.
	BREEZE Rural Peak	120 min.
	BREEZE Rural Off-Peak	120 min.

Type	Category	Minority	Non-Minority	Total
Regional	Coaster Commuter Rail	0	1	1
Corridor	Sprinter Light Rail	1	0	1
Local	Commuter	1	3	4
Local	Corridor	1	5	6
Local	Core	6	0	6
Local	Local	8	0	8
Local	Local (SV)	5	3	8
Local	Rural	1	3	4
	Bus Subtotals	22	14	36
	Rail Subtotals	1	1	2
	Total	**23**	**15**	**38**
	Percent	**60.5%**	**39.5%**	**100.0%**

NCTD Headways - Minority Routes		# of Routes	Peak Headway	Peak Standard	Off-Peak Headway	Off-Peak Standard
Corridor Routes	Sprinter Light Rail	1	30.00	30 min.	30.00	30 min.
Local Routes	BREEZE Corridor	1	30.00	30 min.	30.00	60 min.
	BREEZE Core	6	16.00	20 min.	27.00	30 min.
	BREEZE Local	8	52.50	30 min.	65.00	60 min.
	BREEZE Local (SV)	5	32.50	30 min.	36.25	60 min.
	BREEZE Commuter	1	30.00	30 min.	60.00	30 min.
	BREEZE Rural	1	120.00	120 min.	120.00	120 min.

NCTD Headways - Non-Minority Routes		# of Routes	Peak Headway	Peak Standard	Off-Peak Headway	Off-Peak Standard
Regional Routes	Coaster Commuter Rail	1	40.00	40.00	180.00	180.00
Local Routes	BREEZE Corridor	5	36.00	30.00	54.00	60.00
	BREEZE Local (SV)	3	40.00	30.00	70.00	60.00
	BREEZE Commuter	3	31.67	30.00	80.00	30.00
	BREEZE Rural	3	90.00	120.00	100.00	120.00

NCTD Route Headways Minority Routes		
Route Category	**Route Frequency Peak**	**Route Frequency Off-Peak**
BREEZE Core		
Standard	**20**	**30**
302	15	25
303	15	22.5
332	15	40
350	15	22.5
351/352	20	25
Average	16.00	27.00
BREEZE Corridor		
Standard	**30**	**60**
305	30	30
BREEZE Local		
Standard	**30**	**60**
313	45	90
318	30	60
354	30	30
355/357	60	60
356	30	30
358/359	120	120
Average	52.50	65.00
BREEZE Local (SV)		
Standard	**30**	**60**
316	30	30
325	30	45
334/335	40	40
353	30	30
Average	32.50	36.25
BREEZE Commuter		
Standard	**30**	**30**
311	30	60
BREEZE Rural		
Standard	**120**	**120**
388	120	120
SPRINTER Light Rail		
Standard	**30**	**30**
	30	30

NCTD Route Headways Non-Minority Routes		
Route Category	**Route Frequency Peak**	**Route Frequency Off-Peak**
BREEZE Corridor		
Standard	**30**	**60**
101	30	45
304	30	60
308	60	60
309	30	45
315	30	60
Average	36.00	54.00
BREEZE Local (SV)		
Standard	**30**	**60**
323	60	120
347	30	30
392	30	60
Average	40.00	70.00
BREEZE Commuter		
Standard	**30**	**30**
444	30	90
445	30	75
446	35	75
Average	31.67	80.00
BREEZE Rural		
Standard	**120**	**120**
306	30	60
389	120	120
395	120	120
Average	90.00	100.00
COASTER Commuter Rail		
Standard	**40**	**180**
	40	180

NCTD Headways		Standard
Regional Routes	COASTER	95%
Corridor Routes	SPRINTER	98%
Local Routes	BREEZE Corridor	90%
	BREEZE Core	90%
	BREEZE Local	90%
	BREEZE Commuter	90%
	BREEZE Rural	90%

Type	Category	Minority	Non-Minority	Total
Regional	Coaster Commuter Rail	0	1	1
Corridor	Sprinter Light Rail	1	0	1
Local	Commuter	1	3	4
Local	Corridor	1	5	6
Local	Core	6	0	6
Local	Local	8	0	8
Local	Local (SV)	5	3	8
Local	Rural	1	3	4
	Bus Subtotals	22	14	36
	Rail Subtotals	1	1	2
	Total	**23**	**15**	**38**
	Percent	**60.5%**	**39.5%**	**100.0%**

NCTD Headways - Minority Routes		# of Routes	OTP	OTP Standard
Corridor Routes	Sprinter Light Rail	1	99.30%	98.00%
Local Routes	BREEZE Corridor	1	87.00%	90.00%
	BREEZE Core	6	88.00%	90.00%
	BREEZE Local	8	88.50%	90.00%
	BREEZE Local (SV)	5	92.00%	90.00%
	BREEZE Commuter	1	88.60%	90.00%
	BREEZE Rural	1	92.10%	90.00%

NCTD Headways - Non-Minority Routes		# of Routes	OTP	OTP Standard
Regional Routes	Coaster Commuter Rail	1	96.80%	95.00%
Local Routes	BREEZE Corridor	5	86.60%	90.00%
	BREEZE Local (SV)	3	92.80%	90.00%
	BREEZE Commuter	3	90.20%	90.00%
	BREEZE Rural	3	86.40%	90.00%

NCTD Minority Routes On-Time	
Route Category	OTP
BREEZE Core	
Standard	***90.0%***
302	88.5%
303	88.9%
332	93.2%
350	88.4%
351	83.90%
352	84.90%
Average	88.0%
BREEZE Corridor	
Standard	***90.0%***
305	87.0%
BREEZE Local	
Standard	***90.0%***
313	95.6%
318	85.5%
354	92.1%
355	88.20%
357	91.30%
356	87.0%
358	84.70%
359	83.20%
Average	88.5%
BREEZE Local (SV)	
Standard	***90.0%***
316	95.9%
325	88.0%
334	95.20%
335	92.2%
353	88.6%
Average	92.0%
BREEZE Commuter	
Standard	***90%***
311	88.6%
BREEZE Rural	
Standard	***90%***
388	92.10%
SPRINTER Light Rail	
Standard	***98%***
	99.3%

NCTD Minority Routes On-Time	
Route Category	OTP
BREEZE Corridor	
Standard	***90.0%***
101	82.7%
304	89.7%
308	84.4%
309	86.9%
315	89.4%
Average	86.6%
BREEZE Local (SV)	
Standard	***90.0%***
323	91.4%
347	92.7%
392	94.3%
Average	92.8%
BREEZE Commuter	
Standard	***90.0%***
444	87.0%
445	90.0%
446	93.5%
Average	90.2%
BREEZE Rural	
Standard	***90%***
306	87.4%
389	93.10%
395	78.7%
Average	86.4%
COASTER Commuter Rail	
Standard	***95%***
	96.8%

APPENDIX Q

MTS EXECUTIVE COMMITTEE MEETING MINUTES, MAY 23, 2013

MTS PUBLIC MEETING NOTICES

MTS BOARD OF DIRECTORS MEETING MINUTES, JUNE 20, 2013

MTS PUBLIC ENGAGEMENT MEMORANDUM

MEETING OF THE EXECUTIVE COMMITTEE FOR THE
METROPOLITAN TRANSIT SYSTEM (MTS)
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

May 23, 2013

MINUTES

A. ROLL CALL

Chairman Mathis called the Executive Committee meeting to order at 9:06 a.m. A roll call sheet listing Executive Committee member attendance is attached.

B. APPROVAL OF MINUTES

Mr. Gloria moved for approval of the minutes of the April 11, 2013, MTS Executive Committee meeting. Mr. Cunningham seconded the motion, and the vote was 5 to 0 in favor.

C. COMMITTEE DISCUSSION ITEMS

1. Trolley Renewal Update

John Haggerty of SANDAG provided a presentation on the Blue and Orange Line Improvement Corridor including Blue Line Crossover and Signaling, Rail Train, low floor program awards, Orange Line stations, Downtown stations, traction power substation installation, traction power substation site acquisition, Blue Line station construction and Light Rail procurement status and completion dates.

Mr. Mathis questioned regarding the Union Pacific Railroad traction power substation site acquisition. Karen Landers, General Counsel answered that MTS has had difficulty in meeting with the other side and it did not appear to be a priority to them as it is to MTS.

Paul Jablonski, Chief Executive Officer advised a secondary issue is the implementation of the transit station on Navy property located on 8th street in National City. MTS requested parking lot space to put in a transit center. There have been significant issues in obtaining the requested location. The transit center implementation may have to be excluded from the contract until almost complete, therefore Transit center could be delayed by 2 years and cost more.

Mr. Roberts inquired regarding County Center work and relocation. Mr. Haggerty advised there were only remaining punch list items with mainly electrical work requiring completion. Mr. Roberts asked if the boxes had been relocated as previously discussed. Mr. Haggerty said they were in place.

Mr. Jablonski advised that with regard to the light rail procurement status a $1M check was received from Mendoza with $600K for parts and $400K as deposit on additional cars.

Mr. Gloria asked about the real time display system for trolley arrivals. Mr. Terry advised wheel counters would be added at 32nd and Commercial through Downtown hopefully within the next few months. Mr. Jablonski advised there are difficulties with the project. Mr. Haggerty advised it was dependent on the fiber optic backbone increasing the reliability of the system. Mr. Jablonski advised MTS looked at getting GPS, but the ARINC system will be better in the long run as it will be a much more reliable system, but it will take time to complete.

Action Taken

Mr. Cunningham moved to receive a report for information. Mr. Ovrom seconded the motion, and the vote was 5 to 0 in favor.

2. Virginia Avenue Intermodal Transportation Center

Sharon Cooney, Chief of Staff provided a presentation on the San Ysidro Land Port of Entry Reconfiguration, gave a background, discussed the three phases of the project, provided a map showing the various stops and pedestrian crossings, discussed the advantages of the center, presented the proposed site layout, discussed sources of funding and advised of the aggressive timeline.

Mr. Mathis wanted to emphasize the transit center would be used by private entities as well which MTS previously had issues in regulating.

Mr. Jablonski advised there were issues with regard to who would be responsible for operating costs and maintaining the transit center. He has been in discussion with the Mayor's office regarding these issues.

Action Taken

Mr. Ovrom moved to receive a report on regional efforts to establish an intermodal transportation center at a new pedestrian international border crossing to be located at Virginia Avenue and provide comments and direction. Mr. Gloria seconded the motion, and the vote was 5 to 0 in favor.

3. Title VI and Environmental Justice Policy No. 42 Updates

Denis Desmond, Senior Transportation Planner provided a Policy 42 update and discussed the background on Title VI/Environmental Justice, the specific policies, disparate impact and disproportionate burden. He discussed standards including the vehicle load standard and service availability standard. He provided a recommendation and provided a list of next steps.

Mr. Cunningham asked what the ramifications of 10% vs. 20% threshold are. Mr. Jablonski advised SANDAG recommended 10% as that is the FTA recommendation. Mr. Desmond advised that with regard to service changes in the past it has typically been 0% as it is in low income minority (LIM) areas where service is usually enhanced. Mr. Ovrom questioned regarding evaluation. Ms. Landers advised that

with regard to service changes if it has a negative effect and another with a positive effect they will counteract each other and some agencies do a cumulative analysis. Ms. Cooney advised improvements could be bundled spreading out the benefits and burdens.

Mr. Roberts asked if there would be hesitancy in adding service. Mr. Jablonski advised MTS has to be careful in cutting service. Ms. Landers advised if there is a service cut that increases the 10% threshold it can still be done as long as it can be proven the cut is necessary.

Mr. Jablonski advised it has changed the dynamic as far as putting service where the service is needed instead of trying to get people out of their cars.

Mr. Cunningham questioned vehicle load. Mr. Desmond said vehicle load is how crowded the bus is and the ratio of seats to passengers. Ms. Cooney advised standards are not requirements, but they are a goal. Mr. Mathis said the ultimate goal is to bring MTS in line with the industry standard. Mr. Roberts asked if each route requires analysis. Mr. Desmond advised that was correct and it was done on an annual basis usually unless there is a specific route problem brought to MTS's attention. Mr. Roberts advised it would be prudent to increase load factors to maintain efficiency.

Action Taken

Mr. Cunningham moved to initiate public outreach on draft Policy No. 42 Amendments including: a) 10% disparate impact/disproportionate burden threshold for service changes; b) vehicle load standards to be revised by staff to reflect MTS efficiency goals; c) establish a service availability standard of 80% of residents or jobs within ½ mile of a bus stop or rail station in urban areas, 100% of suburban residences within 5 miles of a transit stop and one return trip at least 2 days/week to destinations from rural villages; and d) add Rapid Mode to Policy 42. Mr. Ovrom seconded the motion, and the vote was 5 to 0 in favor.

4. California Public Employees' Pension Reform Act of 2013 PEPRA

Mr. Jablonski advised MTS's grant was still being held up and MTS is getting closer to applying for its federal funding. With regard to MTS's $13M grant LA, Orange County and Sacramento have all been asked to file briefs in their cases. He stated that the Department of Labor (DOL) is supposed to rule on a grant for Los Angeles by the end of the month. He stated he was in Sacramento the previous week. It does not appear that the Governor wants to modify PEPRA. AB160 Bill is also not likely to go anywhere. The only agencies affected are publicly operated systems with certain unions. He stated there would be a drastic reduction in service if MTS does not receive its funding.

Mr. Ovrom asked about MTS borrowing money and at what rate. Mr. Jablonski advised MTS would have to extend its credit out to $40M, but MTS has some potential favorable rates with SANDAG at 1.25% or 1.5%. Ms. Landers advised there is a risk if the DOL decides not to certify the grant.

Mr. Roberts advised MTS could no longer wait on this issue and a strategy needs to be implemented as soon as possible and the public needs to be notified of the potential consequences. Mr. Jablonski advised there would be potential litigation or public relations on a statewide level. Mr. Mathis said the main issue is that it is an issue between the Federal Government and the State of California. Mr. Gloria stated we need to start the narrative now.

Action Taken

Mr. Roberts moved to receive a report for information and provide comments. Mr. Cunningham seconded the motion, and the vote was 5 to 0 in favor.

D. BOARD AGENDA

The previously scheduled Board meeting of May 30, 2013 was cancelled.

E. REVIEW OF SANDAG TRANSPORTATION COMMITTEE AGENDA

Review of SANDAG Transportation Committee Agenda and discussion regarding any items pertaining to MTS, San Diego Transit Corporation, or San Diego Trolley, Inc. Relevant excerpts will be provided during the meeting.

F. COMMITTEE MEMBER COMMUNICATIONS AND OTHER BUSINESS

There were no Committee member communications.

G. PUBLIC COMMENTS

There were no Public comments.

H. NEXT MEETING DATE

The next Executive Committee meeting is scheduled for June 13, 2013.

I. ADJOURNMENT

Chairman Mathis adjourned the meeting at 11:06 a.m.

Chairman

Attachment: A. Roll Call Sheet

EXECUTIVE COMMITTEE
METROPOLITAN TRANSIT SYSTEM

ROLL CALL

MEETING OF (DATE) May 23, 2013 CALL TO ORDER (TIME) 9:06 a.m.

RECESS N/A RECONVENE N/A

CLOSED SESSION N/A RECONVENE N/A

ADJOURN 11:16 a.m.

BOARD MEMBER		(Alternate)		PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
GLORIA	☒	(Emerald)	☐	9:00 a.m.	11:16 a.m.
MATHIS	☒				
				9:00 a.m.	11:16 a.m.
OVROM	☒	(Bragg)	☐	9:00 a.m.	11:16 a.m.
ROBERTS	☒	(Cox)	☐	9:00 a.m.	11:16 a.m.
CUNNINGHAM	☒	(McClellan)	☐	9:00 a.m.	11:16 a.m.
Transportation Committee Rep Slot (Mathis)					

SIGNED BY THE CLERK OF THE BOARD:

CONFIRMED BY THE GENERAL COUNSEL:

H:\BOARD\Roll Call Sheets\Roll Call Sheets - 2013\05.23.13_Executive Committee Roll Call.doc

MTS Public Meeting on Proposed Changes

Title VI and Planning for Trolley and Bus Services

MTS is developing new policies to reflect new federal rules related to the impacts service changes have on minority and low-income populations. Details are available at **www.sdmts.com**. MTS is soliciting public input on these proposed policies. There are several ways for the public to provide comments:

PUBLIC MEETING

Monday, June 17
4:30 pm through 6:30 pm
(arrive anytime up to 6:30 pm)

MTS Board Room
1255 Imperial Avenue, 10th floor
San Diego, CA 92101

Location served by Trolley's Blue, Orange and Green Lines, and Bus Routes 4, 11, 901 and 929

For translation service, please leave a message at (619) 595-4912 in advance of the public meeting

MAIL

MTS Title VI
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

EMAIL

mts.planning@sdmts.com

TELEPHONE VOICEMAIL

(619) 595-4912

MTS
Metropolitan Transit System

MTS Public Meeting on Proposed Changes

Title VI and Planning for Trolley and Bus Services

MTS is developing new policies to reflect new federal rules related to the impacts service changes have on minority and low-income populations. Details are available at **www.sdmts.com**. MTS is soliciting public input on these proposed policies. There are several ways for the public to provide comments:

PUBLIC MEETING

Monday, June 17
4:30 pm through 6:30 pm
(arrive anytime up to 6:30 pm)

MTS Board Room
1255 Imperial Avenue, 10th floor
San Diego, CA 92101

Location served by Trolley's Blue, Orange and Green Lines, and Bus Routes 4, 11, 901 and 929

For translation service, please leave a message at (619) 595-4912 in advance of the public meeting



MAIL

MTS Title VI
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

EMAIL

mts.planning@sdmts.com

TELEPHONE VOICEMAIL

(619) 595-4912

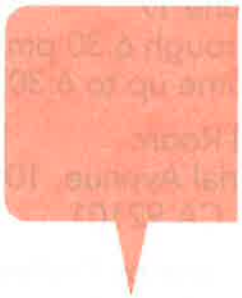
MTS Metropolitan Transit System

SA PLANONG PAGBABAGO
NANG MGA REGULASYONE

itulo VI at Mga Planong Serbisyo nang
rolley at Bus

ng MTS ay nagsasagawa ang mga bagong alatuntunan para sa mag ikaliliwanag ang mga bagong regulasyon nang federal na akapagbibigay nang lakas sa mga pagbabago ang serbisyo sa kapakanan nang mga minority at w-income na populasyon. Ang mga detalye ay akukuha sa **www.sdmts.com**. And MTS ay umihingi nang tulong sa publiko sa pamamagitan ang pagbibigay nang opinyon sa mga binabalak a regulasyon. Maraming mga paraan para akapagbigay nang opinyon ang publiko:

UBLIC MEETING



londay, June 17
:30 pm through 6:30 pm
rrive anytime up to 6:30 pm)

ITS Board Room
255 Imperial Avenue, 10th floor
an Diego, CA 92101

ocation served by Trolley's Blue, Orange and Green nes, and Bus Routes 4, 11, 901 and 929

ara sa serbisyo nang ibat ibang mag salita, paki iwan ang mensahe sa (619) 595-4912

MAIL

ITS Title VI
255 Imperial Avenue, Suite 1000
an Diego, CA 92101

MAIL

ts.planning@sdmts.com

ELEPHONE VOICEMAIL

19) 595-4912



MTS®



MTS Junta Pública referente a la propuesta de cambios de políticas

Título VI y Planeación de Servicios de Trolley y Autobús

MTS esta desarrollando nuevas políticas para reflejar las nuevas normas federales relacionadas con el impacto que tiene el cambio en los servicios, sobre las poblaciones minoritarias y de bajos ingresos. Los detalles están disponibles en **www.sdmts.com**. MTS esta solicitando comentarios de el público con relación a estas propuestas. Hay varias formas de aportarlos:



JUNTA PÚBLICA

Lunes 17 de Junio
de 4:30 pm hasta las 6:30 pm
(llegar a cualquier hora hasta las 6:30 pm)

MTS Salón de Mesa Directiva
1255 Imperial Ave.
10mo. Piso
San Diego, CA 92101

Transporte a la locación proporcionado por las líneas Blue, Orange, y Green del Trolley y las rutas de autobús 4, 11, 901 y 929

Para servicio de traducción, por favor deje un mensaje al (619) 595-4912 con anticipación

CORREO

MTS Title VI
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

CORREO ELECTRÓNICO

mts.planning@sdmts.com

BUZÓN TELEFÓNICO

(619) 595-4912

MTS Metropolitan Transit System

MTS Public Meeting on Proposed Changes

Title VI and Planning for Trolley and Bus Services

MTS is developing new policies to reflect new federal rules related to the impacts service changes have on minority and low-income populations. Details are available at **www.sdmts.com**. MTS is soliciting public input on these proposed policies. There are several ways for the public to provide comments:

PUBLIC MEETING



Monday, June 17
4:30 pm through 6:30 pm
(arrive anytime up to 6:30 pm)

MTS Board Room
1255 Imperial Avenue, 10th floor
San Diego, CA 92101

Location served by Trolley's Blue, Orange and Green Lines, and Bus Routes 4, 11, 901 and 929

For translation service, please leave a message at (619) 595-4912 in advance of the public meeting

MAIL

MTS Title VI
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

EMAIL

mts.planning@sdmts.com

TELEPHONE VOICEMAIL

(619) 595-4912

MTS®
Metropolitan Transit System

Proposed MTS Title VI Policies

Este página en Español

Federal guidelines require that MTS implement policies to ensure compliance with Title VI of the Civil Rights Act of 1964. MTS is seeking public comment on the following proposed policies regarding major service changes and their impacts.

Major Service Change Policy

MTS proposes to maintain its existing Major Service Change Policy, which considers any change of more than 25% of a route's weekly miles or hours to be major. It also requires an equity analysis for any major change, or for any of the following:

- A change in the weekly span-of service of more than 25%
- Implementation or elimination of a route
- A change that affects more than 25% of a route's directional miles and more than 25% of its stops.

An exception in the Title VI requirements allows for temporary additions of service (e.g. demonstration projects), including those that would otherwise qualify as a major service change. If a temporary service addition or change lasts longer than twelve months, then it is considered permanent and MTS must conduct a service equity analysis if the service otherwise qualifies as a major service change.

Disparate Impact and Disproportionate Burden Policies

These policies are new federal requirements of MTS. These policies would establish a threshold which identifies when a major service change has a disproportionate impact on minority and/or low-income populations. Our proposed policy is summarized as follows:

For all major service changes, MTS will determine if disparate impacts to minority populations or disproportionate burdens on low-income populations exist.

A disparate impact is found when there is a difference in adverse effects between minority and nonminority areas of 10 percent or more. If MTS chooses to implement a proposed major service change despite a finding of a disparate impact, MTS may only do so if there is a substantial justification for the change, and there are no alternatives that would have a less disparate impact and still accomplish the goals of the change.

A disproportionate burden is found when there is a difference in adverse effects between low-income and non-low income populations of 10 percent or more. If MTS chooses to implement a proposed change despite a finding of disproportionate burden, MTS may only do so if steps are taken to avoid or minimize impacts where practicable, and MTS provides a description of alternatives available to affected low-income populations.

Provide Your Comments

The MTS Board of Directors will consider these policies for approval at its June 20, 2013 meeting. The public has several ways to comment on the proposed policies prior to that:

Public Meeting	**When:** Monday, June 17, 2013, anytime from 4:30 pm through 6:30 pm **Where:** MTS Board Room (1255 Imperial Ave., 10th Floor, San Diego, CA 92101) MTS staff will be accepting comments and answering questions on the proposed policies. Please inform us in advance if you require translation services-leave a message at (619) 595-4912.
Mail	MTS, Attention: Title VI 1255 Imperial Ave., Suite 1000 San Diego, CA 92101
Telephone Voicemail	(619) 595-4912
Email	mts.planning@sdmts.com no later than June 17, 2013

More Information

The Federal Transit Administration's Office of Civil Rights maintains a webpage with more details on their Title VI requirements. The documents pertinent to these policy changes are located online at http://www.fta.dot.gov/civilrights/sitemap_11706.html.

Or, read more about Title VI as it specifically pertains to MTS.

Copyright © 2013 MTS

Propuestas políticas MTS de Título VI

This page in English

Pautas federales requieren que MTS implemente políticas para asegurar cumplimiento con Título VI de la Ley de Derechos Civiles de 1964. MTS está buscando comentario público sobre las siguientes políticas propuestas relacionadas a cambios significativos de servicio y sus impactos.

Política sobre cambio significativo de servicio

MTS propone mantener su política actual de cambio significativo de servicio, que considera cualquier cambio de más de 25% de las millas semanales u horarios de una ruta como significativa. También requiere un análisis de equidad por cualquier cambio significativo, o por cualquiera de los siguientes:

- Un cambio en el periodo de servicio semanal de más de 25%
- Implementación o eliminación de una ruta
- Un cambio que afecta más de 25% de las millas direccionales de la ruta y más de 25% de sus paradas

Una excepción en los requisitos de Título VI permite la provisional adición de servicio (p. ej. proyectos de demostración), incluyendo aquellos que de otra manera calificaran como un cambio significativo de servicio. Si una adición de servicio o cambio provisional dura más que doce meses, entonces es considerado permanente y MTS debe realizar un análisis equitativo de servicio si el servicio de otra manera califica como un cambio significativo de servicio.

Impacto dispar y políticas de carga desproporcionada

Estas políticas son nuevos requisitos federales de MTS. Estas políticas establecerían un umbral que identifica cuando un cambio significativo de servicio tiene un impacto desproporcionado en las poblaciones minorías y/o de bajos ingresos. Nuestra política propuesta es resumida como sigue:

Para todos los cambios significativos de servicio, MTS determinara si existen impactos disparejos en las poblaciones minorías o cargas desproporcionadas en las poblaciones de bajos ingresos.

Un impacto disparejo es notado cuando hay una diferencia en los efectos adversos entre las áreas con minorías y sin minorías de 10 por ciento o más. Si MTS elige implementar un cambio significativo al servicio propuesto a pesar de un descubrimiento de un impacto dispar, MTS solo puede hacerlo si hay una justificación sustancial por el cambio y no hay alternativas que tuvieran un menor impacto disparejo y aun cumplir las metas del cambio.

Una carga desproporcionada es notada cuando hay una diferencia en efectos adversos entre poblaciones de bajos ingresos y no de bajos ingresos de 10 por ciento o más. Si MTS elige implementar un cambio significativo al servicio propuesto a pesar de un descubrimiento de una carga desproporcionada, MTS solo puede hacerlo si se toman pasos para evitar o minimizar impactos donde fuera practico y si MTS proporciona una descripción de alternativas disponibles para las poblaciones afectadas de bajos ingresos.

Ofrezca sus comentarios

La junta directiva MTS considerará estas políticas para aprobación en su reunión el 20 de junio del 2013. El público tiene varias maneras por cuales comentar sobre las políticas propuestas antes de la fecha:

Reunión pública	**Cuando:** El lunes 17 de junio del 2013, a cualquier momento entre las 4:30 pm y las 6:30 pm **Donde:** MTS Board Room (1255 Imperial Ave., 10th Floor, San Diego, CA 92101) El personal MTS estará aceptando comentarios y contestando preguntas sobre las políticas propuestas. La reunión se llevará a cabo en las oficinas de MTS (1255 Imperial Ave., 10mo piso, San Diego, CA 92101). Favor de informarnos por adelantado si requiere servicios de transporte – deje un mensaje al (619) 595-4912.
Envíe a la dirección anterior	MTS, Attention: Title VI 1255 Imperial Ave., Suite 1000 San Diego, CA 92101
Mensaje de voz telefónico	(619) 595-4912
Correo electrónico	mts.planning@sdmts.com a más tardar el 17 de junio del 2013

Más información

La oficina de derechos civiles de la Administración Federal de Transporte mantiene un sitio web con detalles adicionales sobre sus requisitos de Título VI. Los documentos pertinentes a estos cambios de política están ubicados en línea aquí: http://www.fta.dot.gov/civilrights/sitemap_11706.html.

Además, encuentra más información sobre el Título VI en lo que respecta específicamente a la MTS.

Copyright © 2013 MTS

MEETING OF THE BOARD OF DIRECTORS FOR THE
METROPOLITAN TRANSIT SYSTEM (MTS)

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

June 20, 2013

MINUTES

BOARD MEETING

Bill Burke, Director of Security and Chief of Police introduced Bob Nowland of the U.S. Department of Homeland Security, Transportation Security Administration. Mr. Nowland presented MTS with the Gold Standard Award for achieving the highest standard of excellence in security pursuant to the Baseline Assessment for Security Enhancement (BASE) Program 2012.

1. Roll Call

Chairman Mathis called the Board meeting to order at 9:00 a.m. A roll call sheet listing Board member attendance is attached.

2. Approval of Minutes

Mr. Minto moved to approve the minutes of the May 16, 2013, MTS Board of Directors meeting. Ms. Bragg seconded the motion, and the vote was 12 to 0 in favor with Meses. Emerald, Zapf and Mr. Alvarez absent.

3. Public Comments

Warren Lambert – Mr. Lambert advised the MTS Board that he has taken action against MTS, MTS Access, First Transit and an executive he had to deal with individually at MTS. He believes that the paratransit community has been abused and accused MTS of bigotry. He discussed his grievances with MTS.

John L. Wood – Mr. Wood stated that the crossing gates at the depot went down 9 seconds after the trolley stops and he believes it is too fast. He asked when the depot improvements would be completed and when the arrival announcement sign would be installed. He discussed driving behind the 1909 bus and the diesel motor was emitting heavy smoke and particulates.

Miguel Aguirre – Mr. Aguirre manages the McDonald's building at the San Ysidro border crossing. He provided a handout which included a map and information regarding the MTS San Ysidro Intermodal Transit Center. He stated he does not agree with many of the changes and he has been given the run around. He explained differing plans and competition with private owners. He requested that MTS provide a copy of the plan so that a response can be drafted and a follow up meeting with MTS and Brice House so the community can have an opportunity to respond.

CONSENT ITEMS

6. Credit Agreement Resolution

Action would approve Resolution No. 13-16 authorizing the Chief Executive Officer (CEO) to execute an amendment(s) to the contract with JP Morgan Chase Bank N.A. (MTS Doc. No. G1413.0-12) and any other ancillary documents necessary to complete the transaction. The amendment would allow MTS to borrow up to $40 million on its credit line.

7. Fiscal Year 2014 Transportation Development Act Claims

Action would adopt Resolution Nos. 13-13, 13-14, and 13-15 approving fiscal year (FY) 2014 Transportation Development Act (TDA) Article 4.0, 4.5, and 8.0 claims.

8. Investment Report - April 2013

Action would receive a report for information.

9. Orange/Green Lines Fiber-Optics Cable Project - Funds Transfer

Action would approve an amendment to Addendum No. 17 Project Scope of Work No. 11 authorizing the purchase of labor, materials, and supplies to install additional fiber-optic cables between the Grossmont Summit and Arnele Avenue Station on the MTS Trolley's Green Line.

10. Closed-Circuit Television (CCTV) System Project Amendment

Action would approve an amendment to Addendum 17 Project Scope of Work (MTS Doc. No. G0930.17-04.21.1) for the installation of additional CCTV cameras at Orange Line stations.

11. Work Order for Orange Line Print Verification Project

Action would authorize the CEO to execute an amendment to Work Order No. 13.01, Task Order 1 of MTS Doc. No. G1494.0-13.01.1 (general engineering contract with Pacific Railway Enterprises, Inc.) for additional services necessary to complete the updating of the existing signal drawings and for the installation of event recorders at crossings and interlockings on the Orange Line.

12. Federal Communications Commission-Mandated 800 MHz Band Reconfiguration - Consulting Services

Action would: (1) ratify MTS Doc. No. G1546.0-13 dated June 10, 2013, with Ross & Baruzzini for consulting services related to the Federal Communications Commission- (FCC)-mandated 800 MHz Band Reconfiguration, which was previously executed pursuant to the CEO's authority; and (2) authorize the CEO to execute MTS Doc. No. G1546.1-13 for the balance of funding for proposed consulting services detailed in Ross & Baruzzini's proposal.

13. Mills Building Improvement Project 2013

Action would authorize the CEO to authorize the San Diego Regional Building Authority (SDRBA), acting through its Mills Building Property Manager (Colliers International), to act as general contractor for the renovation of the 9th floor pursuant to an amendment to the Mills

Building Property Management Agreement (MTS Doc. No. G1233.1-09).

14. Taxicab Maximum Allowable City and Airport Rates of Fare - Stabilization of Rates for 2013

Action would approve Resolution No. 13-17 stabilizing the maximum allowable City of San Diego and airport rates of fare for the year 2013 at current rates.

Action on Consent Item 6 through 14

Mr. McClellan moved to approve Consent Items 6 through 14. Ms. Rios seconded the motion, and the vote was 13 to 0 in favor with Ms. Emerald and Mr. Alvarez absent.

The Board convened to Closed Session at 9:21 a.m.

CLOSED SESSION

24. a. CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION Pursuant to California Government Code Section 54956.9(a):
Margot Clines vs. MTS (San Diego Superior Court Case No. 37-2013-00031879-CU-PO-CTL)

b. b. CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL Existing Litigation Pursuant to California Government Code Section 54956.9(a): Rodney Maxwell v. Metropolitan Transit System et al. (SDSC Case No. 37-2012-00101898-CU-PA-CTL; MTS Claim No. TS-27411)

c. CLOSED SESSION - CONFERENCE WITH REAL PROPERTY NEGOTIATORS Pursuant to California Government Code Section 54956.8
Property: 1603 Main Street, San Diego, California (Assessor Parcel No. 538-210-25)
Agency Negotiators: Paul Jablonski, Chief Executive Officer; Karen Landers, General Counsel; and Tim Allison, Manager of Real Estate Assets
Negotiating Parties: Helf Investments, L.P.
Under Negotiation: Price and Terms of Payment

The Board reconvened to Open Session at 9:59 a.m.

Oral Report of Final Actions Taken in Closed Session

Karen Landers, General Counsel, reported the following:

a. The Board approved a settlement in the amount of $32K with a vote of 14-0 in favor with Councilman Alvarez absent.

b. The Board received a report and gave instructions to legal counsel.

c. The Board received a report and gave instructions to negotiators.

NOTICED PUBLIC HEARINGS

25. None

DISCUSSION ITEMS

30. Language Assistance Plan

Denis Desmond, Sr. Transportation Planner gave a presentation on the Language Assistance Plan ("LAP") and provided a four factor analysis and a chart on LEP speakers by language in MTS jurisdiction. He discussed the five components as required by law, current LEP outreach measures, potential future measures and provided a staff recommendation.

Mr. Ewin inquired about the different Chinese languages and the decision making process on how the specific language is chosen. Mr. Desmond advised the information is provided by the Census Bureau and they provide the specific categories.

Ms. Emerald stated there is software the City's website utilizes that will translate the website information into 60 different languages and asked if MTS has considered implementing this plug in. Mr. Desmond responded it is a Google plug in, but the FTA requires the language translations to be professionally translated, but this is something MTS is considering and working on at present time for possible future use.

Ms. Salas advised she was surprised by certain demographic sizes presented in the LEP speakers by language in the MTS jurisdiction chart. She said there are differences in census information. Mr. Desmond advised that there are two different pools of people and these pools distinguish between the language primarily spoken at home and English language proficiency. Ms. Salas asked if MTS includes this in their plan and Mr. Desmond responded that MTS does as they wish to outreach to both pools of people.

Action Taken

Ms. Emerald moved to approve the draft Language Assistance Plan as submitted to the Federal Transit Administration (FTA) as part of the Title VI Triennial Program Update. Mr. McClellan seconded the motion, and the vote was 14 to 0 in favor with Mr. Alvarez absent.

31. Title VI and Environmental Justice Policy No. 42 Updates

Mr. Desmond provided a presentation and discussed Title VI/environmental justice, the Policy 42 update and the three policies required by the FTA prompting the update including major service change, disparate impact and disproportionate burden. He provided an example of the 10% threshold for disparate impacts, discussed the outreach program, standards and provided a staff recommendation.

Mr. Mathis commented that there had been previous discussion that the 10% threshold was too low and after evaluation they found it was acceptable.

Mr. Gastil asked if there had been any surveys taken regarding transit stops at various locations and it is a concern there may be a disparity in quality of the vehicles at certain transit stops. Mr. Desmond responded there has been an internal survey regarding the top 100 stops and the auditors ride different routes in different areas of town looking at amenities and deficiencies which would show up in the Title VI report should such deficiencies exist. Sharon Cooney, Chief of Staff confirmed that this information is included in the Title VI update.

Action Taken

Mr. Ewin moved to approve the proposed Policy No. 42 amendments, including the Title VI policies and service standards. Mr. McClellan seconded the motion, and the vote was 13 to 0 in favor with Ms. Salas and Mr. Alvarez absent.

REPORT ITEMS

48. Pacific Imperial Railroad (PIR) Desert Line Agreement - Status Update (TAKEN OUT OF ORDER)

Karen Landers, General Counsel provided a status update on the Pacific Imperial Railroad ("PIR") Desert Line Agreement. She discussed the SD&AE property and provided a picture of the Goat Canyon Trestle looking south. She discussed the amended and restated Desert Line operating agreement, agreement terms, milestones achieved, work in progress and upcoming milestones.

Action Taken

Mr. McClellan moved to receive a report for information. Mr. Ovrom seconded the motion, and the vote was 13 to 0 in favor with Ms. Salas and Mr. Alvarez absent.

45. Virginia Avenue Intermodal Transportation Center

Ms. Cooney discussed the San Ysidro Land Port of Entry Reconfiguration. She provided maps and discussed the funding identified and the aggressive timeline for a new center at Virginia Avenue.

Mr. Alvarez asked if MTS is going to be part of the Memorandum of Understanding (MOU). Ms. Cooney responded the MOU will be put in place so the General Services Administration (GSA) has the right to build on the property that is owned by the City and it also allows the transfer of the funds from the FHWA and Caltrans to the project. MTS does not have any part in either of these transfers. Mr. Alvarez asked if this MOU is for the actual operations of the facility. Ms. Cooney stated what the MOU will identify, that it will not identify the operator, and that the City of San Diego will take possession of the property once construction is complete. Mr. Alvarez asked if there is interest from the City or MTS in designating this facility to MTS and if this would be something that could be worked out in the future as the region wishes to see buses in the region as there will be a lot of pedestrians entering and leaving the country so he would think there would be a substantial MTS customer base at the facility. Ms. Cooney stated it is being designed for MTS use, or MTS could drop off and pick up at the intersection as an alternative. One of the things MTS uses to fund its operations on the East side of San Ysidro Blvd. are the funds MTS receives from private carriers using MTS's property which has offset the cost of implementing security and providing cleaning services, but the City is not interested in allowing MTS to charge people to use the facility so without any provision such as this someone else would have to provide MTS with the funding to do such. Mr. Alvarez asked with regard to buses going in and out of the loop if MTS could stop at the location of Camino del Plaza which is not an ideal location, and if the buses will be able to enter the loop itself. Ms. Cooney stated MTS is allowed to enter any City right of way and use it for transit purposes so MTS could still use the facility or MTS could determine due to operational needs it is in MTS's best interest to stay out of the congestion that can be caused by all of the uses Virginia Avenue provides. It has not been designed yet so MTS will need to evaluate this need at a later date. Mr. Alvarez asked if it

needs to be designed with MTS in mind. Ms. Cooney agreed and stated that is why MTS is at the discussion table and there is a provision in the MOU that they will consult with MTS with regard to the design. Mr. Alvarez expressed his concerns over the project and was in hopes an agreement could be reached, but at the minimum there should be MTS accessibility as part of the discussion.

Action Taken

Mr. Alvarez moved to receive a report on regional efforts to establish an intermodal transportation center at a new pedestrian international border crossing to be located at Virginia Avenue and provide comments and direction. Mr. Gloria seconded the motion, and the vote was 13 to 0 in favor with Ms. Salas and Mr. McClellan absent.

46. Operations Budget Status Report for April 2013

Mike Thompson Finance Manager provided a fiscal year 2013 – April 2013 financial review including a combined MTS transit operators comparison to budget, total operating revenue less expenses and on-going concerns.

Action Taken

Ms. Emerald moved to receive the MTS operations budget status report for April 2013. Mr. Minto seconded the motion, and the vote was 13 to 0 in favor with Ms. Salas and Mr. McClellan absent.

47. Zero Emission Bus Requirements

Ms. Cooney provided a presentation on the Zero Emission Bus (ZEB) Program including the Zero Emission Bus regulation, challenges of implementation, and the California Air Resources Board (CARB).

Mr. Alvarez asked how many vehicles are purchased on an annual basis. Ms. Cooney advised it is in our Capital Improvement Program to purchase 50 a year. Mr. Alvarez asked if ZEB vehicles are available for purchase. Ms. Cooney advised they are not affordable at this time. Mr. Jablonski explained the mark up on these vehicles is approximately $400K more than CNG vehicles. These vehicles require docking stations to charge and vehicle cost is approximately $900K with the docking station costing approximately $500K. The battery has not proven to have the range for transit utilization including power supply for amenities such as air conditioning. The lifespan is predicated on battery power with approximately 3 battery replacements over the lifetime of the bus which would cost approximately $100K.

Mr. Alvarez inquired about the cost of Hydrogen buses. Mr. Jablonski responded hydrogen buses are close to $2Million. Mr. Roberts stated the weight of the buses presents a problem as it violates the state laws as they are extremely heavy and the technology is not ready for current use, but there are current grants in process and a lot of interesting technology being developed at present time, but the reality is there are still too many limitations. Mr. Jablonski stated a number of years ago the choice was to stay on a diesel path or switch to an alternative fuel path. San Diego, unlike other regions in California, chose the alternative fuel path, but not without impact and an increase in cost. MTS chose CNG at a premium and had to implement CNG facilities with implementation approximately 80% complete. MTS is trying to stay on the path to get through its current commitment to CNG implementation as MTS made substantial

investment to move to CNG.

Ms. Emerald asked realistically how long MTS will utilize CNG technology before having to make adjustments to ZEB. Mr. Jablonski said MTS has to reach CARB standards every year and reports on a regular basis to reduce emissions through changes to the engine, etc. Mr. Roberts said programs will be phased in and it should not prevent us from using current buses and the playing field is changing dramatically, but he does not see rules dramatically changing MTS's requirements.

Action Taken

Mr. Ewin moved to receive a report for information. Ms. Zapf seconded the motion, and the vote was 13 to 0 in favor with Messrs. Roberts and Cunningham absent.

60. Chairman's Report

Mr. Mathis reported he, Mr. Jablonski and Wayne Terry, Chief Operating Officer of Rail had attended the LOSSAN meeting in Los Angeles on June 19, 2013. The focus of the meeting was the managing agency proposals and advised Mr. Jablonski's presentation was on point.

61. Audit Oversight Committee (AOC) Chairman's Report

Mr. Ewin advised the Audit Oversight Committee met Thursday, June 13th, 2013 and that the committee reviewed and discussed the Audit Engagement Letter, Interim Audit schedule and received an update from the internal auditor on future plans and results from the prior year and the RFP for auditing services. He stated he will report back to the Board as this process is finalized.

62. Chief Executive Officer's Report

(a) LOSSAN Managing Agency Proposals. Mr. Jablonski discussed the three agencies presenting to LOSSAN and their proposals to become the Managing Agency of LOSSAN. MTS put together the proposal in house which demonstrates the capability of MTS to be Managing Agency. He advised other transit agencies in the area hired outside consultants to assemble their LOSSAN proposal. (b) CHP Inspections. He stated that MTS is periodically inspected by CHP who takes a random group of buses and writes up inspections. MTS's Kearny Mesa facility was inspected the prior week and the CHP did not find any infractions. (c) Dump the Pump Day. MTS's Dump the Pump day was receiving extensive media coverage as there was media at four stations and a booth set up at Old Town to try and engage transit and potential transit customers.

63. Board Member Communications

There were no Board member communications.

64. Additional Public Comments on Items Not on the Agenda

There were not additional public comments.

65. Next Meeting Date

The next regularly scheduled Board meeting is July 18, 2013.

66. Adjournment

Chairman Mathis adjourned the meeting at 11:16 a.m.

Chairperson
San Diego Metropolitan Transit System

Filed by:

Office of the Clerk of the Board
San Diego Metropolitan Transit System

Approved as to form:

Office of the General Counsel
San Diego Metropolitan Transit System

Attachments:
1. Roll Call Sheet
2. Transportation Security Administration Gold Standard Award
3. MTS Letter to Warren Lambert
4. Handout regarding map and information of San Ysidro Intermodal Transit Center
5. Letter from Miguel Aguirre to Councilmember Alvarez re: 2003 San Ysidro SYITC & 2012-13 MTS-SYPS Opposition to second SYPS proposal to re-design Inter-City Terminal SYPS Plan presented June 11, 2013 at San Ysidro Border Transportation Council

METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS
ROLL CALL

MEETING OF (DATE): June 20, 2013 CALL TO ORDER (TIME): 9:00 a.m.

RECESS: N/A. RECONVENE: N/A

CLOSED SESSION: 9:21 a.m. RECONVENE: 9:59 a.m.

PUBLIC HEARING: N/A RECONVENE: N/A

ORDINANCES ADOPTED: 42 (Revised) ADJOURN: 11:16 a.m.

BOARD MEMBER		(Alternate)		PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
ALVAREZ	☒	(Faulconer)	☐	10:46 a.m.	11:16 a.m.
BRAGG	☒	(Bilbray)	☐	9:00 a.m.	11:16 a.m.
CUNNINGHAM	☐	(Mullin)	☒	9:00 a.m.	11:16 a.m.
EMERALD	☒	(Faulconer)	☐	9:28 a.m.	11:16 a.m.
EWIN	☒	(Arapostathis)	☐	9:00 a.m.	11:16 a.m.
GASTIL	☒	(Jones)	☐	9:00 a.m.	11:16 a.m.
GLORIA	☒	(Faulconer)	☐	9:00 a.m.	11:16 a.m.
MATHIS	☒			9:00 a.m.	11:16 a.m.
MCCLELLAN	☒	(Ambrose)	☐	9:00 a.m.	11:16 a.m.
MINTO	☒	(McNelis)	☐	9:00 a.m.	11:16 a.m.
OVROM	☒	(Denny)	☐	9:00 a.m.	11:16 a.m.
RIOS	☒	(Sotelo-Solis)	☐	9:00 a.m.	11:16 a.m.
ROBERTS	☒	(Cox)	☐	9:02 a.m.	11:16 a.m.
SALAS	☒	(Ramirez)	☐	9:03 a.m.	10:13 a.m.
ZAPF	☒	(Faulconer)	☐	9:05 a.m.	11:16 a.m.

SIGNED BY THE CLERK OF THE BOARD:

CONFIRMED BY THE GENERAL COUNSEL:

H:\BOARD\Roll Call Sheets\Roll Call Sheets - 2013\Board Roll Call Sheet.06.20.13.docx

Transportation Security Administration

Gold Standard Award

Presented to

San Diego Metropolitan Transit System (MTS)

For Achieving the Highest Standard of Excellence in Security

BASELINE ASSESSMENT FOR SECURITY ENHANCEMENT (BASE) PROGRAM
2012

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

June 19, 2013

Warren Lambert
(via email: Lambertwar@gmail.com)

Re: MTS Access Service to Scripps Green Hospital (10666 N. Torrey Pines Road)

Dear Mr. Lambert,

San Diego Metropolitan Transit System (MTS) has received your emails expressing your displeasure with the fact that MTS Access does not provide a direct trip to Scripps Green Hospital on Torrey Pines Road. While I understand your unhappiness that this trip cannot be made without a transfer, the MTS Access trip/route currently provided is compliant with federal regulations for Americans with Disabilities Act (ADA) Paratransit service.

Federal law requires that MTS provide paratransit service that is "comparable" to MTS's fixed route service. (49 CFR § 37.121.) Federal regulations define "comparable" to require that MTS provide paratransit service to all locations that are within ¾ mile from a fixed route stop. (49 CFR § 37.131.) In addition, the time for travel on paratransit service should also be comparable to the time it takes to travel on a fixed route trip. MTS's fixed route service is concentrated in the areas where demand is highest: urban areas near downtown San Diego, the south bay cities, and the east county corridor to Santee. Service is limited in the north county areas of MTS's jurisdiction. MTS does not currently have any fixed route stops within ¾ mile of the Scripps Green hospital complex. In addition, the boundary between MTS and North County Transit District (NCTD) jurisdictions along the coast is the San Diego/Del Mar border. NCTD has similar obligations under the ADA Paratransit rules. Because NCTD does have a fixed route bus that stops near Scripps Green hospital, this is a San Diego County destination that can be reached using paratransit services. The trip, however, requires a transfer from MTS Access to NCTD Lift. The designated transfer location for this trip is the Veteran's Administration hospital on La Jolla Village Drive.

We have reviewed the 5 trips you have taken on MTS Access and NCTD Lift to Scripps Green hospital. The average roundtrip travel time for these trips is 3 hours and 12 minutes. While that may be a long travel time, it is comparable to the time it would take to travel between the same locations (Island Avenue and N. Torrey Pines Road) on MTS and NCTD fixed routes – approximately 2 hours and 38 minutes with no delays (traveling from MTS Green Line trolley to MTS Route 150 to NCTD Route 101 plus walking time). Unfortunately, downtown to Scripps Green hospital is not an easy or quick trip using public transit.

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

Warren Lambert
June 19, 2013
Via Email

As MTS staff has previously communicated to you, the Sorrento Valley Coaster Connection service is exempt from the ADA regulation under the commuter bus section (49 CFR §37.3, and 49 CFR §37.121(c)). Therefore, the Sorrento Valley Coaster station is not an MTS fixed route stop that expands MTS's paratransit service area to include Scripps Green.

We understand your frustration with the lengthy travel times and transfers required to travel from your home to Scripps Green. This is a complicated trip for both MTS fixed route and MTS Access operations. Notwithstanding your personal frustration with this circumstance, our review has found no ADA violation. The trips scheduled have fully complied with Department of Transporation regulations and the ADA. It is possible that if the Mid-Coast trolley extension is approved and constructed, MTS may have a market for expanded fixed route operations in the vicinity of Scripps Green hospital and N. Torrey Pines Road. However, until our fixed route operations are expanded, MTS Access service in this area will be similarly limited, requiring a transfer to NCTD Lift.

Sincerely,



Paul C. Jablonski
Chief Executive Officer

cc: Dan McCaslin

A better mode of travel

Construction has started on the San Ysidro Intermodal Transportation Center, a project that promises to ease traffic and increase public safety north of the border. The $18.4 million center should be finished in summer 2003.

2003: MTS SYITC PROJECT
San Ysidro Intermodal Transit Center



Intermodal transit center
CHANGES AT A GLANCE

- Pedestrian and vehicular traffic flows into and around the trolley station will be improved.
- Station overcrowding will be relieved since more area between trolleys will be created and a plaza will be built.
- Access to buses, taxis, jitneys and the trolley will be consolidated.
- New road will be built to give vehicles access to 700 block of East San Ysidro Boulevard and to a proposed intercity bus terminal.

MTS SYITC Project designed by Kimley, Horn & Associates in collaboration with Estrada Land Planning, affected property & business owners-end users of facility, BTC, San Ysidro Planning Group, Caltrans, City of San Diego & GSA.

June 18, 2013

Councilmember David Alvarez
City Council District 8
202 West C Street, 10th Floor
San Diego, CA 921

Re: 2003 San Ysidro SYITC & 2012-13 MTS-SYPS
Opposition to second SYPS proposal to re-design Inter-City Terminal
SYPS Plan presented June 11, 2013 at San Ysidro Border Transportation Council

Dear Councilmember Alvarez,

At the Border Transportation Council meeting last week, a revised terminal reconfiguration plan was presented by SYPS-MTS & Bricehouse-First America (Brad Saunders & Greyhound). The proposed revisions are a complete re-design of their first proposal. However, their 2nd proposal presents the same and new concerns for the use of public space and of those that must conduct their business at these facilities and our Bi-National Pedestrian POE(s).

The proposed changes continue to disregard impacted private property and challenges all visitors that must transit through this area. Speculatively speaking, MTS enforcement citations (an MTS revenue source) in San Ysidro, are most likely, the highest ticket issuance rate in all of San Diego. If these changes are implemented, it will continue to glaringly highlight the social injustice and inequity that persists in our community, a National Gateway into the USA.

1. **Public Health:**

   Lack of Sheltered Facilities: Inter-City Terminal operations should not be run like a city bus stop. Weary travelers, laden with luggage, will have to sit/stand outdoors, suffering:

   - exposure to poor air quality from idling bus and freight train diesel, as well as Port of Entry vehicle emissions drift containing high levels of ultrafine particulate matter and black carbon;

   - exposure to harsh weather conditions, i.e. cold, rain, heat and swirling winds from cul-de-sac location.

2. **Public Safety:**

   Two terminals decentralize Inter-City travel services: Inter-city travelers and service providers will be required to:

   - increase walking distances (non ADA) and service provider traffic as facility users circulate between terminals;
   - cause destination confusion and opportunity for illegal transportation solicitation to flourish;

3. **Lack of environmental, social justice and equity:** Proposed changes:

   - removes beautiful mature 20-30' tall Palm Trees;

- installs eight (8) tiny restrooms that will be abused, neglected and present an unpleasant image. These restrooms will become a target for drug use and other illicit activities;

- removes valuable infrastructure, i.e. inter-city bus and van parking;

- reconfigures and replaces inter-city parking and passenger platform areas with modular retail buildings.

4. **2003 San Ysidro Intermodal Transportation Center (SYITC):** The 2003 City of San Diego-MTDB SYITC project involved 4-5 years of Regional Stakeholder & Community vetted planning. It involved the eminent domain taking of private property for public use. It successfully established "centralized" modes of transit infrastructure. Yet, for 8 years, MTS oversaw unsuccessful management operations of these facilities by ACE Parking Company.

   Numerous attempts and proposals to improve management by community organizations and other qualified interests were ignored by MTS. The 2012 SYPS Agreement is full of conflicts of interests and represents an improper process disallowing community input and participation in proposed major changes to the vetted 2003 SYITC. MTS-SYPS proposes "de-centralization" and the privatization of public facilities on what was formerly private property, and will now, compete directly with these former property owners.

Councilmember Alvarez, there are numerous other related concerns we would like to discuss with you at your earliest opportunity. I have a call into your office that we may hopefully schedule a convenient time to meet before your next MTS Board meeting, June 20th.

Thank you and we look forward to your prompt response. I can be reached at (619) 917-3167.

Respectfully yours,

Miguel Aguirre

Copy: Mario Lopez, Mayor Bob Filner's office
David Flores, Casa Familiar
Rogelio Gaytan, Tufesa Bus Operations
Richard Gomez, BTC
Jason Wells, Smart Border Coalition

DATE: June 21, 2013

TO: Sharon Cooney, Chief of Staff
Rob Schupp, Director of Marketing and Communications

FROM: Denis Desmond, Manager of Planning

SUBJECT: DESCRIPTION OF PUBLIC ENGAGEMENT PROCESS FOR THE DEVELOPMENT OF TITLE VI POLICIES

On October 1, 2012, the Federal Transit Administration released Circular C4702.1B, Title VI Requirements and Guidelines for Federal Transit Administration Recipients. This circular requires the implementation of three policies related to major service changes:

- *Major Service Change Policy*
- *Disparate Impact Policy*
- *Disproportionate Burden Policy*

Chapter IV, Section 7.a(1)(d) of the circular states: "The transit provider shall engage the public in the decision-making process to develop the major service change policy and disparate impact policy." Chapter IV, Section 7.a(2)(d) states: "The transit provider shall engage the public in the decision-making process to develop the disproportionate burden policy." For the submittal of the Title VI program, Chapter IV, Section 3.a(2)(d) requires that the program contents include, "a description of the public engagement process for setting the major service change policy and disparate impact policy." This memorandum is a record of our process and should be included with our next Title VI program submittal in 2015.

MTS had a robust campaign in May and June 2013 to include and engage the public in the development of all three policies. Our MTS Board Policy 42 already included a Major Service Change definition, which had been updated in September 2012 with recommendations from the FTA audit team for our 2012 Title VI program submittal. Therefore, although we did not initially propose any changes to the major service change definition, we included the policy as a Board recommendation and accepted public comments. The disparate impact and disproportionate burden policies are new FTA requirements, and were proposed to be added to Policy 42.

The following methods were included in the engagement of the public in the development of the policies:

- Publicly-noticed MTS Executive Committee meeting on May 23, 2013: Discussion with Executive Committee centered on the 10 percent threshold that SANDAG had adopted for fare changes, with ultimate concurrence of presenting those thresholds to the public for feedback.

- Public Meeting held on June 17, 2013, 4:30pm-6:30pm, at MTS headquarters: Our headquarters building is centrally located in Downtown San Diego, and is directly accessible to transit users by all three San Diego Trolley lines and four bus routes. Spanish speaking staff were present, and translation services for any other language were offered upon request. Attendees included representatives of service agencies with low-income and minority clients that rely on MTS services.

- Advertising in various printed media publications that target minority and limited English proficient (LEP), and low-income communities. These advertisements included general information about the public meeting, and directed people to www.sdmts.com for detailed information about the proposals. Quarter-page spots were published in the following periodicals:

    - *Voice and Viewpoint (serving San Diego's African American communities)*
    - *Frontera San Diego (Spanish)*
    - *Philippines & Asian Report (Tagalog)*
    - *San Diego Chinese Tribune (Chinese)*
    - *The FreeViet News(Vietnamese)*

- Information page on www.sdmts.com. This page included the initial draft policies, advertised the public meeting on June 17, and provided other methods that the public could use to comment on the proposals.

- Social media: Facebook, Twitter. Announcements for the public meeting on June 17, 2013 were made via social media, and interested parties were directed to www.sdmts.com for more information.

- Information sent to over 30 community and social service organizations via e-mail. MTS maintains a distribution list of organizations and agencies with clients and other contacts that use or otherwise have an interest MTS services. We use this list to provide important information about critical service developments and issues that require public engagement.

- Comments accepted by e-mail, mail, and telephone hotline.

- Presentation to MTS' Accessible Services Advisory Committee (ASAC) on June 13, 2013. ASAC typically focuses on accessibility issues for our disabled patrons, but the committee includes consumers, advocates, and agency representatives that serve a diverse group of disabled, low-income, and/or minority riders and community members.

- Publicly-noticed MTS Board of Directors meeting on June 20, 2013

As you are aware, the Board of Directors approved the recommendations for Policy 42, including the three required Title VI policies, at its meeting on June 20, 2013. Please let me know if you have any questions.

M-TITLEVI_PUBLICENGAGEMENT_DDESMOND

Attachments: Print-out of www.sdmts.com Title VI policies information page
Print-outs of advertisements in publications
Print-outs of Twitter and Facebook discussions
Sign-in sheet from public meeting with service agencies' representatives

APPENDIX R

NCTD PUBLIC WORKSHOP SIGN-IN SHEET

NCTD WORKSHOP COMMENTS

NCTD POLICY NO. 30

NCTD POLICY NO. 31

NCTD POLICY NO. 32

NCTD BOARD OF DIRECTORS MEETING MINUTES, NOVEMBER 21, 2013

NORTH COUNTY TRANSIT DISTRICT

North County Transit District
Public Workshop on Proposed Title VI Polices
Taller público sobre propuestas a las políticas del Título VI
October 10
10 de octubre

Please Sign In/Por favor, inicie session

Name/Nombre	Phone & Email Número Telefónico & Email	Home Address Residencia
Carolina G. Ferrer	(760) 705-0460 caroline ferrer@hotmail.com	
Catherine Hart	7.7461349 cathyhart57@gmail.com	
Elizabeth Hart	760 443-5917 emailelizabeth100@yahoo.com	

NORTH COUNTY TRANSIT DISTRICT

North County Transit District
Public Workshops on Proposed Title VI Policies
Taller público sobre propuestas a las políticas del Título VI
Comment Card
Tarjeta de comentarios

Name/Nombre James Hollis

Phone Number/Numero Telefonico 760-978-2682

Email jameschollis@gmail.com

Home Address/Residencia

Date/Fecha 10.16.13

Comment/Comentario The representation & presentation as well as the ?'s that were fielded were very insightful, comprehensive & understandable. Inquired about several topics (i.e. demographics (county, regional, state, federal, etc) and disproportionate burden topics. All of my questions were answered very well and where there was ambiguity or confusion on my part, it was clarified.

From: Jarrett Wade
To: Jill Gibson; Kimberly Hayford; Johnny Dunning
Subject: Public Comment
Date: Friday, October 18, 2013 9:11:59 AM
Attachments: image005.png
image006.png

Hello,

I'm just letting you know we got a phone call today regarding the policies 30 - 32.

Claire Arment, Vista resident, called to ask for clarification about the meetings:
She wanted to ensure that a service change was not eminent, since she is a regular rider of our services. I clarified with her that the purpose of the meetings was to introduce the proposed policies for defining thresholds for major service changes, disparate impact on minority populations, and disproportionate burden on low-income, as a result of new requirements from FTA. She was satisfied with my explanation and felt no need to provide additional comment; however, I invited her to attend our next Board Meeting in November if she had any concerns with the proposed policies between now and then. Ms. Arment commented that she was happy that we exist, because we are her primary form of transportation and commented on her particular appreciation for the Sprinter.

Thanks,

Jarrett Wade
Civil Rights Officer
810 Mission Avenue | Oceanside, CA 92054 | P: 760.966.6607 | A: 760-966-6631

NORTH COUNTY TRANSIT DISTRICT

Board Policy No. 30
Threshold for Major Service Change

Summary

This policy describes the threshold for a major service change.

Background

The requirement of this policy comes from the Federal Transit Administration (FTA) Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," which became effective October 1, 2012. The Circular requires any FTA recipient that operates fifty (50) or more fixed route vehicles in peak service and serves a population of 200,000 or greater to evaluate any fare change and any major service change at the planning and programming stages to determine whether those changes have a discriminatory impact.

The purpose of this policy is to establish a threshold that defines a major service change and to define an adverse effect caused by a major service change.

Definition

Major service change – All proposed changes to existing routes, whereby route miles or revenue miles are changed in excess of twenty-five (25) percent of their current configurations, measured as happening at one time, or cumulatively within a single year. Changes in number of daily trips that exceed twenty-five (25) percent are also considered a major service change. Finally, elimination or addition of a route qualifies as a major service change.

Exemptions

LIFT Paratransit service is exempt from the "major service change" definition because of the regulations pursuant to the provision of Americans with Disabilities Act of 1990 (ADA) Paratransit service set forth in ADA.

Temporary service is exempt from the "major service change" definition. Temporary service is defined as a new or modified route that is placed into revenue service for less than twelve (12) months with a defined set of measures that must achieve to remain in service. If the service meets the criteria and will remain past twelve (12) months, then NCTD will conduct a Title VI service equity analysis for this service.

Notice

NCTD is required to hold a public hearing for all major service changes. The public hearing will be advertised at a minimum thirty (30) days in advance through means set forth in Board Policy No. 5, Public Notice and Participation.

Board Policy No. 30 – Threshold for Major Service Change (continued)

Approvals

Board Chair — Date

Executive Director — Date 10/16/14

General Counsel — Date 10-16-2014

Board Policy No. 30 – Threshold for Major Service Change (continued)

DATE ISSUED	REVISION NUMBER	COMMENTS
11/21/2013	Adopted	
10/16/2014	1	2014 Revision

NORTH COUNTY TRANSIT DISTRICT

Board Policy No. 31
Threshold for Disparate Impact on Minority Populations

Summary

This policy sets forth NCTD's threshold for disparate impact on minority populations.

Background

The requirement of this policy comes from the Federal Transit Administration (FTA) Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients" which became effective October 1, 2012. The Circular requires any FTA recipient that operates fifty (50) or more fixed-route vehicles in peak service and serves a population of 200,000 or greater to evaluate any fare change and any major service change at the planning and programming stages to determine whether those changes have a discriminatory impact.

Purpose

The purpose of this policy is to establish a threshold which identifies when adverse effects of a major service change or any fare change are borne disproportionately by minority populations.

Policy

A disparate impact occurs when the minority population adversely affected by a major service change as defined under NCTD Policy No. 30 is ten (10) percent more than the average minority population of the NCTD service area. A disparate impact may also occur when the non-minority population benefits from a major service change by ten (10) percent more than the average non-minority population of the NCTD service area.

Disparate impacts on routes with either span of service changes and/or frequency changes will be determined by analyzing all routes with such changes together. Disparate impacts on routes with segment elimination, re-routing, or route elimination will be determined on a route by route basis.

If a potential disparate impact is identified, NCTD must determine whether there are one or more alternatives that would serve the same legitimate objectives, but with less disparate impact on the basis of race, color, or national origin. If no other options are identified, then NCTD must have a substantial, legitimate justification for making the service change. In the event a disparate impact is identified, NCTD will engage public participation to discuss less discriminatory alternatives or mitigation measures.

Board Policy No. 31 – Threshold for Disparate Impact on Minority Populations (continued)

Approvals

Board Chair — Date

Executive Director — 10/16/14 — Date

General Counsel — 10-16-2014 — Date

Board Policy No. 31 – Threshold for Disparate Impact on Minority Populations (continued)

DATE ISSUED	REVISION NUMBER	COMMENTS
11/21/2013	Adopted	
10/16/2014	1	2014 Revision

NORTH COUNTY TRANSIT DISTRICT

Board Policy No. 32
Threshold for Disproportionate Burden

Summary

This policy sets forth NCTD's threshold for disproportionate burden.

Background

The requirement of this policy comes from the Federal Transit Administration (FTA) Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," which became effective October 1, 2012. The Circular requires any FTA recipient that operates fifty (50) or more fixed-route vehicles in peak service and serves a population of 200,000 or greater to evaluate any fare change and any major service change at the planning and programming stages to determine whether those changes have a discriminatory impact.

Purpose

The purpose of this policy is to establish a threshold which identifies when adverse effects of a major service change or any fare change are borne disproportionately by low-income populations.

Policy

A disproportionate burden occurs when the low-income population adversely affected by a major service change as defined under NCTD Policy No. 30, Threshold for Major Service Change, is ten (10) percent more than the average low-income population of the NCTD service area. A disproportionate burden may also occur when the non-low income population benefits from a major service change by ten (10) percent more than the average non-low income population of the NCTD service area.

Disproportionate burden on routes with either span of service changes and/or frequency changes will be determined by analyzing all routes with such changes together. Disproportionate burden on routes with segment elimination, re-routing, or route elimination will be determined on a route by route basis.

If NCTD finds a potential disproportionate burden, the agency will take steps to avoid, minimize, or mitigate impacts of the proposed change on the affected low income population and provide alternatives available to low income passengers affected by the service changes.

In the event a disproportionate burden is identified, NCTD will engage public participation to discuss less discriminatory alternatives or mitigation measures.

Board Policy No. 32 – Threshold for Disproportionate Burden (continued)

Approvals



Board Chair Date



Executive Director Date



10-16-2014

General Counsel Date

Board Policy No. 32 – Threshold for Disproportionate Burden (continued)

DATE ISSUED	REVISION NUMBER	COMMENTS
11/21/2013	Adopted	
10/16/2014	1	2014 Revision

CALL TO ORDER

Bill Horn, Board Chair, called the special meeting to order at 1:30 p.m.

ROLL CALL OF BOARD MEMBERS

Mark Packard (City of Carlsbad); Don Mosier (City of Del Mar); Tony Kranz (City of Encinitas); Gary Felien (City of Oceanside); Rebecca Jones (City of San Marcos); Mike Nichols (City of Solana Beach); John Aguilera (City of Vista); Bill Horn (County of San Diego).

Absent: Olga Diaz (Alternate, City of Escondido).

WORKSHOP

W1. Contract Administration Management Action Plan Status Update

Robert Threatt, Compliance Officer, provided the Board with an update on the Contract Administration Management Action Plan.

W2. FY 14 and FY 15 Facilities Maintenance Program

Peykan Abbassi, Chief Development Officer, reviewed the FY 14 and FY 15 Facilities Maintenance Program.

W3. Monthly Ridership and Financial Performance Update

Mr. Ryan Bailey, Chief Financial Officer, reviewed the Monthly Ridership and Performance Report.

CALL TO ORDER

Bill Horn, Board Chair, called the regular meeting to order at 2:04 p.m.

ROLL CALL OF BOARD MEMBERS

Mark Packard (City of Carlsbad); Don Mosier (City of Del Mar); Tony Kranz (City of Encinitas); Gary Felien (City of Oceanside); Rebecca Jones (City of San Marcos); Mike Nichols (City of Solana Beach); John Aguilera (City of Vista); Bill Horn (County of San Diego).

Olga Diaz (Alternate, City of Escondido) arrived at 2:15 p.m.

PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Board member Gary Felien led the Pledge of Allegiance to the American Flag.

CHANGES TO THE AGENDA

Lori Winfree, General Counsel, stated that the Board has received "pink slips" for items 13, 13A, 13B, 13C, 15 and 21. Additionally, the Board was scheduled to review modifications to Ordinances 2 and 3, but after a robust comment period, the public hearing was deferred until a later date.

PUBLIC COMMUNICATIONS

Ms. Nancy Logan, representing San Dieguito for Drug Free Youth, spoke in support of an alcohol prohibition on the COASTER versus allowing consumption before 9:00 p.m.

Ms. Erica Leary, representing North Coastal Prevention Coalition (NCPC), provided the Board with a letter from the President of NCPC supporting a prohibition on alcohol on the COASTER and requesting NCTD reschedule a public hearing on the issue.

Mr. Mikhail Ditelshpur commented regarding his concerns with his BREEZE service experiences.

Ms. Celeste Young, Poway, CA, requested the Board consider banning alcohol consumption.

Mr. Eric Collins, San Diego, Director of Alcohol Policy Panel of San Diego County, spoke in support of alcohol prohibition on the COASTER.

APPROVAL OF MINUTES

MOTION BY REBECCA JONES TO APPROVE THE MINUTES OF THE REGULAR MEETING OF OCTOBER 17, 2013, SECONDED BY JOHN AGUILERA. MOTION CARRIED UNANIMOUSLY.

CONSENT ITEMS

1. Award Task Order Contract # 13024-OS to HNTB Corporation for Poinsettia Station Facility Assessment/Shelter and Roof Design
2. Award Contract # 14009 to New Tech Solutions of Fremont, CA for SPRINTER Resilient Ethernet Protocol Network Equipment
3. Approve NCTD's Language Assistance Plan
4. Adopt Resolution # 13-08 Designating Applicant's Agents for State Office of Emergency Services

5. Approve Modifications to FY 2014 Cost Recovery Fee Schedule

6. Nominations for 2014 Board Chair and Vice-Chair

7. Receive Monthly Report of Contract Actions Issued By NCTD Under the Executive Director's Authority

8. Receive Intergovernmental Affairs Update

9. Monthly Security Report

10. Monthly Positive Train Control Report

11. Monthly Safety Report

12. Monthly Contract Operators Key Performance Indicators Report

MOTION BY GARY FELIEN TO APPROVE AGENDA ITEMS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, AND 12, SECONDED BY MIKE NICHOLS. MOTION CARRIED UNANIMOUSLY.

OTHER BUSINESS

13. Conduct Public Hearing and Approve Revisions to NCTD Board Policy No. 5 and Adopt Board Policy Nos. 30, 31 and 32 as Required by Federal Transit Administration Title VI Circular 4701.B

    Johnny Dunning, Deputy Chief Operations Officer, reviewed the proposed revisions to Board Policy No. 5 and new policies 30, 31 and 32.

    CHAIR HORN OPENED THE PUBLIC HEARING. THERE WERE NO SPEAKERS, AND THE PUBLIC HEARING WAS CLOSED.

    MOTION BY TONY KRANZ TO APPROVE AGENDA ITEM 13, SECONDED BY REBECCA JONES. MOTION CARRIED UNANIMOUSLY.

14. Award Contract # 13063-OS to Universal Protection Service, LP for Security Guard Services

    Tom Zoll, Chief of Transit Enforcement, reviewed the agenda item.

    Ms. Denesa Moore, Community and Political Coordinator at SEIU United Service Workers West, urged the Board to closely monitor this contract.

MOTION BY MARK PACKARD TO APPROVE AGENDA ITEM 14, SECONDED BY JOHN AGUILERA. MOTION CARRIED UNANIMOUSLY.

15. Award Contract # 14000-OS to Epic Land Solutions, Inc., for On-Call Real Estate Consulting Services.

Peykan Abbassi, Chief Development Officer, reviewed agenda item 15.

MOTION BY TONY KRANZ TO APPROVE AGENDA ITEM 15, SECONDED BY MARK PACKARD. MOTION CARRIED UNANIMOUSLY.

16. Approve Waiver of Fees Associated with the Incidental Use of NCTD Property Required for the Palomar Station Pedestrian

Peykan Abbassi, Chief Development Officer, reviewed agenda item 16.

MOTION BY JOHN AGUILERA TO APPROVE AGENDA ITEM 16, SECONDED BY TONY KRANZ. ABSTAIN: JONES. MOTION CARRIED.

17. Approve Sole Source Extension of Agreement # 06037 to JL Patterson for Bridge Inspection and Management Services

Nick Freeman, Deputy Chief Operations Officer, reviewed agenda item 17.

MOTION BY REBECCA JONES TO APPROVE AGENDA ITEM 17, SECONDED BY GARY FELIEN. MOTION CARRIED UNANIMOUSLY.

18. Approve Sole Source Agreements with Cubic for Driver Control Units

Ryan Bailey, Chief Financial Officer, reviewed agenda item 18.

MOTION BY GARY FELIEN TO APPROVE AGENDA ITEM 18, SECONDED BY OLGA DIAZ. MOTION CARRIED UNANIMOUSLY.

19. Authorize Executive Director to Pay Comprehensive General Liability Insurance Premium for FY14

Byll Shelton, Risk and Insurance Management Specialist, reviewed agenda item 19.

MOTION BY REBECCA JONES TO APPROVE AGENDA ITEM 19, SECONDED BY OLGA DIAZ. MOTION CARRIED UNANIMOUSLY.

20. Summary of BREEZE Major Services Changes Planned for February 2, 2014 and Set Public Hearing

Bill Olszanicky, Manager of Service Implementation, reviewed agenda item 20.

Ms. Gail Banks, Oceanside, CA, spoke on service to the new Camp Pendleton hospital.

Ms. Erlisa Volks, Oceanside, CA, spoke on service to the new Camp Pendleton hospital and requested Route 315 continue to go to the Walmart store.

MOTION BY MIKE NICHOLS TO APPROVE AGENDA ITEM 20, SECONDED BY GARY FELIEN. MOTION CARRIED UNANIMOUSLY.

21. Authorize Executive Director to Negotiate and Execute Purchase and Sale Agreement and Accept a Grant Deed for Property Located at 335 North Quince Street in Escondido

Peykan Abbassi, Chief Development Officer, reviewed agenda item 21.

MOTION BY JOHN AGUILERA TO APPROVE AGENDA ITEM 21, SECONDED BY TONY KRANZ. ABSTAIN: DIAZ. MOTION CARRIED.

22. Authorize Executive Director to Award a Contract for Sanitary Sewer System Rehabilitation at the NCTD General Administrative Office

Peykan Abbassi, Chief Development Officer, reviewed agenda item 22.

MOTION BY GARY FELIEN TO APPROVE AGENDA ITEM 22, SECONDED BY REBECCA JONES. MOTION CARRIED UNANIMOUSLY.

- **CHIEF EXECUTIVE OFFICER'S REPORT**

Matthew Tucker briefed the Board about a letter he received from the American Logistics Company requesting early termination of their contract that supports the provision of LIFT and FLEX services.

- **BOARD MEMBER REPORTS, COMMENTS AND CORRESPONDENCE**

Don Mosier thanked staff for providing I-pads with the agenda installed, and requested staff put page numbers on each item.

Tony Kranz stated that the City of Encinitas held a Strategic Planning Workshop and it kicked off with Transportation. He stated that David Murphy, NCTD's Chief Operations Officer did a great job presenting information about NCTD's services and initiatives to improve bus and rail transportation in North County.

Mark Packard stated that the results of the Stuff the Bus – Scare Away Hunger campaign included 16,500 lbs. of food, enough for 13,700 meals.

- **REMAINING PUBLIC COMMUNICATIONS**

None

- **ADJOURNMENT**

The meeting adjourned at 3:53 p.m. Submitted by Jill McNaughton, Clerk of the Board for North County Transit District.

CHAIRMAN: _____

CLERK OF THE BOARD: Jill McNaughton

DATE: December 20, 2013

For individuals with sensory disabilities, this document is available in alternate formats. For information, please contact the Clerk of the Board at 760/967-2808. Persons with hearing impairment, please use the California Relay Service (CRS): 800/735-2929 TTY; 800/735-2922 voice; 800/855-3000 Spanish. CRS Customer Service: 800/735-0373 or 800-735-0193 TTY.

APPENDIX S

SANDAG POLICY NO. 029, REGIONAL FARE AND COMPREHENSIVE FARE ORDINANCE

SANDAG

BOARD POLICY NO. 029

REGIONAL FARE POLICY AND COMPREHENSIVE FARE ORDINANCE

Purpose:

To establish guidelines for setting a uniform, fair, and equitable areawide fare structure consistent with revenue-producing requirements and established budgets.

Background

With the approval of Senate Bill (SB) 1703, the planning and programming functions of the San Diego Metropolitan Transit Development Board (MTDB), which is now the Metropolitan Transit System (MTS), and the North San Diego County Transit Development Board, which is now North County Transit District (NCTD), were consolidated under the San Diego Association of Governments (SANDAG). Contained within these functions is the responsibility for developing a Regional Fare Policy, including setting fares for transit services in the region through a Comprehensive Fare Ordinance. The Initial Transition Plan for the regional consolidation specifies that SANDAG will develop the Regional Fare Policy, carried out in consultation with the transit agencies and operators.

Regional Participation

For this policy to be effective, it will be necessary for all transit agencies and operators in the region to implement the regional policy according to the following guidelines:

1. A single, unified, regionwide fare policy and transfer system shall be maintained for all publicly subsidized operators.

    1.1 All publicly supported transit operators shall participate in the system to be eligible for public subsidy.

    1.2 All publicly supported transit operators shall use and accept regional fare media.

Production

Fare revenues shall meet or exceed the level necessary to support the level of service provided given the current public subsidies available.

2. SANDAG shall adopt a specific farebox recovery ratio objective for each transit agency each fiscal year, consistent with the requirements of the Public Utilities Code regarding the disbursement of Transportation Development Act funds. SANDAG's farebox recovery ratio shall be higher than that set by the Public Utilities Code to encourage revenue growth and ridership.

2.1 The fare-pricing schedule shall be set to be consistent with meeting or exceeding the specified farebox recovery requirements.

2.2 The annual average fare (per passenger), over time, shall generally be consistent with annual increases in regionwide transit cost indicators and/or the rate of inflation.

2.3 SANDAG shall consider the financial and Title VI impacts of a fare change upon ridership, service provision, and operating budgets.

2.4 User-side subsidies and direct public/private funding shall be encouraged as sources of operating revenue, particularly for services with lower cost-effectiveness.

Fairness

The fare structure should be fair and equitable to all operators and passengers in the region.

3. Fare levels shall be consistent for similar types of service and similar service areas.

3.1 Fare levels shall reflect a combination of the type of service, distance, speed of travel, and customer amenities provided to the customer, with higher fares set for premium services.

3.2 There shall be a unified policy on transfers within the region and any supplementary charges or upgrades for transfers shall be related to differences between the types of service and respective fare levels.

3.3 Regionwide fare discounts shall generally be limited to youth and senior patrons and patrons with disabilities, and prepaid fare programs, and any mandated federal, state, and local program.

Simplicity

The fare policy shall promote seamless travel throughout the region by developing one common and easily understood fare structure throughout the region.

4. The fare structure and transfer system shall be as simple and easy to understand for users as possible.

4.1 The number of fare, transfer, and pass options shall be minimized to promote user friendliness and efficient fare validation.

4.2 The pricing structure shall be based upon equal or easily identified coin increments.

4.3 The fare collection process aboard a transit vehicle shall be designed to be as expeditious as possible.

4.4 Vehicle driver/operator involvement in the fare collection process onboard the transit vehicle should be minimized.

4.5 Use of prepaid fares including passes and stored value (e.g., daily and monthly passes) shall be encouraged to speed the patron boarding process.

4.6 The automated fare collection system shall be developed to simplify fare payment and collection, while providing the region with the opportunity to develop specialized fare structures that will be transparent to the user and driver/operator.

Responsibilities

SANDAG, the transit agencies, and transit operators all have roles and responsibilities to ensure successful implementation of the Regional Fare Policy.

5. SANDAG develops and adopts the Regional Fare Policy and Comprehensive Fare Ordinance which incorporates a uniform fare structure, a transfer policy, and agreement for revenue sharing of regional tickets, tokens, and passes, while also allowing for adoption of specialized fare procedures for travel within each operator's service area. SANDAG will regularly update the Regional Fare Policy and set the basic fare pricing for transit services in the region through updates to the Comprehensive Fare Ordinance.

5.1 A Regional Fare Structure Working Group (comprised of staff from SANDAG, transit agencies, and operators) shall review the comprehensive fare ordinance each year during the annual budget process and propose changes to the ordinance, if appropriate.

5.2 Transit agency boards shall review and provide input on proposed changes to the fare ordinance and solicit public input in accordance with transit agency policies prior to SANDAG Board action.

5.3 SANDAG's Transportation Committee shall review the fare ordinance and develop fare recommendations as part of the annual budget process, unless needed at other times for special circumstances.

5.4 SANDAG may adopt specialized fares and procedures for travel within each transit agency's service area.

5.5 Public notice of fare changes shall be provided as legally required, including written notice on all public transit vehicles, and legal notices to newspapers. The public will be provided with an opportunity(ies) to comment on proposed fare changes in accordance with SANDAG Policy No. 025, Public Participation/Involvement Policy.

5.6 Transit operators shall implement and adhere to this Regional Fare Policy and Comprehensive Fare Ordinance. Transit operators shall take the necessary actions to authorize enforcement of the Comprehensive Fare Ordinance.

5.7 The two transit agencies shall have the ability to set special event fares. For special events the transit agencies are encouraged to achieve full recovery of their operational expenses. These fares because of their short-term/temporary nature would not need to be included in the Comprehensive Fare Ordinance and would not require a public hearing.

5.8 The two transit agencies shall have the ability to set temporary, promotional, and experimental fares. Temporary, promotional, and experimental fares are defined as fares implemented for no more than twelve months for seasonal events or for marketing purposes. These fares, because of their short-term/temporary nature, would not need to be included in the Comprehensive Fare Ordinance or require a public meeting as provided in SANDAG Policy No. 025, and the operators shall be responsible for any necessary Title VI or financial impacts analysis related to such fares.

5.9 The Regional Fare Policy should be reviewed every two years by SANDAG.

Adopted October 2004
Amended February 2006
Amended December 2008

APPENDIX T

MTS TITLE VI ANALYSIS 2014 MAJOR SERVICE CHANGES

MTS BOARD OF DIRECTORS MEETING MINUTES, JANUARY 16, 2014

MTS BOARD OF DIRECTORS MEETING MINUTES, FEBRUARY 20, 2014



Title VI Analysis

2014 Major Service Changes

Prepared by the Metropolitan Transit System
January 2014

Executive Summary

The San Diego Metropolitan Transit System (MTS) has conducted a Title VI analysis of the 2014 proposed series of major bus service changes, as required by the Federal Transit Administration (FTA). Title VI is a Federal statute and provides that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The purpose of this analysis is to ensure that MTS is in compliance with Title VI requirements. MTS has followed FTA's guidelines, published in FTA Circular 4702.1B on October 1, 2012.

The critical elements of this analysis involve a determination of whether or not disparate impacts to minority populations or disproportionate burdens to low-income populations would result from the change. As defined in MTS Policy 42:

> *A disparate impact is found when there is a difference in adverse effects between minority and non-minority populations such that: the adversely affected population is 10 percent or greater minority than the total MTS service area average; or, the benefitting population is 10 percent or more non-minority than the total MTS service area average.*
>
> *A disproportionate burden is found when there is a difference in adverse effects between low-income and non-low-income populations such that: the adversely affected population is 10 percent or more "low-income" than the total MTS service area average; or, the benefitting population is 10 percent or greater "non-low-income" by percentage of total population than the total MTS service area average.*

All changes related to proposed new Rapid service have been evaluated jointly, as recommended in the FTA guidelines. Proposed changes to Routes 950 are analyzed separately because these are not related to the new Rapid service.

The study found that there is no disparate impact and no disproportionate burden resulting from either the changes related to the proposed new Rapid service or from proposed changes to Routes 950.

Introduction

The San Diego Metropolitan Transit System (MTS) is proposing a series of major service changes for mid-2014, related to the I-15 and Mid-City Bus Rapid Transit (BRT) projects. These route changes have been deemed as major service changes (MTS Policy 42.5B), and as a result the Federal Transit Administration (FTA) requires the execution of a Title VI analysis (FTA C 4702.1B). This Title VI analysis involves the evaluation of the 2014 major service changes to determine whether or not they will have a disparate impact on both minority and low-income groups. If disparate impacts or disproportionate burdens are found, this analysis will identify the available service alternatives and mitigation strategies that can be used to minimize them.

Background

Qualification as Major Service Change

MTS Policy 42 defines major service changes as those that represent a change that is greater than 25 percent of a route's weekly in-service miles or hours. This definition was developed with public input as part of a public engagement process during June 2013 when MTS held a public hearing to solicit feedback from stakeholders. According to the policy, MTS will conduct a Title VI analysis on any of the following changes before a final implementation decision is made:

- A change that is greater than 25 percent of a route's weekly in-service miles or hours.
- An increase or reduction in the average weekly span-of service of more than 25 percent.
- The implementation of a new route or the discontinuation of an existing route.
- A routing change that affects more than 25 percent of a route's Directional Route Miles and more than 25 percent of the route's bus stops.

Several of the changes that are being proposed for mid-2014 fall under these categories. MTS is planning three new rapid routes, twelve route changes related to the rapids, and two other route changes. MTS is currently not proposing any fare adjustments. All of these changes will be described in detail in the route profiles section.

The following table shows the percent change in the proposed weekly revenue hours and miles, and the resulting sums which qualifies the service changes as a major service change.

Table 1 - Current and Proposed Major Service Change

Route	Description of Change	Current		Proposed			
		Weekly Revenue Hours	Weekly Revenue Miles	Weekly Revenue Hours	Percent Change	Weekly Revenue Miles	Percent Change
Changes Related to I-15 Rapid							
Rapid A (I-15)	Dwtn SD-Escondido (All-Day)	0.0	0.0	1092.8	N/A	26131.6	N/A
Rapid B (UCSD)	RB-UCSD (Peaks)	0.0	0.0	384.7	N/A	7792.2	N/A
20	Shorten route at RBTS	790.9	15191.0	768.9	-2.8%	13026.0	-14.3%
210	SR-163 instead of I-15. Service on I-15 picked up by Rapid A	54.0	1053.2	43.0	-20.4%	845.0	-19.8%
810/Px-1	Replaced by Px-1 - Escondido> Rancho Bernardo > Downtown	114.8	3544.9	109.5	-4.6%	3509.4	-1.0%
820	Replaced by Px-2 (Rancho Bernardo, Sabre Springs/Peñasquitos, Downtown)	57.7	1544.8	0.0	-100.0%	0.0	-100.0%

Route	Description of Change	Current		Proposed			
		Weekly Revenue Hours	Weekly Revenue Miles	Weekly Revenue Hours	Percent Change	Weekly Revenue Miles	Percent Chang
850	Replaced by Px-2 (Rancho Bernardo, Sabre Springs/Peñasquitos, Downtown)	33.2	950.5	0.0	-100.0%	0.0	-100.0%
860	Replaced by Px-2 (Rancho Bernardo, Sabre Springs/Peñasquitos, Downtown)	44.3	1279.5	0.0	-100.0%	0.0	-100.0%
Px-2	Replaces 820, 850, 860	0.0	0.0	91.5	N/A	2661.2	N/A
844	Restructure to Poway Rd corridor	58.5	951.8	151.2	158.5%	2051.3	115.5%
845	Midland Extension	213.0	3148.8	248.7	16.8%	3525.1	12.0%
880*	Replaced by New Route	32.3	602.7	0.0	-100.0%	0.0	-100.0%
921	Move wkdy terminals to UTC	266.8	2830.0	267.0	0.1%	2830.0	0.0%
960	15 > Balboa > Convoy > CMB > 805	77.0	1269.6	73.0	-5.1%	1235.0	-2.7%
964	Restructure via Mira Mesa Transit Station, Scripss Ranch Blvd	111.3	1087.3	213.9	92.2%	2100.0	93.1
Subtotal		1853.4	33453.8	3444.1	85.8%	65706.7	96.4%
Changes Related to Mid-City Rapid							
Rapid C (Mid-City)	Dwtn-SDSU	0.0	0.0	1155.9	N/A	10642.7	N/A
15	Replaced by Rapid C	825.4	8797.6	0.0	-100.0%	0.0	-100.0%
Subtotal		825.4	8797.6	1155.9	40.0%	10642.7	21.0%
Other Service Changes							
950	Make regular (non trial) route	0	0	16	N/A	378	N/A
Subtotal		0	0	16	N/A	378	N/A
Total		**2678.8**	**42,251.4**	**4600.0**	**58.2%**	**76727.43**	**75.7%**
*Route 880 was voted to continue operating by MTS Board of Directors with changes.							

Purpose of MTS Service Changes

The service changes are being proposed in coordination with the implementation of the rapid bus network. This network, developed by SANDAG as part of the region's long term transportation plan, includes several rapid bus routes which are aimed at decreasing transit travel times and increasing transit ridership. The proposed rapid network requires modification to the local bus network in order to provide feeder service and provide service into new markets.

These service changes are a combination of the implementation of the first rapid bus routes and the local feeder bus changes.

Definition of Low-income and Minority Groups

FTA Circular 4702.1B encourages recipients to use a locally developed threshold for low-income person that is "at least as inclusive as the HHS poverty guidelines." In coordination with SANDAG, MTS defines a low-income person as an individual whose household income is at or below 150 percent of the poverty level as defined by the United States Census Bureau. The FTA defines minority persons as the following: American Indian and Alaska Native, Asian, African American, Hispanic or Latino, and Native Hawaiian or other Pacific Islander.

Disparate Impact and Disproportionate Burden to Low-income and Minority Populations

This analysis considers the percentage of minority and low income persons by route in each census block group that the route serves. It identifies which route changes could potentially have a disparate impact or disproportionate burden. In order to provide the standard for the analysis, this section defines the criteria that MTS considers to be qualifications for a disparate impact or disproportionate burdent.

The FTA defines a disparate impact as "a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient's policy or practice lacks a substantial legitimate justification and where there exists one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin (FTA C 4702.1B Chapter I-2)."

MTS Policy 42.6b uses the phrase, "disparate impact," when speaking of minorities, and the phrase, "disproportionate burden," when speaking of low-income impacts. This report uses these phrases to differentiate the two. Both are defined as follows:

A **disparate impact** is found when there is a difference in adverse effects between minority and non-minority populations such that: the adversely affected population is 10 percent or greater minority by percentage of total population than the total MTS service area average; or, the benefitting population is 10 percent or more non-minority than the total MTS service area average. *For example, if the total MTS service area average is 55% minority, then a proposed service change that adversely affects a population that is 65% minority or greater would be defined as a disparate impact.* If MTS chooses to implement a proposed major service change despite a finding of a disparate impact, MTS may only do so if there is a substantial justification for the change, and there are no alternatives that would have a less disparate impact and still accomplish the goals of the change (MTS Policy 42.6b).

A **disproportionate burden** is found when there is a difference in adverse effects between low-income and non-low-income populations such that: the adversely affected population is 10 percent or more "low-income" than the total MTS service area average; or, the benefitting population is 10 percent or greater "non-low-income" by percentage of total population than the total MTS service area average. *For example, if the total MTS service area average is 20% "low-income," then a proposed service change that benefits a population that is 90% or greater "non-low-income" would be defined as a disproportionate burden.* If MTS chooses to implement a proposed change despite a finding of disproportionate burden, MTS may only do so if steps are taken to avoid or minimize impacts where practicable, and MTS provides a description of alternatives available to affected low-income populations (MTS Policy 42.6b).

Table 2 shows the total MTS service area averages for minority and low-income populations, based on the data from the 2011 American Community Survey 5 year estimates, 2007-2011:

Table 2 – Service Area Averages

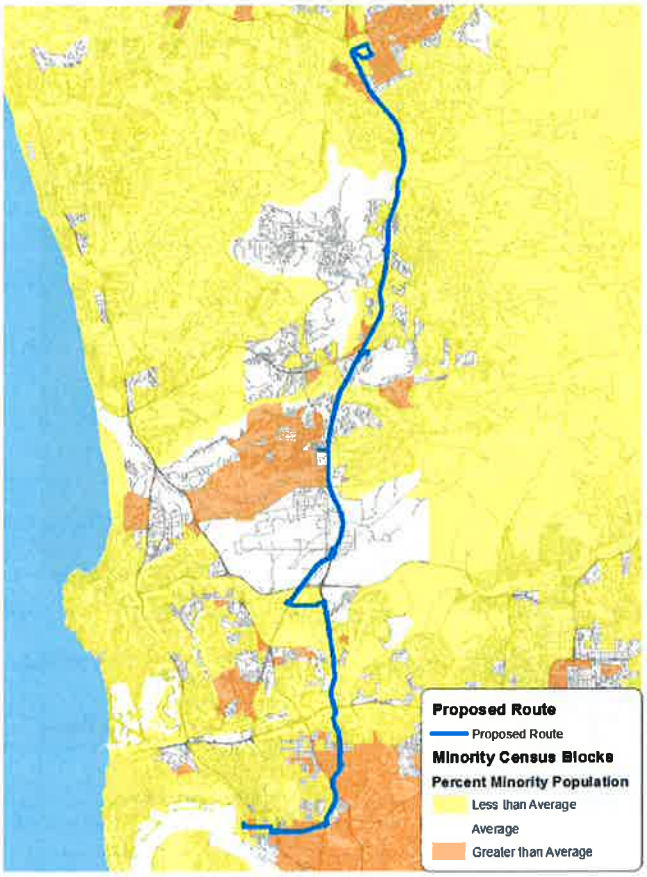
Population	Service Area Average
Minority	53.9%
Low-income	22.3%

Proposed Service Changes

The following section provides a profile of each new route addition or route change that is being proposed. Each profile includes two maps of the proposed route: one with percentage of low-income population census block groups, and one with percentage of minority census block groups. They will also include a short description of the proposed route change, as well as current ridership numbers (if applicable), population demographics, and available alternatives (if applicable).

Rapid A





Proposal:

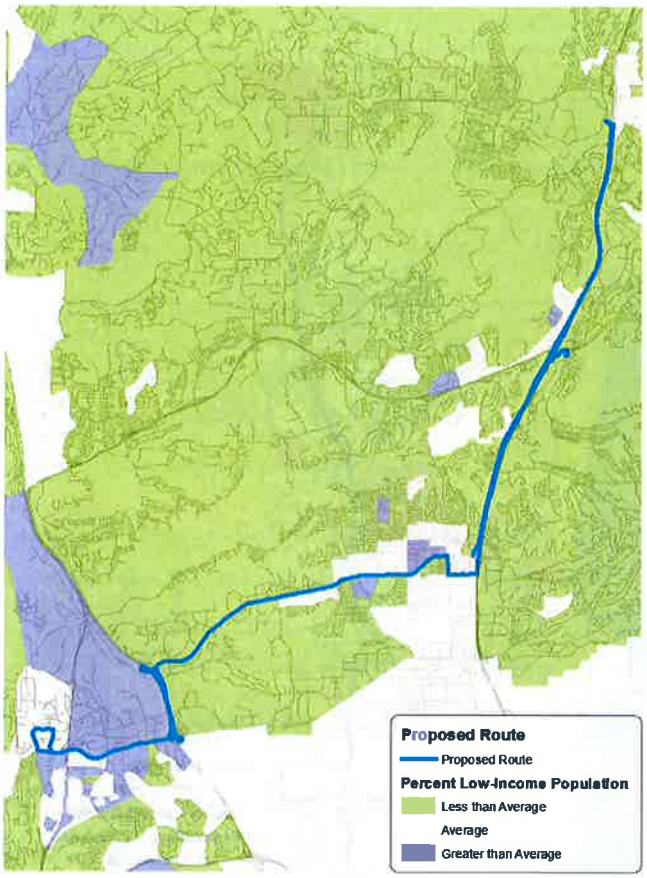
Rapid A will travel from Downtown San Diego to Escondido Transit Center, via the I-15 corridor. It will serve City Heights, Kearny Mesa, Mira Mesa Transit Center, Sabre Springs/Peñasquitos Transit Station, Rancho Bernardo Transit Station, Del Lago Transit Station, and Escondido Transit Center. The proposed frequency is every 15 minutes during peak periods, 30 minutes midday, 30 minutes on Saturday, and 30 minutes on Sunday. The proposed fare is $2.50.

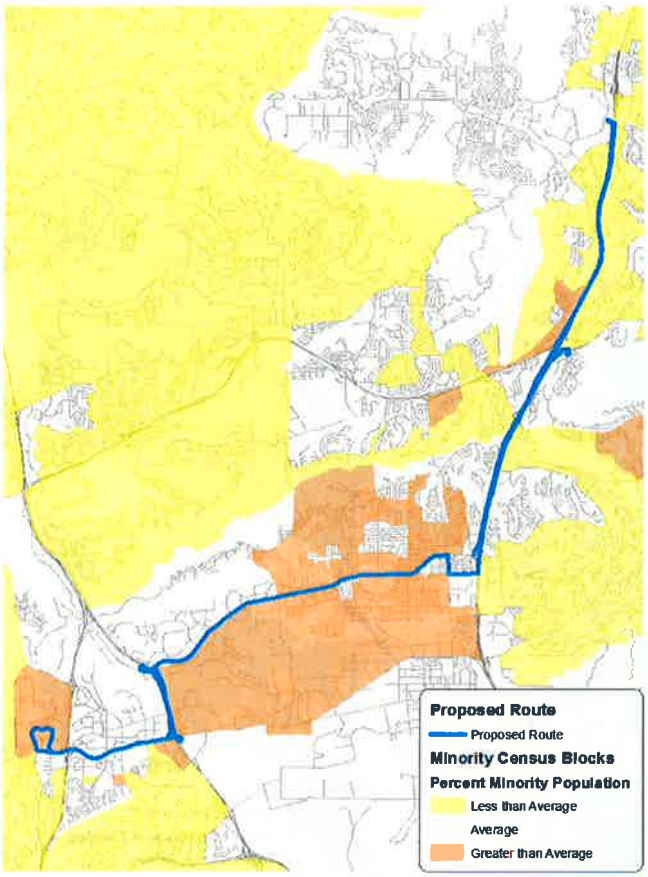
Ridership:
None—new route.

Demographics:

Route	Service Change	Percent Minority	Percent Low Income
Rapid A	**New Service**	**54.8%**	**28.5%**

Rapid B





Proposal:

Rapid B will travel from Rancho Bernardo Transit Station to UCSD, using I-15, Mira Mesa Boulevard, I-805, and La Jolla Village Drive. It will stop at Rancho Bernardo Transit Center, Sabre Springs/Peñasquitos Transit Station, Mira Mesa Transit Station, and major points on Mira Mesa Boulevard, and La Jolla Village Drive. Routing through Sorrento Mesa may take a short detour from Mira Mesa Boulevard to Morehouse Drive, although both alternatives serve the same census block groups. The proposed frequency is every 15 minutes during peak times only. No midday, Saturday, or Sunday service will be provided. The proposed fare is $2.50.

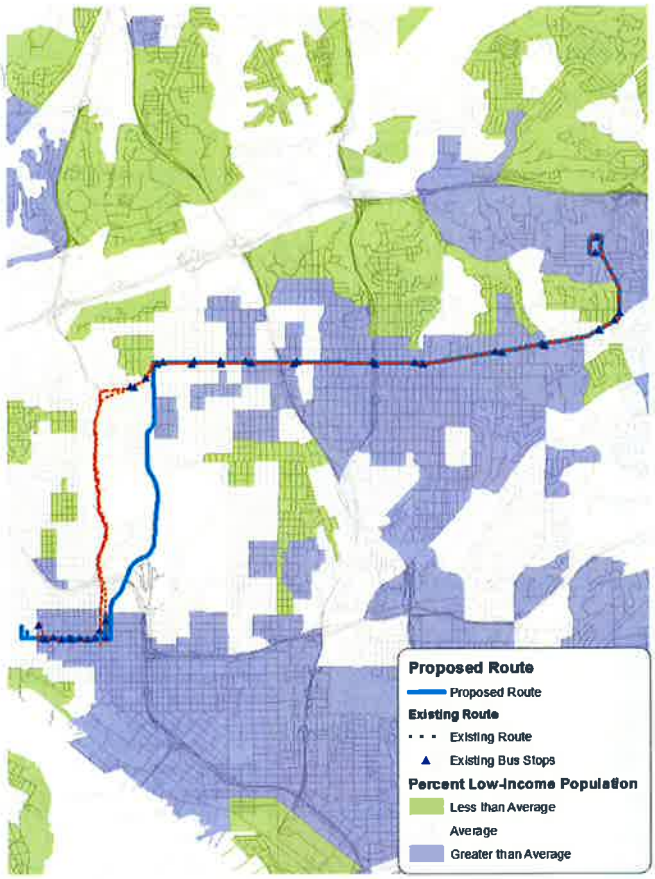
Ridership:

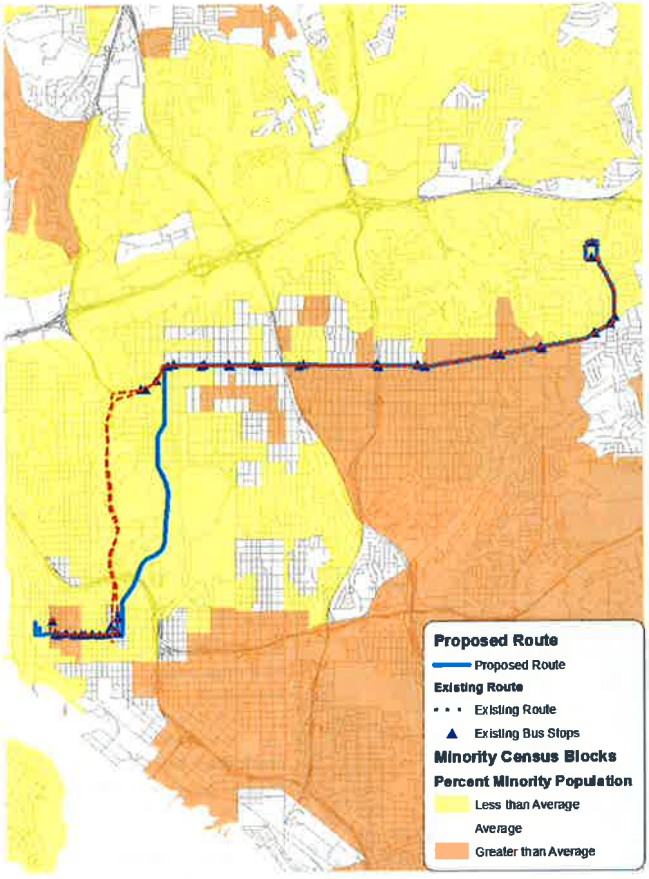
None—new route.

Demographics:

Route	Service Change	Percent Minority	Percent Low Income
Rapid B	**New Service**	**56.5%**	**18.4%**

Rapid C





Proposal:

Rapid C will travel from Downtown San Diego to San Diego State University (SDSU) using Park Boulevard, and El Cajon Boulevard, including a stop at the San Diego Zoo. It will have signal priority at all of the traffic signals along El Cajon Boulevard. It will also replace the current Route 15, which travels a similar route, but uses SR-163 instead of Park Boulevard. The proposed frequency is every 10 minutes during peak times, and 15 minutes for midday, Saturday and Sunday. The proposed fare is $2.25.

Ridership:

Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
15	**Replaced**	**5,182**	**3,118**	**2,179**	**1,605,785**

Demographics:

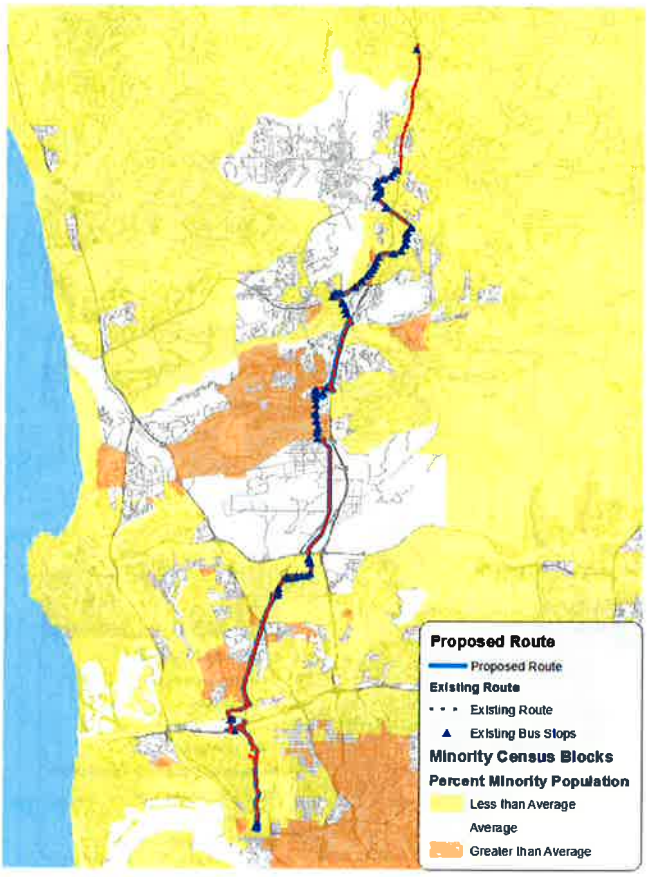
Route	Service Change	Percent Minority	Percent Low Income
Rapid C	**New Service**	**56.0%**	**38.5%**
15	**Replaced**	**59.8%**	**41.1%**

Other Alternatives:

The stops that Route 15 serves at Oregon Street, 33rd Street, and 59th Street will be served only by routes 1 and/or 6. The restructure from SR-163 to Park Boulevard will only affect the three stops along Washington Street and Normal Street. These stops are within walking distance (less than 0.5 mile) of the Rapid C stop at Park and El Cajon Boulevards. Stops along Washington Street will be served during the peak periods by a trial route, which will be analyzed at a later date.

Route 20





Proposal:

The Route 20 northern terminal would be at Rancho Bernardo Transit Station instead of Del Lago Transit Station. The service between these stations will be provided on Rapid A. All trips would now serve Fashion Valley, and Sunday trips will no longer serve Hillcrest. The proposed frequencies would be 15-30 minutes during the peak period, 30-60 minutes during midday, 30-60 minutes on Saturday, and 60 minutes on Sunday. The proposed fare is $2.50.

Ridership:

Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
20	**Removed Segment**	**4,078**	**2,034**	**1,239**	**1,213,448**

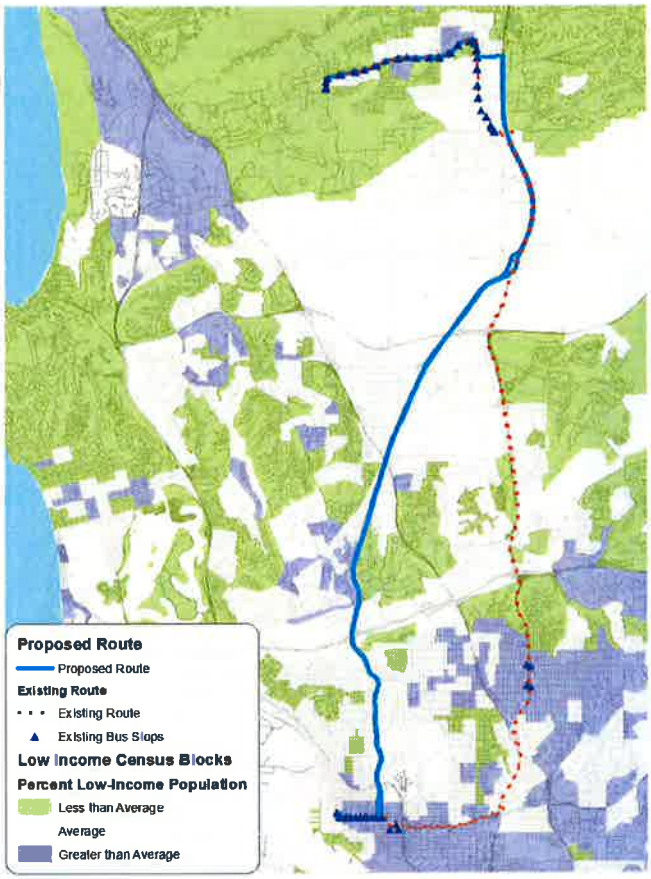
Demographics:

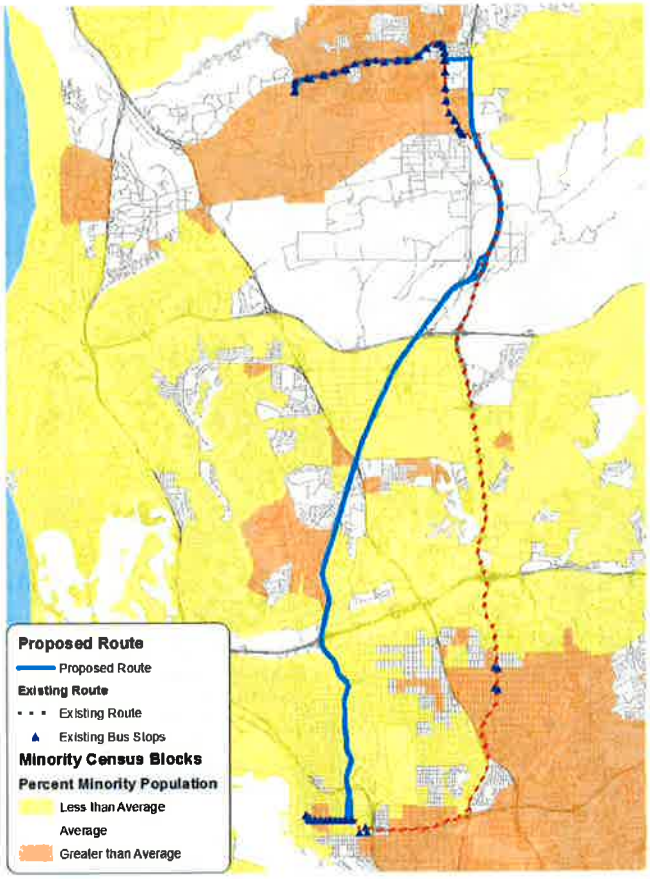
Route	Service Change	Percent Minority	Percent Low Income
20 – Existing	**Removed Segment**	**47.1%**	**15.8%**
20 – Proposed	**Removed Segment**	**50.8%**	**15.9%**

Other Alternatives:

Rapid A will serve the discontinued segment from Rancho Bernardo Transit Station to Del Lago Transit Station. Customers utilizing Route 20, rather than Rapid A, would have to transfer to Rapid A at Rancho Bernardo. 6.17 percent of Route 20 riders use cash, and would be required to pay an additional fare.

Route 210





Proposal:

Route 210 is planned to travel via SR-163 instead of I-15 and SR-94. Route 210 could be reduced from five daily round trips to four daily round trips. It will travel at 15-30 minute frequencies, during peak times only. No midday, Saturday, or Sunday service will be provided. The proposed fare is $2.50.

Ridership:

Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
210	**Reconfigured**	**304**	**No Service**	**No Service**	**77,059**

Demographics:

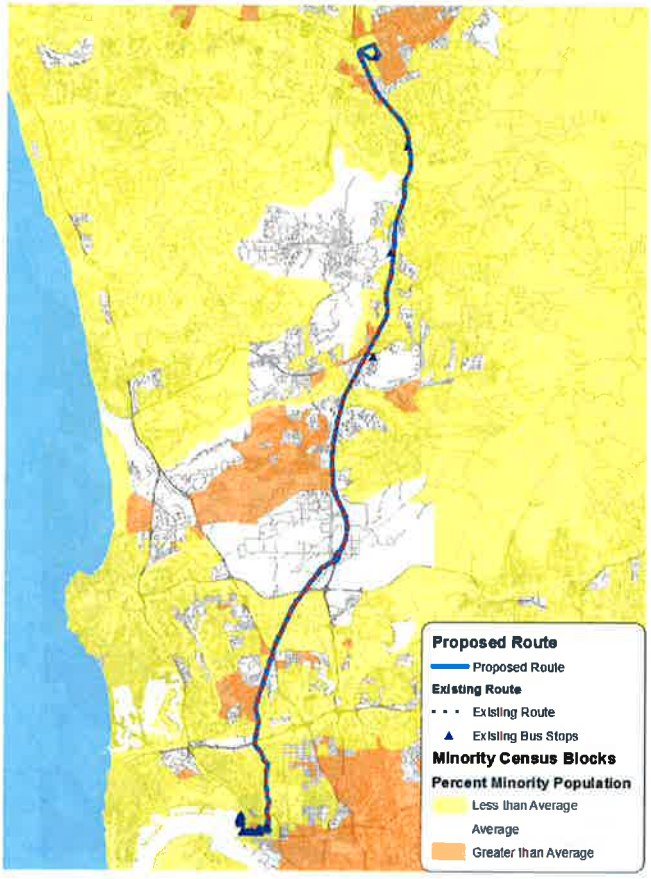
Route	Service Change	Percent Minority	Percent Low Income
210 – Existing	**Reconfigured**	**63.9%**	**27.6%**
210 - Proposed	**Reconfigured**	**59.7%**	**21.3%**

Other Alternatives:

Rapid A will provide the service between downtown and City Heights transit plazas. The existing Route 210 only serves two stops along this corridor: one at SR-15 and University Avenue and one at SR-15 and El Cajon Boulevard. Customers utilizing these stops can ride the Rapid A. Rapid A will have the same fare price as Route 210 ($2.50). Four stops on the northern end of Route 210, along Miramar Road and Kearny Villa Road, will no longer be served.

Premium Express Route Px-1





Proposal:

Premium Express Route Px-1 would replace Route 810. Every trip would serve the Escondido Transit Center, Del Lago Transit Station, and Downtown San Diego. The Rancho Bernardo Station would be served by Premium Express Route Px-2 instead. The proposed frequency is 15-20 minutes during peak times only. No midday, Saturday, or Sunday service will be provided. The proposed fare is $5.00.

Ridership:

Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
810	**Replaced**	**618**	**No Service**	**No Service**	**157,324**

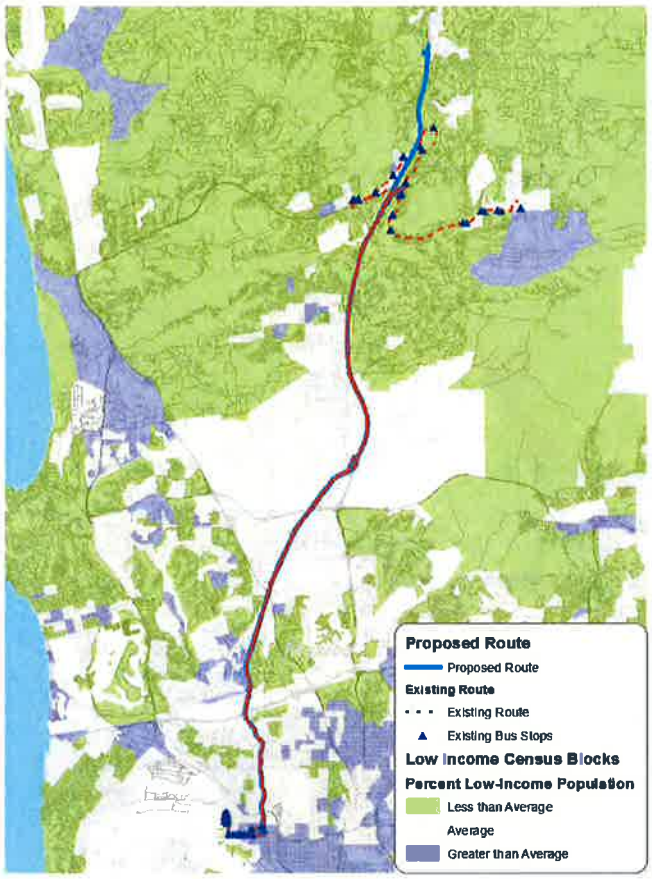
Demographics:

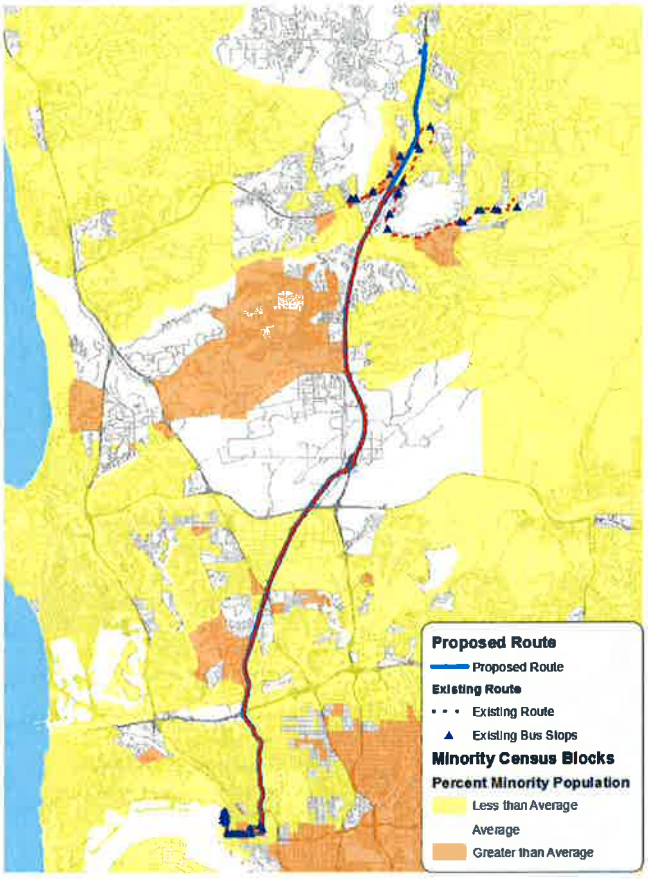
Route	Service Change	Percent Minority	Percent Low Income
Px-1	**New Service**	**40.2%**	**18.4%**
810	**Replaced**	**41.3%**	**16.5%**

Other Alternatives:

A rider who needs to stop at the Rancho Bernardo Station would ride the Px-2. Route Px-1 is exactly the same as Route 810, except for this stop.

Premium Express Route Px-2





Proposal:

Premium Express Route Px-2 could replace Routes 820, 850, and 860. Every trip would serve Rancho Bernardo Transit Station, Sabre Springs/Peñasquitos Transit Station, and Downtown, but it would not serve any neighborhood tails. The proposed frequency is 15-20 minutes during peak periods only. No midday, Saturday, or Sunday service will be provided. The proposed fare is $5.00.

Ridership:

Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
820	**Replaced**	**190**	**No Service**	**No Service**	**48,470**
850	**Replaced**	**144**	**No Service**	**No Service**	**36,846**
860	**Replaced**	**142**	**No Service**	**No Service**	**36,308**

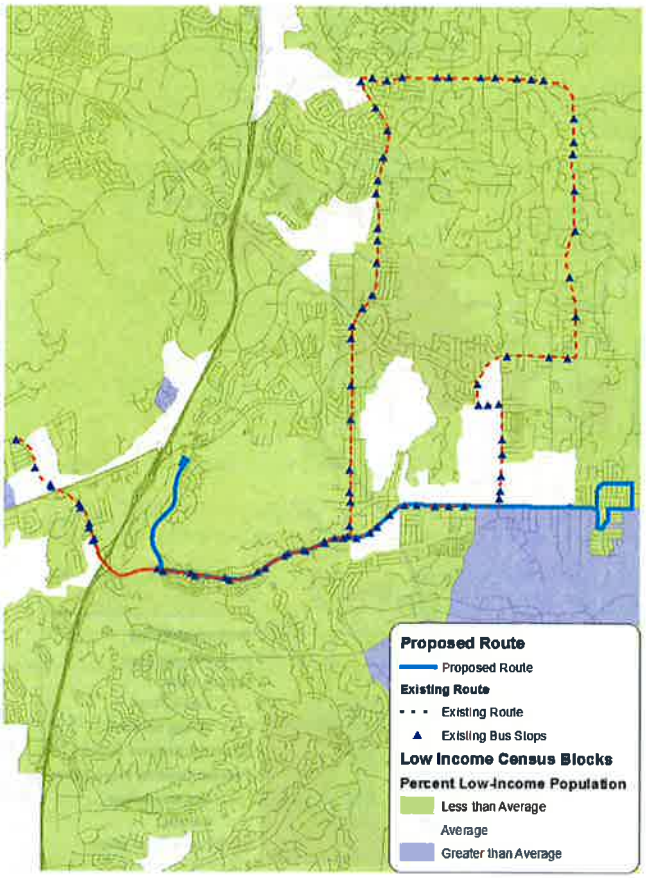
Demographics:

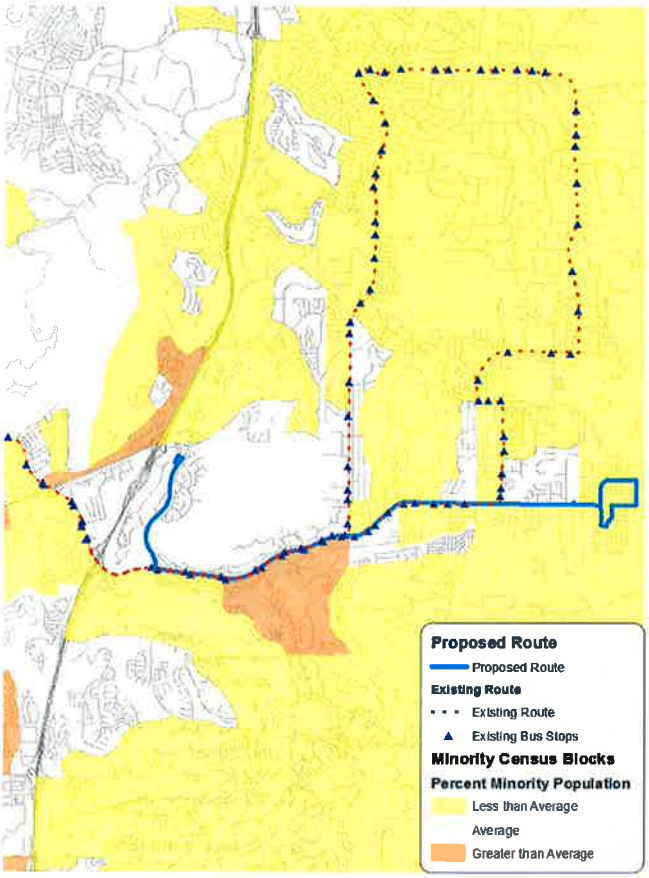
Route	Service Change	Percent Minority	Percent Low Income
820, 850, 860	**Replaced**	**41.3%**	**16.5%**
Px-2	**New Service**	**40.2%**	**18.4%**

Other Alternatives:

The local service in between Poway and Sabre Springs/Peñasquitos Transit Station would be offered on Route 844. Local service along Carmel Mountain Road would be provided by Route 20. A transfer would be necessary to reach these route segments. Only about 2.5 percent of the 820, 850, and 860 riders use cash. The rest use day passes or monthly passes which allow unlimited transfers.

Route 844





Proposal:

Route 844 would be reconfigured to operate east and west along Poway Road between the Garden/Floral loop and the Sabre Springs/Peñasquitos Transit Station. The proposed frequency is 30 minutes during both peak times and midday, 60 minutes on Saturday, and no service on Sunday. The proposed fare is $2.25.

Ridership:

Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
844	**Reconfigured**	**163**	**No Service**	**No Service**	**41,718**

Demographics:

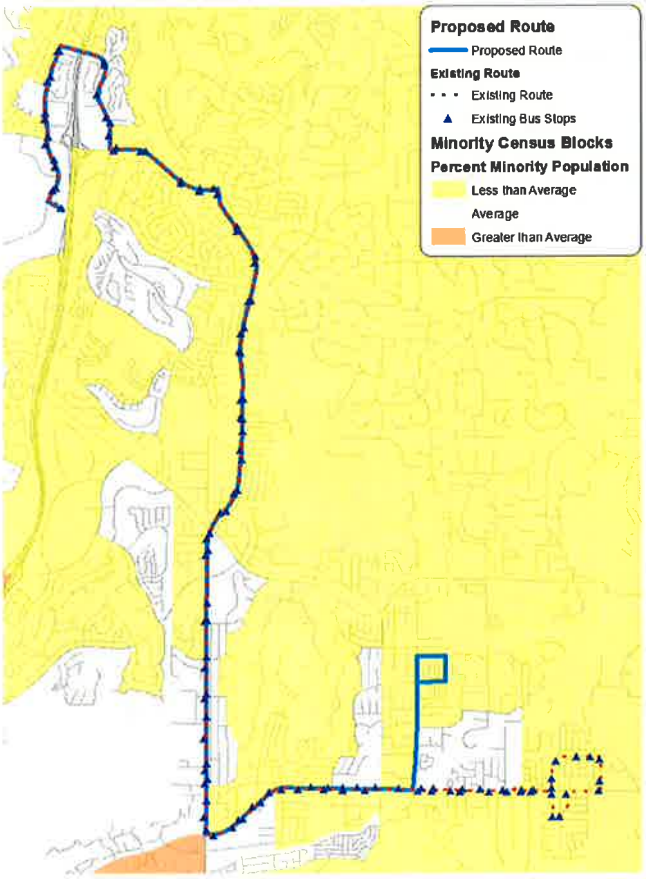
Route	Service Change	Percent Minority	Percent Low Income
844 – Existing	**Reconfigured**	**36.0%**	**8.3%**
844 - Proposed	**Reconfigured**	**44.2%**	**9.7%**

Other Alternatives:

Limited service along Espola Road, past Poway High School, would be added to Route 845. Other service along Espola Road and Twin Peaks Road would be discontinued. Service to Rancho Peñasquitos Boulevard would be provided on Route 20. Service to Mt. Carmel High School would be discontinued.

Route 845





Proposal:

Route 845 would be extended north on Midland Road to Aubrey Street. The loop on Garden Road would be added to Route 844 instead. The proposed frequency is 30 minutes both during peak times and midday, 60 minutes on Saturday, and no service on Sunday. The proposed fare is $2.25.

Ridership:

Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
845	**Added Route Segments**	**515**	**151**	**No Service**	**138,794**

Demographics:

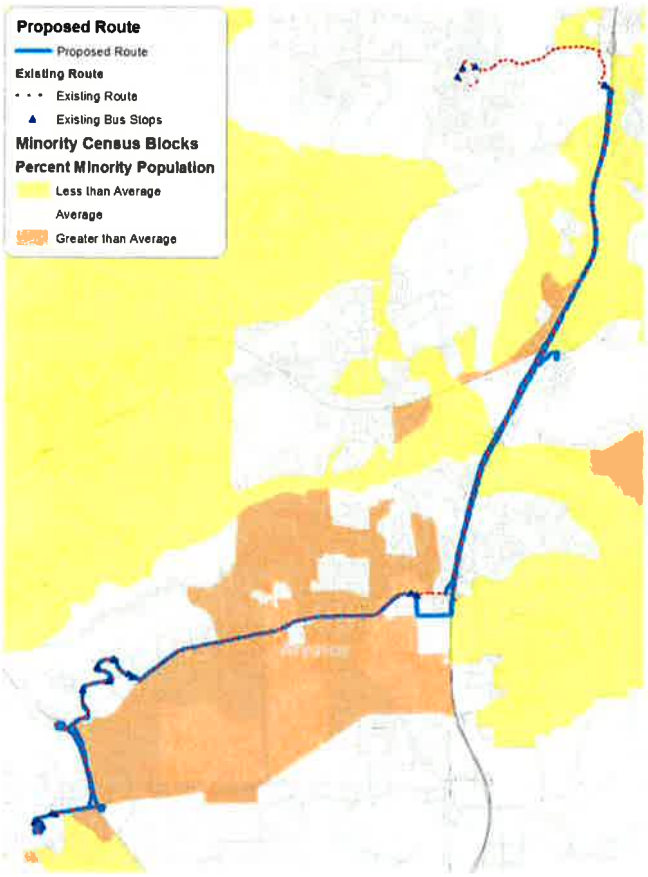
Route	Service Change	Percent Minority	Percent Low Income
845 – Existing	**Added Route Segments**	**38.1%**	**7.1%**
845 - Proposed	**Added Route Segments**	**38.4%**	**7.2%**

Other Alternatives:

Riders needing to stop in the Garden Road loop can take Route 844.

Route 880





Proposal:

Route 880 would be replaced by a new route. It would be restructured because the funding for Route 880, currently provided by the developer of 4S Ranch, expires in 2014. Rapid B would not serve the Rancho Bernardo Road portion of the existing Route 880.

Ridership:

Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
880	**Reconfigured**	**96**	**No Service**	**No Service**	**24,518**

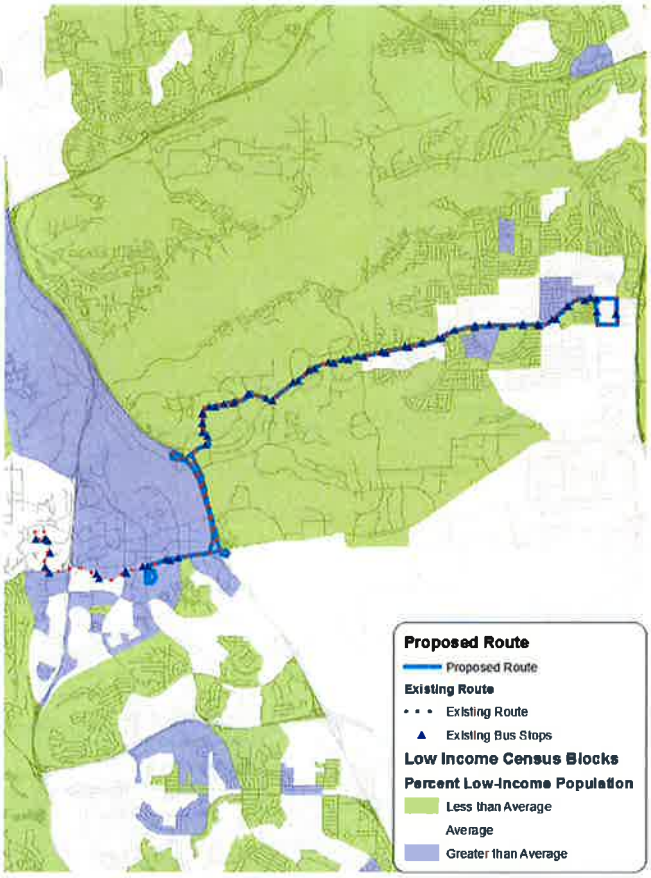
Demographics:

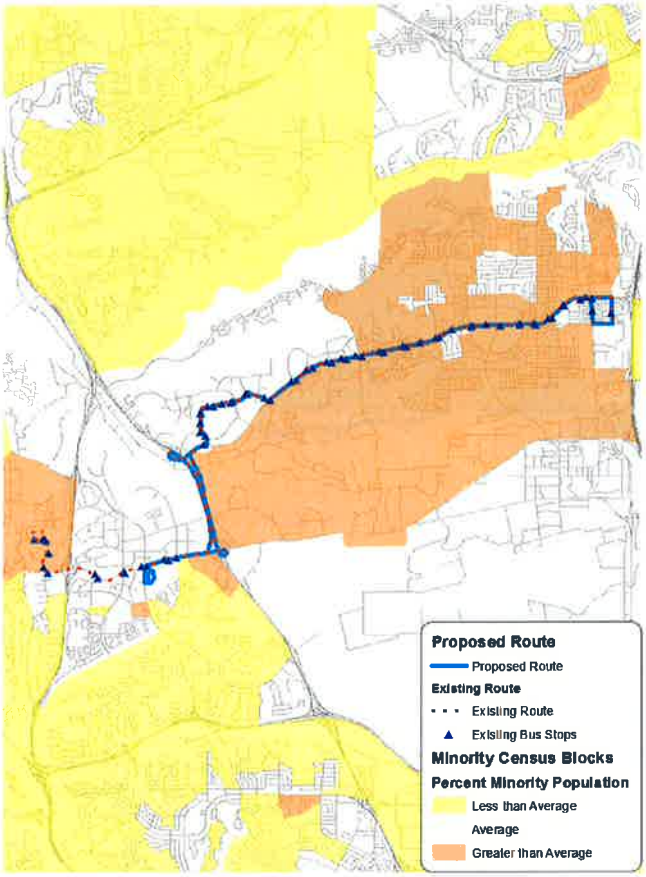
Route	Service Change	Percent Minority	Percent Low Income
880	**Reconfigured**	**58.0%**	**15.4%**

Other Alternatives:

The Rancho Bernardo Road and Pacific Heights Boulevard/Barnes Canyon Road portions of Route 880 would no longer be served.

Route 921





)

Proposal:

On weekdays, the western terminal of Route 921 would change to UTC instead of UCSD. Also, some routing changes may be proposed in the Sorrento Mesa area, although all within the same census block groups. The proposed frequency is 30 minutes during peak times and midday, 60 minutes on Saturday, and no service on Sunday. The proposed fare is $2.25.

Ridership:

Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
921	**Reconfigured**	**1,517**	**428**	**No Service**	**406,965**

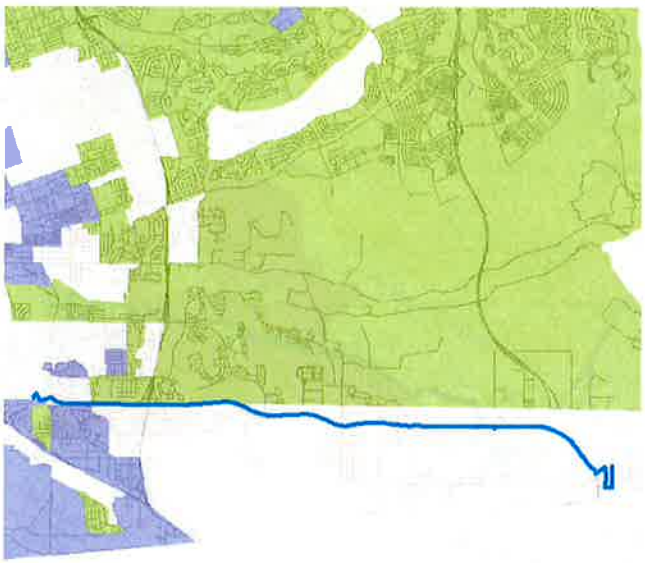
Demographics:

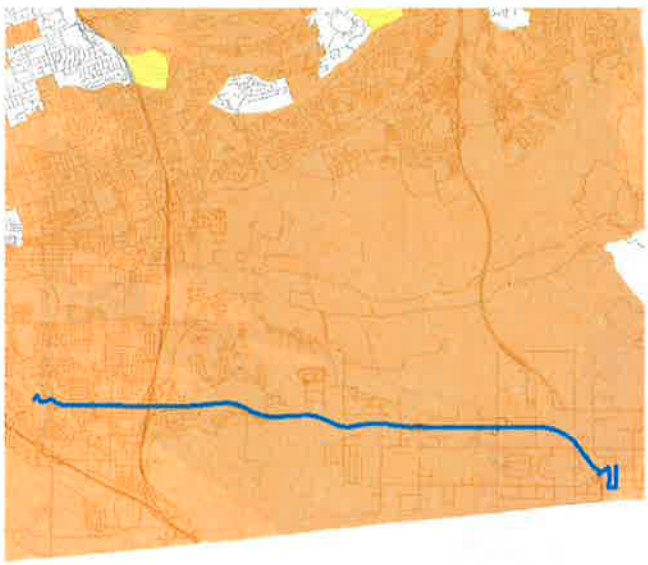
Route	Service Change	Percent Minority	Percent Low Income
921 – Existing	**Reconfigured**	**64.8%**	**20.9%**
921 - Proposed	**Reconfigured**	**65.2%**	**16.4%**

Other Alternatives:

Service between UTC and UCSD would be provided by Rapid B, the SuperLoop, and Routes 30, 41, and 150.

Route 950





Proposal:

The Route 950 trial express route between Otay Mesa and Iris Trolley would become a permanent (non-trial) route. The proposed frequency would be 30-60 minutes during peaks only. No midday, Saturday, or Sunday service would be provided. The proposed fare is $2.50.

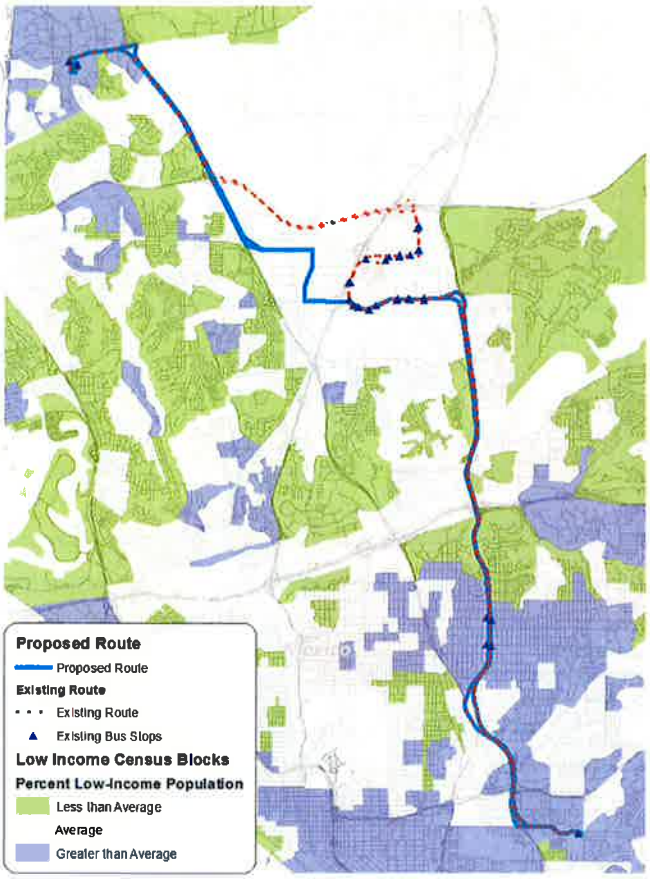
Ridership:

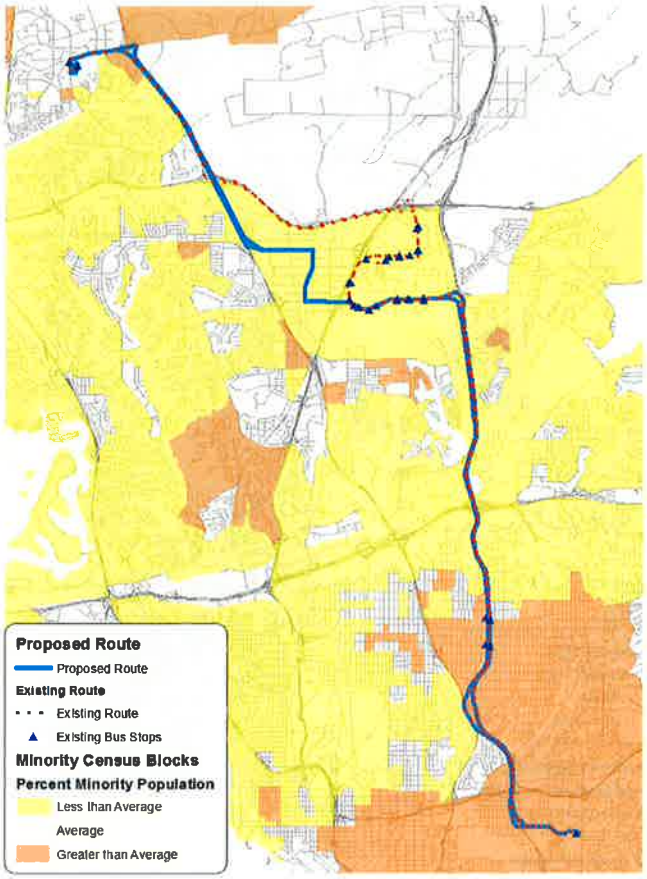
Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
950	**New Service**	**151**	**No Service**	**No Service**	**9,863**

Demographics:

Route	Service Change	Percent Minority	Percent Low Income
950	**New Service**	**93.2%**	**28.0%**

Route 960





Proposal:

Route 960 would be changed to operate via Balboa Avenue, Convoy Street, and Clairemont Mesa Boulevard, between I-15 and I-805, and would no longer serve the Kearny Mesa Transit Center. The proposed frequency would be 20-30 minutes during peak times only. No midday, Saturday, or Sunday Service would be provided. The proposed fare is $2.50.

Ridership:

Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
960	**Reconfigured**	**394**	**No Service**	**No Service**	**100,135**

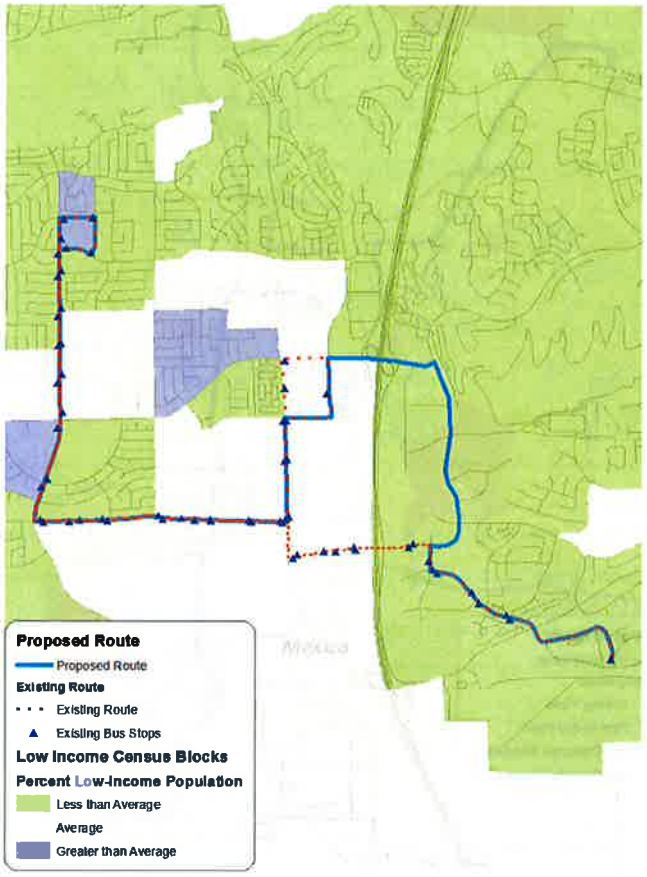
Demographics:

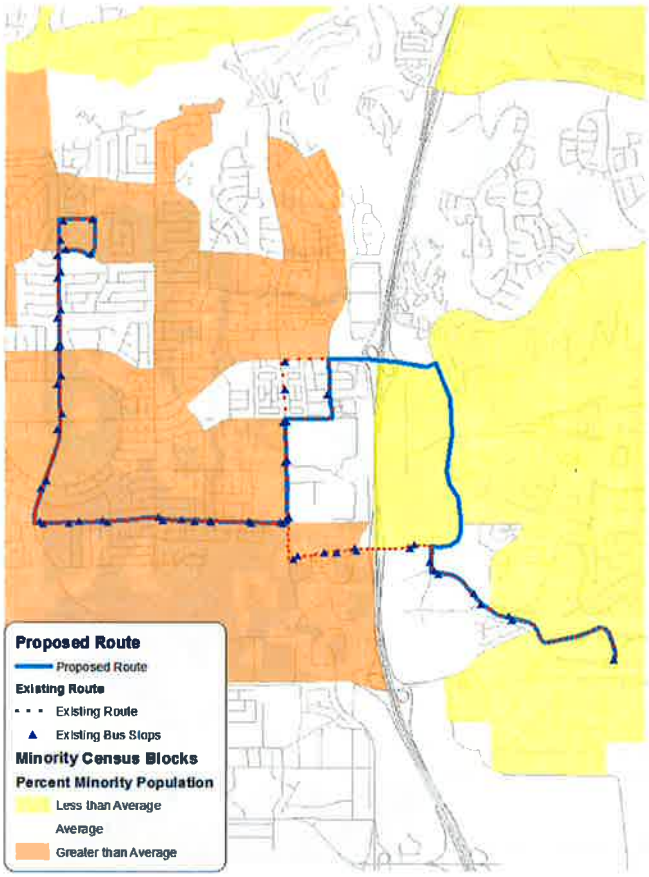
Route	Service Change	Percent Minority	Percent Low Income
960 – Existing	**Reconfigured**	**74.4%**	**43.0%**
960 - Proposed	**Reconfigured**	**74.4%**	**43.0%**

Other Alternatives:

The service between the City Heights transit plazas and Kearny Mesa Transit Center will still be provided all-day by the new Rapid A route. Riders traveling between the Euclid Trolley Station and the Kearny Mesa Transit Center could transfer between Route 960 and Rapid A at the City Heights transit plazas. The fare for both is $2.50. 3.3 percent of Route 960 riders use cash, and if they transferred would be required to pay an additional fare.

Route 964





Proposal:

Route 964 would change to operate all trips via the Mira Mesa Transit Station. The routing between Black Mountain Road and Alliant University changes to operate via Mira Mesa Boulevard and Scripps Ranch Boulevard, instead of Carroll Canyon Road. The proposed frequency is 30 minutes both during peak times and midday. The proposed fare is $2.25.

Ridership:

Route	Service Change	Avg Weekday	Avg Saturday	Avg Sunday	Annual Total
964	**Reconfigured**	**350**	**No Service**	**No Service**	**88,770**

Demographics:

Route	Service Change	Percent Minority	Percent Low Income
964 – Existing	**Reconfigured**	**60.8%**	**14.0%**
964 - Proposed	**Reconfigured**	**62.9%**	**12.2%**

Other Alternatives:

Service along Carroll Canyon Road would no longer be provided.

In addition to the proposed routing changes, the headways of some routes will be modified as summarized in Table 3.

Table 3 - Route Changes by Frequency

Route	Short Description of Proposed Change	Current Frequency (minutes)				Proposed Frequency (minutes)			
		WEEKDAY		SATURDAY	SUNDAY	WEEKDAY		SATURDAY	SUNDAY
		PEAK	MIDDAY			PEAK	MIDDAY		
I-15 Rapid Changes									
Rapid A (I-15)	Dwtn SD-Escondido (All-Day)	---	---	---	---	15	30	30	30
Rapid B (UCSD)	RB-UCSD (Peaks)	---	---	---	---	15	---	---	---
20	Shorten route at RBTS	15-30	30-60	30-60	60	15-30	30-60	30-60	60
210	SR-163 instead of I-15, one less RT	15-30	---	---	---	15-30	---	---	---
810 (Px-1)	Replaced by Px-1 (Esc-RB-Dwtn)	10.5 RTs	---	---	---	10.5 RTs	---	---	---
820, 850, 860 (Px-2)	Replaced by Px-2 (Rancho Bernardo, Sabre Springs/Peñasquitos, Downtown)	6, 4, 6.5 Round Trips (RTs)	---	---	---	12 RTs	---	---	---
844	Restructure to Poway Rd corridor	30	---	---	---	30	30	60	---
845	Midland Extension	30	30	60	---	30	30	60	---
880*	Replaced by New Route	60	---	---	---	60	---	---	---
921	Move wkdy terminals to UTC	30	30	60	---	30	30	60	---
960	15 > Balboa > Convoy > CMB > 805	15-30	---	---	---	20-30	---	---	---
964	Restructure via Mira Mesa Transit Station, Scripss Ranch Blvd	30	60	---	---	30	60	---	---

Route	Short Description of Proposed Change	Current Frequency (minutes)				Proposed Frequency (minutes)			
		WEEKDAY		SATURDAY	SUNDAY	WEEKDAY		SATURDAY	SUNDAY
		PEAK	MIDDAY			PEAK	MIDDAY		
Mid-City Rapid Changes									
Rapid C (Mid-City)	Dwtn-SDSU	---	---	---	---	10	15	15	15
15	Replaced by Rapid C	10	15	20	30	---	---	---	---
Other Changes									
950	Make regular (non-trial) route	---	---	---	---	30-60	---	---	---
* Route 14 and Route 880 proposals modified by MTS Board of Directors									

Title VI Methodology

The FTA guidelines allow transit agencies to use either ridership or population as a basis to determine disparate impacts and disproportionate burdens. Whichever basis is selected should be used throughout the analysis. MTS has selected population as the basis because the service changes include new routes for which no ridership information is yet available.

The analysis compares the population in Census block groups affected by the proposed changes (defined as within 1/4 mile of an affected route) with the population in the service area. The data source is the 2007-2011 5 year estimates from the American Community Survey.

Three types of service changes are analyzed. Several new routes replace all or part of existing routes, and the existing routes are defined as discontinued services. The new routes are defined as new services. Routes where proposed changes result in reduced frequencies are defined as decreased frequency services. Each type of service change is analyzed separately to ensure compliance with the guidelines. For example, the analysis sums total and minority populations in each census block group within 1/4 mile of discontinued services, calculates the percentage of minority population affected by route discontinuation, and compares this percentage to the percentage of minority population in the MTS service area. The same procedures were followed for low-income populations and for all three types of service changes.

The definitions of disparate impact and disproportionate burden included in MTS Policy 42 are used in this analysis. The definitions require that the percentage of adversely affected minority or low-income populations be no more than 10 percent higher than the percentage of minority or low-income populations within the MTS service area for a service reduction. Conversely, for a service improvement or new service, the percentage of benefitted non-minority or non-low-income populations cannot be more than 10 percent higher than the percentage of non-minority and non-low-income populations within the service area.

This analysis uses the definition of low-income persons included in FTA Circular 4702.1B. The Circular encourages recipients to use a locally developed threshold for low-income persons that is "at least as inclusive as the HHS poverty guidelines." This analysis defines low-income persons as individuals whose household income is at or below 150 percent of the poverty level as defined by the United States Census Bureau.

The formats provided in Tables 1 and 2 in Appendix K of FTA Circular 4702.1B are used to present the results of the analysis, as recommended by FTA.

Title VI Evaluation Results

Table 4 presents minority and low-income population data within the MTS service area.

Table 4 - Population Data within the MTS Service Area

Service Area Population	Minority Population	Percent Minority	Low Income Population	Percent Low Income
2,197,127	1,184,125	53.9%	475,426	22.3%

Table 5 presents minority and low-income population data for census block groups affected by proposed route discontinuations.

Table 5 - Census Block Group Population Affected by Proposed Route Discontinuations

# Census Block Groups	Total Population Race/ Ethnicity	Minority Population Affected	Percent Minority	Total Population Low Income/ Non-Low Income	Low Income Population Affected	Percent Low Income
275	477,725	246,200	51.5%	458,140	105,778	23.1%

The percent minority population in Table 5 is within 10 percent of the percent minority population within the MTS service area (51.5 percent versus 53.9 percent), so there is no disparate impact from route discontinuations. The percent low-income population in Table 5 is within 10 percent of the percent low-income population within the MTS service area (23.1 percent versus 22.3 percent), so there is no disproportionate burden from route discontinuations.

Table 6 presents minority and low-income population data for census block groups affected by decreased frequency proposals.

Table 6 - Census Block Group Population Affected by Decreased Frequency Proposals

# Census Block Groups	Total Population Race/ Ethnicity	Minority Population Affected	Percent Minority	Total Population Low Income/ Non-Low Income	Low Income Population Affected	Percent Low Income
61	109,734	59,291	54.0%	106,851	27,085	25.3%

The percent minority population in Table 6 is within 10 percent of the percent minority population within the MTS service area (54.0 percent versus 53.9 percent), so there is no disparate impact from decreased frequency proposals. The percent low-income population in

Table 6 is within 10 percent of the percent low-income population within the MTS service area (25.3 percent versus 22.3 percent), so there is no disproportionate burden from decreased frequency proposals.

For service improvements such as new service, the FTA guidelines call for comparing non-minority/non-low-income population affected to non-minority/non low-income population within the MTS service area. From Table 4, the percentage of non-minority population in the MTS service area is (100 percent – 53.9 percent) or 46.1 percent. Similarly, the percentage of non-low income population in the MTS service area is (100 percent – 22.3 percent) or 77.7 percent. Table 7 presents non-minority and non-low-income population data for census block groups affected by proposed new service. Because this change is an improvement, the analysis must consider whether non-minority and non-low income populations receive a greater benefit.

Table 7 - Census Block Group Population Affected by Proposed New Service

# Census Block Groups	Total Population Race/ Ethnicity	Non-Minority Population Affected	Percent Non-Minority	Total Population Low Income/ Non-Low Income	Non-Low Income Population Affected	Percent Non-Low Income
246	408,506	201,163	49.2%	393,987	305,207	77.5%

The percent non-minority population in Table 7 is within 10 percent of the percent non-minority population within the MTS service area (49.2 percent versus 46.1 percent), so there is no disparate impact from proposed new service. The percent non-low-income population in Table 7 is within 10 percent of the percent low-income population within the MTS service area (77.5 percent versus 77.7 percent), so there is no disproportionate burden from proposed new service.

As noted earlier, changes to Route 950 are analyzed separately because these are not related to the new Rapid service. Route 950 is new service. Table 8 present the analysis for Route 950.

Table 8 - Census Block Group Population Affected by New Service on Route 950

# Census Block Groups	Total Population Race/ Ethnicity	Non-Minority Population Affected	Percent Non-Minority	Total Population Low Income/ Non-Low Income	Non-Low Income Population Affected	Percent Non-Low Income
8	13,103	900	6.9%	13,024	8,550	65.6%

Because the new Route 950 is an improvement, the analysis must consider whether non-minority and non-low income populations receive a greater benefit, as with new service in Table 7 above. The percent non-minority population in Table 8 is much lower than the percent non-minority population within the MTS service area (6.9 percent versus 46.1 percent), so there is no disparate impact from proposed new service. The percent non-low-income population in Table 8 is more than 10 percent lower than the percent low-income population within the MTS service area (65.6 percent versus 77.7 percent), so there is no disproportionate burden from proposed new service.

Two types of sensitivity analyses were conducted to test if different definitions or methodologies would affect the results. The first sensitivity analysis used a different definition of low-income population. The alternate definition was individuals whose household income is at or below 100 percent (instead of 150 percent) of the poverty level as defined by the United States Census. The second sensitivity analysis included population in a census block group each time that block group would be affected by a service change of a given type. For example, if a block group would be affected by three route discontinuations, its population was counted three times. Neither sensitivity analysis changed the finding of no disparate impact and no disproportionate burden as a result of the proposed changes.

MEETING OF THE BOARD OF DIRECTORS FOR THE
METROPOLITAN TRANSIT SYSTEM (MTS)

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

January 16, 2014

MINUTES

BOARD MEETING

1. Roll Call

Chairman Mathis called the Board meeting to order at 9:03 a.m. A roll call sheet listing Board member attendance is attached.

2. Approval of Minutes

Mr. Minto moved to approve the minutes of the December 12, 2013, MTS Board of Directors meeting. Mr. McClellan seconded the motion, and the vote was 12 to 0 in favor with Messrs. Alvarez, Roberts and Ms. Lightner absent.

3. Public Comments

Melinda Jane May Janecek – Ms. Janecek stated she has not received a response regarding bicycle thefts and assault by transit security and has had her wallet stolen on several occasions. She has requested a locker and has not received. She holds MTS responsible for constitutional infractions. She does not believe MTS and SANDAG have taken ecology into consideration. Mr. Mathis responded that she should submit her concerns in writing. She stated she has also noticed disproportionate fare.

4. Elect Chair, Chair Pro Tem, and Committee Appointments

Mr. Mathis recommended the Board approve Ron Roberts as Vice Chairman and Ernest Ewin as Chair Pro Tem. Mr. Mathis asked for other nominations from the floor and none were received.

Public Comments:

Michel Anderson – Mr. Anderson stated that he is pleased that MTS is appointing an Ad Hoc Committee relating to Taxicab and is in hopes MTS will do what is best for the taxicab industry in addition to what is best for MTS. He provided the history and explained the background of many of the drivers. He encourages the Committee to consider this when making taxi administration decisions.

Mr. Mathis discussed the slate of committee appointments which had been reviewed previously by the Nominating Committee and asked if there were any other nominations and none were received.

Mr. Mathis discussed the creation of the Ad Hoc Committee for Taxicab Contract Negotiations which would be an advisory committee to establish a set of principles of that which is in MTS's best interest. He stated the nominated members of the committee would be Ron Roberts, George Gastil, John Minto, Jim Cunningham and Lorie Bragg.

Board Member Comments:

Mr. Minto commented that with regard to the Ad Hoc Taxi Committee he asks that MTS take into consideration the constituents who are clients of Taxi.

Ms. Emerald thanked MTS for meeting with Staff and does not see any major disputes and said the City and MTS are close to an agreement and both the City of San Diego and MTS are on the same page with regard to the needs of the taxi industry and the public. The Committee was created not because the City of San Diego and MTS are at odds, but rather to make sure there is focus on a piece of transportation that is very important to the community.

Action Taken

Ms. Lightner moved to elect Ron Roberts as Vice Chairman and Ernie Ewin as Chair Pro Tem for 2014. Ms. Bragg seconded the motion, and the vote was 12 to 0 in favor with Mr. Alvarez and Mr. Roberts absent and Mr. Ewin abstaining.

Ms. Lightner moved to 1) approve the nominating slate proposed by the Ad Hoc Nominating Committee for the appointment of representatives to MTS committees for 2014 and vote to appoint representatives to those committees; and 2) approve the creation of an Ad Hoc Committee for Taxicab Contract Negotiations and vote to appoint representatives to that Committee. Ms. Bragg seconded the motion, and the votes were as follows:

Accessible Services Advisory Committee (ASAC)
- Lorie Bragg, Chairman: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Ms. Bragg abstaining.

Airport Authority Advisory Committee
- Harry Mathis, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Mathis abstaining.
- Ron Roberts, Alternate: 13 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent.

Ad Hoc Public Security Committee
- Jim Cunningham, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Cunningham abstaining.
- Harry Mathis, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Mathis abstaining.
- John Minto, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Minto abstaining.

- David Alvarez, Committee Representative: 13 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent.
- Mona Rios, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Ms. Rios abstaining.

Audit Oversight Committee
- Ernie Ewin, Chairman: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Ewin abstaining.
- Harry Mathis: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Mathis abstaining.
- Ron Roberts: 13 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent.
- Sherri Lightner: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Ms. Lightner abstaining.
- Al Ovrom: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Ovrom abstaining.
- Jim Cunningham: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Cunningham abstaining.

Budget Development Committee
- Harry Mathis, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Mathis abstaining.
- Bob McClellan, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. McClellan abstaining.
- Ron Roberts, Committee Representative: 13 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Roberts abstaining.
- Myrtle Cole, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Ms. Cole abstaining.
- John Minto, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Minto abstaining.

Executive Committee
- Set by Board Policy.

Joint Committee on Regional Transit (JCRT)
- Jim Cunningham, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Cunningham abstaining.
- Harry Mathis, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Mathis abstaining.
- George Gastil, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Gastil abstaining.

Los Angeles-San Diego Rail Corridor Agency (LOSSAN)
- Ernie Ewin, Committee Representative: 13 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Ewin abstaining.
- Mona Rios, Alternate: 13 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Ms. Rios abstaining.
  (Note: Appointment until establishment of Managing Agency)

SANDAG Board
- Harry Mathis, Advisory Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Mathis abstaining.

- Al Ovrom, Alternate: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Ovrom abstaining.

SANDAG Regional Planning Committee
- Mona Rios, Committee Representative: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Ms. Rios abstaining.
- Al Ovrom, Alternate: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Ovrom abstaining.

Taxicab Advisory Committee
- Myrtle Cole, Chair: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Ms. Cole abstaining.
- Bob McClellan, Alternate: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. McClellan abstaining.

Ad Hoc Committee for Taxicab Contract Negotiations:
- Ron Roberts: 13 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent.
- George Gastil: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Gastil abstaining.
- John Minto: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Minto abstaining.
- Jim Cunningham: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Mr. Cunningham abstaining.
- Lorie Bragg: 12 to 0 in favor, with Mr. Alvarez and Mr. Roberts absent and Ms. Bragg abstaining.

CONSENT ITEMS

6. Investment Report - November 2013

   Informational item only. No action taken.

7. MTS Code Compliance eForce Records Management System (RMS) - Hardware Purchase

   Action would authorize the Chief Executive Officer (CEO) to issue a Purchase Order to MSA Systems for the acquisition of MC75A Enterprise Digital Assistants (EDA's), Biometric Fingerprint Readers, Zebra RW420 Mobile and GX420 Desktop Printers, Rechargeable Batteries and Charging Stations and 3 years of Maintenance for the EDA's and Printers as described in MSA Systems Quote No. CM-121813-0057.

8. Project Engineer Position

   Action would authorize the CEO to add one (1) Project Engineer to the FY14 budget, increasing the total Full Time Equivalent (FTE) position from 0 to 1.

9. Purchase and Installation of Cisco Voice-Over Internet Protocol (VoIP) Phone System

   Action would authorize the CEO to issue a purchase order to AT&T for the purchase

of equipment and installation of a Cisco Voice-Over Internet Protocol (VoIP) phone system for the MTS South Bay Bus Maintenance Facility (SBBMF). This project will connect this facility into the MTS agency-wide phone and data communications system. This procurement would be under the County of Merced's Contract No. 2009177.

10. SD100 Operator Seat Replacements - Contract Award

    Action would authorize the CEO to execute MTS Doc. No. L1153.0-13 with Gillig, LLC, for the purchase of One Hundred Four (104) SD100 Operator Seat Replacements.

11. Construction Management On-Call Services for SD&AE Right of Entry Permits and Right-Of-Way Issues

    Action would ratify previous actions (Work Order Nos. 11.02 and 11.02.01) and authorize the CEO to execute Work Order No. 11.02.02 to MTS Doc. No. G1386.0-11 with PGH Wong Engineering, Inc.

12. Semiannual Uniform Report of Disadvantaged Business Enterprise Awards or Commitments and Payments

    Informational item only. No action taken.

13. Trash Disposal, Green Waste and Recycling Services - Contract Award

    Action would authorize the CEO to 1) execute MTS Doc. No. G1654.0-14 with Daily Disposal Services, Inc. for the provision of trash disposal, and green waste and recycling services for a two (2)-year base period with three (3) one-year option terms, (for a total of five years); and 2) exercise each option year at the CEO's discretion.

14. CommVault Back-Up Project - Contract Award

    Action would authorize the CEO to execute MTS Doc. No. G1682.0-14 (in substantially the same format as Attachment A), with Nth Generation Computing, Inc., on a sole-source basis, for the provision of software, equipment, and professional installation services for the CommVault Backup Project.

15. On Board Video Surveillance System for the San Diego Transit Corporation - Contract Amendment

    Action would 1) ratify Amendment Nos. 1 through 5 to MTS Document No. B0521.0-09 with Apollo Video Technology which were previously approved under the CEO's approval authority for a total cost of $92,528.89; and 2) authorize the CEO to execute Amendment No. 6, MTS Doc. No. B0521.6-09 with Apollo Video Technology to install additional wireless access points at the Imperial Avenue Division for increased video download volume and upgrade up to 131 transit buses from older Integrian cameras and cabling to improved Apollo Video System cameras and cabling for a total cost of $387,435.48.

16. Rescission of the Amended and Restated Joint Exercise of Powers Agreement creating the City of San Diego/MTDB Authority and Dissolution of the City of San Diego/MTDB Authority

    Action would adopt Resolution Number 14-1 rescinding the Amended and Restated Joint Exercise of Powers Agreement creating the City of San Diego/MTDB Authority and authorizing the dissolution of the City of San Diego/MTDB Authority.

17. Wireless Infrastructure Project Phase 3(a) - Sole Source Purchase Order Award

    Action would authorize the CEO to issue a purchase order to AT&T DataComm, Inc., on a sole-source basis, for the provision of equipment and professional installation services for Phase 3(a) of the MTS's Wireless Infrastructure Project.

Action on Consent Item 7 through 17

Ms. Lightner moved to approve consent Items 6-17, but noted she would be abstaining on 9 and 17 until she is able to consult with the City of San Diego's Ethics Commission. Ms. Rios seconded the motion as to all items 6-17. The vote for items 6, 7, 8, 10, 11, 12, 13, 14, 15 and 16 vote was 14 to 0 in favor with Mr. Alvarez absent. The vote for 9 and 17 was 13-0 in favor with Mr. Alvarez absent and Ms. Lightner abstaining.

NOTICED PUBLIC HEARINGS

25. a. Public Hearing for Major 2014 Service Changes

Sharon Cooney, Chief of Staff and Head of the Planning Department introduced Denis Desmond, Senior Transportation Planner. Mr. Desmond discussed the proposed major service changes including the 3 new routes of Rapid service. He discussed the Rapid related service changes and the rider outreach that was done with regard to these changes. He reviewed the Mid-City Rapid service changes and impacts and explained a proposed new trial express route, the I-15 Rapid, Route 20 and current routes 844 and 845. He provided I-15 BRT recommendations, current route 964 and route 210 and 960. He provided maps of the current premium express routes and provided express recommendations. He reviewed the premium express route 880 and provided maps highlighting Sorrento Mesa routes. He discussed the recommendation to discontinue Route 14 and explained the ridership profile by time of day, by stop and provided a map highlighting the remaining service and indicated those segments without replacement. He recommended that Route 950 transition from a trial route to a permanent route. He discussed budget impacts and public hearing comments received by telephone, mail and e-mail as of 1/15/14 and the timeline of changes.

Board discussion ensued regarding Route 14. Ms. Emerald asked if staff could explain why MTS could not run a smaller bus on Route 14. Mr. Desmond stated the capital cost is cheaper to purchase, but once the driver is in the seat operational costs would be relatively the same.

Mr. Roberts asked for clarification with regard to the Sorrento Mesa routes and asked if 921 could be extended. Mr. Desmond responded 921 would contain a transfer and it is

a fairly short distance to walk. Mr. Desmond stated they are working with Qualcomm regarding the number of employees in the individual building locations to get a sense of transportation needs.

Ms. Lightner said growth and use should be considered as sometimes it takes time for routes to take off and when they are discontinued it doesn't allow citizens to participate in transit services. She voiced concerns with regard to Route 14 that often development is planned around and relied upon transit and it will create a burden as some developments lack parking as they relied on public transportation and she hopes everything will be done to ensure the Route remains even if it is reduced service. A new senior facility is going to be implemented and she understands they will be taking transit.

Mr. Ramirez congratulated staff on the outreach and asked regarding route 950 from Otay to Iris. Mr. Desmond stated they have been converting the 905 trips to 950 and MTS will continue to do this and the ridership has increased exponentially at Otay Mesa going into Iris Trolley station. Mr. Ramirez asked if there had been any outreach done in Mexico. Mr. Desmond responded it may be done in the future once it is made a permanent route.

Public Comments:

Lorraine Leighton – Ms. Leighton stated that she agreed with Mr. Ewin. She highly advised that Board members ride the Route 14 before cutting service. She asked that the smaller buses could be run by First Transit.

Jose Melendez – Mr. Menendez stated he is a regular user of MTS transit. He asked with regard to 844 and 845. He said with regard to Poway the frequency is too few and far between and he supports restructuring and improved frequency of 844 and 845 and an extension to Old Poway Park. He would have better opportunities to attend community activities in Poway if frequency is increased.

Carrie Winder – Ms. Winder stated she is a rider on the 850 and walks to the bus stop. She opposes the proposed transfer to Sabre Springs due to crowds. She said the evening would be difficult due to large rush hour crowds and there are many stoplights to get on the freeway. She suggests reducing the number of trips the 850 does and asks that they correspond to rush hour.

Daniel Perry – Mr. Perry stated he rides the 880. He said daily ridership numbers are irrelevant as regular riders buy monthly passes so the actual usage of the bus is higher than what statistics show. With regard to Rapid B replacing 880 it will add an extra ½ hour to a 45 minute commute and will put him in his car. He said he would like to see a Rapid B1 and following the 880 route and Rapid B2 and gives an express route to UCSD and then MTS could see who rides the bus.

Gina Hargrove– Ms. Hargrove stated that the LA transit service is more comprehensive than San Diego. She is a SDSU student and is attending on behalf of SDSU students and believes the Route 14 should stay in force for students as it connects them to the university, library, grocery stores, the Alvarado station and Kaiser Hospital. She believes it is safer for students to ride than to walk at night. The current route is inconvenient, but is appreciative it still runs. She suggests additional routes to and from

SDSU. Route 14 is necessary for SDSU students as it is unsafe to walk especially at night.

Bill Smoot – Mr. Smoot wanted to address the 850 route. He walks to his bus stop and takes the bus to his office downtown. He has been doing it for years and does not have a car and there is no connection to the park and ride and he is not sure how he will get to Sabre Springs. He pays $100 a month for a pass and riders who pay for a monthly pass are now at a loss. He believes it is a major loss and MTS may gain, but it's not a gain that is worth the loss to the riders.

Mary Jane Caulder – Ms. Caulder thanked MTS for providing notice of route changes at all of the stops. She said that the times of MTS Public Hearings are inconvenient. She is concerned with access to Zion Avenue and Waring Road. She stated that there is a large gap between Lance Street and where the Route 13 picks up. She said it is too long of a walk.

Mary Ellen Hnatusko – Ms. Hnatusko stated that she opposes the discontinuation of Route 14. She provides tutoring to at risk children who have trouble learning how to read. Previously the Route 14 bus picked her up near her home and now she has to take the Green Line Trolley that takes her to Foster. If the Route 14 is discontinued her nearest stop would be at Zion near Kaiser. She would not be able to get to the school anymore and would have to quit volunteering. There are no good alternatives to this route.

Melinda Jan May Janecek – Ms. Janecek stated that she is a native San Diegan and has been a semi regular rider for 18 years and has served in civil service. She is in favor of keeping Route 14.

Deborah Cook – She said Route 14 leaves at the same time as the 854 and it discourages ridership as the times are not properly spaced apart. It would be a hardship for the elderly and a solution is to modify the route before discontinuation.

Greta Duhamel – Ms. Duhamel stated she is a La Mesa resident and is trying to get out of her car into public transportation more. She opposes the discontinuation of Route 14 as it is right by her home and there are several schools and hospitals along this route. The discontinuation would be a hardship to students and will increase walking distances. The timing of the route could be improved and discontinuing an established route will cut options for La Mesa residents and will cause hardship on the elderly, students and businesses along the route. Route 14 means a lot to a lot of people.

Doug Grover – Mr. Grover said he is a daily commuter on route 880 and has been riding the bus for 3 years. His door to door commute is currently 45 minutes on transit, but the changes will add somewhere between 15 and 30 minutes to this commute and it is driven by two changes; an addition of transit center stops and; elimination of route changes to keep bus on Mira Mesa Blvd. For commuters transit times need to be convenient enough to get people out of their cars and into public transit. These changes will force riders back into their cars. The key issue is that the 880 should not go through the business park in Sorrento Mesa.

Peter Voster – Mr. Voster said he has been using MTS the last 15 years and uses it

daily. He is still employed and he is concerned that the discontinuation of Route 14 will be a hardship for many riders, students, children and those going to the hospital. He wants Route 14 to stay as it is.

S. Clive Richard – Mr. Richard asked to consider transit first and one of the things they included was something called green car service and neighborhood service to get riders to major centers and this was promised approximately 10 years ago. His access to transit has decreased and all of the advanced services are no longer going to be available. He wants local service, not just rapid service and trolleys and MTS is failing the public in that regard.

Ken Given – Mr. Given said he is the Senior Manager at Qualcomm and he operates the shuttle service. He sent out a survey which indicates there are 115 riders that use the 880, but a more accurate estimate is likely at least 150 people. Most of them purchase the $100 monthly pass, thus it creates a big revenue issue. He said public safety is at risk and is proposing a stop at Pacific Heights. He stated that with regard to the ridership survey, 37% of riders get off at Pacific Center and 20% get off at Barnes Canyon and Lusk. If changes aren't made 85% of revenue will be lost.

Mr. Roberts asked for clarification. Mr. Desmond explained the routes and service to such routes and referenced the maps within the presentation. Ms. Cooney clarified that with regard to Rapid routing it is a collaboration with MTS, but the final decision on routing is with SANDAG and MTS would need to consult with SANDAG on such changes. Route 921 is strictly an MTS Route. There would be cost implications as well as rider implications with regard to changes made to Rapid B.

Board Member Comments:

Ms. Lightner commented that with regard to 880 and 14 and the growth in ridership with the 880 has MTS evaluated the monthly ridership MTS receives money from monthly passes. With Route 14 she would like to reiterate the route to Zion was referenced to make parking limited for a newly built senior housing project. Ms. Lightner stated her position was to continue the 14 in the Zion / Waring Road area and wants to the see the 880 modified or continued at least until the subsidy runs out.

Mr. Minto stated MTS should keep the consumer in mind and would like to see MTS maintain routes where possible. He understands the concerns of the members of the public who take the Route 14 and how it impacts those at Qualcomm and those with physical limitations would not be able to handle the increased walking distances.

Mr. Ewin asked with regard to Route 14 many of the people there are passing through and making connections to their destinations. He asked MTS to provide alternate solutions and wants to make sure MTS is feeding the trolley stations to the best of its ability.

Ms. Emerald stated with regard to Route 14 the senior citizens and people on fixed incomes, students, etc. have come to rely on local service and it is a great convenience and is a safer way for people to travel especially at night. Regardless of revenue, the route is of value and the route needs to be promoted and she is happy to help in promotion efforts. She stated that with regard to consultation with city councils perhaps

MTS can work more closely to find ways on long term planning and perhaps developers could help subsidize some of these routes, thus there are different strategies that could be implemented. She stated she wants to find a solution to help preserve the lines and create a system that works for all citizens of San Diego.

Ms. Bragg said that she works in Old Town and with regard to tourism, MTS needs to be mindful of visitors using transportation as well as residents.

Ms. Cooney responded that when there is a need to cut service MTS tries to educate the City planners so they can make recommendations to the councils, but need notice of the permit applications. Ms. Emerald responded that MTS needs to contact the City reps for the City of San Diego.

Action Taken

Ms. Emerald moved to 1) receive public testimony; and 2) provide direction to staff for any changes prior to approval at a later Board of Directors meeting. Ms. Lightner seconded the motion, and the vote was 12 to 0 in favor with Messrs. Alvarez, Cunningham and Ramirez absent.

b. Public Hearing of Necessity to Adopt a Resolution of Necessity for Easement Acquisition of Assessor's Parcel Nos. 550-500-23, City of San Diego, 555-011-17, City of National City, 571-090-12, City of Chula Vista, 576-523-04, City of Lemon Grove, owned by the Union Pacific Railroad

Tim Allison, Manager of Real Estate Assets discussed the adoption of a Resolution of Necessity and the elements needed in order to do so such as the requirement of public interest and necessity, whether the project is planned or located in a manner that will be the most compatible with the greatest public good, causes the least private injury, the interest in the property is necessary for the project and an offer of just compensation has been made to the property owner. He discussed the trolley renewal project particulars including the new low-floor vehicles and provided maps of the site.

Action Taken

Mr. Minto moved to 1) receive public testimony; and 2) adopt Resolution of Necessity No. 14-2 by a two-thirds vote approving the full acquisition of Assessor's Parcel Nos. (APN) 550-500-23, 555-011-17, 571-090-12, and 576-523-04: and find that; a) the public interest and necessity require the project; b) the project is planned or located in a manner that will be the most compatible with the greatest public good and the least private injury; c) the acquisition of the property is necessary for the project; and d) an offer of just compensation has been made to the property owner; and 3) authorize staff to proceed with condemnation proceedings to acquire the subject parcels. Mr. Ovrom seconded the motion, and the vote was 12 to 0 in favor with Messrs. Alvarez, Cunningham and Ramirez absent.

DISCUSSION ITEMS

31. Security Services Agreement - Exercise Option Years and Contingency Spending Authority (TAKEN OUT OF ORDER)

Larry Marinesi, Chief Financial Officer discussed the Security Services Contract and it's competitive procurement (RFP), previous contract approval and the purchase of the Heritage contract by UPS. He discussed the contract term, the contract particulars, exercise options, rate comparison and discussed the Executive Committee recommendation.

Board member discussion ensued.

Action Taken

Mr. Roberts moved to 1) authorize the Chief Executive Officer (CEO) execute MTS Doc. No. G1299.0-10 to exercise Option Years 1 and 2 under with Universal Protection Service (UPS) for the provision of security services for fiscal years 2015 and 2016; and 2) ratify and amend the contract to authorize additional spending of $98,959.10 in FY 13. Mr. Ewin seconded the motion, and the vote was 11 to 0 in favor with Messrs. Alvarez, Cunningham, McClellan and Ramirez absent.

30. Metropolitan Transit System Ten Year Review (TAKEN OUT OF ORDER)

Paul Jablonski, Chief Executive Officer discussed the state of MTS in year 2004, ten years prior during his first year of employment at MTS which included consolidation of MTDB with SANDAG, the fact that remaining operations were in silos, an under funded capital program, an aging infrastructure, the fixed route bus fleet, the lack of a preventative maintenance program, the deterioration of maintenance facilities, the high cost of bus operation driven by poor labor relations management, the poor health of the operating budget and that in general MTS's system needed blanket modernization as the poor performing operations were leading to declining ridership on all fronts. He reviewed the pre-comprehensive operational analysis (COA), historical ridership trend and initial steps taken towards modernization including consolidation of MTS, the rebranding initiative, moving functions back to MTS from SANDAG, implementing COA, getting MTS's fiscal house in order and consolidating contract services. He provided slides of results relating to the initial steps taken for years 2005-2008. He discussed falling sales tax revenues, MTS initiatives during the recession and building for the future including trolley improvement, the bus fleet, South Bay Bus maintenance facility, East County maintenance facility, the paratransit facility (old and new) and technology modernization. He discussed fiscal sustainability with regard to personnel, ridership, and passengers per revenue hour and passenger fares. He discussed MTS's award in 2009 as America's outstanding public transit system and provided an operating statistics comparative.

Action Taken

No action taken. Taken as an informational item.

REPORT ITEMS

46. Operations Budget Status Report for November 2013 (TAKEN OUT OF ORDER)

Mike Thompson, Budget Manager, provided a financial review of the comparison to budget – November 31, 2013 – FY2014 including operating revenue, personnel and outside costs, total operating revenue less expenses and on-going concerns.

Action Taken

No action taken. Taken as an informational item.

45. Chargers Football 2013 Year-End Summary (TAKEN OUT OF ORDER)

This item was moved to the February 20, 2014 meeting.

60. Chairman's Report

None.

61. Audit Oversight Committee (AOC) Chairman's Report

None.

62. Chief Executive Officer's Report

Mr. Jablonski stated that MTS hired Toufic Tabshouri as MTS's new Internal Auditor.

63. Board Member Communications

Ms. Cole asked if MTS could take an assessment regarding lack of seating and shelter in certain communities. Mr. Jablonski responded that MTS monitors all of its locations. Due to Title VI, MTS has to analyze all of the seating and shelters. MTS has to make sure seating and shelters are dispersed evenly through the county and MTS is beginning the process of a new shelter program and for Ms. Cole to advise of any specific areas that she would like MTS to take a special look at.

64. Additional Public Comments on Items Not on the Agenda

Mary Jane Caulder – Ms. Caulder is concerned of information lacking on buses and trolleys such as telephone numbers for security, etc. and it should be addressed at some point. Mr. Jablonski suggested she speak with Bill Spraul, Chief Operating Officer of Transit.

Dorothy Lazenby – Ms. Lazenby said she wants restrooms as they are a necessity and provided the Board members with a proposal outlining the implementation of free restrooms.

Peter Warner – Mr. Warner said when he was at the Lemon Grove station there are new restrooms that require a quarter to use and often quarter controlled restrooms are used to control vandalism and property damage. The last premium express bus needs to

leave 15 minutes later as a situation happened where half a dozen people missed their connection due to bus malfunction.

65. Next Meeting Date

The next regularly scheduled Board meeting is February 20, 2014.

66. Adjournment

Chairman Mathis adjourned the meeting at 12:04 p.m.

Chairperson
San Diego Metropolitan Transit System

Filed by:

for

Office of the Clerk of the Board
San Diego Metropolitan Transit System
System

Approved as to form:

Office of the General Counsel
San Diego Metropolitan Transit

Attachments: 1. Roll Call Sheet

METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS
ROLL CALL

MEETING OF (DATE): January 16, 2014 CALL TO ORDER (TIME): 9:03 a.m.

RECESS: N/A RECONVENE: N/A

CLOSED SESSION: N/A RECONVENE: N/A

PUBLIC HEARING 25a: 10:15 a.m. RECONVENE: 11:03 a.m.

PUBLIC HEARING 25b: 11:12 a.m. RECONVENE: 11:13 a.m.

ORDINANCES ADOPTED: N/A ADJOURN: 12:04 p.m.

BOARD MEMBER		(Alternate)		PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
ALVAREZ	☐	(Gloria)	☐		
BRAGG	☒	(Bilbray)	☐	9:03 a.m.	12:04 p.m.
COLE	☒	(Gloria)	☐	9:03 a.m.	12:04 p.m.
CUNNINGHAM	☒	(Mullin)	☐	9:03 a.m.	10:12 a.m.
EMERALD	☒	(Gloria)	☐	9:03 a.m.	12:04 p.m.
EWIN	☒	(Arapostathis)	☐	9:03 a.m.	11:27 a.m.
GASTIL	☒	(Jones)	☐	9:03 a.m.	11:46 a.m.
LIGHTNER	☒	(Gloria)	☐	9:12 a.m.	12:04 p.m.
MATHIS	☒			9:03 a.m.	12:04 p.m.
MCCLELLAN	☒	(Ambrose)	☐	9:03 a.m.	12:04 p.m.
MINTO	☒	(McNelis)	☐	9:03 a.m.	12:04 p.m.
OVROM	☒	(Denny)	☐	9:03 a.m.	12:04 p.m.
RIOS	☒	(Sotelo-Solis)	☐	9:03 a.m.	12:04 p.m.
ROBERTS	☒	(Cox)	☐	9:14 a.m.	12:04 p.m.
SALAS	☐	(Ramirez)	☒	9:03 a.m.	10:30 a.m.

SIGNED BY THE CLERK OF THE BOARD: Nikki Tee

CONFIRMED BY THE GENERAL COUNSEL: Karl Anderson

MEETING OF THE BOARD OF DIRECTORS FOR THE
METROPOLITAN TRANSIT SYSTEM (MTS)

MINUTES

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

February 20, 2014

1a. Roll Call

Chairman Mathis called the Board meeting to order at 9:02 a.m. A roll call sheet listing Board member attendance is attached.

2. Approval of Minutes

Mr. McClellan moved to approve the Minutes of the January 16, 2014, MTS Board of Directors meeting with a correction to the date (2013 corrected to 2014). Mr. Ovrom seconded the motion, and the vote was 8 to 0 in favor.

3. Public Comments

Dukes Woothers – Chair of Hold onto Your Butt Campaign through the Surf-Rider Foundation. Mr. Woothers stated that the Surf-Rider Foundation's goal is to protect and keep San Diego beaches and oceans clean so that they can be enjoyed by all. He reported that there is an epidemic of cigarette litter at the Old Town Transit Center (OTTC). He gave examples of the numbers of butts picked up by volunteers in 90-minute time frames. Mr. Woothers stated that MTS has a lot of employees in MTS vehicles monitoring the stations and suggested that those employees tell patrons to use the garbage cans and also get out of their vehicles and hand out ash trays to smokers. He offered to install ash cans on lampposts and provide miniature ash trays for a nominal fee. He added that he feels that there is not enough enforcement (by MTS). Chairman Mathis thanked Mr. Woothers for his organization's cleanup efforts. He reminded members that MTS has a smoking ban in place, which is enforced. Mr. Woothers responded that he is at the OTTC station almost every day, and he has never seen anyone ticketed.

1b. SDG&E Donation to MTS Vintage Trolley (Taken Out or Order)

Chairman Mathis introduced Frank Urstasun and Pedro Villegas from San Diego Gas and Electric (SDG&E) who presented MTS with a $50,000 donation for the Vintage Trolley. SDG&E is joining MTS in celebrating the centennial for Balboa Park by working with MTS on the restoration of the second car (Car No. 530). Car No. 530 is coming from New Jersey, and it has been overhauled and is electrically and mechanically sound. The final cosmetics will be completed, and it will be equipped to operate late in the year.

Mr. Urstasun remarked that it is a pleasure to partner with MTS. He added that SDG&E gives a lot back to the community, and this project will be great in terms of education. Mr. Cunningham expressed gratitude to Chairman Mathis for making his vision come to fruition. Chairman Mathis responded that having a second car is critical to expand services and will enable the Vintage Trolley to run every day.

CONSENT ITEMS

6. San Diego and Arizona Eastern (SD&AE) Railway Company Quarterly Reports and Ratification of Actions Taken by the SD&AE Board of Directors at its Meeting on January 14, 2014
Action would: 1) receive the San Diego and Imperial Valley Railroad (SD&IV), Pacific Southwest Railway Museum Association (Museum), and Pacific Imperial Railroad, Inc. (PIR) quarterly reports for information; and 2) ratify actions taken by the SD&AE Board at its quarterly meeting on January 14, 2014.

Susan Wilson – Public Speaker: Ms. Wilson referenced MTS's "See Something/Say Something" campaign on its Web site. Ms. Wilson praised MTS for its public service. She asked Board members to become knowledgeable about the ownership of Pacific Imperial Railroad (PIR)—specifically its related-party contracts. Ms. Wilson stated that there are people who are knowledgeable (about PIR) who would be happy to provide education about the facts.

Action Taken

Mr. McClellan moved to approve Consent Agenda Item No. 6. Mr. Ovrom seconded the motion, and the vote was 10 to 0 in favor with Board members Emerald, Gastil, Lightner, Roberts, and Salas absent.

7. Addition of Three Information Technology Positions
Action would authorize the Chief Executive Officer (CEO) to add: (1) one Lead Computer Support Specialist to the FY 14 budget increasing the total Full-Time Equivalent (FTE) position from 0 to 1 at Grade #5 ($35,972.00 - $55,577.00); (2) one System Administrator to the FY 14 budget increasing the total FTE position from 4 to 5 at Grade #8 ($53,356.00 - $85,183.00); and (3) one Fare Technology Program Manager to the FY 14 budget increasing the total FTE position from 0 to 1 at Grade #10 ($69,951.00 - $111,676.00).

Ms. Cole asked if the three I.T. positions have been filled. Mr. Jablonski responded that they have not. Ms. Cole asked what type of outreach will be conducted. Jeff Stumbo, MTS Director of Human Resources, responded that MTS will advertise internally and on the MTS Web site in addition to CareerBuilder, Dice, and LinkedIn.

Ms. Cole stated that she is a huge advocate of helping San Diego residents find jobs and offered to post MTS's available job positions on her newsletter. She stated that her goal is to connect qualified people in San Diego with good-paying jobs and to also embrace diversity.

Mr. Jablonski added that MTS will recruit locally for these positions. He stated that these 3 positions are not new positions—they are funded by SANDAG, but they will be returning to MTS, so there will be no budget increase. Mr. Mathis stated that MTS is happy to cooperate in collaboratively recruiting.

8. 2014 State and Federal Legislative Programs
Action would approve staff recommendations for 2014 federal and state legislative programs.

9. Investment Report - December 2013
Informational item only. No action taken.

CONSENT ITEMS (Continued)

10. Excess Insurance Renewals for Liability and Workers' Compensation Program
Action would approve the purchase of excess liability insurance (at limits of $75 million less a $2 million self-insured retention [SIR]) and excess workers' compensation insurance (at statutory limits less a $1 million SIR). The new policies would be in effect from March 1, 2014, through March 1, 2015.

11. Class B Paratransit and Class E Medium Duty Body on Chassis Buses - Contract Award
Action would authorize the CEO to: (1) execute MTS Doc. No. B0611.0-14 with Creative Bus Sales for the purchase of up to 50 Class B paratransit buses and up to 6 Class E medium-duty body-on-chassis buses; and (2) exercise the option to purchase up to 10 additional Class B paratransit buses pending availability of funding in future fiscal years.

12. MTS Bus Rapid Transit (BRT) Station Maintenance - Contract Award
Action would authorize the CEO to: (1) execute MTS Doc. No. G1658.0-14 with ISS Facility Services, Inc. for the provision of station maintenance services at designated bus rapid transit (BRT) stations for a contract base period of 5 years with 2 one-year options to be exercised exclusively at MTS's discretion; and (2) exercise each option period at the CEO's discretion.

Ms. Cole asked which BRT stations will be provided with maintenance services. Mike Daney, MTS Manager of Bus Rapid Transit and East County Operations, explained that the contract covers phasing in maintenance services for all future BRT stations.

Action on Recommended Consent Items

Ms. Cole moved to approve Consent Agenda Item Nos. 7-12. Mr. Cunningham seconded the motion, and the vote was 10 to 0 in favor with Board members Emerald, Gastil, Lightner, Roberts, and Salas absent.

CLOSED SESSION

24. Closed Session Items

The Board convened to Closed Session at 9:23 a.m.

a. CLOSED SESSION - CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54957.6
Agency-Designated Representative: Jeff Stumbo
Employee Organization: Internal Brotherhood of Electrical Workers, Local 465

b. CLOSED SESSION - PUBLIC EMPLOYEE PERFORMANCE EVALUATION/ CONFERENCE WITH LABOR NEGOTIATORS CHIEF EXECUTIVE OFFICER Pursuant to California Government Code Sections 54957 and 54957.6;
Agency-Designated Representative: Harry Mathis
Employee: Paul C. Jablonski

c. CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL – Existing Litigation Pursuant to California Government Code Section 54956.9(d)(1): Lopez v. Gutierrez, et al. (San Diego Superior Court Case No. 37-2013-00056270-CU-PA-CTL)

24. Closed Session Items (Continued)

d. CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL – Existing Litigation Pursuant to California Government Code Section 54956.9(a): Janice Teeter v. SDTC (WCAB Case Numbers: ADJ8804639 and ADJ8806510)

The Board reconvened to Open Session at 10:38 a.m.

Oral Report of Final Actions Taken in Closed Session

Karen Landers, General Counsel, reported the following:

a. The Board ratified the Collective Bargaining Agreement between San Diego Transit Corporation (SDTC) and the International Brotherhood of Electrical Workers (IBEW) 465 by a vote 12 to 0 with Board members Emerald, Gastil, and Roberts absent.

b. The Board gave a performance evaluation to the Chief Executive Officer and gave instructions to labor negotiator Chairman Mathis.

c. The Board gave instructions to legal counsel.

d. The Board authorized a Compromise and Release Settlement by a vote of 12 to 0 with Board members Emerald, Gastil, and Roberts absent.

NOTICED PUBLIC HEARINGS

25. None.

DISCUSSION ITEMS

30. 2014 Major Bus Service Changes

Sharon Cooney, MTS Chief of Staff, reported that MTS held a public hearing in January regarding BRT-related service changes proposed for implementation this summer. She explained that the proposal includes feeder changes and focuses on maximizing MTS's investment.

Ms. Cooney added that MTS considered the public comments that were submitted and the Title VI Analysis (see handouts titled "Public Comments" and "Title VI Analysis" available on MTS's Web site at http://www.sdmts.com/MTS/MTS_board.asp). Ms. Cooney clarified that today's request is for Board approval of staff's proposed revised services changes.

Denis Desmond, MTS Manager of Planning, gave a PowerPoint presentation. Mr. Desmond reviewed the three new rapid routes (235 - formerly Rapid A; 237 - formerly Rapid B; and 215 - formerly Rapid C) proposed for summer implementation. He gave a description of each route and their benefits, including new stations and amenities, more frequency and faster service, new buses, new riders, and goals for improving all services. Mr. Desmond added that the operations are 100% subsidized by TransNet.

Mr. Desmond reviewed public outreach efforts and feedback received, the Title VI Analysis, and comments since the Public Hearing in January. (All Board members were provided with a full copy of the Title VI Analysis and a copy of all public comments received by MTS.)

Mr. Desmond explained that the results of the Title VI Analysis showed no disparate impact to minorities or disproportionate burdens to low-income communities based on the definitions in Policy No. 42 adopted by the Board in June 2013. He added that a full copy of the Title VI Analysis had been provided to each Board member and called out certain elements of the report, including maps for each route, the methodology, and the results.

Mr. Desmond stated that based on the feedback received at the January 16 Public Hearing from the public and the Board, staff is proposing two amendments to the original recommendations. He noted that these modifications did not change the results of the original Title VI Analysis.

Mr. Desmond stated that the first proposed amendment is to Route 14 (Grantville to La Mesa was originally proposed to be discontinued due to poor performance, but it was reassessed after the Public Hearing based on Board member feedback. Staff has negotiated with the collective bargaining unit to be able to use a smaller bus on the route, and it would reduce a few late and early trips but keep the same routing and frequency. The service would run for a 12-month trial period to monitor performance.

Mr. Desmond stated that the second amended proposal is to Route 880 (Premium Express service from 4S Ranch to University Town Center) funded through 4S Ranch mitigation funds (those funds run out in April 2014). Route 880 was originally proposed to be discontinued as it is the lowest-performing of the Premium Express services; however, the Board requested that staff revisit maintaining this service. Staff is now proposing to change the Route 880 to a new Route 270, run it with a smaller bus, and shorten the routing to operate only between the Rancho Bernardo Transit Station and the Sorrento Valley area (the University Town Center end will be duplicated by the new Rapid Route 237 and is only about 10% of the ridership).

Mr. Desmond reviewed the proposed performance criteria that the three trial routes (Routes 14, 170, and 270) would be required to meet to be recommended for continuation beyond the 12-month trial period. The metric would be 'passengers per hour' with Route 14 required to achieve its current level or above, Route 170 required to achieve a minimum of 25.0 (80% of its Express category average), and Route 270 required to achieve at least 21.0 (80% of current Route 810's performance).

Mr. Desmond indicated that the remaining recommendations are the same as presented at the January Public Hearing and provided a summary of those proposals and the overall budget impacts. He added that the first phase of implementation would begin in June and the second phase around September.

Lee Friedman representing Councilman Mark Kersey - Public Speaker. Mr. Friedman informed the Board that Councilmember Kersey initially opposed the discontinuance of Route 880; however, he does support the creation of Route 270 and feels it should be permanent as it serves a lot of employers, such as Qualcomm. Mr. Friedman thanked the Board and staff for their hard work. Chairman Mathis added that Councilman Kersey is the Chair of the San Diego Infrastructure Committee.

Ms. Lightner thanked staff for the proposed changes. She requested changing the proposed goal for Route 270 to 80% of its category average like the Route 170 goal (shown on the PowerPoint). Ms. Lightner added that she will be asking for the continuance of Route 270 and is adamant in supporting it in the future. She also appreciates the proposed changes to Route 14 as well and hopes that the addition of high-density senior transit-oriented development on the route will allow it to continue to grow.

Ms. Cole thanked staff for listening to the constituents, and she is glad that Routes 14 and 880 are continuing.

Mr. Minto thanked staff for their work. He stated that he had a constituent ask about new rapid transit not stopping at the Fashion Valley terminal and asked if that is true. Mr. Minto added that Route 20 says it is now serving Fashion Valley for Green Line transfers and asked for clarification. Mr. Desmond responded that the Rapid buses will be on I-15 to serve the City Heights stations, so they would not be on Highway 163 where they could serve Fashion Valley. To bridge the gap with the Green Line, MTS will continue running Route 20 between City College, Fashion Valley, and Kearny Mesa every 15 minutes during peak hours with every trip (instead of every other trip) going into Fashion Valley.

Action Taken

Ms. Lightner moved to approve the staff-recommended major service changes, as amended from the January 16, 2014, Public Hearing. Ms. Cole seconded the motion, and the vote was 12 to 0 in favor with Board members Emerald, Gastil, and Roberts absent.

31. Amendment to CEO Employment Agreement

Karen Landers stated that the request presented is to approve an amendment to the Executive Employment Agreement for Paul C. Jablonski to provide additional compensation and/or fringe benefits as proposed. This proposal includes a merit increase of 3.5%; a one-time $5,000 contribution to a tax-deferred compensation account; and the extension of 80 hours of compensatory time for weekend hours worked for calendar year 2014 for a total budget impact of $16,325.00.

Action Taken

Ms. Salas moved to approve an amendment to the Executive Employment Agreement between MTS and Paul C. Jablonski to provide additional compensation and/or fringe benefits. Ms. Cole seconded the motion, and the vote was 12 to 0 in favor with Board members Emerald, Gastil, and Roberts absent.

REPORT ITEMS

45. Quarterly Performance Monitoring Report

Denis Desmond gave a PowerPoint presentation. Mr. Desmond explained that MTS Policy No. 42 requires that staff report service performance monitoring to the Board on an annual basis, but staff will report on more critical items as needed. Mr. Desmond highlighted some of the critical metrics that staff looks at including total passengers, average weekday passengers, passengers per revenue hour, and on-time performance. He also reviewed preventable accidents, complaints, in-service miles and hours, and weekday peak vehicle requirements.

46. Chargers Football 2013 Year-End Summary

Tom Doogan, MTS Special Events Coordinator, gave a PowerPoint presentation. He reported on MTS trolley service to Qualcomm Stadium for the 16th full season of Chargers football. Mr. Doogan reviewed Green Line services, extended hours, and additional trips provided during Chargers games. He described the burden on the entire system during the games and also the improvements in service with the new SD-8 low-floor vehicles. Mr. Doogan reviewed

attendance, ridership numbers and averages, ticket sales revenue and averages, and the MTS mTicket. He reported that one game was selected to provide comparison data for event operating expenses v. revenue generated, and the result was variable costs for event services were more than offset by increased revenue. Mr. Doogan reviewed the cost distribution and revenue sources.

Mr. Minto asked if MTS anticipates a time when people figure out that it's harder getting on the trolley at the El Cajon stations because the trolleys are full, so they start going to the Santee Station instead.

Mr. Doogan responded that capacity on trains doesn't typically hit critical mass until the Grossmont Station. He added that MTS runs four-car "blitz" trains (during events) for the most part. Mr. Doogan added that there are some infrastructure and fleet limitations, but it is something that MTS is aware of and is monitoring.

47. Energy Credit Update

Mike Thompson, MTS Budget Manager, gave a PowerPoint presentation. Mr. Thompson reviewed the history of MTS's gas services and the enactment of MTS Policy No. 59 (Energy Commodity Hedging). He discussed the purposes of the program, which includes purchasing natural gas directly from a gas service provider instead of SDG&E and also MTS's current agreement with BP Energy Company (BP). Mr. Thompson reviewed the benefits of biogas and pointed out that MTS is the first transit agency in the state to use biogas (and potentially the first in the nation). He reviewed the financial incentives and the energy credits that will be generated. Mr. Thompson explained how the impacts to MTS are already being realized.

In response to a question from Ms. Salas, Mr. Thompson explained that for a two-month trial period for MTS, BP was getting biogas from a facility in Washington. He added that BP is currently building infrastructure to connect a dedicated supply for MTS to the national pipeline and anticipates that it will be completed in the second half of the calendar year. Mr. Thompson also clarified that although the biogas source is far from San Diego, it will not reduce the credits that MTS will receive because MTS will draw from a local pipeline, and the biogas will be replaced into the national pipeline at the source.

Ms. Salas explained that she worked for a trade and commerce agency in Imperial County years ago, and the agency talked about building biogas facilities back then. She asked if MTS has worked with local agencies (about partnering). Mr. Thompson responded that MTS has not contacted any local agencies because BP is the representative and connects agencies to the national pipeline. Mr. Jablonski added that staff can contact BP to see if they're developing any biogas facilities Imperial County.

48. Student Pass Pilot Program

Sharon Cooney explained that this report is a status update on the Student Pass Pilot Program. She introduced Marcus Smith, MTS Project Manager who runs the Compass Card Call Center, and Janelle Carey, MTS Transportation Planner, who is working with the school district and City of San Diego staff and who is also responsible for monitoring data collection.

Ms. Carey gave the first half of a PowerPoint presentation. She discussed the Student Pass Pilot Program history and the steps to implement the pilot. Ms. Carey reviewed the available transit services for Crawford, Lincoln, Hoover, and San Diego High Schools and pass-use

statistics. Ms. Carey cited pass-tap statistics for different time frames during weekdays, evenings, and all days.

Mr. Smith gave the second half of the PowerPoint presentation on pass-use statistics. He explained the number of passes not used and not distributed by each school and pass-tap statistics.

Ms. Carey presented the next steps that will include: (1) continuing to process additional cards, provide replacement cards, and remove students from the program as directed by school staff; and (2) studying the attendance of card holders to evaluate if the pilot met its goal of improving attendance for those unable to get to school due to a lack of transportation. These findings will be presented to the Board.

Mr. Minto thanked staff for including the time-of-day information, which he feels is critical. Mr. Minto asked if there is a way to match results with school records to see if the students actually showed up during school sessions or if they were truant. Ms. Cooney responded that the school district hasn't compiled any data for MTS yet. She added that once MTS receives that information, staff will present it to the Board. Ms. Cooney explained that staff looked at sample sets and suspects that some students are not going to school or are going elsewhere—or possibly giving their pass to someone else who is not in the program.
Ms. Cooney reported that staff is going to check that data. She noted that the patterns of travel of some cards are nowhere near the schools.

Mr. Minto asked if MTS has mapping available to show the demographic of cards around schools and if they are being used elsewhere. He expressed concern about the program enabling truancy or the ability to commit crimes.

Abdul Mohamed – Public Speaker: Mr. Mohamed expressed support for the program because he feels that it gives low-income students increased accessibility and also decreases greenhouse gas emissions, grows transit riders, and improves safety and health. Mr. Mohamed cited other benefits of the program, including removing older, less efficient cars from the roads, providing a more stable and secure environment for students due to consistent transportation, and also the probability that students would be less likely to engage in criminal activities.
Mr. Mohamad stated that he has heard positive reviews of the program by students and gave examples of comments by those who feel that the program is positive.

Margo Tanguay – Public Speaker. Ms. Tanguay stated that the hope was that students who really need the program would get these cards. She wants to make sure that those kids who have problems getting to school get the cards. Ms. Tanguay stated that there are curfew laws for minors, but she has seen them late at night getting into cabs and she is concerned. She feels that the schools should look at this issue. She hopes the program can continue for kids who want to learn.

Ms. Cooney clarified for Ms. Rios that staff will bring back the data collected from the schools for the Board's information.

Mr. Alvarez stated that he is interested in school hours and noted that some schools let out early. He added that he took public transit to San Diego High School and had after-school activities. Mr. Alvarez would like to see where the students are coming and going and any patterns for concern. He stated that he will wait and see what the data shows. He added that truancy is a concern, but there should also be opportunities for students to participate in after-school activities.

51. Chula Vista Transit (Taken Out of Order)

Bill Spraul, MTS Chief Operating Officer (Bus), gave a PowerPoint presentation. The presentation included background information about Chula Vista Transit operations and the current status of construction of the upgraded and expanded South Bay Maintenance Facility, which should be completed by January 2015. Mr. Spraul reviewed the fiscal impacts that will result in significant operational cost savings and efficiencies.

49. Senior/Disabled/Medicare (SDM) Reduced-Fare Program

Ms. Cooney introduced Mayra Ramirez and Jan Gardetto who work with the MTS SDM Program. Ms. Cooney gave a PowerPoint presentation. She reviewed the SDM program, which provides a reduced-fare monthly pass to qualified persons. Ms. Cooney compared the reduced-fare pass to other regular-fare passes, cited boarding statistics for the different passes, and explained a fare-usage breakdown for FY 13. She went over the process for eligibility using an MTS Short Form or Long Form and how to obtain the forms.

Ms. Landers added that the federal standard to qualify for MTS's reduced fare benefit for disabilities is different than qualifying by Americans with Disabilities Act (ADA) standards. Ms. Landers stated that patrons or health care professionals may assume that patrons qualify for an MTS reduced-fare due to their disabilities, but the standard under federal law is two part—they must qualify and prove that their disability affects their ability to use mass transit without special planning or facilities.

Ms. Cooney presented data for processing Long Forms at MTS since inception of the program in March 2011 (Short Forms are processed at The Transit Store). She cited examples of a variety of circumstances uncovered by MTS staff while processing the forms, and also unknown variables as to why some people do not apply, how many people do not apply, or how many doctors sign off on disabilities that are not qualifying.

50. Operations Budget Status Report for December 2013

Mike Thompson gave a PowerPoint presentation. Mr. Thompson stated that the trend has been favorable to budget over the past couple of months. He pointed out that MTS received its second quarterly payment of State Transit Assistance (STA) funds for a total of $9.1 million for the fiscal year, which is behind last year's rate of payment for STA. MTS will be projecting it to be lower at the midyear amendment process. Mr. Thompson added that this is the only point of concern. In response to a question from Chairman Mathis, Mr. Thompson projected that MTS will be behind last year's rate by $1.2 million.

60. Chairman's Report

None.

61. Audit Oversight Committee Chairman's Report

None.

62. Chief Executive Officer's Report

Mr. Jablonski reported that he recently attended the APTA CEO's Conference and Executive Committee meeting in New Orleans.

63. Board Member Communications

Ms. Rios reported that she attended her first Los Angeles-San Diego-San Luis Obispo (LOSSAN) Rail Corridor Agency meeting. Ms. Rios stated that the meeting was great; it included discussions regarding ridership, revenue, on-time performance, and customer service, and a detailed report is available on LOSSAN's Web site. She also thanked Sharon Cooney and Brent Boyd for giving her a great orientation and preparing her for the meeting.

64. Additional Public Comments on Items Not on the Agenda

There were no additional public comments.

65. Next Meeting Date

The next regularly scheduled Board meeting and Finance Workshop is on March 20, 2014.

66. Adjournment

Chairman Mathis adjourned the meeting at 12:02 p.m.

Chairperson
San Diego Metropolitan Transit System

Filed by:

Clerk of the Board
San Diego Metropolitan Transit System

Approved as to form:

General Counsel
San Diego Metropolitan Transit System

Attachment: Roll Call Sheet

METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS
ROLL CALL

MEETING OF (DATE): February 20, 2014 CALL TO ORDER (TIME): 9:02 a.m.

RECESS: N/A RECONVENE: N/A

CLOSED SESSION: 9:23 a.m. RECONVENE: 10:38 a.m.

PUBLIC HEARING: N/A RECONVENE: N/A

ORDINANCES ADOPTED: N/A ADJOURN: 12:02 p.m.

BOARD MEMBER		(Alternate)		PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
ALVAREZ	☒	(Gloria)	☐	9:07 a.m.	12:02 p.m.
BRAGG	☒	(Bilbray)	☐	9:02 a.m.	12:02 p.m.
COLE	☒	(Gloria)	☐	9:02 a.m.	11:30 a.m.
CUNNINGHAM	☒	(Mullin)	☐	9:02 a.m.	11:07 a.m.
EMERALD	☐	(Gloria)	☐		
EWIN	☐	(Arapostathis)	☒	9:02 a.m.	10:38 a.m.
GASTIL	☐	(Jones)	☐		
LIGHTNER	☒	(Gloria)	☐	9:25 a.m.	12:02 p.m.
MATHIS	☒			9:02 a.m.	12:02 p.m.
MCCLELLAN	☒	(Ambrose)	☐	9:02 a.m.	12:02 p.m.
MINTO	☒	(McNelis)	☐	9:20 a.m.	12:02 p.m.
OVROM	☒	(Denny)	☐	9:02 a.m.	12:00 p.m.
RIOS	☒	(Sotelo-Solis)	☐	9:02 a.m.	12:02 p.m.
ROBERTS	☐	(Cox)	☐		
SALAS	☒	(Ramirez)	☐	9:10 a.m.	12:02 p.m.

SIGNED BY THE CLERK OF THE BOARD: Karlotta for N. Machado

CONFIRMED BY THE GENERAL COUNSEL:

Principles for Negotiation of the Taxicab Administration Contract on Behalf of the Metropolitan Transit System

(With proposed amendments by San Diego City Councilmember Marti Emerald)

The Metropolitan Transit System (MTS) anticipates renewing the agreement with the City of San Diego (the City) for taxicab administration. The Committee recommended the following principles be followed when negotiating contract amendments – this version includes Councilmember Emerald's amendments to the committee's proposed Principles for Negotiation:

1. The City will continue to set fundamental policy and MTS will be the administrator.

2. State law requires that MTS recover its costs associated with taxicab administration. Changes to ordinances or regulations proposed by the City should indicate the expected source of funding for their implementation (eg. permit fees versus City subsidy) and include an analysis of cost.

3. In the event the city chooses to initiate a policy change, the MTS Board will have to vote to approve amendments to its ordinance 11 in order to implement that change.

4. The City's indemnification of MTS for actions it takes pursuant to policies and regulations approved by the city should continue with the renewal.

5. It is in the best interest of the taxi industry, MTS and the city to approve a ~~five year~~ ***two year*** renewal ***with the option of 3 one-year extensions.***

6. In the event that the City determines that it is in the public's best interest to create a new forum for resolution of disputes between lease drivers and permit holders, the City may choose to operate a dispute resolution center or create some other mechanism for processing these types of disputes. During the term of this agreement MTS is not interested in assuming this role.

7. MTS will ~~entertain some~~ ***make*** changes to Ordinance 11 that have been publicly sought, specifically those related to maximum vehicle age or mileage and the requirement that permit holders issue and maintain records of receipts for lease payments and produce them upon request of MTS ***or the City of San Diego***. These Ordinance 11 proposals ~~could~~ ***will*** be included in the amended agreement or may also be subjects for discussion after contract renewal.

8. MTS will restrict the ability to transfer permits without the permission of the City of San Diego.

San Diego Transportation Association

March 20, 2014

Chairman Harry Mathis & Board Members
Metropolitan Transit System
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

Re: Taxi Contract Renewal

Dear Chairman Mathis & Board Members:

After multiple starts and stops, delays and continuances, the more than 600 MTS taxi permit holders in our membership encourage you to move forward on Agenda Item Number 30 today.

As you recall, last year the former mayor requested a one-year extension to allow the City to explore the possibility of transferring the administrative and regulatory responsibilities for taxicab and for-hire vehicles from MTS to the City of San Diego.

Now that the exploration has concluded and determined infeasible, it is imperative to resume discussions that will lead to the adoption of a five-year contract between MTS and the City of San Diego, as proposed by the MTS Contract Renewal Committee.

Thank you for your consideration.

Sincerely.

Tony Hueso, President
San Diego Transportation Association

1540 National Avenue, San Diego, Calfornia 92113

APPENDIX U

NCTD SERVICE EQUITY ANALYSIS FINAL PHASE OF MOBILITY PLAN

NCTD SERVICE EQUITY ANALYSIS BREEZE ROUTE 392

NCTD BOARD OF DIRECTORS MEETING MINUTES, DECEMBER 19, 2013

NCTD BOARD OF DIRECTORS MEETING MINUTES, DECEMBER 18, 2014

NCTD Service Equity Analysis
February 2014 Proposed Changes

NCTD proposes to implement service improvements on February 2, 2014 as per the final phase of the Mobility Plan. These improvements trigger a Major Service Change per Board Policy No. 30 by exceeding a 25% change in daily route miles, revenue miles, and/or trips. As a result, NCTD is required to hold a public hearing and conduct a service equity analysis to determine if the changes will result in disparate impacts or disproportionate burdens to the minority and low-income populations respectively. The following are the proposed major service changes:

- Route 347: Addition of 60-minute Saturday service
- Route 309: Increase in service frequency to every 30-minutes on Saturdays
- Route 355/357: Addition of midday weekday service on 357, and new Saturday & Sunday service on 355/357, operating every 120 minutes
- Route 304: Addition of 60-minute Saturday service
- Route 313: Extension from Town Center North Shopping Center to San Luis Rey Transit Center and realignment to serve Frazee Road

(1) Major Service Change Policy:

NCTD Policy No. 30

"All proposed changes to existing routes, whereby route miles or revenue miles are changed in excess of 25% of their current configurations, measured as happening at one time, or cumulatively within a single year. Change in number of daily trips that exceeds 25% is also considered a major service change. Finally, elimination or addition of a route qualifies as a major service change."

Routes 304, 309, 313, 347, 355, and 357 exceed the major service change threshold of 25% as indicated in the table below.

Route	Type of Change	% Change Trips	% Change Miles	Adverse Impact?
304	Add Saturday service, 60 minute frequency	100%	100%	No
309	Increase Saturday daytime frequency to 30 minutes	59%	69%	No
313	Realign via Old Grove/Frazee all day on weekdays	8%	36%	No
347	Add Saturday service, 60 minute frequency	100%	100%	No
355	Add Saturday/Sunday service, 120 minute frequency	100%	100%	No
357	Add Saturday/Sunday service, 120 minute frequency	100%	100%	No

(2) Service Equity Analysis for Minority Populations:

Disparate Impact Policy

NCTD Policy No. 31

A disparate impact occurs when the minority population adversely affected by a major service change as defined under NCTD Policy No. 30 is ten (10) percent more than the average minority population of the NCTD service area. A disparate impact may also occur when the non-minority population benefits from a major service change by ten (10) percent more than the average non-minority population of the NCTD service area.

Disparate impacts on routes with either span of service changes and/or frequency changes will be determined by analyzing all routes with such changes together. Disparate impacts on routes with segment elimination, re-routing, or route elimination will be determined on a route by route basis.

If a potential disparate impact is identified, NCTD must determine whether there are one or more alternatives that would serve the same legitimate objectives, but with less disparate impact on the basis of race, color, or national origin. If no other options are identified, then NCTD must have a substantial, legitimate justification for making the service change.

In the event a disparate impact is identified, NCTD will engage public participation to discuss less discriminatory alternatives or mitigation measures.

Data Analysis/Assessing Service Impacts

In 2012, significant changes were made to the NCTD bus network as part of a comprehensive operations analysis to consolidate routes, modify headways, and change route alignments. NCTD does not currently possess ridership data that would account for these changes as passenger surveys are conducted every five years. As such, the service equity analysis for minority population was conducted solely with 2010 Census data. No ridership data was used in conducting the service equity analysis for minority populations or low-income populations.

To conduct the service equity analysis for minority populations, NCTD used the 2010 Census table for Hispanic or Latino Origin by Race (P5) with the geographic type of Block Group (150). The minority population was calculated by subtracting the White alone - Not Hispanic or Latino population from the total population.

NCTD selected the block group as the geographic unit for the minority service equity analysis. This selection was made as block groups, instead of blocks, provide a better geographic representation of the data when viewing the service area as a whole and helped staff to orient and explain the proposed policies and procedures during the public participation process.

ArcGIS mapping software was used to conduct the minority service equity analysis by joining the Census demographic data with the corresponding block group using the geographic identification number. Route shapefiles were added to the map and assigned a one-quarter mile buffer to represent the distance that passengers are generally willing to walk to a bus stop. Demographics of each block group within the one-quarter mile route buffer were combined to determine the minority population of each route. Each route's minority population percentage was then compared to the service area minority population percentage to determine the impact of the proposed service change.

Determination of Disparate Impact

NCTD Service Area		
Total Population	**Minority Population**	**Percent Minority**
942,935	410,848	43.6%

Existing Service						
Route	**Minority Population**	**Total Population**	**Percent Minority**	**Service Area Minority Population**	**Percent Difference**	**Adverse Impact?**
304	37,335	114,585	32.6%	43.6%	-11.0%	No
309	75,774	192,292	39.4%	43.6%	-4.2%	No
313	34,201	60,522	56.5%	43.6%	12.9%	No
347	15,021	33,680	44.6%	43.6%	1.0%	No
355	52,361	83,035	63.1%	43.6%	19.5%	No
357	51,580	81,601	63.2%	43.6%	19.6%	No
TOTAL	**266,272**	**565,715**	**47.1%**	**43.6%**	**3.5%**	

Proposed Service						
Route	**Minority Population**	**Total Population**	**Percent Minority**	**Service Area Minority Population**	**Percent Difference**	**Adverse Impact?**
304	37,335	114,585	32.6%	43.6%	-11.0%	No
309	76,094	193,004	39.4%	43.6%	-4.1%	No
313	41,865	70,419	59.5%	43.6%	15.9%	No
347	15,021	33,680	44.6%	43.6%	1.0%	No
355	53,670	82,678	64.9%	43.6%	21.3%	No
357	52,889	81,244	65.1%	43.6%	21.5%	No
TOTAL	**276,874**	**575,610**	**48.1%**	**43.6%**	**4.5%**	

Analysis of Modifications

The proposed service changes result in six routes exceeding the major service change threshold of 25% and are therefore subject to a service equity analysis under the Title VI program. In evaluating these changes, all six were determined to be service improvements that would result in more trips, additional days of service, or greater route coverage.

Routes 304 and 309 have a minority population percentage that is below the service area minority population percentage (-11.0% and -4.2%). Of these two routes, only Route 304 exceeds the disparate impact policy threshold of "10% more than the average non-minority population of the NCTD service area". Routes 313, 347, 355, and 357 possess a minority population percentage that exceeds the service area minority population percentage.

The accrual of benefits from the proposed service improvement benefits a 48.1% minority population, which is 4.5% greater than the minority population of the service area. Additionally, the changes will result in a minority population benefit of 1% over the existing service minority population of 47.1%.

Under the proposed changes, Route 313 will possess a route length change that exceeds the 25% threshold for a major service change. In comparison with the existing service, the proposed service will increase the minority population percentage by 3% to 59.5%. As the proposed change is a service improvement, and will result in an increase to the percentage of the minority population served by Route 313, this change can be considered a service improvement.

Finding a Disparate Impact on the Basis of Race, Color, or National Origin

The proposed February 2014 service change does not result in a disparate impact finding as the proposed changes will benefit a minority population percentage that is greater than the service area minority population percentage.

Examining Alternatives

No alternatives were examined as the proposed changes will not result in a disparate impact.

(3) Service Equity Analysis for Low-Income Populations:

Disproportionate Burden Policy

NCTD Policy No. 32

> *A disproportionate burden occurs when the low-income population adversely affected by a major service change as defined under NCTD Policy No. 30 is 10% percent more than the average low-income population of the NCTD service area. A disproportionate burden may also occur when the non-low income population benefits from a major service change by 10% more than the average non-low income population of the NCTD service area.*
>
> *Disproportionate burden on routes with either span of service changes and/or frequency changes will be determined by analyzing all routes with such changes together. Disproportionate burden on routes with segment elimination, re-routing, or route elimination will be determined on a route by route basis.*
>
> *If NCTD finds a potential disproportionate burden, the agency will take steps to avoid, minimize, or mitigate impacts of the proposed change on the affected low income population and provide alternatives available to low income passengers affected by the service changes.*
>
> *In the event a disproportionate burden is identified, NCTD will engage public participation to discuss less discriminatory alternatives or mitigation measures.*

Selection of Comparison Population/Data Analysis

NCTD used the service area population as the comparison measure in performing the service equity analyses for minority and low-income populations.

To conduct the service equity analysis for low-income populations, NCTD used the 2010 American Community Survey (ACS) 5-year estimate table for Poverty Status in the Past 12 Months (S1701) with the geographic type of Census Tract (140).

The low-income population was taken from the population category of all individuals below 150 percent of the poverty level. NCTD selected 150 percent of the poverty level since SANDAG, the metropolitan planning organization for San Diego County, uses 150 percent to define the poverty level in the Onboard Passenger Transit Survey conducted every five years. If NCTD uses ridership data to conduct a future service equity analysis, the parameters for what constitutes the low-income threshold will be the same.

NCTD selected Census tract as the geographic unit for the low-income service equity analysis as income data is only available from the ACS dataset where Census tracts are the smallest geographic area available.

ArcGIS mapping software was used to conduct the low-income service equity analysis by joining the ACS data with the corresponding Census tracts using the geographic identification number. Route shapefiles were added to the map and assigned a one-quarter mile buffer to represent the distance that passengers are generally willing to walk to a bus stop. The low-income populations of each Census tract within the one-quarter mile route buffer were combined to determine the low-income population of each route. Each route's low-income population percentage was then compared to the service area low-income population percentage to determine the impact of the proposed service change.

Determination of Disproportionate Burden

NCTD Service Area		
Total Population	**Low-Income Population**	**Percent Low-Income**
942,571	183,777	19.5%

Existing Service						
Route	**Low-Income Population**	**Total Population**	**Percent Low-Income**	**Service Area Low-Income Population**	**Percent Difference**	**Adverse Impact?**
304	25,055	154,390	16.2%	19.5%	-3.3%	No
309	35,284	223,243	15.8%	19.5%	-3.7%	No
313	16,711	65,140	25.7%	19.5%	6.2%	No
347	8,470	43,159	19.6%	19.5%	0.1%	No
355	35,317	119,501	29.6%	19.5%	10.1%	No
357	35,317	119,501	29.6%	19.5%	10.1%	No
TOTAL	**156,154**	**724,934**	**21.5%**	**19.5%**	**2.0%**	

Proposed Service						
Route	**Low-Income Population**	**Total Population**	**Percent Low-Income**	**Service Area Low-Income Population**	**Percent Difference**	**Adverse Impact?**
304	25,055	154,390	16.2%	19.5%	-3.3%	No
309	35,284	223,243	15.8%	19.5%	-3.7%	No
313	19,305	79,303	24.3%	19.5%	4.8%	No
347	8,470	43,159	19.6%	19.5%	0.1%	No
355	36,752	119,593	30.7%	19.5%	11.2%	No
357	36,752	119,593	30.7%	19.5%	11.2%	No
TOTAL	**161,618**	**739,281**	**21.9%**	**19.5%**	**2.4%**	

Assessing Service Impacts

The proposed service changes result in six routes exceeding the major service change threshold of 25% and therefore subject to a service equity analysis under the Title VI program. In evaluating these changes, all six were determined to be service improvements that would result in more trips, additional days of service, or greater route coverage.

Routes 304 and 309 have a low-income population percentage that is below the service area low-income population percentage (-3.3% and -3.7%). Of these two routes, neither exceeds the disproportionate burden policy threshold of "10% more than the average non-low income population of the NCTD service area". Routes 313, 347, 355, and 357 possess a low-income population percentage that exceeds the service area low-income population percentage.

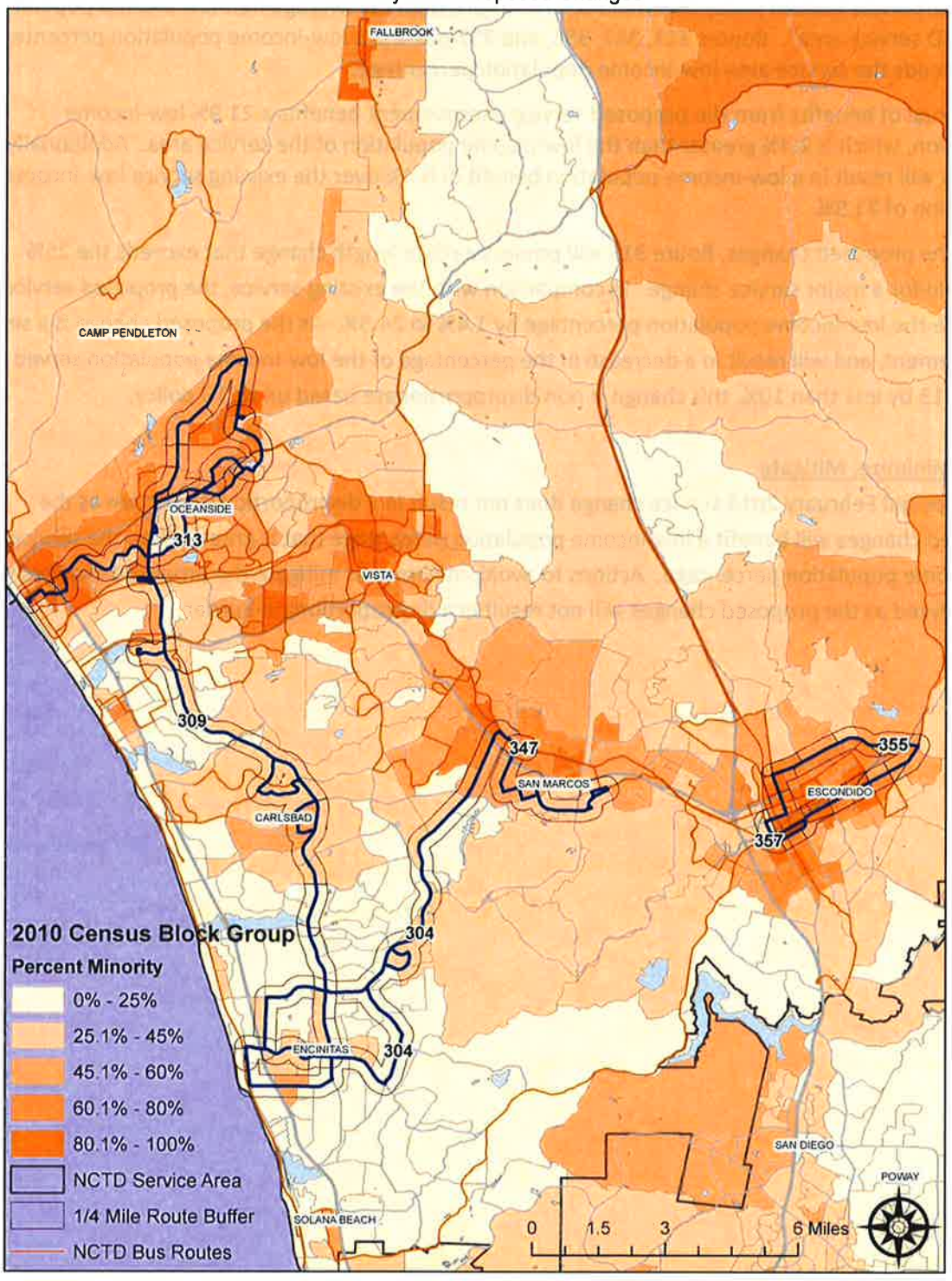
The accrual of benefits from the proposed service improvement benefits a 21.9% low-income population, which is 2.4% greater than the low-income population of the service area. Additionally, the changes will result in a low-income population benefit of 0.4% over the existing service low-income population of 21.5%.

Under the proposed changes, Route 313 will possess a route length change that exceeds the 25% threshold for a major service change. In comparison with the existing service, the proposed service will decrease the low-income population percentage by 1.4% to 24.3%. As the proposed change is a service improvement, and will result in a decrease in the percentage of the low-income population served by Route 313 by less than 10%, this change is non-disproportionate based on NCTD policy.

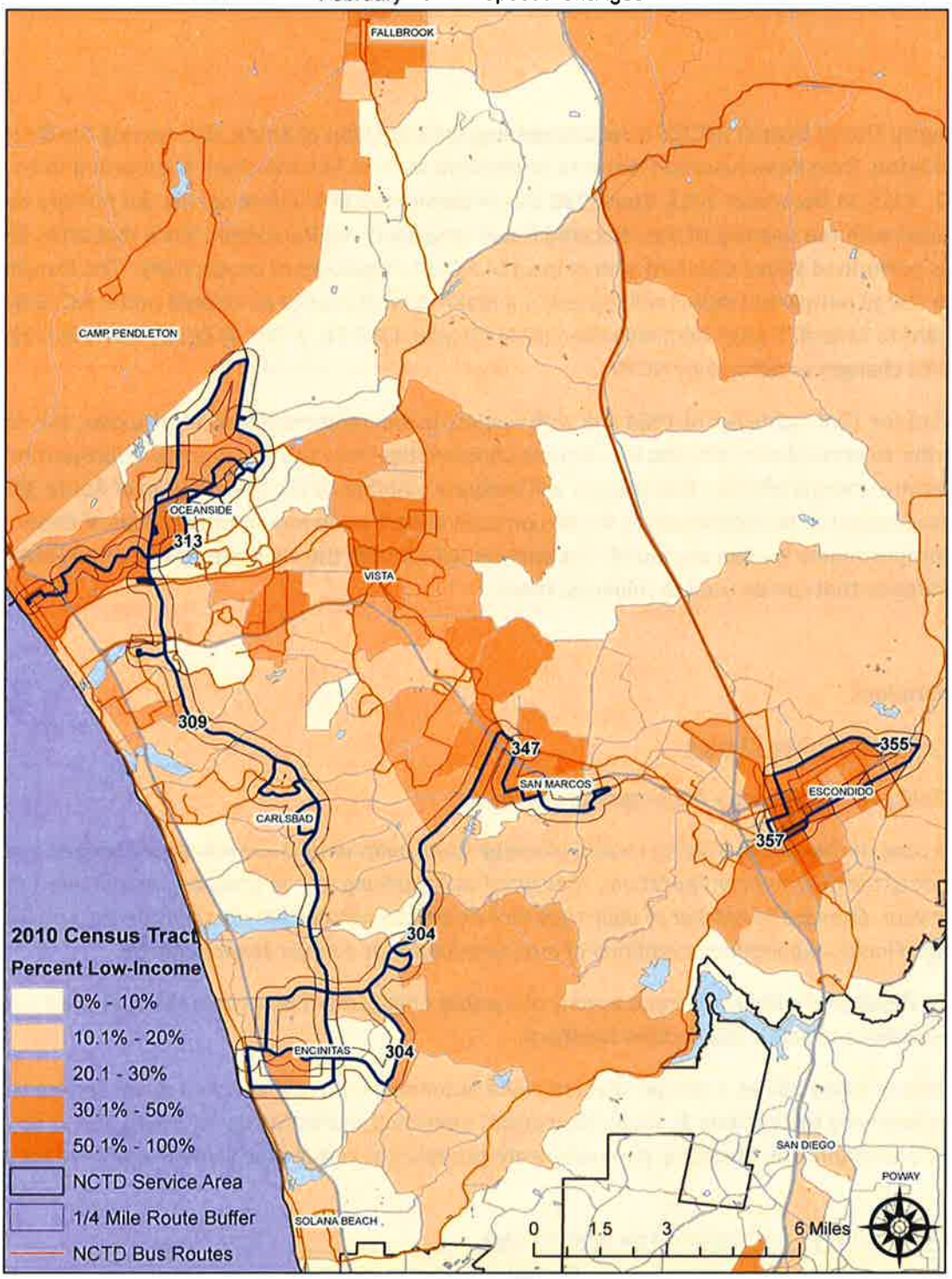
Avoid, Minimize, Mitigate

The proposed February 2014 service change does not result in a disproportionate burden as the proposed changes will benefit a low-income population percentage that is greater than the service area low-income population percentage. Actions to avoid, minimize or mitigate the proposed changes were not analyzed as the proposed changes will not result in a disproportionate burden.

Service Equity Analysis for Minority Populations
February 2014 Proposed Changes



Service Equity Analysis for Low-Income Populations
February 2014 Proposed Changes



NCTD Service Equity Analysis
BREEZE Route 392 – Oceanside Transit Center to Naval Hospital via Camp Del Mar

Background

The North County Transit District (NCTD) is recommending the transition of Route 392, serving the Naval Hospital on Camp Pendleton, from demonstration status to permanent service. The transition is proposed to be effective on February 1, 2015. In December 2013, Route 392 was implemented as a lifeline service for military members and their families with the opening of the relocated Naval Hospital Camp Pendleton. Since that time, BREEZE Route 392 has performed above standard with respect to NCTD's measures of productivity. The transition of BREEZE Route 392 to permanent status will represent a major service change as defined under NCTD Board Policy No. 30. Pursuant to Federal Transit Administration (FTA) Circular 4702.1B, a Title VI Equity Analysis is required for all major service changes as defined by NCTD.

Under Title VI of the Civil Rights Act of 1964 and with respect to environmental justice principles, this study is required in order to prevent minority and low-income communities from being subject to disproportionately high and adverse environmental effects. This analysis will evaluate whether or not the addition of Route 392 would have a disparate impact or disproportionate burden on both minority and low-income groups. If either a disparate impact or disproportionate burden are found, this analysis will identify the available service alternatives and mitigation strategies that can be used to minimize them.

Policy Considerations

Qualification as Major Service Change

NCTD Board Policy No. 30 defines a major service change as:

> *"All proposed changes to existing routes, whereby route miles or revenue miles are changed in excess of 25 percent of their current configurations, measured as happening at one time, or cumulatively within a single year. Changes in number of daily trips that exceed 25 percent are also considered a major service change. Finally, elimination or addition of a route qualifies as a major service change."*

This policy was developed with public input as part of a public engagement process in October 2013 when NCTD held public workshops to solicit stakeholder feedback.

The introduction of Route 392 as a new permanent route automatically qualifies it as a major service change. For reference, the following table (**Table 1**) shows the current operating characteristics of Route 392 as operated under the demonstration. The operating parameters are proposed to remain the same if approved for permanent operation.

Table 1: Operating Characteristics of Proposed Major Service Change

Route	Description of Service Change	Proposed		
		Trips	Route Miles	Revenue Miles
392	New Service (Weekdays Only)	36	5.6	200.87

Purpose of Service Change

In December 2013, NCTD implemented Route 392 as a demonstration service. The initial consideration for a new route was driven by the relocation of the Naval Hospital Camp Pendleton, which was formerly served by NCTD Route 315. Because the new location would have no transit access, and several of the hospital's workers and patients used Route 315 on a regular basis, NCTD considered the addition of service to the new hospital. Though other alternatives were reviewed, NCTD determined that the new hospital would be well-served through the addition of a new direct route that connects with seven other bus routes and four different rail services at Oceanside Transit Center. The route also provides access for workers and shoppers to the Marine Corps Exchange. During this demonstration period, Route 392 has performed efficiently under NCTD's route performance standards.

Definition of Minority and Low-income Persons

This analysis will use the following definitions of minority and low-income persons, as defined in the FTA Circular 4702.1B:

- The FTA defines minority persons as American Indian and Alaska Native, Asian, African American, Hispanic or Latino, and Native Hawaiian or other Pacific Islander.
- The FTA encourages agencies to use a locally developed threshold for low-income person that is "at least as inclusive as the HHS poverty guidelines." In coordination and in consistency with the San Diego Association of Governments' (SANDAG) Onboard Passenger Survey, as well as with NCTD's previous Title VI equity analysis, this analysis defines a low-income person as an individual whose household income is at or below 150 percent of the poverty level as defined by the United States Census Bureau.

Definition of Disparate Impact and Disproportionate Burden

This analysis will evaluate whether or not the addition of Route 392 would have a disparate impact or disproportionate burden on both minority and low-income groups. In order to provide the standards for the analysis, this section defines the criteria that NCTD policy considers as qualification for a disparate impact and disproportionate burden. These policies were developed with public input in October 2013 when NCTD held public workshops to solicit stakeholder feedback. In November of 2013, the NCTD Board of Directors approved NCTD Board Policy Nos. 31 and 32 which defined the thresholds for disparate impacts and disproportionate burdens, respectively.

- NCTD Board Policy No. 31: *A **disparate impact** occurs when the minority population adversely affected by a major service change as defined under NCTD Policy No. 30 is ten (10) percent more than the average minority population of the NCTD service area. A disparate impact may also occur when the non-minority population benefits from a major service change by ten (10) percent more than the average non-minority population of the NCTD service area.*

  If a potential disparate impact is identified, NCTD must determine whether there are one or more alternatives that would serve the same legitimate objectives, but with less disparate impact on the basis of race, color, or national origin. If no other options are identified, then NCTD must have a substantial, legitimate justification for making the service change. In the event a disparate impact is identified, NCTD will engage public participation to discuss less discriminatory alternatives or mitigation measures.

For example, if the NCTD service area average is 40 percent minority, then a proposed service change that adversely affects a population that is 50 percent minority or greater would be defined as a disparate impact.

- NCTD Board Policy No. 32: *A **disproportionate burden** occurs when the low-income population adversely affected by a major service change as defined under NCTD Policy No. 30 is ten (10) percent more than the average low-income population of the NCTD service area. A disproportionate burden may also occur when the non-low-income population benefits from a major service change by ten (10) percent more than the average non-low-income population of the NCTD service area.*

  If NCTD finds a potential disproportionate burden, the agency will take steps to avoid, minimize, or mitigate impacts of the proposed change on the affected low-income population and provide alternatives available to low-income passengers affected by the service changes. In the event that a disproportionate burden is identified, NCTD will engage public participation to discuss less discriminatory alternatives or mitigation measures.

  For example, if the NCTD service area average is 25 percent low-income (75 percent non-low-income), then a proposed service change that benefits a population that is 85 percent non-low-income or greater would be defined as a disproportionate burden.

Methodology

The FTA guidelines allow transit agencies to use either ridership or population data as a basis to conduct the Title VI equity analysis. For this analysis, the 5-year estimates dataset from the American Community Survey (ACS) 2008-2012 is used for both the minority and low-income populations. This dataset is currently the most recent available from the US Census Bureau.

The Census block group level was chosen for both minority and low-income analyses, as it was the smallest geographic level available from the American Community Survey and most appropriate for Route 392. Since the proposed Route 392 is a short route covering only a small area, Census tracts were not a suitable choice for this analysis. It should be noted that a large segment of proposed Route 392 lies within the military base of Camp Pendleton, and almost the entire area of Camp Pendleton is made up of only one Census block group. No smaller geographic unit is available. Therefore, for that segment of the route in Camp Pendleton, this analysis considers the demographics of nearly the entire population of Camp Pendleton—although a large portion of the Camp Pendleton population lives in this southwest area.

To conduct the analysis for minority populations, NCTD used the table for *Hispanic or Latino Origin by Race* from ACS 2008-2012 (5-year estimates). The total minority population in each Census block group was calculated by subtracting the "White alone – Not Hispanic or Latino" population from the total population. This is consistent with the FTA definition of minority persons.

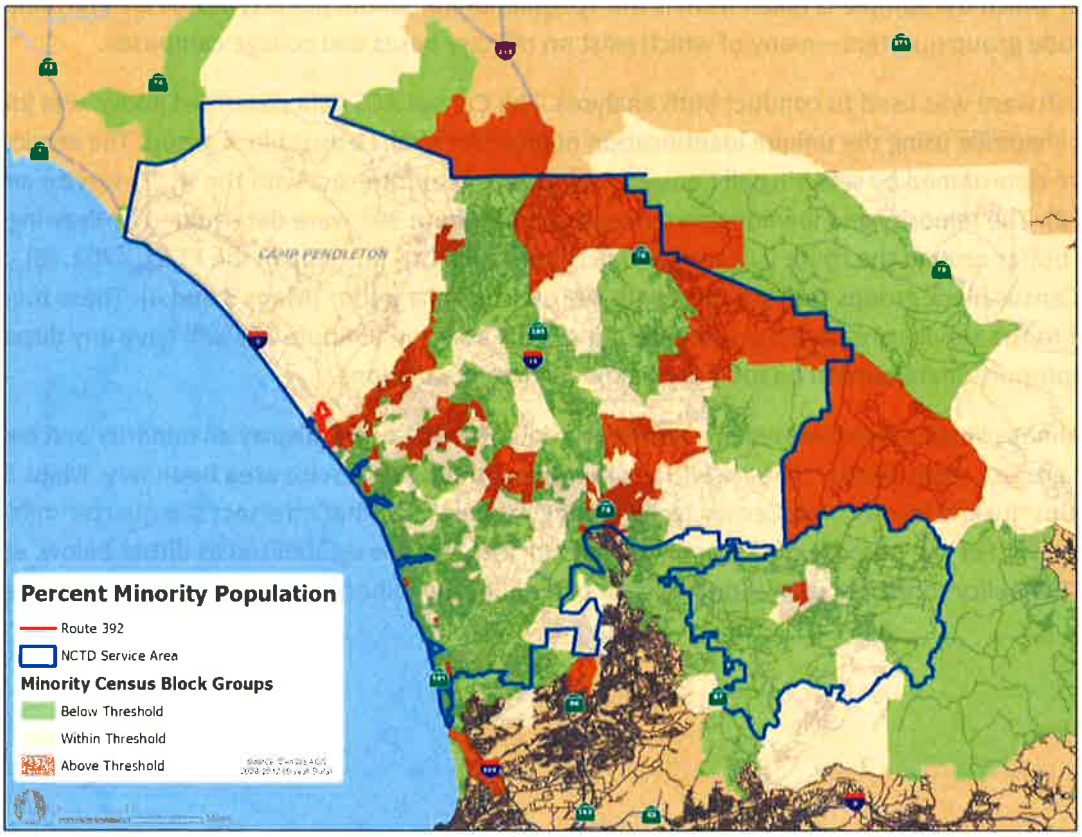
To conduct the analysis for low-income populations, NCTD used the table for *Ratio of Income to Poverty Level in the Past 12 Months* from ACS 2008-2012 (5-year estimates). The total population in each Census block group at 150 percent of the poverty level was calculated by subtracting the categories below the ratio of 1.5 from the total population. This is consistent with the FTA recommended definition of low-income persons as previously stated. The total population in this dataset is lower than the total population in the minority dataset because the

"universe" for which the sample is taken from is the "population for whom poverty status is determined," which does not include group quarters—many of which exist on military bases and college campuses.

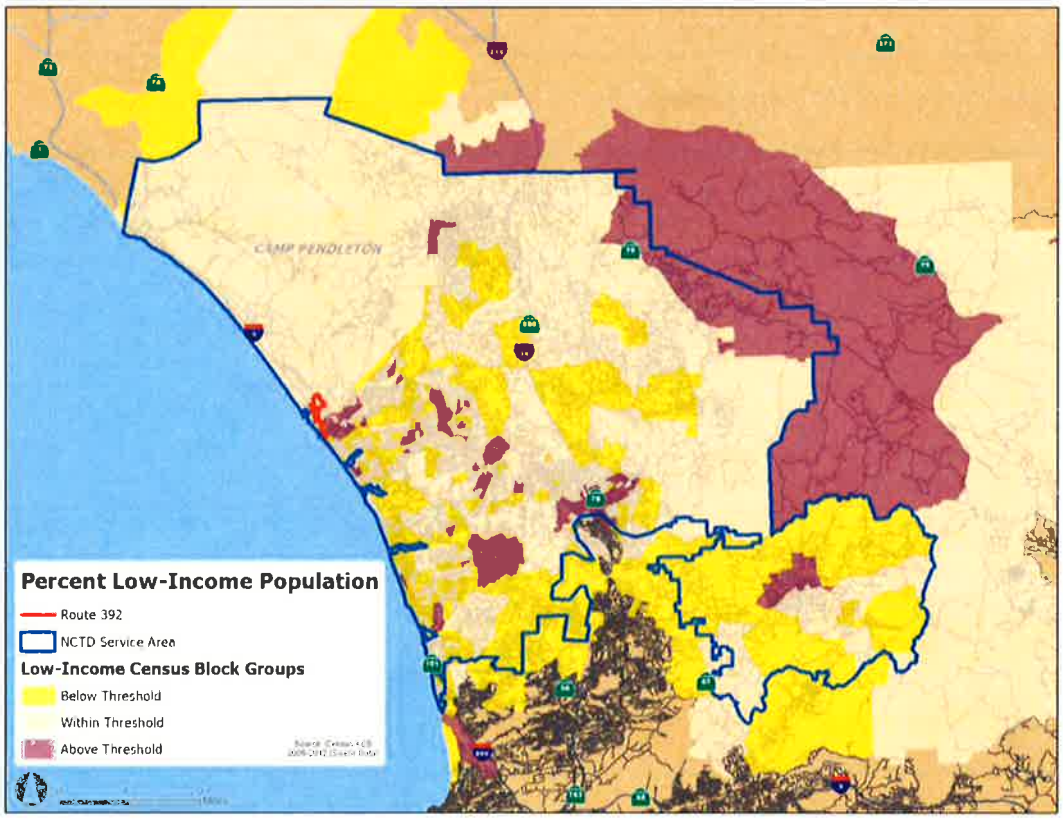
ESRI ArcGIS software was used to conduct both analyses. The Census ACS data described above was joined with a Census block shapefile using the unique identification number for each Census block group. The service area averages were determined by selecting all Census block groups that intersect with the NCTD service area shapefile (**Maps 1 and 2**). The minority and low-income percentages for Route 392 were determined by drawing a one-quarter-mile buffer around the route (suggested walking distance to a bus stop in the FTA C 4702.1B), and by selecting all Census block groups that intersect with the quarter-mile buffer (**Maps 3 and 4**). These numbers will be compared to the service area averages to determine if the addition of Route 392 will have any disparate impact or disproportionate burden on minority or low-income populations.

The following maps show a visual representation of this data. **Maps 1 and 2** display all minority and low-income Census block groups, respectively, that are within or intersect the NCTD service area boundary. **Maps 3 and 4** display the minority and low-income Census block groups, respectively, that intersect the quarter-mile buffer around Route 392. For the purpose of this analysis, the block groups are symbolized as either below, above, or within the NCTD policy threshold of plus or minus 10 percent of the minority or low-income service area average.

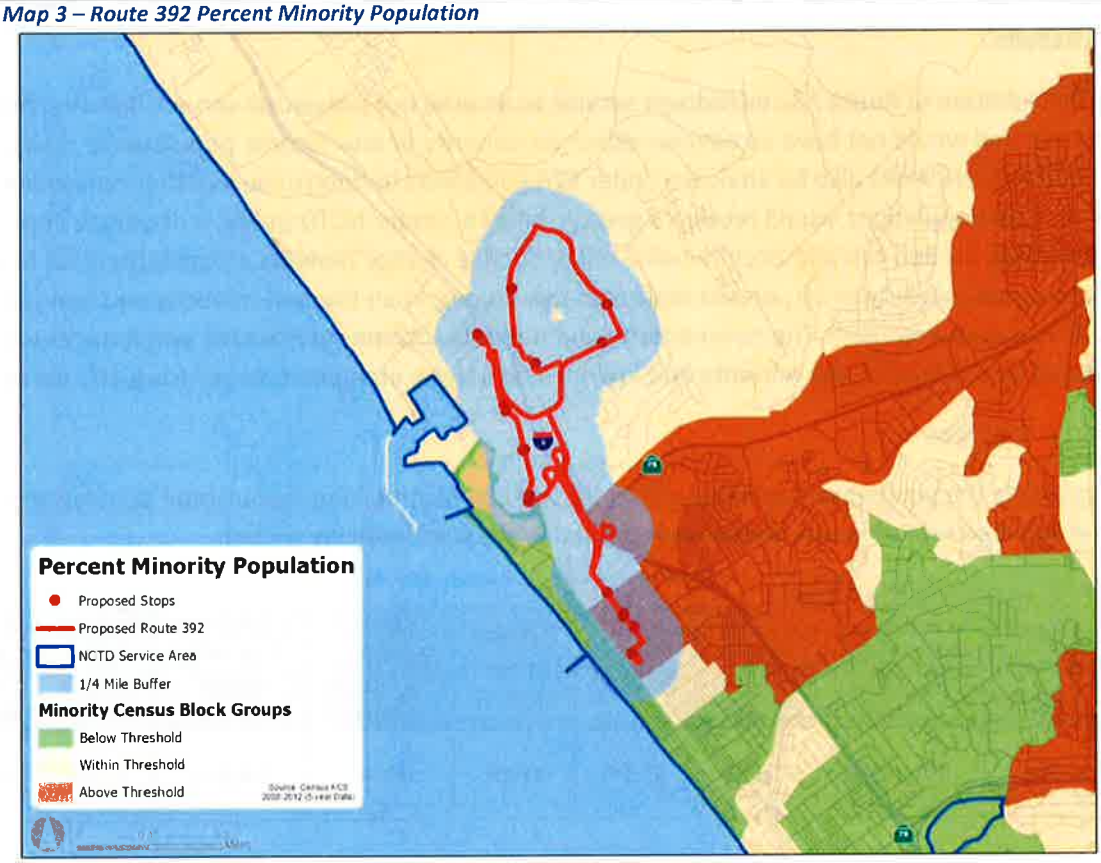
Map 1 – NCTD Service Area Minority Population



Map 2 – NCTD Service Area Low-Income Population



Map 3 – Route 392 Percent Minority Population



Map 4 – Route 392 Percent Low-Income Population



Analysis Results

Because the addition of Route 392 introduces service to an area not previously served, it is a service improvement and would not have an adverse effect on minority or low-income populations. However, a service improvement must also be analyzed under FTA guidelines to determine whether non-minority or non-low-income populations would receive a greater benefit. Under NCTD policy, a disparate impact or disproportionate burden can also occur when a major service change benefits a population that is 10 percent *more non-minority* or 10 percent *more non-low-income* than the non-minority and non-low-income service area averages[1]. The non-minority and non-low-income service area percentages would be calculated by subtracting the minority and low-income service area percentages from 100 percent.

Service Area Averages

Table 2 presents the percent minority/non-minority and low-income/non-low-income populations within the NCTD service area, calculated as described in the Methodology section.

Table 2 – NCTD Service Area Percentages

	Number of Block Groups	Total Population for Minority Analysis	Minority Population	**Percent Minority**	**Percent Non-minority**	Total Population for Income Analysis	Low Income Population below 150%	**Percent Low-Income at 150%**	**Percent Non-low-Income**
NCTD Service Area	499	954,267	402,379	**42.2%**	**57.8%**	932,482	196,513	**21.1%**	**78.9%**

As mentioned previously, the total population for the low-income analysis is slightly lower than the total population for the minority analysis because the "universe" for which the Census ACS low-income sample is taken from is the "population for whom poverty status is determined," which does not include group quarters, according to the Census Bureau. Group quarters often exist on military bases, and therefore, those people living in group quarters on Camp Pendleton are not counted in the low-income Census data. They are, however, counted in the minority data.

Minority Analysis (Disparate Impact)

Table 3 shows the percent minority/non-minority population within the Census block groups affected by the proposed new service Route 392, calculated as described in the Methodology section.

Table 3 – Minority Analysis

Route	Type of Service Change	Number of Block Groups Affected	Total Population for Minority Analysis	Minority Population Affected	**Route 392 Percent Minority**	**Route 392 Percent Non-minority**	**Percent Difference from Service Area Average**	**Outside Policy Threshold (+10% non-minority)?**
392	New Route	11	49,719	21,581	**43.4%**	**56.6%**	**-1.2%**	**No**

[1] In other words, a disparate impact or disproportionate burden can occur when a major service change benefits a population that is 10 percent *less minority* or 10 percent *less low-income* than the minority and low-income service area averages.

As shown in Table 3, the percentage of the population affected by the addition of Route 392 is 56.6 percent non-minority, which is 1.2 percent less non-minority than the service area average of 57.8 percent—likewise, 1.2 percentage greater minority than the minority service area average of 42.2 percent. Since this is not outside the policy threshold of 10 percent non-minority, and would actually benefit a minority population that is greater than the service area minority population percentage, this service improvement would not result in a disparate impact.

Low-Income Analysis (Disproportionate Burden)

Table 4 shows the percent low-income/non-low-income population within the Census block groups that would be affected by the proposed new service Route 392, calculated as described in the Methodology section.

Table 4 – Low-Income Analysis

Route	Type of Service Change	Number of Block Groups Affected	Total Population for Income Analysis	Low-Income Population Affected	**Route 392 Percent Low-Income**	**Route 392 Percent Non-Low-income**	**Percent Difference from Service Area Average**	**Outside Policy Threshold (+10% non-low-income)?**
392	New Route	11	34,296	9,055	**26.4%**	**73.6%**	**-5.3%**	**No**

The percentage of the population affected by the addition of Route 392 is 73.6 percent non-low-income, which is 5.3 percent less non-low-income than the service area average of 78.9 percent—likewise, 5.3 percent greater low-income than the service area average of 21.1 percent. Since this is not outside the policy threshold of 10 percent non-low-income, and would actually benefit a low-income population that is greater than the service area low-income population percentage, this service improvement would not result in a disproportionate burden.

Summary of Conclusions

The results of this service equity analysis found that, under FTA guidelines and NCTD policy, the addition of proposed Route 392 to the NCTD bus network would have no disparate impact or disproportionate burden on the affected minority or low-income populations. Consequently, no available service alternatives or mitigation strategies were considered.

CALL TO ORDER

Bill Horn, Board Chair, called the special/closed session meeting to order at 1:02 p.m.

ROLL CALL OF BOARD MEMBERS

Mark Packard (City of Carlsbad); Don Mosier (City of Del Mar); Tony Kranz (City of Encinitas); Ed Gallo (City of Escondido); Gary Felien (City of Oceanside); Rebecca Jones (City of San Marcos); Mike Nichols (City of Solana Beach); John Aguilera (City of Vista); Bill Horn (County of San Diego).

The Board went into Closed Session at 1:03 p.m. to discuss item i.

CLOSED SESSION

i. Closed Session Pursuant to Government Code Section 54957.6 – Public Employee Performance Evaluation, Title: Executive Director

The Board returned from Closed Session at 1:34 p.m. Lori Winfree, General Counsel, stated that there was no reportable action from Closed Session.

WORKSHOP

W1. FY 13 Financial Results

Mr. Kevin Starkey, Partner with the auditing firm of MGO, reviewed the FY 13 financial results.

Chair Horn requested staff provide the Board with a list of capital projects that were referenced in the FY 13 financial results presentation.

W2. Monthly Ridership and Financial Performance Update

Ryan Bailey, Chief Financial Officer, reviewed the Monthly Ridership and Performance Report.

W3. Annual CalPERS Report

Ryan Bailey provided the Board with an update on the annual CalPERS report.

CALL TO ORDER

Bill Horn, Board Chair, called the regular meeting to order at 2:05 p.m.

ROLL CALL OF BOARD MEMBERS

Mark Packard (City of Carlsbad); Don Mosier (City of Del Mar); Tony Kranz (City of Encinitas); Ed Gallo (City of Escondido); Gary Felien (City of Oceanside); Rebecca Jones (City of San Marcos); Mike Nichols (City of Solana Beach); John Aguilera (City of Vista); Bill Horn (County of San Diego).

PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Board member Rebecca Jones led the Pledge of Allegiance to the American Flag.

CHANGES TO THE AGENDA

None

PUBLIC COMMUNICATIONS

Ms. Alicia Voeks, Oceanside, stated route 392 to the Naval Hospital was working out great.

Mr. Randy Ziglar, Carlsbad, CA, spoke in praise of the Rail-2-Rail program and suggested NCTD reach out to colleges and Camp Pendleton to inform them of the program. He spoke on his concerns that the evening buses to Palomar College do not run late enough.

APPROVAL OF MINUTES

MOTION BY REBECCA JONES TO APPROVE THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 21, 2013, SECONDED BY DON MOSIER. MOTION CARRIED UNANIMOUSLY.

CONSENT ITEMS

1. Authorize Executive Director to Execute Exhibit A-3, San Luis Rey Transit Center Project, to Addendum 18 to the Master Memorandum of Understanding between Metropolitan Transit System, San Diego Association of Governments and North County Transit District
2. Approve Supplemental Agreement for Assignment of Centralized Train Control (CTC) Support and Maintenance Services and Optional Positive Train Control (PTC) Integration Support from Agreement # 10054 (HTSI) to Agreement # 11046 (HTI)
3. Committee Chair Reports
4. 2014 Key Event Calendar
5. Receive Monthly Report of Contract Actions Issued by NCTD Under the Executive Director's Authority

6. Monthly Safety Report

7. Monthly Security Report

8. Monthly Positive Train Control Report

9. Monthly Intergovernmental Affairs Report

10. Monthly Contract Operators Key Performance Indicators Report

MOTION BY MARK PACKARD TO APPROVE AGENDA ITEMS 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10, SECONDED BY ED GALLO. MOTION CARRIED UNANIMOUSLY.

OTHER BUSINESS

11. Conduct Public Hearing and Approve BREEZE Major Service Changes to be Implemented February 2, 2014

Bill Olszanicky, Manager of Service Implementation, reviewed the proposed BREEZE service changes.

CHAIR HORN OPENED THE PUBLIC HEARING.

Mr. Glenn Leider, Carlsbad, CA, spoke on extending route 313 to the new San Luis Rey Transit Center and questioned service changes to routes 309 and 311 and 315.

Mr. Anthony Kwo, Oceanside, CA, spoke on correcting connections for route 395 at the Oceanside Transit Center and requested a bench outside the Oceanside Public Library.

Mr. Anthony Wright, Oceanside, CA, questioned the service hours for route 309 on Saturdays.

Ms. Anais Campos, Vista, CA, spoke in support of changes for route 304 and asked if these changes were permanent.

Ms. Michelle Dolrin, Oceanside, CA, requested route 318 run later to meet the last COASTER and SPRINTER.

Mr. Randy Ziglar, Carlsbad, CA, stated that he appreciates the 30 minute service on route 309 and spoke in support of the drivers.

Board member Gallo thanked staff for increased service in Escondido.

CHAIR HORN CLOSED THE PUBLIC HEARING.

BOARD MEMBERS NICHOLS AND JONES REQUESTED A BRIEFING REGARDING NCTD'S MANAGEMENT OF RAIL AND BUS TRANSFER CONNECTIONS.

MOTION BY REBECCA JONES TO APPROVE AGENDA ITEM 11, SECONDED BY ED GALLO. MOTION CARRIED UNANIMOUSLY.

12. LIFT/ADA Paratransit/FLEX Contractor Transition Activities:

    1. Authorize the Executive Director to Execute Supplemental Agreement 12 to Terminate ALC's Contract for the Provision of LIFT Services.
    2. Approve Sole Source Supplemental Agreement with First Transit for the Provision of LIFT and FLEX Services through June 30, 2017 at a cost not-to-exceed $13,100,000 (Supplemental Agreement 10)
    3. Authorize the purchase of fuel to support LIFT and FLEX operations and the payment of initial and ongoing software costs, estimated at $352,000 assuming five (5) months of fuel purchase.
    4. Approve the purchase of vehicles to support LIFT operations with a cost not-to-exceed $3.3 million.

    Mike Wygant, Deputy Chief Operations Officer, reviewed the activities related to the Lift/ADA Paratransit/FLEX contractor transition.

    Ms. Regina Yocum, Vista, CA, spoke on her concerns regarding the unreliability of the taxi service and buses difficult to board.

    Ms. Juliet Cody, Escondido, CA, spoke on her concerns regarding First Transit's dispatching.

    Mr. Greg Hoffman, Carlsbad, CA, spoke on his concerns regarding the timeline for transition and First Transit's previous service.

    Ms. Ethel Miranda stated the blind community is concerned about the transition and stated they need reliability and safety.

    Mr. Peter (no last name given) spoke on his concerns with First Transit's previous service.

    Mr. Chris Arkano, San Marcos, CA, stated that ALC made him feel safe.

    Ms. Diedra Frank provided written comment in support of the service provided by ALC and was read into the record by Chair Horn.

    Mr. Michael Barry Pietronico, Vista, CA, an independent taxi consultant for ALC, spoke on his concerns about the transition.

BOARD MEMBER JONES REQUESTED THE BOARD RECEIVE MONTHLY UPDATES ON FIRST TRANSIT'S PERFORMANCE RELATED TO THE LIFT/ADA PARATRANSIT AND FLEX TRANSITION.

MOTION BY REBECCA JONES TO APPROVE AGENDA ITEM 12 IN ITS ENTIRETY, SECONDED BY MARK PACKARD. MOTION CARRIED UNANIMOUSLY.

13. Award Contract #14006-OS for Project Management Consultant Services

    Peykan Abbassi, Chief Development Officer, reviewed the agenda item.

    MOTION BY MIKE NICHOLS TO APPROVE AGENDA ITEM 13, SECONDED BY ED GALLO. MOTION CARRIED UNANIMOUSLY.

    MARK PACKARD LEFT AT 3:47 P.M.

14. Adopt FY 2014 Revised Operating Budget and FY 2014-2018 Revised Capital Improvement Program

    Ryan Bailey, Chief Financial Officer, reviewed the revised 2014 Operating Budget and FY 2014-2018 revised Capital Improvement Program.

    MOTION BY ED GALLO TO APPROVE AGENDA ITEM 14, SECONDED BY JOHN AGUILERA. MOTION CARRIED UNANIMOUSLY.

15. Adopt 2014 Board and Committee Meeting Schedule

    Lori Winfree, General Counsel, reviewed the proposed 2014 Board and Committee meeting schedule.

    MOTION BY ED GALLO TO APPROVE AGENDA ITEM 15, SECONDED BY DON MOSIER. MOTION CARRIED UNANIMOUSLY.

16. Authorize Executive Director to Exercise Sole Source Option to Extend Agreement #05026 for SPRINTER Operations for a term of Eighteen (18) Months

    Nick Freeman, Deputy Chief Operations Officer, reviewed agenda item 16.

    BOARD MEMBER KRANZ REQUESTED THE BOARD RECEIVE AN UPDATE ON THE STATUS OF THE SPRINTER BRAKES.

    MOTION BY DON MOSIER TO APPROVE AGENDA ITEM 16, SECONDED BY TONY KRANZ. MOTION CARRIED UNANIMOUSLY.

17. Authorize Executive Director to Increase Purchase Order # 29935-OP Under Contract # 6058-OS to HNTB Corporation for Positive Train Control Program Management

    Eric Roe, Deputy Chief Operations Officer-Rail Systems, reviewed agenda item 17.

    MOTION BY REBECCA JONES TO APPROVE AGENDA ITEM 17, SECONDED BY ED GALLO. MOTION CARRIED UNANIMOUSLY.

18. Receive and Complete 2014 Committee Preference

    Lori Winfree, General Counsel, reviewed the 2014 Committee Preference memo.

- **CHIEF EXECUTIVE OFFICER'S REPORT**

Lori Winfree, General Counsel, provided the Board with an update on the acquisition of property in Escondido.

Matthew Tucker informed the Board that: the General Liability insurance renewal premium was $1.6M, a savings of $369K; Tom Zoll, Chief of Transit Enforcement is retiring; staff would contact them regarding dates for the 2014 Board retreat.

- **BOARD MEMBER REPORTS, COMMENTS AND CORRESPONDENCE**

Board member Kranz requested staff research current law and report back to the Board regarding a lawsuit related to railroad crossings in San Clemente, CA.

- **REMAINING PUBLIC COMMUNICATIONS**

None

- **ADJOURNMENT**

The meeting adjourned at 4:17 p.m. Submitted by Jill McNaughton, Clerk of the Board for North County Transit District.

CHAIRMAN: _____

CLERK OF THE BOARD: _____

DATE: _____

For individuals with sensory disabilities, this document is available in alternate formats. For information, please contact the Clerk of the Board at 760/967-2808. Persons with hearing impairment, please use the California Relay Service (CRS): 800/735-2929 TTY; 800/735-2922 voice; 800/855-3000 Spanish. CRS Customer Service: 800/735-0373 or 800-735-0193 TTY.

NORTH COUNTY TRANSIT DISTRICT

MINUTES OF THE SPECIAL MEETING AND THE REGULAR MEETING OF NORTH COUNTY TRANSIT DISTRICT HELD DECEMBER 18, 2014

CALL TO ORDER

Bill Horn, Board Chair, called the special meeting to order at 1:00 p.m.

ROLL CALL OF BOARD MEMBERS

1. Mark Packard (City of Carlsbad);
2. Don Mosier (City of Del Mar);
3. Tony Kranz (City of Encinitas);
4. Ed Gallo (City of Escondido);
5. Chuck Lowery (City of Oceanside)
6. Rebecca Jones (City of San Marcos);
7. Bill Horn (County of San Diego);
8. John Aguilera (City of Vista).

Mike Nichols (City of Solana Beach) was absent.

WORKSHOP

W1. Procurement System Review Presentation:
The Board of Directors received a presentation by George Harris from Calyptus Consulting Group with an overview of the Procurement System Review that was conducted by them for NCTD.

W2. Expressive Activities Presentation:
Lori Winfree, General Counsel and Jaime Becerra, Chief Transit Enforcement Officer, updated the Board of Directors on the locations and time restrictions noted in NCTD Ordinance No. 3 regarding expressive activities. Staff will return to the Board at a later time to discuss proposed recommendations to this ordinance.

Board member Gallo asked if MTS has a similar policy in their service area. Staff will investigate and let him know. Board members Mosier and Jones suggested signage be placed to designate proper locations where the expressive activities should take place at each station.

CALL TO ORDER

Bill Horn, Board Chair, called the regular meeting to order at 2:00 p.m.

ROLL CALL OF BOARD MEMBERS

1. Mark Packard (City of Carlsbad);
2. Don Mosier (City of Del Mar);
3. Tony Kranz (City of Encinitas);
4. Ed Gallo (City of Escondido);
5. Chuck Lowery (City of Oceanside)
6. Rebecca Jones (City of San Marcos);
7. Bill Horn (County of San Diego);
8. John Aguilera (City of Vista).

Mike Nichols (City of Solana Beach) was absent.

PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Board member Jones led the Pledge of Allegiance to the American Flag.

CHANGES TO THE AGENDA

Lori Winfree, General Counsel, noted to the Board that there were two items with non-substantive revisions that were provided to the Board and public as a "pink sheet": 1) the minutes of the November 20, 2014 meeting, and Agenda Item 2A – Amendment to Executive Director's Employment Agreement.

PUBLIC COMMUNICATIONS

Linda Searcy, Carlsbad, spoke on her concerns regarding LIFT Paratransit. She currently lives outside the ¾ mile service area and wishes to be grandfathered in to the program so she can still receive service.

Mystie Bollaert, Carlsbad, expressed her concern about the discontinuation of ID cards for service animals.

APPROVAL OF MINUTES OF THE NOVEMBER 20, 2014 SPECIAL AND REGULAR BOARD MEETINGS:

ON THE MOTION OF BOARD MEMBER KRANZ TO APPROVE THE MINUTES OF THE NOVEMBER 20, 2014 SPECIAL AND REGULAR BOARD MEETINGS, SECONDED BY BOARD MEMBER AGUILERA.

AYES:	PACKARD, MOSIER, KRANZ, JONES, GALLO, HORN, AGUILERA
NOES:	NONE
ABSENT:	NICHOLS
ABSTAIN:	LOWERY

MOTION CARRIES.

CONSENT ITEMS:

1. Authorize Sole Source Extension of Contract 7044-OS to Tristar Risk Management Services for Administration of Existing Workers' Compensation Claims

2. Approve Amendment to Employment Agreement: Executive Director

3. Authorize the Executive Director to Award a Five (5) Year Contract to Rebuild COASTER Traction Drive Motors

4. Receive Nominations for Board Chair and Vice-Chair

5. Adopt Calendar Year 2015 Board and Committee Meeting Schedule

6. Adopt 2015 Key Event Calendar

7. Receive Board Committee Preference Selection

8. Receive Monthly Intergovernmental Affairs Report

9. Receive Monthly Planning Division Update

10. Authorize the Executive Director to Pay Comprehensive General Liability Insurance Premium for Policy Year 2015

11. Approve 2015 Legislative Agenda

ON THE MOTION OF BOARD MEMBER JONES TO APPROVE CONSENT ITEMS 1 THROUGH 11, SECONDED BY BOARD MEMBER KRANZ.

AYES:	PACKARD, MOSIER, KRANZ, LOWERY, JONES, GALLO, HORN, AGUILERA
NOES:	NONE
ABSENT:	NICHOLS
ABSTAIN:	NONE

MOTION CARRIES.

NOTE:
Following notification by a member of the public that access to the Board Room had been temporarily disabled just prior to the vote on the consent agenda items, by recommendation of General Counsel, Chairman Horn, after asking whether the public wanted to pull any items for discussion, requested a re-vote on consent items 1-11.

ON THE MOTION OF BOARD MEMBER JONES TO APPROVE CONSENT ITEMS 1 THROUGH 11, SECONDED BY BOARD MEMBER GALLO.

AYES: PACKARD, MOSIER, KRANZ, LOWERY, JONES, GALLO, HORN, AGUILERA
NOES: NONE
ABSENT: NICHOLS
ABSTAIN: NONE

MOTION CARRIES.

OTHER BUSINESS

12. Conduct Public Hearing and Consider Approval of Staff Recommendation to Transition BREEZE Route 392 from Demonstration Status to Permanent Service

Johnny Dunning, Manager of Service Implementation, made a presentation to the Board of Directors recommending the transition of BREEZE Route 392 from demonstration status to permanent service. After receipt of no public comment at the meeting, the Board closed the 30-day public comment period and moved forward with staff's recommendation to transition the route to permanent service.

ON THE MOTION OF BOARD MEMBER GALLO TO APPROVE AGENDA ITEM 12, SECONDED BY BOARD MEMBER AGUILERA.

AYES: PACKARD, MOSIER, KRANZ, JONES, LOWERY, GALLO, HORN, AGUILERA
NOES: NONE
ABSENT: NICHOLS
ABSTAIN: NONE

MOTION CARRIES.

13. Conduct Public Hearing and Consider Adoption of Proposed Modifications to NCTD Ordinance Nos. 1, 2 and 3 Regarding Smoking of Electronic Cigarettes, Alcohol Consumption on COASTER before 9:00 p.m. and Rules and Regulations Related to NCTD Vehicles and Facilities

Lori A. Winfree, General Counsel, provided the Board with a presentation on the proposed changes to NCTD Ordinances Nos. 1 – 3. The Board was advised that staff recommended the modified ordinances would become effective on February 1, 2015, to allow time for public education and to coincide with the release of NCTD's 2015 Rider's Guide.

Pamela Myers, Oceanside, expressed her disappointment about being exposed to second hand smoke and electronic cigarette smoke at the stations. She requested that the 25-foot

restriction from NCTD property be kept in the proposed Ordinance. She also inquired about the responsibility of Code Enforcement Officers to cite smokers in Parking Lot 26 in Oceanside.

Eric Collins, San Diego, Director of Alcohol Policy Panel in San Diego County, expressed his support for the alcohol ban and his support for the proposed rescinding of Ordinance No. 2.

Joe Kellejian, Vista, spoke on behalf of the Vista Community Clinic and American Lung Association in support of the proposed changes to Ordinance No. 1 regarding the proposed electronic cigarette ban.

Gena Knutsen, Vista, Program Manager for the Tobacco Program at Vista Community Clinic, expressed her support for the electronic cigarette ban. She suggested that NCTD revise Ordinance No. 1 to use the terminology "electronic smoking devices", rather than "electronic cigarettes."

Phillip Galchutt, Del Mar, expressed his disapproval of the alcohol ban. He stated he has been a COASTER rider for a year and suggested that alcohol be banned only during special events, like Padres games or Del Mar Races. He spoke in support of the electronic cigarette ban.

John Byron, Vista, on behalf of North Coastal Prevention Coalition, spoke as a member of the recovering community. He expressed his support of the alcohol ban on the COASTER.

Carmela Muñoz, San Marcos, on behalf of Vista Community Clinic, spoke in support of the alcohol ban.

Trudy Clark, Carlsbad, stated that she is against the alcohol ban and has been a loyal COASTER rider for more than 7 years. She stated she has never seen minors given alcohol nor inappropriate behavior on the train due to the consumption of alcohol. She stated that she and a group of friends ride in the same car every day and have Christmas parties on the train every year.

Letty Robles, San Marcos, spoke on behalf of the San Marcos Prevention Coalition in support of the ban on alcohol and electronic cigarettes.

K.C. Strang, San Marcos, spoke in support of the ban of alcohol and electronic cigarettes. He stated he has been a COASTER rider for 10 years and recalls inappropriate and rowdy behavior from passengers consuming alcohol while returning from Padres games.

Helen Antoniak, San Diego, spoke in support of a complete ban of alcohol on the train.

Diane Strader, Vista, Board member of the North Coastal Prevention Coalition spoke in support of the ban on alcohol and electronic cigarettes. She stated that she believes that public transportation should not be a party venue.

Glen Leider, Carlsbad, spoke in support of the ban on alcohol and electronic cigarettes. He was concerned that the term "train stations" had been deleted out of the ordinance, but it was

clarified by General Counsel that train stations are included in the definition of "transit facilities". He also expressed concern that the no smoking policy applies to the facilities and not within 25-feet of them. He also stated that he believed that enforcement of the policy has been poor.

Judy Strang, Executive Director of San Dieguito Alliance, spoke in support of the ban on alcohol and electronic cigarettes.

Chairman Bill Horn commented that this is not the first time that the alcohol ban has come up for discussion. He stated that NCTD was formed to provide public transportation, not entertainment or refreshments. He stated that NCTD has an obligation to provide for the safety of its passengers and the ban will mitigate liability issues.
Board member Gallo commented on his support of the ban on alcohol and electronic cigarettes.

Board member Mosier commented on his support of the ban on alcohol but specifically on the danger of electronic cigarettes. He expressed concern about e-cigarettes not being safe for multiple reasons, including the vapors being carcinogenic. He expressed concern about risks to young people traveling on COASTER as they are more sensitive to second hand smoke and to vapors. He also expressed concern about inappropriate comments that inebriated passengers might make in the presence of children and young people. He stated that he believes that NCTD must be sensitive to the needs of all passengers.

Board member Jones commented on her support of the ban on alcohol and electronic cigarettes. Based on the data collected and the potential liability to NCTD, she stated that she believes the ban will ensure the public safety of NCTD riders. In regards to electronic cigarettes, she stated that she is a mother of two teenagers and she does not want them to think that e-cigarettes and vapes are o.k. She expressed concern that electronic cigarettes are becoming more common and acceptable. She stated that she believes as a mother and community member decisions sometimes need to be made that are not popular, but are best for the public safety of all citizens.

Board member Kranz commented on his support on the ban of both alcohol and electronic cigarettes. He remarked that he believes that the over-consumption of alcohol is not happening on the train, but that in order to limit liability to NCTD and for the safety of all passengers, he supported the ban.

Board member Packard asked Lori Winfree, General Counsel, whether the proposed revisions related to Ordinance No. 1 provided by Ms. Knutsen recommending the use of "electronic smoking devices" rather than "electronic cigarettes" had been considered. Ms. Winfree indicated that staff's recommendation was made after full consideration of the proposed revisions. Mr. Packard expressed that commuters are able to take the train in the morning without the need for a drink, and that he believed they were able to do so on their afternoon commutes as well. Mr. Packard stated that he supported the ban on alcohol and electronic cigarettes.

Board member Aguilera expressed regret that the actions of a few passengers created a condition requiring a policy that impacted all passengers and commented that although it is not NCTD's job to regulate people's behavior, he supported the ban on alcohol in order to limit NCTD's risk and liability.

Board member Lowery asked staff about the enforcement of the no smoking policy in parking lot 26. Ms. Winfree advised that she believed the agreement that NCTD has with the City of Oceanside had recently been modified and does not cover the entirety of the lot. She advised that she would review and follow up with him.

ON THE MOTION OF BOARD MEMBER KRANZ TO APPROVE AGENDA ITEM 13 – APPROVE PROPOSED CHANGES TO ORDINANCE NO. 1, SECONDED BY BOARD MEMBER JONES.

AYES:	MOSIER, PACKARD, KRANZ, JONES, LOWERY, GALLO, HORN, AGUILERA
NOES:	NONE
ABSENT:	NICHOLS
ABSTAIN:	NONE

MOTION CARRIES.

ON THE MOTION OF BOARD MEMBER MOSIER TO APPROVE AGENDA ITEM 13 – APPROVE RESCINDING ORDINANCE NO. 2 IN ITS ENTIRETY, SECONDED BY BOARD MEMBER JONES.

AYES:	MOSIER, PACKARD, KRANZ, JONES, LOWERY, GALLO, HORN, AGUILERA
NOES:	NONE
ABSENT:	NICHOLS
ABSTAIN:	NONE

MOTION CARRIES.

ON THE MOTION OF BOARD MEMBER AGUILERA TO APPROVE AGENDA ITEM 13 – APPROVE PROPOSED CHANGES TO ORDINANCE NO. 3, SECONDED BY BOARD MEMBER MOSIER.

AYES:	MOSIER, PACKARD, KRANZ, JONES, LOWERY, GALLO, HORN, AGUILERA
NOES:	NONE
ABSENT:	NICHOLS
ABSTAIN:	NONE

MOTION CARRIES.

INFORMATION ITEM

14. Receive Financial Audit Results

Ryan Bailey, Chief Financial Officer, introduced Kevin Starky, Audit Partner for Macias Gini & O'Connell (MGO), who provided a presentation regarding the financial audit results for FY2014. There were no audit revisions, management letter comments or outstanding issues for NCTD.

EXECUTIVE DIRECTOR'S REPORT

Matthew Tucker, Executive Director, reminded all Board members that Board Orientation will be at 11:30 a.m. on January 15, 2015. He also asked all members to complete the NCTD committee preference memo found in their folders. He mentioned that NCTD will offer free service to passengers on all modes on New Year's Eve after 6 p.m.

BOARD MEMBER REPORTS, COMMENTS AND CORRESPONDENCE

No comments – meeting was adjourned.

REMAINING PUBLIC COMMUNICATIONS

None.

ADJOURNMENT

The meeting adjourned at 3:39 p.m. Submitted by Anthony Flores, Clerk of the Board for North County Transit District.

CHAIRMAN: Mark Packard

CLERK OF THE BOARD:

DATE: December 18, 2014

For individuals with sensory disabilities, this document is available in alternate formats. For information, please contact the Clerk of the Board at 760/967-2808. Persons with hearing impairment, please use the California Relay Service (CRS): 800/735-2929 TTY; 800/735-2922 voice; 800/855-3000 Spanish. CRS Customer Service: 800/735-0373 or 800-735-0193 TTY.

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 17

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

KIMLEY-HORN TASK ORDER: DESIGN AND CONSTRUCTION DOCUMENTS FOR TRANSIT STORE RELOCATION

RECOMMENDATION:

That the Board of Directors (1) ratify Kimley-Horn Work Order No. 13.12 for the preliminary concept design work for a proposed relocation of the Transit Store to 1255 Imperial Avenue, Suite 100; and (2) authorize the Chief Executive Officer (CEO) to execute Kimley-Horn Work Order No. 13.12.01 to prepare design and construction documents for the Transit Store Relocation Project.

Budget Impact

Work Order No. 13.12 ($26,300) for the concept design phase was paid from the Land Management reserve account (902-30100000). Proposed Work Order No. 13.12.01 ($104,000) will be paid from the same account.

DISCUSSION:

San Diego Metropolitan Transit System's (MTS's) Transit Store is located at 102 Broadway (corner of First Avenue), in Downtown San Diego. The Transit Store sells all monthly passes for MTS buses and trolleys, the NCTD Coaster, and Day Tripper tickets. The Transit Store is the only location for passengers to obtain MTS Senior, Disabled Medicare Recipient and Youth pass photo identification cards. MTS brochures, maps, and special transit collectibles can also be obtained. Most lost-and-found items for San Diego Transit and San Diego Trolley routes are returned at The Transit Store.

The Transit Store is open weekdays from 9:00 a.m. to 5:00 p.m. Monday through Friday. It is closed on weekends and holidays. The 102 Broadway location is close to several bus routes serving the Broadway corridor, but is a 2-block walk from the Blue and

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

Orange Lines and a seven-block walk from the Green Line. The current lease for 102 Broadway expires on June 30, 2016. The upcoming lease expiration necessitated a review of whether to renew the existing lease or seek alternate space.

In the fall of 2014, the restaurant tenant in the Mills Building Suite 100 (Suite 100) went into default for failure to pay rent and failure to properly maintain the space. After forced closures by the Department of Environmental Health and the Fire Marshall and MTS notices to cure the defaults or quit, the tenant voluntarily terminated the lease agreement effective February 6, 2015. In March and April 2015, MTS undertook remedial measures to remove the unsafe conditions left behind in Suite 100. Suite 100 is now in a clean but unfinished shell condition.

The vacancy in Suite 100 prompted a review of the site as a potential relocation site for The Transit Store in July 2016. MTS hired architect Laura Warner of City Works (through the Kimley-Horn as-needed general engineering contract) to develop potential concepts and site plans for a proposed relocation of The Transit Store and division of the Suite 100 space to allow a continued restaurant or food service use in a portion of the space. Ms. Warner and her team presented the proposed site plans to the Executive Committee for review on May 7, 2015. Based on the Executive Committee's review and comments, staff proposes to move to the next phase for a Transit Store relocation by completing design and construction documents sufficient to issue an Invitation for Bids to construct necessary tenant improvements.

In the selected site plan, the Transit Store will use 1480 square feet of the Suite 100 floor area (total 2558 sf). The remaining 1078 square feet and the outdoor patio area will be reserved for a future restaurant/food service tenant. No designs for the restaurant/food service use will be completed as part of Work Order No. 13.12.01. Staff recommends that MTS issue a separate Request for Proposals (RFP) for a restaurant/food service lease, at which time the competitive process can determine the best food service option for the Mills Building. Design development and construction documents for the food service option would be completed following the RFP process.

Under Work Order No. 13.12.01, the following work will be completed by Kimley-Horn and its sub-consultants:

Kimley-Horn (KH): KH will be responsible for the overall management and invoicing for the project. 40 hours was allocated for our effort.

CityWorks (CW): CW will provide design development and construction documents for the Transit Store Relocation Project. In addition, CW will provide project specifications and an allowance to support permit processing, bidding and negotiations and construction administration. The Work Order also includes an allowance for structural engineering services to CW's scope of work.

Syska Hennessey (SH): SH will prepare documentation for the mechanical, electrical and plumbing portions of the design of the Transit Store. Their work will include HVAC ductwork and distribution layout, plumbing improvements for the office support areas and electrical work for lighting, panel equipment and load schedules. The Work Order includes Title 24 energy modeling as part of the City of San Diego permit process, (T24

will be required if MTS decides to submit to the City building department for Plan Check processing).

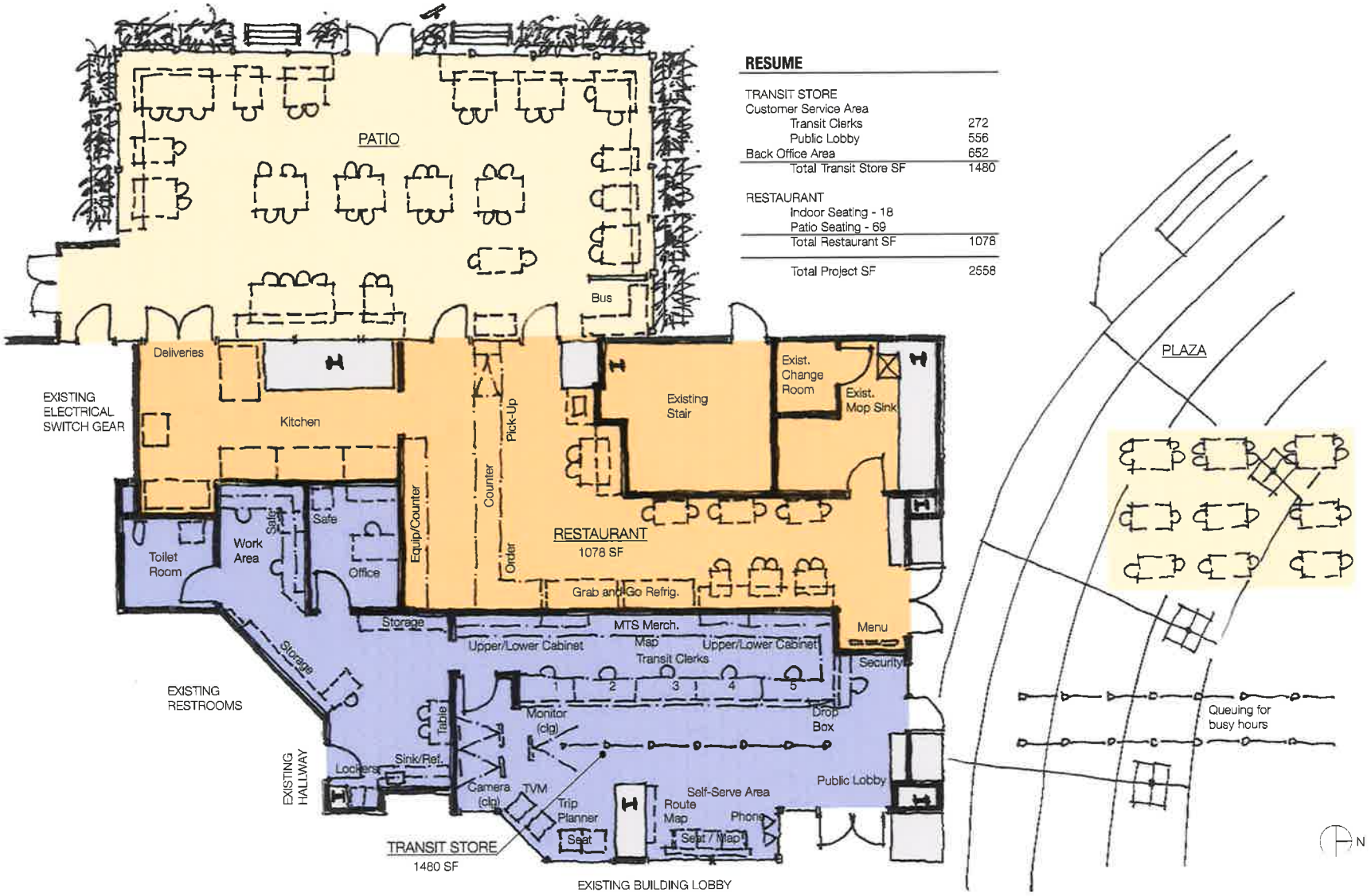
Hunter Pacific Group (HPG): HPG will prepare an independent construction cost estimate. A preliminary cost estimate will be prepared after the design development phase of the project and a final cost estimate will be prepared to reflect the construction drawings and specifications. HPG may also conduct value engineering between the design development and construction documents phases to assist in identifying any potential cost saving measures.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Conceptual Design Floor Plans for Relocated Transit Store
B. Kimley-Horn Work Order No. 13.12
C. Proposed Kimley Horn Work Order No. 13.12.01

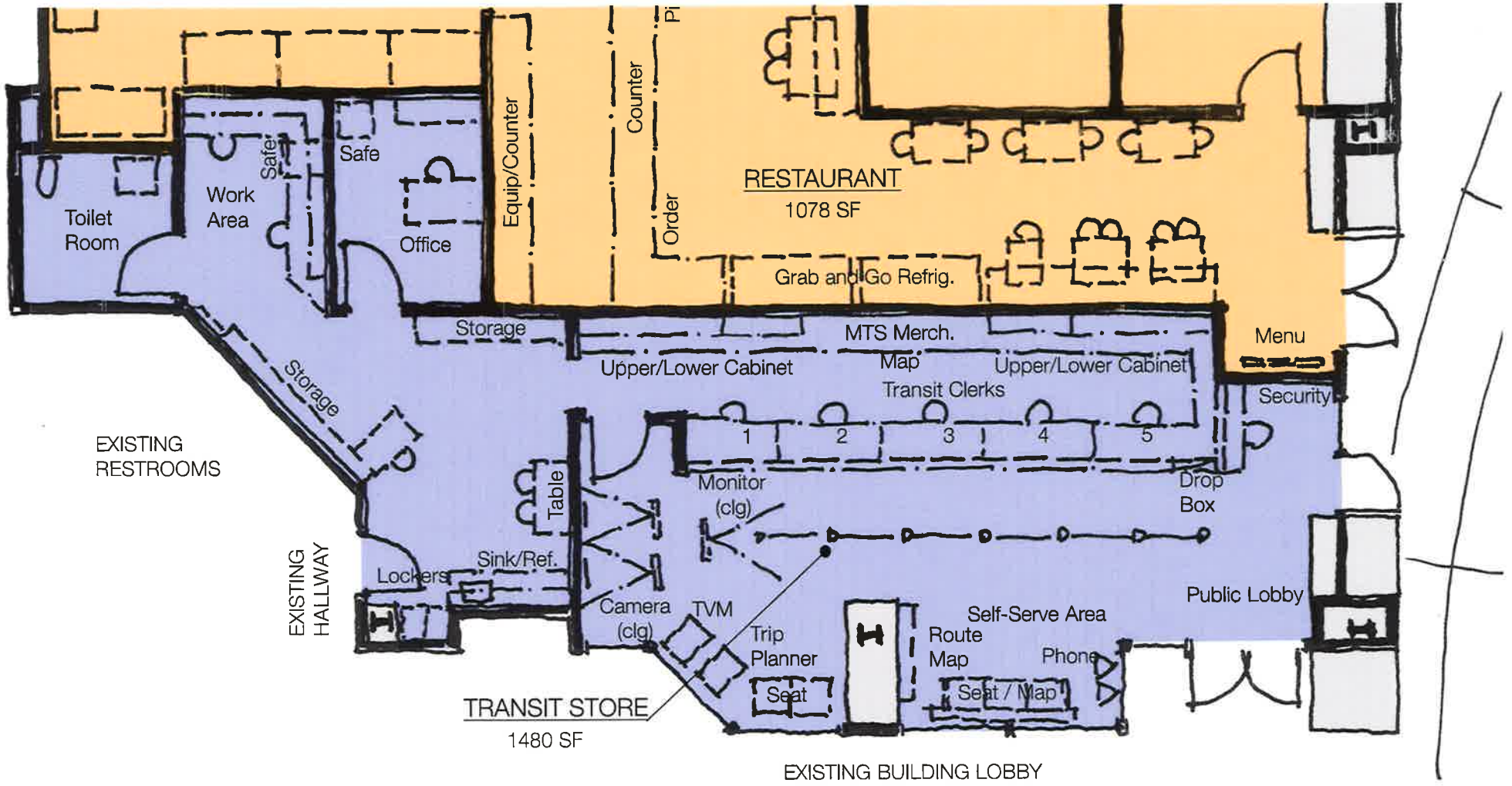
OPTION 1: FLOOR PLAN



RESUME

TRANSIT STORE	
Customer Service Area	
Transit Clerks	272
Public Lobby	556
Back Office Area	652
Total Transit Store SF	1480
RESTAURANT	
Indoor Seating - 18	
Patio Seating - 69	
Total Restaurant SF	1078
Total Project SF	2558

OPTION 1 - TRANSIT STORE/ RESTAURANT: FLOOR PLAN



Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

ORIGINAL

February 19, 2015

MTS Doc. No. G1493.0-13
Work Order No. 13.12

Mr. Dennis Landaal
Contract Project Manager
Kimley-Horn & Associates
401 B Street, Suite 600
San Diego, CA 92101

Dear Mr. Landaal:

Subject: MTS DOC. NO. G1493.0-13, WORK ORDER 13.12; GENERAL ENGINEERING SERVICES FOR TENANT IMPROVEMENT ANALYSIS FOR 1255 IMPERIAL AVENUE, FIRST FLOOR.

This letter shall serve as our agreement for Work Order 13.12 to MTS Doc. No. G1493.0-13, for professional services under the General Engineering Consultant Agreement, as further described below.

SCOPE OF SERVICES

Provide general engineering services for Tenant Improvement Analysis for 1255 Imperial Avenue, First Floor, in accordance with the attached Scope of Services (Attachment A and B).

SCHEDULE

The Scope of Services, as described above, shall extend through May 30, 2019, if all the options to the Master Contract are exercised.

PAYMENT

Payment shall be based on actual costs, not to exceed $26,300 without prior authorization.

If you agree with the above, please sign below, and return the document marked "Original" to the Contracts Specialist at MTS. All other terms and conditions shall remain the same and in effect. Retain the other copy for your records.

Sincerely,

Paul C. Jablonski
Chief Executive Officer

Accepted:

Dennis Landaal
Kimley-Horn & Associates, Inc.

Date: 2/19/2015

LMARQUIS-CL
CL-G1493.0-13.WO13.12.KIMLEYHORN.TALLISON.021915

Attachments: Attachment A - Scope of Services
Attachment B - Fee Proposal

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.
MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

MTS Doc. No.: **G1493.0-13**
Work Order No.: **13-12**
Attachment A

WORK ORDER TITLE: Tenant Improvements – 1st floor 1255 Imperial Avenue

I. PROJECT DESCRIPTION

Metropolitan Transit Systems (MTS) is intending to renovate the existing restaurant that has been closed and is located on the northwest corner at the ground level of the building at 1255 Imperial Avenue. The current intent is to renovate the space to include a transit store and a restaurant.

II. EXPECTED RESULTS

The objective of this Work Order is to provide MTS with conceptual design options for a renovation of this space considering the combination of the two uses, as well as the short and long term customer demographic that will affect these uses.

III. SCOPE OF WORK

The scope of work shall consist of the following tasks and deliverables:

Task 1 – Project Management and Coordination
This task includes effort for administration of the Consultant's work in this work order, including invoicing, coordination with MTS staff, and other project management activities for the anticipated 3 month duration of the design.

Task 2 – Existing Condition Analysis

The Consultant will perform the following:

- A site visit will be conducted to photograph and measure the space to provide an accurate basis for the development of conceptual plans and preliminary code review. The MTS provided CAD file will be undated, if necessary, to reflect the existing as-built condition.
- Additionally during this phase, interviews with key stakeholders will be conducted to determine the specific requirements needed for the transit store and this building, as well as, to the type of restaurant that could be successful for the short and the longer term. To effectively develop a program, services include: 1) interviews with the staff of the existing Transit Store that will relocate from its Broadway location to this new space, 2) interviews with the building management, and 3) review and analysis of proposed land uses that will or could be built out around the building over the next ten years.

Task 3 – Program Development and Conceptual Design

The consultant will perform the following:

- Based on the results of the existing conditions analysis a program will be developed and approved by MTS. Once approved, services will commence to conduct a preliminary code review and the preparation of two conceptual design options for the space. These concepts will be reviewed and approved by MTS and then a final version will be prepared and presented to the Executive Team. The two conceptual designs will include:

  Site/Floor Plan Layout

Exterior Elevation with recommended signage

Interior Perspective Sketch

Exterior Perspective Sketch

- Up to three meetings with MTS is assumed including two to review the program and one to review the Initial concepts.

IV. DELIVERABLES

- Program memo
- Two Conceptual Design Options.

V. SCHEDULE OF SERVICES/MILESTONES/DELIVERABLES

- Draft Program memo – 5 weeks from NTP
- Draft Conceptual Design Options – 6 weeks from final Program memo

VI. ASSUMPTIONS

- One Minor set of revisions for the two concepts

Work Order Estimate Summary

MTS Doc. No.	G1493.0-13
Work Order No.	13-12
Attachment:	B

Work Order Title: Tenant Improvements - 1st Floor of 1255 Imperial Avenue

Project No:

Table 1 - Cost Codes Summary (Costs & Hours)

Item	Cost Codes	Cost Codes Description	Total Costs
1		Conceptual Design options	$26,214.44
2			
		Totals =	$26,214.44

Table 2 - TASKS/WBS Summary (Costs & Hours)

Item	TASKS/WBS	TASKS/WBS Description	Labor Hrs	Total Costs
1	1	Project Management and Coordination	16.0	$3,098.72
2	2	Existing Condition Analysis	29.0	$4,702.90
3	3	Program development and Conceptual Design	109.5	$18,412.82
4				
5				
6				
		Totals =	154.5	$26,214.44

Table 3 - Consultant/Subconsultant Summary (Costs & Hours)

(If Applicable, Select One)				Consultant	Labor Hrs	Total Costs
DBE	DVBE	SBE	Other			
				Kimley-Horn and Associates	10.0	$1,897.80
x		x		Cityworks	144.5	$24,316.64
				Totals =	154.5	$26,214.44

Work Order Estimate
Hours Cost

Total Hours = 10

Total Costs = $1,697.80

Consultant/Subconsultant: Kimley-Horn and Associates

MTS Doc. No.: G1463.8-13

Work Order No.: 13-08

Work Order Title: Tenant Improvements - 1st Floor of 1255 Imperial Avenue

Attachment: B

Item	TASK/WBS	TASK/WBS Description	ODCs	Derrick Landeal Contract Manager	Accounting/Admin						Total Hours	Totals
				$301.95	$115.00							
1	Task 1	Project Management and Coordination										
	Project Management			4	6						10	$1,897.80
		Subtotals (Hours) =	N/A	4	6						10	1,897.80
		Subtotals (Costs) =		$1,207.80	$690.00						10	$1,697.80
2												
		Subtotals (Hours) =	N/A									
		Subtotals (Costs) =										
3												
		Subtotals (Hours) =	N/A									
		Subtotals (Costs) =										
		Totals (Summary) =									10	$1,897.80
		Total (Hours) =	N/A	4	6						10	
		Total (Costs) =		$1,207.80	$690.00							$1,697.80
		Percentage of Total (Hours) =	N/A	40.0%	60.0%						100.0%	
		Percentage of Total (Costs) =		63.6%	36.4%							100.0%

Work Order Estimate
Hours Cost

Total Hours = 145

Total Costs = $24,316.64

Consultant/Subconsultant: City Works

Work Order Title: Tenant Improvements - 1st Floor of 1255 Imperial Avenue

MTS Doc. No.: G1493.9-13

Work Order No.: 13-12

Attachment: B

Item	TASKS/WBS	TASKS/WBS Description	ODCs	Principal	Project Arch	Designer					Total Hours	Totals
				$240.16	$180.15	$49.96						
1	Task 1	Task Management and Subconsultant Coordination										
	Project Coordination and Management			2	4						6	$1,200.92
		Subtotals (Hours) =	N/A	2	4						6	
		Subtotals (Costs) =		$480.32	$720.60							1,200.92
											6	$1,200.92
2	Task 2	Existing Conditions Analysis										
	2.1 Review as-built documents			1	2						3	$600.46
	2.2 Interviews (2)											
	a. Transit Store Staff			2	2						4	$840.62
	B. Building Management			2	2						4	$840.62
	2.3 Identify Current and proposed land uses for			2	2						4	$840.62
	2.4 Site Visits											
	a. Photograph/Verify existing building condition				4	4					8	$920.44
	b Verify as-builts and update CAD floor plan				2	4					6	$560.14
		Subtotals (Hours) =	N/A	7	14	8					29	4,602.90
		Subtotals (Costs) =	$100.00	$1,681.12	$2,522.10	$399.68					29	$4,702.90
3	Task 3	Program development and Concept design										
	3.1 Program: Establish programmatic requirements based on Task 1 &prepare a 2 summary memo		$150.00	2	4						6	$1,350.92
	3.2 Preliminary Code review			0.5	2						3	$480.38
	3.3 Prime Consultant and Client meetings - prep			4.5	6.5						11	$2,251.70
	3.4 Conceptual Design: Prepare 2 conceptual design											
	a. Site / Floor Plan sketch (2)			1	6	3					10	$1,470.94
	b. Exterior Elevation that includes recommended			1	6	3					10	$1,470.94
	c. Interior perspective sketch (2)			1	8	3					12	$1,831.24
	d. Exterior perspective sketch (2)			1	8	3					12	$1,831.24
	3.5 Client Meeting to review and approve concepts			3	4						7	$1,441.08
	3.6 One set of minor revisions to two options											
	a. Site / Floor plan revision (2)			0.5	4	2					7	$940.60
	b. Elevation revision (2)			0.5	4	2					7	$940.60
	c. Interior perspective revision (2)			0.5	7	2					10	$1,481.05
	d. Exterior perspective revision (2)			0.5	7	2					10	$1,481.05
	3.7 Presentation to Executive Team - 1 (assumes			3	4						7	$1,441.08
		Subtotals (Hours) =	N/A	19	70.5	20					110	$18,412.82
		Subtotals (Costs) =	$150.00	$4,563.04	$12,700.58	$999.20					110	$18,412.82
		Totals (Summary) =									145	$24,316.64
		Total (Hours) =	N/A	28	89	28					145	
		Total (Costs) =	$250.00	$6,724.48	$15,943.28	$1,398.88						$24,316.64
		Percentage of Total (Hours) =	N/A	19.4%	61.2%	19.4%					100.0%	
		Percentage of Total (Costs) =	1.0%	27.7%	65.6%	5.8%						100.0%

Estimate
Other Direct Costs

Consultant/ Subconsultant: Ninyo & Moore

Work Order Title: Tenant Improvements - 1st Floor of 1255 Imperial Avenue

MTS Doc. No.: G1493.8-13

Work Order No. 13-12

Attachment: B

TASKS/WBS (1-5)

ODC Item	Description	Unit	Unit Cost	Task 1		Task 2		Task 3		Task 4			
				Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total
1	Printing	Allow	$100.00			1	$100.00	2	$150.00				
2													
3													
4													
5													
6													
7													
8													
				Subtotal =		Subtotal =	$100.00	Subtotal =	$150.00	Subtotal =		Subtotal =	

TASKS/WBS (6-10)

ODC Item	Description											Totals	
		Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total
1	Printing											1	$250.00
2													
3													
4													
5													
6													
7													
8													
		Subtotal =		Subtotal =		Subtotal =		Subtotal =		Subtotal =		Totals =	$250.00

June 12, 2015

MTS Doc. No. G1493.0-13
Work Order No. 13.12.01

Mr. Dennis Landaal
Contract Project Manager
Kimley-Horn & Associates
401 B Street, Suite 600
San Diego, CA 92101

Dear Mr. Landaal:

Subject: MTS DOC. NO. G1493.0-13, AMENDMENT 1 TO WORK ORDER 13.12; GENERAL ENGINEERING SERVICES FOR TENANT IMPROVEMENT ANALYSIS FOR 1255 IMPERIAL AVENUE, FIRST FLOOR.

This letter shall serve as our agreement Amendment 1 for Work Order 13.12 to MTS Doc. No. G1493.0-13, for professional services under the General Engineering Consultant Agreement, as further described below.

SCOPE OF SERVICES

Provide general engineering services for Tenant Improvement Analysis for 1255 Imperial Avenue, First Floor, in accordance with the attached Scope of Services (Attachment A and B).

SCHEDULE

The Scope of Services, as described above, shall extend through May 30, 2019, if all the options to the Master Contract are exercised.

PAYMENT

Payment for this Amendment shall be based on actual costs, not to exceed $104,000 without prior authorization for a total Work Order amount of $130,300.

If you agree with the above, please sign below, and return the document marked "Original" to the Contracts Specialist at MTS. All other terms and conditions shall remain the same and in effect. Retain the other copy for your records.

Sincerely,

Paul C. Jablonski
Chief Executive Officer

Accepted:

_____
Dennis Landaal
Kimley-Horn & Associates, Inc.

Date: _____

Attachments: Attachment A - Scope of Services
Attachment B - Fee Proposal

WORK ORDER TITLE: Amendment 1: Tenant Improvements – 1st floor 1255 Imperial Avenue - Transit Store

I. PROJECT DESCRIPTION

Metropolitan Transit Systems (MTS) is intending to renovate the existing restaurant that has been closed and is located on the northwest corner at the ground level of the building at 1255 Imperial Avenue. The current intent is to renovate the space to include a transit store and a future restaurant.

II. EXPECTED RESULTS

The objective of this Work Order is to provide MTS with design development and construction documents for the transit store.

III. SCOPE OF WORK

The scope of work shall consist of the following tasks and deliverables:

Task 1 – Project Management and Coordination
This task includes effort for administration of the Consultant's work in this work order, including invoicing, coordination with MTS staff, and other project management activities for the anticipated 3 month duration of the design.

Task 2 – Executive Committee Presentation

The Consultant will present the Conceptual Design prepared as part of the original work order to the Executive Committee. The presentation will include: 1) a refined Transit Store floor plan with 2 restaurant and outdoor dining options, 2) Options for queuing layouts for high traffic hours will be provided 3) a PowerPoint presentation and booklet will be prepared for the presentation.

Task 3 – Design Development

Based on the Conceptual Design prepared in the original work order, The Consultant will prepare Design Development drawings and CAD base files for the transit store tenant improvements. The design development set will include:

- The floor plan, reflected ceiling plan, interior and exterior elevations and building sections.
- Mechanical engineering plans indicating changes to ductwork, distribution, diffusers, air balancing and equipment necessary to support the project scope. May require upgrades to existing air handling, cooling and exhaust equipment.
- Plumbing engineering plans to support a new staff restroom and break room sink. This includes the associated piping and fixture specifications.
- Electrical engineering plans to reflect the branch circuit needs of the transit Store spaces along with revised lighting, load schedules and new equipment specifications
- A preliminary code review and preliminary specifications.
- Development of an opinion of probable construction cost will also be provided.

The design will be reviewed by the MTS and one set of minor revisions will be incorporated into the drawings. Up to two meetings with MTS is assumed to review the Design Development drawings.

Task 4 – Construction Documents

The Consultant will develop the construction document set based on the results of Task 3. Finalization of drawings, specifications, and estimate will be provided. The design will be reviewed with the Client and one set of minor revisions will be incorporated into the final set of drawings. One meeting with MTS is assumed for this task.

Task 5 – Plan check, bidding assistance and design service during construction

The Consultant will coordinate with the City of San Diego Building Department to plan check the project, assist in the bidding phase provide construction period services. This work will be provided on an hourly basis with a maximum amount not to exceed 80 hours.

IV. DELIVERABLES

- Executive Committee Presentation and Booklet
- Design Development
- Construction Documents

V. SCHEDULE OF SERVICES/MILESTONES/DELIVERABLES

- Design Development First Submittal – NTP + 3 months
- Construction Documents – Design Development + 2 months

VI. ASSUMPTIONS

- One Minor set of revisions for the Design Development and Construction Document submittals
- Signage design and energy modeling services are not part of this work order.
- MTS to provide:
    - Record documents of mechanical, plumbing and electrical systems for the building at 1255 Imperial.
    - New Transit Store equipment data and layouts.
    - Existing HVAC equipment data.

Work Order Estimate Summary

MTS Doc. No.	G1493.0-13
Work Order No.	13-12 A-1
Attachment:	B

Work Order Title: Tenant Improvements - 1st Floor of 1255 Imperial Avenue

Project No:

Table 1 - Cost Codes Summary (Costs & Hours)

Item	Cost Codes	Cost Codes Description	Total Costs
1		Final Design of Transit Store TI's	$103,302.58
2			
		Totals =	$103,302.58

Table 2 - TASKS/WBS Summary (Costs & Hours)

Item	TASKS/WBS	TASKS/WBS Description	Labor Hrs	Total Costs
1	1	Project Management and Coordination	74.0	$12,734.28
2	2	Executive Committee Presentation	55.0	$9,097.97
3	3	Design Development	309.0	$39,010.93
4	4	Construction Documents	261.0	$30,274.55
5	5	Plan Check/Bidding/DSDC	80.0	$12,184.85
6				
		Totals =	779.0	$103,302.58

Table 3 - Consultant/Subconsultant Summary (Costs & Hours)

(If Applicable, Select One)				Consultant	Labor Hrs	Total Costs
DBE	DVBE	SBE	Other			
				Kimley-Horn and Associates	40.0	$7,591.20
				Syska Hennessy	142.0	$19,717.00
				Hunter Pacific	72.0	$11,300.00
x		x		Cityworks	525.0	$64,694.38
				Totals =	779.0	$103,302.58

Work Order Estimate
Hours Cost

Total Hours = 40

Total Costs = $7,591.20

Consultant/Subconsultant: Kimley-Horn and As

Work Order Title: Tenant Improvements - 1st Floor of 1255 Imperial Avenue

MTS Doc. No.: G1493.0-13

Work Order No.: 13-12 A-1

Attachment: B

Item	TASKS/WBS	TASKS/WBS Description	ODCs	Dennis Landaal Contract Manager	Accounting/Admin			Total Hours	Totals
				$301.95	$115.00				
1	Task 1	Project Management and Coordination							
	Project Management			16	24			40	$7,591.20
		Subtotals (Hours) =	N/A	16	24			40	7,591.20
		Subtotals (Costs) =		$4,831.20	$2,760.00			40	$7,591.20
2									
		Subtotals (Hours) =	N/A						
		Subtotals (Costs) =							
3									
		Subtotals (Hours) =	N/A						
		Subtotals (Costs) =							
		Totals (Summary) =						40	$7,591.20
		Total (Hours) =	N/A	16	24			40	
		Total (Costs) =		$4,831.20	$2,760.00				$7,591.20
		Percentage of Total (Hours) =	N/A	40.0%	60.0%			100.0%	
		Percentage of Total (Costs) =		63.6%	36.4%				100.0%

Work Order Estimate
Hours Cost

Total Hours = 525

Total Costs = $64,694.38

Consultant/Subconsultant: City Works

Work Order Title: Tenant Improvements - 1st Floor of 1255 Imperial Avenue

MTS Doc. No.: G1493.0-13

Work Order No.: 13-12 A-1

Attachment: B

Item	TASKS/WBS	TASKS/WBS Description	ODCs	Principal	Project Arch	Art Director	Graphic Designer	Sr. Designer/Drafter	Jr. Designer/Drafter		Total Hours	Totals
				$240.16	$180.15	$125.00	$85.00	$86.00	$50.00			
1	Task 1	Task Management and Subcontractor Coordination										
	Project Coordination and Management			8	12			10	4		34	$5,143.08
		Subtotals (Hours) =	N/A	8	12			10	4		34	5,143.08
		Subtotals (Costs) =		$1,921.28	$2,161.80			$860.00	$200.00		34	$5,143.08
2	Task 2	Executive Committee Presentation										
	2.1 Refine Design elements and provide queueing			6.5	13				5.5		25	$4,177.99
	2.2 Prepare presentation and Booklet			2	2	8	4.5		1.5		18	$2,298.12
	2.3 Prepare and conduct presentation			4	4						8	$1,681.24
		Subtotals (Hours) =	N/A	14.5	21	8	4.5		7		55	8,997.97
		Subtotals (Costs) =	$100.00	$3,482.32	$3,783.15	$1,000.00	$382.50		$350.00		55	$9,097.97
3	Task 3	Design Development										
	3.1 Design Development		$600.00	6	24			68	42		140	$14,312.56
	3.2 Preliminary Specifications				4			6	2		12	$1,336.60
	3.3 Coordinate with Cost Estimator			2	6						8	$1,561.22
	3.4 Client Meetings (2)			4	6				4		14	$2,241.54
	3.5 QA/QC			6	4			4	4		18	$2,705.56
	3.6 Coordination with Sub-Consultants				3			5			8	$970.45
		Subtotals (Hours) =	N/A	18	47			83	52		200	$23,127.93
		Subtotals (Costs) =	$600.00	$4,322.88	$8,467.05			$7,138.00	$2,600.00		200	$23,127.93
4	Task 4	Construction Documents										
	4.1 Final Plans		900.00		22			82	45		149	$14,165.30
	4.2 Final Specifications				2			6	4		12	$1,076.30
	4.3 Finalize Estimate			2	4						6	$1,200.92
	4.4 Client meeting			2	3				2		7	$1,120.77
	4.5 QA/QC			6	2			3	3		14	$2,209.26
	4.6 Team Coordination											
		Subtotals (Hours) =	N/A	10	33			91	54		188	19,772.55
		Subtotals (Costs) =	$900.00	$2,401.60	$5,944.95			$7,826.00	$2,700.00		188	$19,772.55
5	Task 5	Plan Check/Bidding/DSDC										
	5.1 Plan check		400.00	2	6			2	2		12	$2,233.22
	5.2 Bid Support			1	7			2	2		12	$1,773.21
	5.3 Design services during construction			2	14			4	4		24	$3,546.42
		Subtotals (Hours) =	N/A	5	27			8	8		48	$7,552.85
		Subtotals (Costs) =	$400.00	$1,200.80	$4,864.05			$688.00	$400.00		48	$7,552.85
		Totals (Summary) =									525	$64,694.38
		Total (Hours) =	N/A	56	140	8	5	192	125		525	
		Total (Costs) =	2,000	13,329	25,221	1,000	383	16,512	6,250			$64,694.38
		Percentage of Total (Hours) =	N/A	10.6%	26.7%	1.5%	0.9%	36.6%	23.8%		100.0%	
		Percentage of Total (Costs) =	3.1%	20.6%	39.0%	1.5%	0.6%	25.5%	9.7%			100.0%

Estimate
Other Direct Costs

Consultant/ Subconsultant: **City Works**

Work Order Title: **Tenant Improvements - 1st Floor of 1255 Imperial Avenue**

MTS Doc. No.: **G1493.0-13**

Work Order No. **13-12 A-1**

Attachment: **B**

TASKS/WBS (1-5)

ODC Item	Description	Unit	Unit Cost	Task 1		Task 2		Task 3		Task 4		Task 5	
				Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total
1	Printing	Allow	$100.00			1	$100.00	6	$600.00	9	$900.00	4	$400.00
2													
3													
4													
5													
6													
7													
8													
				Subtotal =		Subtotal =	$100.00	Subtotal =	$600.00	Subtotal =	$900.00	Subtotal =	$400.00

TASKS/WBS (6-10)

ODC Item	Description											Totals	
		Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total
1	Printing											1	$2,000.00
2													
3													
4													
5													
6													
7													
8													
		Subtotal =		Subtotal =		Subtotal =		Subtotal =		Subtotal =		Totals =	$2,000.00

Work Order Estimate
Hours Cost

Total Hours = 142

Total Costs = $19,717.00

Consultant/Subconsultant: Syska Hennessy

Work Order Title: Tenant Improvements - 1st Floor of 1255 Imperial Avenue

MTS Doc. No.: G1493.0-13

Work Order No.: 13-12 A-1

Attachment: B

Item	TASKS/WBS	TASKS/WBS Description	ODCs	Senior Engineer	Mechanical Engineer	Plumbing engineer	Electrical engineer	drafter		Total Hours	Totals
				$133.00	$146.00	$137.00	$140.00	$129.00			
1	Task 1	Task Management and Subcontractor Coordination									
	Project Coordination and Management										
		Subtotals (Hours) =	N/A								
		Subtotals (Costs) =									
2	Task 2	Executive Committee Presentation									
	2.1 Refine Design elements and provide queueing										
	2.2 Prepare presentation and Booklet										
	2.3 Prepare and conduct presentation										
		Subtotals (Hours) =	N/A								
		Subtotals (Costs) =									
3	Task 3	Design Development									
	3.2 Specifications		$100.00	1	2	2	2			7	$1,079.00
	3.7 Mechanical			2	8			10		20	$2,724.00
	3.8 Electrical			2			6	12		20	$2,654.00
	3.9 Plumbing (one restroom/1 sink)			2		4		8		14	$1,846.00
		Subtotals (Hours) =	N/A	7	10	6	8	30		61	$8,303.00
		Subtotals (Costs) =	$100.00	$931.00	$1,460.00	$822.00	$1,120.00	$3,870.00		**61**	**$8,303.00**
4	Task 4	Construction Documents									
	4.1 Final Plans		200.00	1	3	3	6	22		35	$4,860.00
	4.2 Final Specifications			2	3	3	3	3		14	$1,922.00
	4.3 Finalize Estimate										
	4.4 Client meeting										
	4.5 QA/QC										
	4.6 Team Coordination										
		Subtotals (Hours) =	N/A	3	6	6	9	25		49	6,782.00
		Subtotals (Costs) =	$200.00	$399.00	$876.00	$822.00	$1,260.00	$3,225.00		49	**$6,782.00**
5	Task 5	Plan Check/Bidding/DSDC									
	5.1 Plan check (including T24)		200.00	1	6	2	6	3		18	$2,710.00
	5.2 Bid Support			1	1	1	1	1		5	$685.00
	5.3 Design services during construction			1	2	2	2	2		9	$1,237.00
		Subtotals (Hours) =	N/A	3	9	5	9	6		32	$4,632.00
		Subtotals (Costs) =	$200.00	$399.00	$1,314.00	$685.00	$1,260.00	$774.00		32	**$4,632.00**
		Totals (Summary) =								142	**$19,717.00**
		Total (Hours) =	N/A	13	25	17	26	61		142	
		Total (Costs) =	500	1,729	3,650	2,329	3,640	7,869			$19,717.00
		Percentage of Total (Hours) =	N/A	9.2%	17.6%	12.0%	18.3%	43.0%		100.0%	
		Percentage of Total (Costs) =	2.5%	8.8%	18.5%	11.8%	18.5%	39.9%			100.0%

Estimate
Other Direct Costs

Consultant/ Subconsultant: **Syska Hennessy**

Work Order Title: **Tenant Improvements - 1st Floor of 1255 Imperial Avenue**

MTS Doc. No.: **G1493.0-13**
Work Order No. **13-12 A-1**
Attachment: **B**

TASKS/WBS (1-5)

ODC Item	Description	Unit	Unit Cost	Task 1		Task 2		Task 3		Task 4		Task 5	
				Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total
1	Printing	Allow	$100.00					1	$100.00	2	$200.00	2	$200.00
2													
3													
4													
5													
6													
7													
8													
				Subtotal =		Subtotal =		Subtotal =	$100.00	Subtotal =	$200.00	Subtotal =	$200.00

TASKS/WBS (6-10)

ODC Item	Description	Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total	Quantity	Total	Totals Quantity	Totals Total
1	Printing											1	$500.00
2													
3													
4													
5													
6													
7													
8													
		Subtotal =		Subtotal =		Subtotal =		Subtotal =		Subtotal =		Totals =	$500.00

Work Order Estimate
Hours Cost

Total Hours = 72

Total Costs = $11,300.00

Consultant/Subconsultant: Hunter Pacific

Work Order Title: Tenant Improvements - 1st Floor of 1255 Imperial Avenue

MTS Doc. No.: G1493.0-13

Work Order No.: 13-12 A-1

Attachment: B

Item	TASKS/WBS	TASKS/WBS Description	ODCs	Project Estimator	Electrical Estimator	Mechanical Estimator	Jr Estimator	Value engineer			Total Hours	Totals
				$155.00	$155.00	$155.00	$115.00	$170.00				
1	Task 1	Task Management and Subcontractor Coordination										
		Project Coordination and Management										
		Subtotals (Hours) =	N/A									
		Subtotals (Costs) =										
2	Task 2	Executive Committee Presentation										
		2.1 Refine Design elements and provide queueing										
		2.2 Prepare presentation and Booklet										
		2.3 Prepare and conduct presentation										
		Subtotals (Hours) =	N/A									
		Subtotals (Costs) =										
3	Task 3	Design Development										
		3.1 Design Development										
		3.2 Preliminary Specifications										
		3.3 Cost Estimator		8	8	8	4				28	$4,180.00
		3.4 Client Meetings (2)										
		3.5 QA/QC						20			20	$3,400.00
		3.6 Coordination with Sub-Consultants										
		Subtotals (Hours) =	N/A	8	8	8	4	20			48	$7,580.00
		Subtotals (Costs) =		$1,240.00	$1,240.00	$1,240.00	$460.00	$3,400.00			48	$7,580.00
4	Task 4	Construction Documents										
		4.1 Final Plans										
		4.2 Final Specifications										
		4.3 Final Estimate		8	8	8					24	$3,720.00
		4.4 Client meeting										
		4.5 QA/QC										
		4.6 Team Coordination										
		Subtotals (Hours) =	N/A	8	8	8					24	3,720.00
		Subtotals (Costs) =		$1,240.00	$1,240.00	$1,240.00					24	$3,720.00
5	Task 5	Plan Check/Bidding/DSDC										
		5.1 Plan check										
		5.2 Bid Support										
		5.3 Design services during construction										
		Subtotals (Hours) =	N/A									
		Subtotals (Costs) =										
		Totals (Summary) =									72	$11,300.00
		Total (Hours) =	N/A	16	16	16	4	20			72	
		Total (Costs) =		2,480	2,480	2,480	460	3,400				$11,300.00
		Percentage of Total (Hours) =	N/A	22.2%	22.2%	22.2%	5.6%	27.8%			100.0%	
		Percentage of Total (Costs) =		21.9%	21.9%	21.9%	4.1%	30.1%				100.0%

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 30

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

AMENDMENTS TO ORDINANCE NO. 13, AN ORDINANCE REGARDING PROHIBITED CONDUCT ONBOARD TRANSIT VEHICLES, AND PROHIBITED ACTIONS ON OR ABOUT A TRANSIT FACILITY, TROLLEY STATION OR BUS STOP (SAMANTHA LESLIE)

RECOMMENDATION:

That the MTS Board of Directors: 1) adopt the proposed amendments to Ordinance No. 13 (An Ordinance regarding prohibited conduct onboard transit vehicles, and prohibited actions on or about a transit facility, trolley station or bus stop); and 2) direct publication of a summary of the amendments to Ordinance No. 13.

Budget Impact

None with this action.

DISCUSSION:

Ordinance No. 13 sets forth the prohibited conduct on transit vehicles, trolley stations, transit facilities and bus stops. Ensuring safety and rider convenience are the primary goals of Ordinance No. 13. The following proposed amendments to Ordinance No. 13 incorporate existing practices and policies while also making minor non-substantive revisions.

Currently, it is expressly prohibited for passengers to "smoke or carry a lighted or smoldering pipe, cigar, cigarette or tobacco in any form". The use of electronic cigarettes however is not expressly prohibited. Electronic cigarettes are battery-operated devices designed to deliver nicotine with flavorings and other chemicals in vapor form instead of smoke. The use of electronic cigarettes is increasing, along with the concern of many MTS passengers of its potential risk to public health. MTS is proposing to prohibit electronic cigarettes in all areas where smoking is prohibited. The proposed amendments

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

will prohibit passengers that "smoke or carry a lighted or smoldering pipe, cigar, cigarette, or tobacco or use any electronic smoking product or device that causes smoke, mist or vapor in any form".

In regards to First Amendment Activities, Ordinance No. 13 currently states a person must have a permit from a MTS Official to conduct First Amendment Activities. The proposed amendments to this section will incorporate existing Board Policy No. 62, First Amendment Activities on MTS Property. Board Policy No. 62 requires those interested in conducting First Amendment Activities to first request a Permit, which if granted would allow First Amendment Activities to be conducted only within certain Designated Areas of MTS property.

Ordinance No. 13 has limited language on the use of service animals on MTS property. Additional clarification is necessary as many inquiries have been made by the public and riders on what is permitted. The proposed amendments would expressly include MTS's existing policy towards the use of service animals, which complies with all regulations issued by the Department of Transportation relating to the Americans with Disabilities Act.

Selling or offering to sell any object or merchandise on MTS property is currently prohibited by Ordinance No. 13. The proposed amendments would supplement the definition of Commercial Activities, to include any object, merchandise, service, event or other property interest on MTS property. These revisions are consistent with the definition of Commercial Activities used in Board Policy No. 62, First Amendment Activities on MTS Property.

In practice, MTS does allow commercial filming and recording as long as authorized per a Right of Entry Permit. The purpose of requiring a Right of Entry Permit is to: understand the scope of the production of the film or recording; implement certain safety measures if necessary; recover the cost of processing and supervising the activity; and to protect MTS from any damage that may be caused by the activity through insurance and indemnification. The proposed amendments would expressly include this practice.

Lastly, the proposed amendments would also: permit the non-commercial use of personal cameras or phones by transit passengers so long as all other MTS rules, policies and ordinances are followed; and allow the media to film or record a news gathering event or press conference on MTS property if authorized by the MTS Marketing Department. MTS staff needs to approve such activities to ensure it would not interrupt transit operations or raise any safety concerns.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Karen Landers, 619.557.4512, Karen.Landers@sdmts.com

Attachment: A. Redline Draft Amended Ordinance No. 13, An Ordinance regarding prohibited conduct onboard transit vehicles, and prohibited actions on or about a transit facility, trolley station or bus stop

SAN DIEGO METROPOLITAN TRANSIT SYSTEM

CODIFIED ORDINANCE NO. 13
(as Adopted 8/9/01 and amended through ~~1/19/12~~6/18/15)

An Ordinance Regarding Prohibited Conduct Onboard Transit Vehicles and Prohibited Actions on or About a Transit Facility, Trolley Station, or Bus Stop

The Board of Directors of the San Diego Metropolitan Transit System (MTS) does ordain as follows:

Section 13.1: General

The use of the San Diego Metropolitan Transit System (MTS) facilities shall be conditioned upon the observance of this ordinance or any rules and regulations hereafter promulgated by MTS or pursuant to its authority; all rights, privileges, licenses and permits, express or implied, for the use of MTS facilities are revocable; and each such right, privilege, license or permit shall at the option of MTS or its duly authorized representative be revoked and canceled by and upon the breach of this ordinance or of the violation while in or upon MTS facilities or any applicable laws or ordinances.

Nothing herein contained or omitted from this ordinance shall be construed to relieve any person whatsoever from exercising all reasonable care to avoid or prevent injury or damage to persons or property.

Any requirement or provision of these rules relating to any prohibited act shall respectively extend to and include the causing, procuring, aiding or abetting, directly or indirectly, of such act; or the permitting or the allowing of any minor in the custody of any person, doing any act prohibited by a provision hereof.

Any act otherwise prohibited by these rules shall be lawful if performed under, by virtue of, and strictly in compliance with the provisions of an agreement, permit, or license issued or approved by MTS and/or San Diego Trolley, Inc. (SDTI), and/or San Diego Transit Corporation (SDTC), and to the extent authorized thereby.

These rules are in addition to and supplement all applicable laws or ordinances.

Section 13.2: Definitions

The following terms, as used in this ordinance shall, unless otherwise expressly stated or unless the context clearly requires a different interpretation, have the following meaning.

A. Bicycle - A "bicycle" is a device upon which any person may ride, propelled exclusively by human power through a belt, chain, or gears, and having two wheels.

B. Bus - A "bus" is any motor vehicle, other than a ~~motortruck~~ motor truck or truck tractor, designed for carrying more than 10 persons including the driver, and used or maintained for the transportation of passengers, except that any motor vehicle, other than a ~~motortruck~~ motor truck or truck tractor, designed for carrying not more than 12 persons, including the driver, which is maintained and used in the nonprofit transportation of adults to and from a work location as part of a carpool program or when transporting only members of the household of the owner thereof, shall not be considered to be a bus for the purposes of this section.

C. Bus Stop – A "bus stop" is a designated area marked by a sign depicting a specific route number or numbers for the loading and unloading of passengers from or onto a bus, which may or may not include a bench or shelter.

D. Facility or Transit Facility – A "facility" or "transit facility" includes, but is not limited to, transit centers, ~~rail~~trolley stations, bus shelters, ~~and~~ bus stops on public or private property, parking lots and or lands or properties that are utilized, owned, operated or controlled by MTS, their contractors or its subsidiaries.

E. Pedestrian – A "pedestrian" is any person who is afoot or who is using a means of conveyance propelled by human power other than a bicycle.

F. Tailgate – Any person standing, sitting, or remaining in the area of a vehicle, chair, table, ice-chest, barbeque, or similar device for the purpose of consuming any food or beverage, or for the purpose of socializing before during or at the conclusion of an event.

G. Trolley – A "trolley" is a vehicle which is propelled by electric power obtained from overhead trolley wires and is operated upon rails.

H. Trolley Station – A "trolley station" is a designated area marked by a sign depicting a specific rail service line; i.e., Orange, Blue, Red, Green, etc., for the loading and unloading of passengers from or onto a trolley, which may or may not include a bench or shelter.

I. Transit Vehicle – A "transit vehicle" shall mean buses and trolleys or any other form of public conveyance utilized, owned, operated or controlled by MTS, ~~SDTI, or SDTC~~their contractors or its subsidiaries.

J. Validator – A "Validator" is a device or machine used for tapping a Compass Card prior to a passenger boarding a bus or trolley ~~to deduct the proper fare from a Compass Card prior to a passenger boarding a bus or trolley and prior to and after a passenger boards and alights a Centre City San Diego Trolley if the passenger wishes to receive the Centre City San Diego fare (as defined in MTS Ordinance No. 4)~~.

Section 13.3: Fares

Passengers shall be permitted on a transit vehicle or in a transit station utilized, owned, operated or controlled~~, or used~~ by MTS or its subsidiaries or contractors only upon payment of such fares and under such circumstances as may from time to time be ordained by MTS. It is unlawful for any person to refuse to pay, or to evade or attempt to evade the payment of such fares.

It is unlawful for any person to resell, or attempt to resell, any ticket, pass, token, or other form of fare media that has already been used by another passenger, or to solicit, collect, or attempt to collect any ticket, pass, token, or other form of fare media from a passenger, trash can, or other location with the intent to resell the ticket, pass, token, or other form of fare media. MTS reserves the right to confiscate any previously used or resold ticket, pass, token, or other form of fare media.

It is unlawful to purchase any used or unused ticket from any person or entity or purchase any fare media from any person or entity other than an authorized MTS ticket, pass, token, or other fare media sales agent or ticket vending machine.

If passengers are utilizing a Compass Card (as defined in MTS Ordinance No. 4), they must present their card to a fare Validator when entering a bus, prior to waiting in any fare paid zone, and prior to boarding a trolley. This procedure is known as "Tap or Tapping." Tapping is a condition precedent to utilizing MTS bus and trolley service and the Compass Card. It shall be unlawful for passengers to refuse to Tap, or to evade Tapping, or to attempt to evade Tapping when utilizing a Compass Card. MTS reserves the right to confiscate the Compass Card for noncompliance with this provision or the provisions of MTS Ordinance No. 4.

~~(Section 13.3 adopted and amended 1/19/12)~~

Section 13.4: Prohibited Conduct Onboard Transit Vehicles

It shall be unlawful for passengers or occupants while aboard a bus or trolley while the vehicle is transporting passengers in regular route service, contract, special, or community-type service within the MTS jurisdictional area to:

A. Consume any food or beverage, except that passengers may consume beverages while onboard a ~~trolley~~transit vehicle if the beverages are contained in a spill-proof or screw-top container or bottle. Examples of such spill-proof or screw-top containers or bottles include, but are not limited to, water bottles and soda bottles with screw tops, personal beverage containers with snap-on or screw-on lids, and coffee cups or mugs with snap-on or screw-on lids.

B. Smoke or carry a lighted or smoldering pipe, cigar, cigarette, or tobacco or use any electronic smoking product or device that causes smoke, mist or vapor in any form.

C. Operate any radio, ~~phonograph,~~ tape player, speaker or other such instrument that is audible to any other person on a transit vehicle. This does not include use of headphones to play an audio device so long as it is not audible to any other person on a transit vehicle.

D. Expectorate.

E. Discard litter.

F. Extend his/her head, hand, arm, foot, leg, or other portion of the body through any window.

G. Interfere in any manner whatsoever with the operator or operation of any bus or trolley.

H. Possess an open alcoholic beverage container, irrespective of whether the container is spill-proof or screw-top.

I. Ride any ~~bike~~bicycle, skateboard, or scooter.

J. No person shall put his foot on any seat provided for any passengers on a bus or trolley, or place any article on such seat which would leave grease, oil, paint, dirt, or any other substance on such seat.

K. No person shall activate without justification, mutilate, deface or misuse in any manner, any safety device or intercom located onboard a bus or trolley.

L. No person shall ride upon the outside or roof of any bus or trolley.

~~(Section 13.4 amended 01/18/07)~~

Section 13.5: Prohibited Actions on or About a Transit Facility

A. No person (except MTS/SDTI/SDTC employees, agents, or authorized visitors) shall enter upon the roadbed, tracks, structures, right-of-way, or other parts of a transit facility, which are not open to passengers or to the public.

B. No person shall drink any alcoholic beverage or possess an open alcoholic beverage container on or in a transit facility except on premises licensed therefor.

C. No person shall sit, lie, or stand with any portion of his/her body extending within 8 feet 6 inches of the centerline of the outside rail on straight track of within 9 feet 6 inches of the centerline of the

outside rail on curved track except while entering or alighting from a trolley stopped at that station.

D. No person shall injure, deface, destroy, loosen, remove, or tamper with the transit facility.

E. No person shall injure, mutilate, deface, alter, change, displace, remove, or destroy any sign, notice, signal, or advertisement on the transit facility.

F. No person shall interfere with any lamp, electric light, electric fixture, or density on the transit facility.

G. No person shall write, paint, or draw any inscription or figure on or deface any transit facility.

H. No person shall disobey or disregard the notices, prohibitions, instructions, or directions on any sign posted on the transit facility.

I. No person shall interfere with, encumber, obstruct, or render dangerous any transit facility.

J. No person shall throw or project a stone or other missile at any trolley, bus or at any person or thing on or in the transit facility.

K. No person shall throw or project a stone or other missile from any transit facility or transit vehicle.

L. No person shall fail or refuse to comply with any lawful order or direction of any MTS inspector, security officer, whether an employee or designated agent of MTS, or any peace officer.

M. No person shall do, aid, abet, or assist in doing any act which may be dangerous, harmful, or injurious to any person or property within the transit facility, said act being not specifically prohibited herein.

N. No person shall put his foot on any bench provided for any passengers of the transit facility or place any article on such bench which would leave grease, oil, paint, dirt, or any other substance on such seat.

O. No person shall urinate or defecate in or upon unauthorized locations on the transit facility.

P. No person shall post or affix~~, distribute, or display commercial~~ signs, advertisements, circulars, handbills, or written material ~~of a commercial nature~~ on or within the transit facility~~, nor shall any person engage in any verbal solicitations of a commercial nature on or within said transit facility~~.

Q. No person shall climb upon or jump the trolley couplers.

R. No person shall discard litter in any transit facility or transit vehicle.

S. No person shall loiter in the immediate vicinity of any posted property.

T. No person shall tailgate.

U. Operate any radio, tape player, speaker or other such instrument that is audible to any other person at transit centers, trolley stations, bus shelters, and bus stops on public or private property. This does not include use of headphones to play an audio device so long as it is not audible to any other person.

~~(Section 13.5 amended 06/28/07)~~Section 13.6: Animals

No person shall bring, carry unto, or convey upon the transit facility, a dog, or other animal, unless it is completely enclosed in a carrying case, which can be accommodated in the lap of a passenger with no danger or annoyance to other passengers. This rule shall not apply to a ~~"~~service~~" or "assistance"~~ animal.

A ~~"~~service~~" or "assistance"~~ animal is trained to assist persons with disabilities. Such animals shall be properly harnessed when possible. The service animal must not occupy a seat or block a path of travel, including aisles and access doors. MTS reserves the right to inquire about the status of such animals, including whether an animal is a service animal and what task the service animal has been trained to perform.

Service ~~or assistance~~ animals must be under the control of the person at all times and must be housebroken. If person does not take effective action to control the service animal or if the service animal is a direct threat to the health and safety of passengers, personnel or MTS transit facilities, MTS can ask that the service animal be removed from MTS transit facilities. ~~MTS reserves the right to inquire about the status of such animals.~~

In the event that an animal or service animal causes damage to any transit facility, the person responsible for the animal or service animal may be liable for reimbursement to MTS for damages.

~~(Section 13.6 amended 6/28/07)~~

Section 13.7: ~~Meetings~~First Amendment Activity

No person shall hold any meeting, perform any ceremony, make any speech, address or oration, exhibit, or distribute any sign, placard, notice, declaration, or appeal of any kind or description within any transit facility or upon any transit vehicle or platform without a First Amendment Activity Permit ~~written permit from~~ authorized per MTS Board Policy No. 62. First Amendment Activity is only allowed within Designated Areas as prescribed within MTS Board Policy No. 62~~an MTS official~~.

Section 13.8: ~~Selling, Peddling, Leasing, Etc.~~Commercial Activity

No person shall engage in any commercial activity on or about any transit facility, transit station or transit vehicle. Commercial Activity includes, but is not limited to, the following prohibitions:

A. No person shall advertise, exhibit, sell, or offer for sale, hire~~,~~ or lease~~, or let out in or about the transit facility or a transit vehicle~~ any object ~~or,~~ merchandise, service, event or other property interest, ~~whether corporeal or incorporeal,~~ except concessions under contract to MTS or as authorized per MTS Board Policy No. 21.

B. ~~No person shall solicit previously purchased or used tickets, passes, tokens, or other fare media from another passenger or collect any previously purchased or used tickets, passes, tokens, or other fare media from a trash receptacle, platform, transit facility, or passenger.~~No person shall engage in commercial photography, filming or recording unless authorized per a Right of Entry Permit. This prohibition on commercial photography, filming or recording does not include:

1) Use of photography or film through a handheld camera or phone for a transit passenger's own personal, non-commercial use. All transit passengers may use photography or film incidental to their transit uses within transit facilities, transit stations and transit vehicles provided the individual complies with all other sections of this Ordinance (e.g. Ord. 13 §§ 13.3 – Fares, 13.4 – Prohibited Conduct Onboard Transit Vehicles, 13.5 Prohibited Actions on or About a Transit Facility);

2) News media crews filming staged events, scheduled press conferences or other non-breaking news topics which require prior approval from the MTS Marketing Department; ~~and~~

3) News media crews filming breaking news (an event that cannot be covered at any other time or location and the immediacy of the event does not allow for obtaining prior approval) are subject to reasonable restrictions and conditions, such as MTS staff and transit security monitoring and directing the activities to ensure safety.

~~(Section 13.8 amended 05/28/09)~~

Section 13.9: Bicycles

Bicycles are permitted on transit vehicles under the following conditions:

A. Bicyclists must be at least 16 years of age and have a valid proof of payment of fare.

B. Only one bicycle is allowed onboard a trolley during the hours of 6:00 a.m. to 9:00 a.m. and 3:00 p.m. to 6:00 p.m. weekdays. At any other time, no more than two bicycles per trolley will be allowed. No bicycles will be permitted in the aisle ways at any time.

C. On high-floor trolleys (2000 series trolleys), ~~B~~bicycles will be permitted to board trolleys at the rear doors only and must be placed against the rear driver's cab.

D. Bicyclists must remain with their bicycles at all times.

E. When part of a group charter, more than two bicycles per car may be permitted at the sole discretion of MTS.

Section 13.10: No Smoking ~~at any Transit Facility or Bus Stop~~or Use of Any Device That Causes Smoke, Mist or Vapor

No person shall smoke any materials, whether tobacco or any other product, ~~using~~ using ~~any device,~~a cigarette, cigar, pipe, or any other apparatus, or utilize any smoking device, cigarette, cigar, pipe, electronic smoking product or other device that causes smoke, mist or vapor in any form ~~or other apparatus~~ at the following locations owned, operated, or controlled by MTS, SDTI and/or SDTC unless otherwise posted:

A. Within 25 feet from any bus stop;

B. Within 25 feet of any trolley station; and

C. Within 25 feet of any transit facility.

~~JAN19-12.32.AttB.ORD 13.PROHIBITED CONDUCT.MTHOMSEN.doc~~

~~Adopted & Amended: 01/19/12~~
Amended: 06/18/15
Amended: 01/19/12
Amended: 05/28/09
Amended: 11/13/08
Amended: 06/28/07

Amended:	01/18/07
Amended:	06/09/05
Amended:	05/26/05
Amended:	10/28/04
Adopted:	08/09/01

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 45

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

LOS ANGELES-SAN DIEGO-SAN LUIS OBISPO RAIL CORRIDOR AGENCY (LOSSAN) INTERAGENCY TRANSFER AGREEMENT WITH THE STATE OF CALIFORNIA FOR ADMINISTRATION OF PACIFIC SURFLINER SERVICE (BRENT BOYD)

INFORMATIONAL ONLY

Budget Impact

None

DISCUSSION:

The San Diego Metropolitan Transit System (MTS) is a voting member of LOSSAN. SB 1225 authorized LOSSAN to assume administrative responsibility for the state-supported Pacific Surfliner intercity rail service (Amtrak service between San Diego and San Luis Obispo) in September 2012. In order to assume that responsibility, LOSSAN must enter into an interagency transfer agreement (ITA) with the State of California prior to June 30, 2015. The interagency transfer agreement is presented in this item.

The ITA will define all provisions of the LOSSAN Agency's obligations and responsibilities following the execution of the ITA, including roles and responsibilities for the state and LOSSAN Agency, the levels of service and funding for that service, annual budget process, annual business plan, provisions of the operating agreement, use of state-owned equipment and facilities, liability and insurance, as well as general business practices. There are 13 appendices included in the ITA that further outline and define the provisions of specific elements included in the ITA.

The ITA has been under development since January 2015 through coordination between LOSSAN staff, the California State Transportation Agency (CalSTA), and the California Department of Transportation (Caltrans) Division of Rail and Mass Transportation (DRMT). MTS has provided feedback on the development of the ITA through participation in the Board of Directors meetings, CEO conference calls, Technical

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

Advisory Committee meetings, working group meetings, and regular communication with LOSSAN staff.

The ITA (in substantially the same format as attached) was approved unanimously at the LOSSAN Board of Directors meeting on June 8, 2015. The ITA is attached and appendices referenced in the ITA are available upon request.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachments: A. LOSSAN Interagency Transfer Agreement



Interagency Transfer Agreement

Between

STATE OF CALIFORNIA
Department of Transportation

And

Los Angeles – San Diego – San Luis Obispo

Rail Corridor Agency

Revision dated June 4, 2015

[Note: This document is subject to further clarification, elimination of redundancies, and additional restructuring as discussions continue between the Department and the JPAs, as well as additional reviews continue by Department legal staff and in the final review by the Secretary. These reviews could result in future changes in the Department position on specific items. A number of sections contain detail that may be moved to appendices, or have somewhat different descriptions of the same activity (i.e. those referencing the state budget process). These will be cleaned up in future versions of the discussion draft.]

TABLE OF CONTENTS

RECITALS

AGREEMENT

Article 1. Definitions

Article 2. Transfer of Responsibilities

Article 3. Term of Agreement; Option Renew

Article 4. Annual Level of Funding

Article 5. Planned Service Improvements

Article 6. Estimated State Costs for Initial Year; Statement of Anticipated Operating Subsidy by State; Efficiency and Cost Saving Measures

Article 7. Subsequent Year Authority Costs; Statement of Anticipated Operating Subsidy by State

Article 8. Service Responsibilities

Article 9. Operation of Feeder/Distributer Bus Service

Article 10. Annual Business Plan

Article 11. State as Third Party Beneficiary to Amtrak Contract(s); The LOSSAN Agency as Agency of the State

Article 12. Performance Standards

Article 13. Force Majeure

Article 14. Liability and Indemnification

Article 15. Funding Shortfalls; Deficit Financing; Reduction in Level of Passenger Rail Service in the Corridor

Article 16. No Guaranty of Funding

Article 17. Termination by Parties

Article 18. Arbitration

Article 19. Audit

Article 20. Successor Acts

Article 21. Successor and Assigns to the Parties

Article 22. Notices

Article 23. Amendment

Article 24. Representations and Warranties of the Parties

Article 25. Construction

Article 26. Complete Agreement
Article 27. Partial Invalidity
Article 28. Conflicts Between This Agreement and Supplemental Agreements
Article 29. Counterparts
Article 30. Signatures

LIST OF APPENDICES

Appendix	Name
A	Statement of Administrative and Operating Cost Reductions
B	Initial Business Plan
C	Statement of Three Year Funding
D	Master Fund Transfer Agreement
E	Thruway Bus Services
F	Insurance Policies
G	Uniform Performance Standards
H	Transfer Agreement
I	Maintenance Agreement
J	Operating Agreement
K	Functions Assumed by the LOSSAN Agency
L	Functions Retained or Assumed by the Department

DRAFT

PREAMBLE

This Interagency Transfer Agreement (Agreement) between the State of California and the LOSSAN Rail Corridor Agency is entered into during a period of substantial change and transformation in California's transportation investments. The State of California recognizes the benefits in regional management of intercity rail services that are connected to local communities and riders; the State is also now focused on making transportation investments that will weave our regional and intercity transportation assets together into an integrated system. These investments are grounded in both the revolutionary investment in high speed rail services as developed and managed by the California High Speed Rail Authority as well as substantially increased funding for conventional intercity rail and transit systems. This Agreement respects the dual goals of local engagement and statewide integration, and is structured to achieve benefits both locally and statewide; allowing California to provide greater transportation choices that effectively and efficiently support increased rail ridership and is a cornerstone of sustainable operations and practices.

INTERAGENCY TRANSFER AGREEMENT

This Agreement is made and entered into as of the Effective Date in the State of California by and between the Los Angeles – San Diego – San Luis Obispo Rail Corridor Agency (LOSSAN Agency), a joint powers authority (JPA) as amended pursuant to Senate Bill 1225 (Chapter 802, Statutes of 2012), and the State of California, acting by and through the California Department of Transportation (Department), collectively the "Parties", and subject to the approval of the California State Transportation Agency (CalSTA).

RECITALS

This Agreement is made with reference to the following facts:

1. On September 29, 2012, the Governor signed into law Senate Bill (SB 1225), also known as the Intercity Passenger Rail Act of 2012 (Act), authorizing the Department, with approval from the Secretary of Transportation, to enter into an interagency transfer agreement under which the LOSSAN Agency would assume responsibility for administering the state-funded intercity rail service for the corridor between San Diego, Los Angeles, and San Luis Obispo, through an amendment to the existing LOSSAN Joint Exercise of Powers Agreement (JPA). SB 1225 amends sections 14031.8, 14070.2, 14070.4 and 14070.7 and pursuant to Article 5.2 (commencing with Section 14072) of Chapter 1 of Part 5 of Division 3 of Title 2 of the Government Code relating to transportation.

2. The following public agencies are authorized to contract with each other for the joint exercise of any common power under Article 1, Chapter 5, Division 7, Title 1 of the Government Code of the State of California, and each has been designated by the Act and signed on to be the Member Agencies of the LOSSAN Agency:

- Los Angeles County Metropolitan Transportation Authority (LACMTA)
- North County Transit District (NCTD)
- Orange County Transportation Authority (OCTA)
- Riverside County Transportation Commission (RCTC)
- San Diego Association of Governments (SANDAG)
- San Diego Metropolitan Transit System (MTS)
- San Luis Obispo Council of Governments (SLOCOG)
- Santa Barbara County Association of Governments (SBCAG)
- Ventura County Transportation Commission (VCTC)

EX-OFFICIO MEMBERS:

- Amtrak
- California Department of Transportation (Department)
- California High-Speed Rail Authority (CHSRA)
- Southern California Association of Governments (SCAG)

3. The LOSSAN rail corridor stretches 351 miles through the counties of San Diego, Orange, Los Angeles, Ventura, Santa Barbara, and San Luis Obispo, currently serving 31 stations in the following locations: San Luis Obispo, Grover Beach, Guadalupe-Santa Maria, Lompoc-Surf, Goleta, Santa Barbara, Carpinteria, Ventura, Oxnard, Camarillo, Moorpark, Simi Valley, Chatsworth, Van Nuys, Burbank-Bob Hope Airport, Glendale, Los Angeles Union Station, Fullerton, Anaheim, Santa Ana, Irvine, San Juan Capistrano, San Clemente Pier, Oceanside, Carlsbad (Village), Carlsbad (Poinsettia), Encinitas, Solana Beach, Sorrento Valley, Old Town San Diego, downtown San Diego.

4. The Secretary of CalSTA is responsible for the overall planning, coordination, and budgeting of Intercity Passenger Rail Service.

5. The Secretary of CalSTA has determined that transferring responsibility for intercity passenger rail service in the LOSSAN corridor would result in administrative or operating cost reductions.

6. The Secretary of Transportation shall establish, through an annual budget process, the level of state funding available for the operation of intercity passenger rail service in the LOSSAN corridor.

7. This Agreement provides for the transfer of responsibility for administering the intercity passenger rail service, also known as the Pacific Surfliner Service from the Department to the LOSSAN Agency, subject to the approval of the Secretary of the California State Transportation Agency (CalSTA).

8. LOSSAN Agency has produced an initial business plan (Initial Business Plan) which contains a proposal for the use of the State funding allocation for operation of the Service and which describes the methods by which the LOSSAN Agency will administer such rail service and seek to increase the ridership in the LOSSAN corridor, and which will be updated by the LOSSAN Agency annually, and submitted to the Secretary by April 1st of each year.

9. In accordance with section 14070.6 of the Government Code, the LOSSAN Agency may, continue to , contract with the National Railroad Passenger Corporation (Amtrak) or through a competitive solicitation with other organizations not precluded by state or federal law to provide passenger rail service, for the operation of the Service, and may contract with rail corporations, other rail operators, and local agencies for the use of tracks and other facilities and for the provision of passenger services on terms and conditions as the Parties may agree. Under any contract executed by the LOSSAN Agency under the ægis of 14070.6, the Department is deemed to be a third-party beneficiary, and any such contract may not contain any provision or provisions that would negatively impact or conflict with any other contracts the Department has regarding intercity rail service.

10. Consistent with the Annual Business Plan, and the state budget processes described herein, the Department shall develop a proposed yearly allocation which is consistent with and sufficient for agreed upon Service, and planned improvements to the Service as set forth in the most recently approved Business Plan.

AGREEMENT

NOW THEREFORE, in consideration of the recitals and the rights, duties and covenants set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the LOSSAN Agency and the Department hereby agree to the following:

ARTICLE 1. DEFINITIONS

The terms defined in this Section 1.0 shall for all purposes of this Agreement have the meanings specified herein.

1.1 "Act" refers to the Intercity Passenger Rail Act of 2012 (AB 1779) codified in Chapter 801 of the statutes of 2012 at Government Code section 14070 et seq.

1.2 "Agreement" shall mean this Interagency Transfer Agreement (ITA) and its Appendices whereby the Department transfers, as provided for in the Act and as set forth herein, responsibility for administering the Service to the LOSSAN Agency, including all applicable cost controls established hereunder or by statute.

1.3 "Annual Business Plan" shall mean the business plan submitted to the Secretary by April 1st of each year.

1.4 "BNSF Railway Company" or "BNSF" and "Union Pacific Railroad" or "UPRR" shall refer to the privately owned Class I railroads over which the Service operates.

1.5 "CHSRA" shall mean the California High-Speed Rail Authority who is authorized to develop and manage the high-speed rail system in California.

1.6 "California Department of Transportation" or "Caltrans" means the Department of Transportation of the State of California.

1.7 "California Transportation Commission" or "CTC" shall refer to the commission established in 1978 by Assembly Bill 402 (Chapter 1106, Statutes of 1977) and further defined in Section 5.4 of this Agreement.

1.8 "Cost Savings" shall have the meaning set forth in Section 7.5.

1.9 "Department" shall mean the State of California, acting by and through its Department of Transportation of the State of California .or "Caltrans", and any entity succeeding to the powers, authorities and responsibilities of the Department invoked by or under the Agreement or the Supplemental Agreements.

1.10 "Effective Date" means the date set forth in Section 2.1.

1.11 "Efficiency and Cost Reduction Measures" means the proposed measures and initiatives outlined in the LOSSAN Agency's Annual Business Plan, which will be newly identified in each Annual Business Plan, and provide the justification for spending proposed Cost Savings on Service improvements.

1.12 "Equipment Agreement" means the agreement between the Department and the LOSSAN Agency to allow for the use of State-owned equipment.

1.13 "Excess Liability Insurance" means the policy of excess liability insurance which is described in Section 14.4(b)(ii) hereof and a copy of which is attached to this Agreement as **Appendix F.**

1.14 "Expanded Service" has the meaning set forth in Section 15.3.

1.15 "Functions Assumed by LOSSAN Agency" means the statement of functions assumed by the LOSSAN Agency which is attached to this Agreement as **Appendix K.**

1.16 "Functions Assumed or Retained by the Department" means the statement of functions assumed by the Department which is attached to this Agreement as **Appendix L.**

1.17 "Fund Transfer Agreement" means that certain Standard Provisions of Intercity Rail Fund Transfer Agreement between the Department and the LOSSAN Agency covering allocations of State transportation, planning and development account funds herewith, a copy of which is attached to this Agreement as **Appendix D.**

1.18 "General Liability Insurance" means the general liability insurance policy coverage described in Section 14.4(b)(i), a copy of which is attached to this Agreement as **Appendix F.**

1.19 "Governor" means the Governor of the State of California.

1.20 "High-Speed Rail" refers to the California high-speed rail system as developed and managed by the California High-Speed Rail Authority.

1.21 "Initial Business Plan" shall mean the business plan which has been submitted by the LOSSAN Agency and approved by to the Secretary of CalSTA. A copy of the Initial Business Plan is attached to this Agreement as **Appendix B.**

1.22 "Intercity Rail Program" means the Service, the San Joaquin rail service and the Capitol Corridor rail service, all the feeder bus services related thereto and any future state-supported intercity passenger services.

1.23 "Intercity Passenger Rail Services" shall mean transportation in the form of both traditional and High-Speed Rail through daily services between metropolitan areas, to rural areas of California, and to points beyond California's borders.

1.24 "Legislature" means the State Legislature of the State of California.

1.25 "LOSSAN Agency" means the Los Angeles – San Diego - San Luis Obispo Rail Corridor Agency, the public agency created by and organized as a joint exercise of powers agency pursuant to Article 1, Chapter 5, Division 7, Title 1 of the Government Code of the State of California, which shall assume administrative responsibility for the State-supported Service as more fully provided in this Agreement.

1.26 "LOSSAN Corridor", "LOSSAN Rail Corridor", or "Pacific Surfliner Corridor", means the rail corridor which has its termini at San Diego and San Luis Obispo with intermediate stations located in San Diego County, Orange County, Los Angeles County, Ventura County, Santa Barbara County, and San Luis Obispo County.

1.27 "Maintenance Agreement" means that certain Maintenance Agreement between the California Department of Transportation and the National Passenger Railroad Corporation (Amtrak) for the maintenance of State-owned equipment dated November 20, 1994, a copy of which is attached to this Agreement as **Appendix I.**

1.28 "Maintenance Transfer Date" shall be no later than [**INSERT DATE**] and have the transfer of the maintenance obligations identified in Section 8.4.

1.29 "Mechanical Staff" shall mean a representative of the Department or the LOSSAN Agency specifically designated to oversee the maintenance of State-owned equipment.

1.30 "Member Agencies" shall mean those public entity members of the LOSSAN Agency named in Recital 2 of this Agreement, subject to future revision if any public entities withdraw and/or are added to the LOSSAN Agency.

1.31 "Minimum Service" as defined in Act, shall mean the level of service funded by the Department during the first three years following the effective date of the interagency transfer agreement which shall in no case be less than the number of intercity round trips operated in a corridor and serving the end points served by the intercity rail corridor and further set forth in Section 15.2.

1.32 "Minor Capital Improvement Projects" means minor capital projects as defined in and authorized by California Government Code Section 14037.

1.33 "Operating Agreement" means that certain agreement for the provision of passenger rail service pursuant to Title 49 U.S.C. Section 24107 between the Department and Amtrak and dated April 1, 2015, a copy of which is attached to this Agreement as **Appendix J** and all subsequent agreement(s) for the operation of the Service during the term of this Agreement.

1.34 "Operating Reserve Fund" shall mean the surplus funds retained by LOSSAN that represent the difference between the Department's operating subsidy payments and the actual costs invoiced by the operator, and will not exceed 12.5 percent of the immediate prior operating subsidy as is further described in Section 7.3.

1.35 "Operating Slots" shall mean the contractual ability to run regular passenger train(s) on a host railroad on a specific frequency.

1.36 "Retained Equipment" shall have the meaning set forth in Section 8.4(f).

1.37 "Secretary" shall mean the Secretary of the California State Transportation Agency (CalSTA). Unless the context otherwise requires, any reference to the Secretary includes CalSTA and its officers and employees.

1.38 "Service" shall, pursuant to the Act, mean, the State-supported administration, marketing, and operation and maintenance of rail and related services in the LOSSAN Corridor, including feeder bus services related thereto, as expanded, modified and developed by the LOSSAN Agency pursuant to this Agreement or any amendment thereto, and shall not include the services operated or funded by the Member Agencies.

1.39 "Shared Use Agreements" shall refer to those agreements that exist between the Department and any railroad owner over which the Service operates.

1.40 "State" shall mean the State of California.

1.41 "Statement of Administrative and Operating Cost Reductions Achieved through Joint Powers Authority Transfer of Responsibilities" refers to the statement documenting the Secretary's specific determination that administrative and operating cost reductions will be achieved through transfer of responsibilities to the LOSSAN Agency, included in this Agreement as **Appendix A**.

1.42 "Statement of Three-Year Funding" means the statement described in Section 6.5, a copy of which is attached to this Agreement as **Appendix C**.

1.43 "State-owned Equipment" means the train sets (rail cars and locomotives) identified in Equipment Agreement.

1.44 "Supplemental Agreements" shall mean any written agreement between the Department and any other service provider which is necessary for LOSSAN Agency's operation of the Service.

1.45 "Surplus Fund" have the meaning set forth in Section 7.3 hereof and shall mean the difference between the allocated amount for the operation of the Service and the aggregate amount of actual billings for the operation of the Service in the fiscal year by each respective passenger rail operating service provider.

1.46 "Term" has the meaning set forth in Section 3.1.

1.47 "Track and Signal Improvements" shall mean the capital improvements to the track and signal infrastructure of the Pacific Surfliner Corridor.

1.48 "Transfer Agreement" means the Transfer/Maintenance Agreement between the Department and Amtrak for the Transfer and Operations of State Provided Rail Equipment dated June 2, 1995 and amended July 1, 1998, a copy of which is attached to this Agreement as **Appendix H**.

1.49 "Thruway Bus" shall mean all connecting state-supported, contracted operated bus service for which the LOSSAN Agency assumes administrative responsibility, a description thereof is included in **Appendix P**.

1.50 "Uniform Performance Standards" means the standards, adopted by the Secretary, and referred to in Article 12 hereof, a copy of which are attached to this Agreement as **Appendix G**.

ARTICLE 2. TRANSFER OF RESPONSIBILITIES

2.1 Except as otherwise provided for herein, the Department hereby transfers the administrative responsibility for the Service to the LOSSAN Agency, effective as of July 1, 2015 (the "Effective Date"). Subject to the terms and conditions of this Agreement and except as otherwise provided herein, as of such date, the LOSSAN Agency assumes responsibility for managing the operating contract for and administering the Service as set forth herein, and, as of

such date, succeeds the Department's powers, obligations and duties relative to such Service as provided in this Agreement.

2.2 The State agrees that the LOSSAN Agency may have its Mechanical Staff present at the site of rail equipment maintenance from and after the Effective Date to monitor maintenance on behalf of the LOSSAN Agency.

ARTICLE 3. TERM OF THE AGREEMENT; OPTION TO RENEW

3.1 The term of this Agreement, as provided in Government Code Section 14070.4, subdivision (b) shall commence on the Effective Date set forth in Section 2.1 above and shall terminate, subject to earlier termination as provided herein, on the third anniversary date of the Effective Date.

3.2 As provided in Government Code Section 14070.2(b), the interagency transfer agreement between the Department and the LOSSAN Agency shall cover the initial three-year period after the transfer, but may be extended thereafter by mutual agreement on the same terms and conditions as stated herein. If either the LOSSAN Agency or the Department determines it does not wish to extend the agreement at the end of the initial term or a subsequent term, it shall notify the other party no less than 180 days prior to the termination date. Alternatively, the LOSSAN Agency and the Department may, by mutual agreement, modify this agreement upon renewal. If the Parties enter discussion to renew the agreement, they shall work in good faith to conclude a renewal agreement prior to expiration of the existing agreement. If the Parties fail to reach agreement prior to expiration of the existing agreement, the LOSSAN Agency shall continue to manage the Service for an additional 180 days funded by the Department, after which time, the management of the service shall transfer back the Department, absent renewal of that agreement within that 180 day period.

ARTICLE 4. ANNUAL LEVEL OF FUNDING

4.1 Subject to the Annual Business Plan or amendment thereto, and to the satisfaction of the Secretary, the Department shall seek to obtain funding for the LOSSAN Agency which is consistent with each successive approved budget contained in the Annual Business Plan, and sufficient for the level of the Service which, shall be no less than the existing level of service upon the Effective Date of this ITA as provided in SB 1225 and are contained in each successive approved Annual Business Plan.

4.2 In order to facilitate the state budget process the Initial Business Plan or Annual Business Plan shall identify the funding requested for the next two years of the Service.

4.3 Further detail on the Funding Request and Budget process is referenced in **Appendix L, Section 9.**

ARTICLE 5. PLANNED SERVICE IMPROVEMENTS

5.1 The LOSSAN Corridor wide Strategic Implementation Plan (2012) specifies the improvements, enhancements and proposed expansions for the Service.

5.2 The2013 State Rail Plan identifies expansion of the number of daily trains as well as the areas served, and the Parties agree to work to accomplish this service level increase to the extent reasonably feasible, subject to the availability of necessary funding, trackage rights and equipment, infrastructure constraints and consistent with the requirements of other Intercity Rail Programs for operating funding, train sets and rail capacity during the terms of this Agreement, and also subject to remaining supportive of the development of High-Speed Rail services developed and managed by CHSRA. It is the intent of the Parties that the Department shall support the Service, provided such support does not prejudice the programs of the other Intercity Rail Programs or the investment in high speed rail services developed and managed by CHSRA. It is also the intent of the foregoing that the Department shall support these other Intercity Rail Programs, provided such support does not disproportionately prejudice the programs of the Service.

5.3 The Annual Business Plan shall identify the scope of operations and capital improvements, if any, to the Service for the identified State fiscal years and shall be the basis for projecting funding requirements for the performance of the Service by the LOSSAN Agency. The Department and the Secretary will receive, review, modify as required or deemed advisable and the Secretary shall approve on or before July 31st of each year, each Annual Business Plan, and shall exercise reasonable efforts to secure from the Legislature the appropriation for the level of the Service agreed upon therein. Subject to Article 15 hereof, this Service will be operated to the extent that the Legislature appropriates necessary funds.

5.4 Funding for capital improvements to implement agreed upon enhanced levels of the Service may be obtained through available federal, state and local capital funding programs. To the extent that the LOSSAN Agency requests capital funding through state capital funding programs, the LOSSAN Agency shall submit the appropriate documentation which meets State requirements governing such programs for submittal in accordance with all applicable rules, regulations, policies, procedures and timetables of the California Transportation Commission or other applicable state bodies as they relate to such submittals. Anticipated changes in operating subsidy requirements resulting from the capital improvements shall be identified prior to programming such projects in order to enhance planning and to increase the likelihood of obtaining sufficient operating funds for the service improvements that result.

ARTICLE 6. AMTRAK FEDERAL FISCAL YEAR 2014-2015 CONTRACT; ESTIMATED STATE COSTS FOR THE FIRST YEAR; REQUIREMENT THAT THE SECRETARY DETERMINE THAT EFFICIENCIES AND COST REDUCTIONS CAN BE ACHIEVED BY THE LOSSAN AGENCY;

STATEMENT OF ANTICIPATED OPERATING SUBSIDY BY THE DEPARTMENT

6.1 It is agreed that the Department will prepay Amtrak operating and maintenance costs for the Service through September 30, 2015, under the existing Federal Fiscal Year (FFY) 2014-2015 contract. The Department will work cooperatively with the LOSSAN Agency to reconcile actual cost expenditures with all prepayments made to Amtrak for the contract period, and will provide the complete invoicing, reconciliations and any other relevant supporting documentation pertaining to the FFY 2014-2015 contract.

6.2 For Amtrak FFY 2015-16 (October 1, 2015 through September 30, 2016) contract, funds will be transferred to LOSSAN Agency no more than monthly according to the terms identified in the Master Fund Transfer Agreement (**Appendix D**). For State Fiscal Year (FY)(July 1, 2015 through June 30, 2016,) administrative and marketing funds will be transferred to LOSSAN Agency in accordance with the Fund Transfer Agreement. These amounts or such other amounts as are set forth in the Initial Business Plan submitted by the LOSSAN Agency, subject to the approval of the Secretary, shall be transferred to the LOSSAN Agency following appropriation by the Legislature, consistent with the Fund Transfer Agreement. Pursuant to the provisions of Article 16 of this Agreement, there is no guaranty of State funding.

6.3 In order to authorize the Department to enter into this Agreement to effect transfer of administrative functions to the LOSSAN Agency, and in accordance with and pursuant to the Efficiencies and Cost Reductions Statement, the Secretary has determined that transferring responsibility for intercity rail service in the Pacific Surfliner Corridor to the LOSSAN Agency would reasonably result in the efficiencies and cost reductions identified by the LOSSAN Agency in its Initial Business Plan, and by the Secretary as identified in **Appendix A.**

6.4 LOSSAN Agency has submitted to the Secretary, an Initial Business Plan which includes all the information required under Article 10 hereof. A copy of the Initial Business Plan is attached to this Agreement as **Appendix B.**

6.5 The attached Statement of Three Year Funding **(Appendix C)** is a statement of the estimated annual level of funding for a three year period from the Effective Date of this Agreement (which level of funding is consistent with and sufficient for the planned service improvements within the Corridor and shall not be less than the level of service as of the Effective Date of this ITA), together with a statement for each year of this Agreement, of the funds intended to be transferred by the Department to the LOSSAN Agency subject to Legislative appropriation for support at the same level, including (a) State operating subsidies made available for the Service, and (b) funds for the administration and marketing of the Service, with such amounts adjusted for inflation.

ARTICLE 7. SUBSEQUENT YEAR AUTHORITY COSTS

7.1 On or before April 1st of each year in which this Agreement, or any subsequent agreement regarding the Service, is in effect, the LOSSAN Agency shall submit to the Secretary for review and approval, subject to any recommended modifications to be made on or before July 31st, as part of the LOSSAN Agency's Annual Business Plan, the projected costs for the next two State fiscal years to administer the Service. The State's share of such annual projected costs, when approved by the Secretary, shall be submitted by the Department into the State budget process and shall, subject to the appropriation by the Legislature and, to the extent legally required, to programming by the CTC, be allocated to the LOSSAN Agency. Notwithstanding Article 15, in the event the Legislature does not appropriate funding for this Agreement, the Parties will meet to discuss the best options to minimize unnecessary disruptions to the Service.

7.2 The amount sought to be appropriated by the Legislature shall cover the State's share of all the LOSSAN Agency's and State costs to administer, manage, maintain, market and operate the Service, as set forth in SB 1225, including all planned service improvements as set forth in Article 5 and such other additions and extensions within the Pacific Surfliner Rail Corridor to which the Department and the LOSSAN Agency may agree.

7.3 If the budget allocation and the funds provided by the Department to the LOSSAN Agency in any State fiscal year for passenger rail services operations exceeds the level of actual billings from the LOSSAN Agency's contracting passenger rail operating service provider, the difference between the allocated amount for such operating services and the aggregate amount of actual billings for such services in the fiscal year by such passenger rail operating service provider shall be considered to be Surplus Fund. Such Surplus Funds shall be identified by the LOSSAN Agency and the Department shall be notified of its estimated amount no later than 30 days from receipt and following review and reconciliation by the LOSSAN Agency of a final invoice for the FY from the passenger rail operating service provider. Surplus Funds may be retained by the LOSSAN Agency in a separately identifiable Operating Reserve Fund intended solely to fund future variability in operating costs such as fuel, host railroad incentives and other operating costs that may vary from the budgeted amount established at the start of each passenger rail service provider contract year. The maximum level of funds allowed to be retained in the Operating Reserve Fund, unless otherwise approved in writing by the Department, and conditioned upon approval by the Secretary, shall be 12.5% of the State subsidy level in the most recently completed Amtrak contract year. Amounts in excess of funding over the 12.5% of the State subsidy level for the most recently completed Amtrak contract year, shall be returned to the Department pursuant to the means specified in the Fund Transfer Agreement.

7.4 The operating reserve fund shall be utilized ahead of any requests for additional budget allocations for cost fluctuations that occur during the course of the contract year related to carrying out the Services in the approved Business Plan.

7.5 Notwithstanding the foregoing, the LOSSAN Agency may use cost savings (Cost Savings) from operational improvements or efficiencies achieved by it, or increases in Operating Revenues in excess of Business Plan projections and farebox recovery requirements specified in the Uniform Performance Standards, to provide for service improvements that increase ridership of

the Service. Cost Savings are to be based on trackable management actions, including but not limited to proposals either in the Initial Business Plan/Annual Business Plan or otherwise documented and quantified during the course of performance of the Service during the then fiscal year. Cost Savings prospectively quantified in a Business Plan based on management actions proposed for the future may be directly budgeted for targeted service improvements. Cost Savings based on management actions taken during the regular administration of the Services shall be tracked, and the current fiscal year savings specifically identified for utilization in future year service improvements identified in the next Business Plan, allowing the funds to remain available for service improvement expenditure rather than be designated as Surplus Funds. Increases in operating revenues above those anticipated in the Business Plan forecast shall be available for service improvement expenditure only after the Operating Reserve maximum level identified in Item 7.3 is achieved, and subject to their identification and budgeting in an approved Business Plan.

ARTICLE 8. SERVICE RESPONSIBILITIES

8.1 The respective duties, obligations and responsibilities of the LOSSAN Agency and the Department for the Service, unless otherwise specified, shall be the Effective Date of this Agreement.

8.2 The duties, obligations and responsibilities of the Department are identified in **Appendix L.**

8.3 The duties, obligations and responsibilities of the LOSSAN Agency are identified in **Appendix K.**

8.4 **Supplemental Agreements**

a. On the Maintenance Transfer Date, and subject to any maintenance or warranty administration responsibility retained by the Department under the Equipment Agreement, the LOSSAN Agency will assume responsibility for administration of the delegated maintenance oversight for the rail cars and locomotives assigned to the Service and any other Intercity Rail Program with which LOSSAN Agency shares tracks and rail cars, including leased equipment, the equipment designated and purchased by the Department for such Intercity Rail Program as set forth in the Department's California Passenger Rail Fleet Plan, and equipment utilized for such Intercity Rail Program which is or may be acquired to the execution of this Agreement which are used in the operation of the Service.

b. The terms for transferring the State-owned Equipment and other equipment and property owned by the Department and required for the Service, including the number of units to be provided, liability coverages, maintenance and warranty responsibility and indemnification issues, are as set forth herein and in the Equipment Agreement which shall be executed by the Parties as of the Effective Date of this Agreement.

c. The effectiveness of this Agreement is specifically contingent upon the approval and execution and attachment hereto of the Agreements, all data as of the Effective Date. If the Parties to each of the Agreements have not agreed upon and executed each of the Agreements, neither party hereto shall have any further obligation or liability to the other party.

d. The State-owned Equipment is subject to the terms of the Maintenance Agreement and the Transfer Agreement. The Transfer Agreement and the Maintenance Agreement are for a term commencing on the Effective Date and continuing until terminated in accordance with the provisions thereof. The Transfer Agreement is for a term commencing on the Effective Date and continuing until terminated in accordance with the provisions thereof (**Appendices H** and **I**)

e. The Parties agree that the Operating Agreement is intended to govern the operation of the Service between the LOSSAN Agency and Amtrak or any future operator. The Transfer Agreement is intended to govern certain operations issues among the LOSSAN Agency, the Department and Amtrak or any future operator pending transfer of maintenance administration responsibility (subject to any defined responsibility retained by the Department) with respect to the State-owned Equipment in accordance with the provisions of the Equipment Agreement.

f. With respect to the State-owned Equipment being transferred to the LOSSAN Agency for operation of the Service and maintenance supervision responsibility transferred to the LOSSAN Agency, it is the intent of the Parties that, in accordance with the provisions of the Equipment Agreement, no other rights in any specifically identified units of the State-owned Equipment shall be transferred to the LOSSAN Agency. Rather, it is the intent of the Parties, and it is hereby agreed, that this Agreement and the Equipment Agreement transfer to the LOSSAN Agency the right to operate within the Corridor and, effective upon transfer of maintenance supervision responsibility, the obligation to supervise maintenance of a number of units of each type of State-owned Equipment, either solely or in concert with equipment maintenance supervisory personnel from Amtrak as identified in the Equipment and Operating Agreements.

8.5 LOSSAN Agency shall, as of the effective dates applicable to such specific responsibilities as may be set forth herein and in the Appendices of this Agreement, assume from the Department, the Department's functions, duties, obligations and responsibilities related to the Service, including but not limited to the specific functions and responsibilities set forth in **Appendix K**, attached hereto, and excluding those functions and responsibilities retained by the Department and set forth in **Appendix L** and Section 8.4 above.

8.6 LOSSAN Agency shall set fares for the Service; provided, however that where the Service is directly contiguous with any part of any other California Intercity Rail Program, through the Statewide Working Group identified in **Appendix L**, the Parties will attempt to reach agreement on the fare structure for such contiguous areas. Failing such agreement, any dispute arising from disagreements between the members of the working group identified in **Appendix L** shall instead

be resolved by the Secretary. The determination by the Secretary shall be final and binding upon the Parties.

8.7 **Improvements to the Service; Integration with CHSRA**

a. LOSSAN Agency acknowledges that the Department desires to improve rail and transit service and grow ridership by creating an integrated statewide rail and transit systems with coordinated schedules and common fare collection systems. Creation of a better-integrated rail and transit systems will create additional options for travelers and help the Department achieve its mobility, safety and greenhouse gas reduction goals for the statewide transportation system.

b. The CHSRA is an integral component of the statewide integrated rail and transit system. Notwithstanding the foregoing, the LOSSAN Agency shall use best efforts in working with the CHSRA and any other rail and transit providers to improve the integration of the Service with other high-speed rail, traditional rail and transit services. The LOSSAN Agency shall use best efforts in working with CHSRA upon the implementation of CHSRA service. In the event that the LOSSAN Agency fails to reach agreement with the CHSRA on terms related, but not limited to, scheduling and fare integration issues, the dispute, arising from such disagreement, shall be brought by either the LOSSAN Agency or the Department and resolved by the Secretary. The determination by the Secretary shall be final and binding.

c. With respect to all equipment and facilities, including rail cars, rail equipment, buses and rail tracks and stations, used jointly by both the Service and any other California Intercity Rail Program, all savings in operations attributable to such other Intercity Rail Program shall be allocated to such Intercity Rail Program. Likewise, effective as of the Maintenance Transfer Date, maintenance on any passenger rail equipment jointly used for the Service and another California Intercity Rail Program, shall be equitably apportioned between such Intercity Rail Programs based upon total car and locomotive miles traveled in service, or any other equitable cost sharing mechanisms agreed upon between the Department and JPAs.

8.8 LOSSAN Agency and the Department agree to use their respective best efforts to minimize any negative impacts of such joint use and to maximize the efficient use of the equipment and facilities by taking, without limitation, the following steps: (i) maintenance and cleanliness standards shall be the same for any joint-use equipment or facilities; (ii) assignment of equipment to individual trains shall be in accordance with a deployment plan agreed to by the working groups identified in Appendices K and L.

8.9 LOSSAN Agency shall maintain, through contracted forces or continued use of the Amtrak Operating Agreement, all stations, currently specified in the Operating Agreement, over which it has control or responsibility, including, but not limited to restroom facilities, in good condition and repair, and in accordance with high standards of cleanliness (Public Utilities Code, Section 99317.8).

8.10 The Operating Agreement is a six-month agreement between the Department and Amtrak with an effective date of April 1, 2015, subject to renewal in October 2015 for successive terms of (12) months. As of the Effective Date, the LOSSAN Agency and Amtrak will enter into an Operating Agreement or the LOSSAN Agency shall be assigned the existing agreement between the Department and Amtrak with respect to the Service, subject to approval by the Department and Amtrak. The Parties further agree that the future operating agreements between the LOSSAN Agency and Amtrak, or any subsequent operator with respect to the Service, and any assignment of the Department's rights and obligations with respect to the Service and/or the State-owned Equipment under the Transfer Agreement or the Maintenance Agreement, pursuant to any new maintenance and/or transfer agreement between the LOSSAN Agency and Amtrak (or any subsequent operator) shall be subject to review and approval by the Secretary or the Secretary's designee prior to its execution by the LOSSAN Agency , which approval shall not be unreasonably withheld.

8.11 Because Funding Agreement(s) for Capital Projects with the Host Railroad(s) and Local Agencies are currently in place, and the work to be performed has commenced under the supervision of the Department, the Parties agree that it is in their mutual best interest for the Department to continue as the public entity party to the Funding Agreement(s) and to continue to administer and supervise the project and funding agreement(s) . The Department agrees to consult with the LOSSAN Agency regarding any change orders, amendments or modification of the scope of work to be performed which is sought or recommended by the Host Railroad(s) or Local Agencies, and to review and consider, and if it deems appropriate, to seek to effect any changes recommended by the LOSSAN Agency to the scope of work.

ARTICLE 9. OPERATION OF FEEDER BUS SERVICE

9.1 LOSSAN Agency will take over the administration of the feeder bus routes defined in **Appendix E,** which operate primarily in conjunction with the Service.

9.2 All costs of operation of the bus routes will be the responsibility of the LOSSAN Agency; all revenue credits for the bus portion of the trip generated from passenger tickets used for travel on these bus routes will be retained by the LOSSAN Agency for the Service.

9.3 The LOSSAN Agency may change schedules of Surfliner trains and may change the schedules of the connecting bus routes administered by the LOSSAN Agency, or may discontinue individual bus trips. The Parties agree that changes to the Service described above may result in potential adverse impacts upon the rail and bus services administered by other party or service as a direct result of breaking or eliminating connections with such services may impact interregional connectivity and are committed to foster collaborative decision-making through active participation in the working groups defined in **Appendices K and L.** In the event there is a dispute related to a proposed change to the Service by the LOSSAN Agency, the Parties shall comply with the informal dispute resolution outlined in Article 18.1

9.4 The Parties shall also allow any Department administered feeder bus services to use Service facilities, and stations owned by the LOSSAN Agency, without any charge by the LOSSAN Agency to the Department or the operator. The LOSSAN Agency will not prohibit and will assist in the placement by the Department of signs and informational material designed to alert the public to the availability of Department administered feeder bus service. (For the purposes of this Section, "Department administered feeder bus service" includes any bus service funded pursuant to California Public Utilities Code, Section 99316).

ARTICLE 10. ANNUAL BUSINESS PLAN

10.1 The Annual Business Plan shall each year describe the responsibilities and identify the annual level of funding consistent with and sufficient for operation and administration of the Service and for any planned improvements to the Service.

10.2 The Initial Business Plan has been submitted by the LOSSAN Agency to the Department, and contains budget, operating and capital improvement proposals, as well as all other required elements of the Business Plan as set forth below, for State fiscal years 2015-16 and 2016-17 respectively.

10.3 LOSSAN Agency's Initial Business Plan proposed budget for 2015-16 is based on specific requests for marketing, administrative and minor capital funding, plus the Amtrak operating contract funds estimated under **Article 6**. The Secretary and the Department have proposed funds sufficient for such Initial Business Plan, with any modifications made by the Secretary or the Legislature, in the 2015 State Budget Act for 2015-16.

10.4 The Initial Business Plan has been received by the Secretary and by the Department and shall be approved with any modifications requested by the Secretary, as soon as reasonably possible following the Effective Date. The budget proposal for such approved Annual Business Plan shall be incorporated into the Department's budget proposal and shall be submitted to the Governor in accordance with the deadline established by the Department of Finance and to be included in the Governor's budget proposal to the Legislature for the next State fiscal year. In the event that the LOSSAN Agency does not agree with the amount provided in the Department's budget proposal for the Service, it shall be permitted to make its views known to the Governor through CalSTA and the Department of Finance during the state budget development process with consideration to the Governor's release of the budget proposal to the State Legislature and compliant with the requirements of budget development confidentiality.

10.5 Not later than ten (10) business days following the receipt by the LOSSAN Agency from Amtrak of the adjusted and final contract amount for the Operating Agreement for a subsequent federal fiscal year, or if the LOSSAN Agency has entered into a similar agreement with another operator of the Service, within ten (10) business days following receipt by the LOSSAN Agency of an adjusted and final contract amount for subsequent year of such other similar agreement, the LOSSAN Agency shall submit to the Department an amendment to the Annual Business Plan reflecting the final contract amount.

10.6 Subsequent State fiscal year Annual Business Plans shall be submitted no later than April 1 of each year of the term of this Agreement or any renewal thereof and shall contain information for a two year budget, the upcoming and subsequent State fiscal year . The Annual Business Plan shall be reviewed and, subject to modification by the Secretary, approved by the Secretary on or before July 31 of each year, with any recommended modification, and the approved budget incorporated into the Department's proposed budget for inclusion in the Governor's budget in accordance with the procedures set forth in Sections 10.4 and 10.5 above.

10.7 Each Annual Business Plan shall be consistent with the provisions and requirements of this Agreement and shall contain each of the requirements contained in the California Government Code Section 14070.4, subdivision (b), including, without limitation, provisions regarding the following matters.

a. A report on recent as well as historical performance of the Service, an overall operating plan including proposed service enhancements to increase ridership and provide for increased traveler demands in the Corridor for the upcoming year, short term and long term capital improvement programs, funding requirements for the upcoming State fiscal year, and an action plan with specific performance goals and objectives.

b. Documentation of Service improvements to provide the planned level of service, including operating plans to serve peak period work trips and consideration of other Service expansions and enhancements.

c. A clear delineation of how funding and accounting for State-sponsored Intercity Rail Program services shall be separate from locally sponsored services in the Corridor. Any proposals to expand or modify the Service shall be accompanied by the identification of all associated costs and ridership projections.

d. The establishment of fares, operating strategies, capital improvements needed, and the marketing and operating strategies designed to meet Performance Standards required by the Act.

e. Service amenities, food and beverage services, and commissary services.

f. LOSSAN Agency's proposed levels of train performance.

g. Any proposed modifications or amendment to Performance Standards.

h. System Integration with the California High Speed Rail services and the services of other state supported intercity rail services

10.8 Should the Initial Business Plan or Annual Business Plan as approved by the Secretary include an estimated completion date or dates for any items of work identified therein, the LOSSAN Agency shall conform to those completion dates. In accordance with the provisions of

the Fund Transfer Agreement, any failure to conform may constitute the basis for delaying or withholding payment for the work to the extent of the delay.

10.9 Methods the Department will use for its annual review of the Annual Business Plan and annual proposal on funding and appropriations will include evaluation of the Annual Business Plan to determine that the Annual Business Plan is an integrated program that provides all of the necessary components for producing the required intercity passenger rail services, including but not limited to, specific determinations that the Annual Business Plan addresses:

a. Cost levels for the provision of the proposed level of passenger rail service;

b. Route and schedule coordination with other Intercity Rail Programs and other passenger rail services, and with feeder bus services for such Intercity Rail Programs and other passenger rail services, including as appropriate, a comparison of proposed fares, schedules and service amenities with other competitive transportation modes within the Corridor to ensure that the projected route performance is reasonable and achievable;

c. Compliance with Uniform Performance Standards as modified from time to time;

d. Non-violation of (i) the provisions of this Agreement, (ii) Supplemental Agreements with respect to the Service and the State-Owned Equipment, and (iii) applicable law and regulations;

e. Reasonableness of the projections of ridership, revenues and funding needs using standard rail industry and financial evaluation tools and models;

f. Identified and documented annual funding and appropriations requirements for each year of this Agreement;

g. Fiscal results of the prior year's operations

h. Consistency with the California High Speed Rail business plan.

Such review will also include a determination as to whether all necessary resources are available and have been included in the Business Plan Update, that key assumptions are reasonable and consistent, and that proposed levels of passenger rail and feeder bus service are sufficient to meet anticipated customer needs on a cost-effective basis.

ARTICLE 11. DEPARTMENT AS A THIRD PARTY BENEFICIARY TO AMTRAK CONTRACT; THE LOSSAN Agency AS AN AGENCY OF THE STATE

11.1 In accordance with the Act, the Department is deemed to be a third-party beneficiary of any contract for passenger rail services between the LOSSAN Agency and Amtrak (or any other passenger rail service provider under contract with the LOSSAN Agency pursuant to California

Government Code Section 14070.6), for use of tracks and other facilities and for the provision of passenger services on such terms and conditions as the Parties may agree.

11.2 No such contract shall contain any provision which would have a materially detrimental effect on any other contract the Department may have regarding other California Intercity Rail Programs.

11.3 As provided in California Government Code Section 14070.4, the LOSSAN Agency is deemed to be an agency of the State of California for purposes related to providing passenger rail services. By executing this Agreement, the LOSSAN Agency acknowledges and agrees that such provision does not render it an agent of the Department or CalSTA.

ARTICLE 12. UNIFORM PERFORMANCE STANDARDS

12.1 **Appendix G** is the Uniform Performance Standards for the operation of the Service by the LOSSAN Agency. These Performance Standards are the final Performance Standards adopted by the Secretary in accordance with the Act as of June 30, 2014 and subject to revision following the first year.

ARTICLE 13. FORCE MAJEURE

13.1 Each party will be excused from performance of its obligations where such non-performance is caused by any event beyond its reasonable control, such as any non-appealable order, rule or regulation of any federal or state governmental body, Acts of God (of Acts of God (including fire, flood, earthquake, storm, hurricane or other natural disaster), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), civil war, rebellion, revolution, insurrection, military or usurped power or confiscation, terrorist activities, nationalization, government sanction, blockage, embargo, labor dispute, strike, lockout or interruption, provided that the party excused hereunder shall use all reasonable efforts to minimize its non-performance and to overcome, remedy or remove such event in the shortest practical time.

13.2 Should a *force majeure* event occur, as provided in Section 13.1, which renders it impossible for a period of forty-five (45) or more consecutive days for either party to perform its obligations hereunder, the Parties agree to negotiate in good faith to amend the existing Business Plan or Business Plan Update to deal with such event and to seek additional sources of funding to continue the operation of the Service.

ARTICLE 14. LIABILITY AND INDEMNIFICATION; INSURANCE REQUIREMENTS

14.1 Parties' Obligation to Indemnify

Liability, indemnification and insurance coverage for liability imposed for injury or damage to State, the LOSSAN Agency or any third party related to or arising out of obligation, responsibility

or duty delegated to or assumed by the State or the LOSSAN Agency under this Agreement shall be provided below.

a. Indemnification by LOSSAN Agency

i. The LOSSAN Agency agrees to indemnify, defend and save harmless the State, the Department, its officers, agents and employees from any and all claims, suits or actions of every name, kind and description including but not limited to, contractual losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement; from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the LOSSAN Agency in the performance of this Agreement; or tortious or other theories or assertions of liability occurring by reason of anything done or omitted to be done by the LOSSAN Agency and/or its agents under this Agreement. If any claim, action or proceeding shall at any time be brought against the State or Department asserting a liability for such injury, death, damage or loss, the State or Department shall promptly give notice to the LOSSAN Agency of such claim, action or proceeding and the LOSSAN Agency shall thereafter provide all such information as the State or Department may from time to time request.

b. Provided that LOSSAN Agency furnishes and maintains all of the insurance that it is contractually required to obtain under this Agreement, then, in accordance with the present terms of the joint exercise of powers agreement pursuant to which LOSSAN Agency has been organized, any indemnity obligation of the LOSSAN Agency hereunder shall not flow through to become obligations of any Member Agency of LOSSAN Agency as a consequence of that Member Agency's status as a Member Agency of LOSSAN Agency. In addition, , no Member Agency shall have any liability or obligation for indemnification hereunder to the extent that its activities arise out of its obligations under this Agreement, its appointment of a member to LOSSAN Agency Board of Directors as its representative thereto, and its participation on the LOSSAN Board of Directors or any committees thereof in Board and committee activities to the extent permitted by law and in the usual and customary manner. To the extent that the negligence of any Member Agency outside of the foregoing activities causes or contributes to a loss for which the State has been final adjudged jointly, or jointly and severally, liable with the Member Agency, the State may seek contribution and/or indemnification from that Member Agency to the extent permitted by applicable law.

c. Indemnification by Department

i. The Department shall, to the extent permitted by law, indemnify, defend and hold harmless the LOSSAN Agency and its members, officers, directors, employees and agents, from any and all claims, suits or actions of every name, kind and description including injury or damages occurring by reason of anything done or omitted to be done by the Department and/or its agents under this Agreement.

14.2 The indemnifying party shall bear all expenses, costs and shall pay all settlements or final judgments arising out of any claim, action or proceeding involving the injury to and/or death of any person or damages to or any loss of property arising from any indemnification obligation of the indemnifying party under Section 14.1 above, including the costs of defense and settlement. Should a claim, action or proceeding of any nature be brought at any time against a party entitled to indemnification pursuant to Section 14.1 above, asserting liability on the part of the such party for such injury, death, damage or loss, the party entitled to such indemnification shall promptly provide notice to the indemnifying party of such claim, action or proceeding and shall tender the defense of such claim, action or proceeding to the indemnifying party which shall thereafter provide tall such defense, indemnity and protections as are necessary under the provisions of this Agreement. The party entitled to indemnification shall provide such additional information or assistance as is reasonably requested by the indemnifying party to assist in the defense, prosecution or settlement of any such claim, action or proceeding. The indemnifying party may engage counsel of its choice to defend the indemnified party subject to the indemnified party's consent, such consent not to be unreasonably withheld.

14.3 **LOSSAN Agency Provided Insurance**

a. The LOSSAN Agency will name or cause to be named the State, Department and the Secretary as named insureds, indemnified parties and/or loss payees (pertaining to State-owned Equipment) to any policy of insurance purchased by the LOSSAN Agency and in any indemnity provision in any agreement between the LOSSAN Agency and Amtrak or any successor operator to Amtrak, UP, BNSF or any other railroad or entity controlled thereby or any successor thereto, feeder bus operators, or any other party LOSSAN Agency has an agreement with, that involves or is related in any way to the administration, operation or maintenance of the Service by the LOSSAN Agency. The LOSSAN Agency will provide or cause to be provided to the State, copies of all applicable insurance policies and/or certifications and agreements containing indemnity provisions.

b. Effective upon assumption by the LOSSAN Agency of operating or maintenance responsibility for the State-owned Equipment, LOSSAN Agency will require that Amtrak or any subsequent operator continue to provide physical damage insurance for State-owned Equipment at the same or higher levels and at least the same terms and conditions as included in the Operating Agreement in effect on the date of execution of this Agreement. Any change to this coverage shall require the prior written approval of the Department. Unless otherwise approved in writing by the Department, the insurance as referenced herein shall be written on an equipment replacement cost basis with a deductible not to exceed $100,000 (to be paid by the State) per occurrence. The State and Department shall be named as an additional insureds and the sole loss payee as respects to its interest in the State-owned Equipment entrusted to the LOSSAN Agency. The LOSSAN Agency shall cause the insurer to waive all rights of subrogation against the State and the Department. The LOSSAN Agency shall include the cost of securing all of the required insurance and any deductibles included in this Agreement in the Annual Business Plan for submission to the Legislature for appropriation.

14.4 **Department Provided Insurance**

a. Department will name or cause to be named LOSSAN Agency and each Member Agency identified in Recital 2, as named insureds and/or indemnified party with respect to any policy of insurance purchased by the Department as of the Effective Date of this Agreement and in any indemnity provision in any agreement between the Department and Amtrak or any successor operator, UP, BNSF or any successor thereto, feeder bus operators, or any other party the Department has an agreement with that involves or is related in any way to the administration, operation or maintenance of the Service or State-owned Equipment by the State. The Department will provide or cause to be provided to the LOSSAN Agency, copies of all applicable insurance policies and/or certifications and agreements containing indemnity provisions upon request.

b. Commencing no later than the Effective Date, in addition to the primary insurance coverage provided by Amtrak, the Department will obtain and maintain in force the following additional insurance:

i. General Liability Insurance coverage for property damage and bodily injury in the amount of ten million dollars ($10,000,000), with a deductible not to exceed $100,000 per occurrence covering the Services to be performed by the LOSSAN Agency, and naming the State and the Secretary as additional insureds; the policy shall contain the coverages and exclusions contained in the policy.

ii. Excess Liability Insurance coverage for property damage and personal injury in excess of the insurance provided for in subdivision (a) above, in the amount of one hundred forty million dollars ($140,000,000), generally covering the Services to be performed by the LOSSAN Agency, and naming the State and the Secretary as additional insureds; the policy or policies shall contain substantially the same coverages and exclusions contained in the policy or policies which are attached to this Agreement.

14.5 **Insurance Premiums and Deductibles**

a. All premiums for the procurement and continuation of the insurance provided for in Section 14.3 and 14.4 of this Section and the incremental cost of adding the State and the Secretary as named insureds for these policies described above will be included in the Annual Business Plan, to the extent that the State provides the estimated cost, for submission to the Legislature for appropriation. Subject to the deductible identified in the preceding sentence, any deductible obligation of the policy referenced in subdivision a. above will be included in the Annual Business Plan for submission to the Legislature for appropriation.

b. Any deductible obligation under the property damage policy for State-owned Equipment required to be maintained under the provisions of the Operating Agreement and referenced in Sections 14.3 and 14.4 above shall be the responsibility of the Department. The Department will provide funding to LOSSAN Agency on an as needed and as available basis to cover this obligation from other unencumbered Intercity Rail Program funds. In the event of an

occurrence requiring the Department to fund the deductible amount or any portion thereof, the LOSSAN Agency will immediately notify the Secretary and the Department will take the necessary steps to seek to increase the funding of the current Fund Transfer Agreement with the LOSSAN Agency to include the specific loss up to the full $100,000 deductible sum. To the extent that there is no available unobligated Intercity Rail Program funding, the deductible sum at issue will be covered by the LOSSAN Agency from budgeted rail funds already allocated to the LOSSAN Agency through the Business Plan Update process.

14.6 Except as may be purchased hereafter, the State does not maintain, nor does it intend to maintain or cause to be maintained during the course of this Agreement, any insurance coverages for its indemnification obligations herein. The foregoing notwithstanding , the State reserves the right to purchase or cause to be purchased at any time during the term of this Agreement or any extension thereof, insurance coverage for such indemnification obligations.

14.7 Pursuant to California Government Code Section 895.4, the foregoing Sections 14.1 through 14.9 constitute the entire agreement between the Parties hereto regarding indemnification for liabilities which may be incurred by either party under this Agreement.

14.8 Any disputes under this Article 14 shall be resolved by arbitration pursuant to Article 18 hereof.

14.9 This Agreement, the Fund Transfer Agreement, the Equipment Agreement, and (as respects the State's participation herein), the Transfer Agreement are solely intended to establish standards and controls governing the expenditure of State-provided funds and the use of State-owned Equipment for the Service to be operated and maintained by LOSSAN Agency.

ARTICLE 15. FUNDING SHORTFALLS DEFICIT FINANCING; REDUCTION IN LEVEL OF PASSENGER RAIL SERVICE IN THE CORRIDOR

15.1 Subject to funding appropriation by the Legislature and to the extent legally required the Parties agree that the level of Service to be funded by the Department is described in Sections 4.1, 5.1 and 5.2 above. Subject to the Minimum Service requirement described below, the LOSSAN Agency shall not be obligated to perform the Service for which funding is not available at the time the Service is to be provided.

15.2 Subject to funding appropriation by the Legislature and to the extent legally required and as required by the Act, the Parties agree that for not less than three years from the Effective Date of this Agreement, the Minimum Level of service shall be maintained by the LOSSAN Agency and funded by the Department from operating subsidies made available for intercity rail services in the corridor and funds currently used by the Department for administration and marketing of the corridor, not to exceed the amount in the approved Annual Business Plan. This minimum level of service for the Pacific Surfliner route with 11 daily round trips between San Diego and Los Angeles, of which five trips extend north to Santa Barbara and Goleta with two of these trips extending further north to San Luis Obispo, together with the associated feeder bus services

described in Sections 9.1 through 9.4 with substantially the same number of train miles as was provided on the Effective Date of transfer (hereinafter, "Minimum Service")

15.3 The Parties agree that other proposed service that goes beyond Minimum Service, whether called additional service, locally sponsored service, State sponsored service, enhanced service, or any other similarly descriptive term, shall hereinafter be referred to as "Expanded Service." Expanded Service shall only be operated by the LOSSAN Agency if sufficient funding is included in the Annual Business Plan budget, to the extent required by law, is appropriated by the Legislature and programmed by the CTC, or otherwise is available for expenditure when the Expanded Service commences. Funding for Expanded Service may be provided by the State, any jurisdiction served by the Service, or any other available funding source. In the event the LOSSAN Agency determines that funds appropriated by the Legislature or otherwise available for Expanded Service will be insufficient to operate the Expanded Service during the State fiscal year, the LOSSAN Agency shall obtain any additional funds required or make adjustments to the level of Expanded Service to the extent necessary to operate at least Minimum Service with available funding.

15.4 In recognition of the obligations imposed by the Act on the LOSSAN Agency to operate the Minimum Service, and on the State to fund that Minimum Service, the Parties shall use their best efforts to include adequate funding in the proposed budget submitted to the legislature. The Annual Business Plan budget shall set forth a specific line item amount identified solely for the operation of the Minimum Service.

15.5 If there is a shortfall between the funding approved in the proposed budget contained in an Annual Business Plan and the actual amount appropriated by the Legislature, or actually available from the State or any other funding source at the time the Service is to be provided, the LOSSAN Agency shall work with the operator to reduce the level of service to one that can be sustained by available funding during the fiscal year, but in no event less than the Minimum Service. If Minimum Service cannot be provided because the Legislature has not appropriated funds identified in the Business Plan sufficient to maintain Minimum Service, the LOSSAN Agency may terminate this Agreement in accordance with Section 17.5 hereof.

15.6 If the level of funding described in Section 15.2 above is appropriated by the Legislature and, to the extent required by law, is programmed by the CTC, but additional funding is still needed to operate the Minimum Service without interruption, the following steps will be taken:

a. To the extent feasible, and in cooperation with the operator, the LOSSAN Agency make adjustments to the level of passenger rail service for service other than the defined Minimum Service during the fiscal year, to the extent necessary to continue the uninterrupted operation of an amended form of the Service, but in no event less than the Minimum Service;

b. If additional funding is still required, the LOSSAN Agency will seek to obtain such additional funding from available sources. If, following good faith efforts by the Department and the LOSSAN Agency to obtain such supplemental funding, the LOSSAN Agency is unable to do so, the LOSSAN Agency shall continue to operate the Minimum Service for so long as it has funds

available to provide such Minimum Service. Not less than thirty (30) days in advance of the date that the LOSSAN Agency anticipates that it will exhaust funds available to provide Minimum Service or amended Minimum Service, it shall notify the Department that it is terminating the Agreement, which termination shall be effective sixty (60) days following the date anticipated for exhaustion of funds to maintain such Minimum Service or amended Minimum Service. In such event , and at least ninety (90) days (or such other notice period contained in any contract with a subsequent operator of termination of such contract) prior to the effective date of termination of this Agreement, the LOSSAN Agency shall have notified Amtrak or any subsequent operator that it intends to terminate this Agreement and shall have obtained the consent of Amtrak or any subsequent operator to continue the Service to the date of termination of the Agreement, which Service shall be maintained for such period at a level to be agreed upon between the Department and Amtrak or such subsequent operator. In such event, the Department agrees to fund Minimum Service or such other service level as may be agreed upon between the Department and Amtrak or any subsequent operator, for such period and to compensate the LOSSAN Agency for administration of the Service for such period in the monthly amounts for each monthly period during which the Service is continued, equal to one twelfth (1/12) of the amount appropriated by the Legislature for the then-current State fiscal year for administration of the Service by the LOSSAN Agency . Such amount shall be paid in accordance with the provisions of Article III of the Fund Transfer Agreement.

ARTICLE 16. NO GUARANTY OF FUNDING

16.1 Notwithstanding any other provision of this Agreement, the Department has no obligation or duty and no representation or warranty is made by the Department herein that any funding will actually be appropriated by the Legislature and, to the extent required, programmed by the CTC, to carry out the purposes of this Agreement. The obligation of the Department is limited to preparing, supporting and submitting budgets and appropriation request through the Department of Finance on a timely basis, all as set forth in this Agreement.

ARTICLE 17. TERMINATION BY PARTIES

17.1 Notwithstanding any other provision of this Agreement, either party may terminate this Agreement without cause, by giving not less than one hundred eighty (180) days advance written notice to the other.

17.2 In the event that a party terminates this Agreement, the Parties agree to cooperate with each other to facilitate the transfer of responsibilities from the LOSSAN Agency to another entity or back to the Department with minimum disruptions to passenger service and in the most cost effective manner possible. To the extent reasonably feasible, the Parties shall endeavor to make the effective date of termination coincident with the beginning of the State's next fiscal year.

17.3 In the event that there are any funds provided by the Department remaining unspent by the LOSSAN Agency as of the date of termination of the Agreement, such funds shall be promptly

released or reimbursed to the Department to be used by the Department to provide the Service or for transfer to a successor administering agency of the Service.

17.4 Section 17.1 notwithstanding, the Department may, in its sole discretion, terminate this Agreement upon not less than thirty (30) days prior notice upon the occurrence of a material breach of any of the Agreements, which material breach shall include, but not be limited to the following:

a. LOSSAN Agency's refusal to perform any of the Services as required under the Agreements when such refusal significantly disrupts operations in the Corridor and is not excused by any other provision of this Agreement;

b. LOSSAN Agency's insolvency or inability to meet its obligations, the filing of an involuntary petition in bankruptcy, its making of an assignment for the benefit of creditors, filing a petition for an arrangement, composition of compromise with its creditors under any applicable laws or having a trustee, receiver, or other officer appointed to take charge of its assets;

c. LOSSAN Agency's failure to comply with any valid law, ordinance, rule, regulation or order of any legal entity or authority which failure has a material impact on LOSSAN Agency's ability to perform this Agreement;

d. The abolition, termination or other dissolution of the LOSSAN Agency ;

e. The material breach of any other obligation, duty, responsibility, covenant or condition agreed to by the LOSSAN Agency pursuant to the Agreements.

17.5 Section 17.1 notwithstanding, the LOSSAN Agency may, at its sole discretion, terminate this Agreement upon not less than thirty (30) days prior notice upon the occurrence of a material breach of the Agreement by the Department, which shall include, but not be limited to:

a. The failure of the Legislature to appropriate sufficient funds to operate the Service at the Minimum Service levels;

b. The failure of the Department to make payments as required by this Agreement or the Fund Transfer Agreement;

c. The material breach of any other obligation duty, responsibility, covenant or condition agreed to by the Department pursuant to the Agreements.

17.6 Upon termination, the party electing to terminate shall notify the other party in writing stating the basis for termination. If termination is for cause, and the other party has taken effective action to remedy the default within the notice period, such termination shall not become effective.

17.7 Upon termination for cause, the Department shall have the right to enter into an agreement with another party for administration and/or operation of the Service. In the event of

termination for cause, the terminating party shall also be entitled to unavoidable incremental allowable costs actually incurred and attributable to the termination, but, in the event of termination for cause by the Department, not for any operating costs for continuation of the Service which would otherwise have been incurred had the Department not exercised its right to terminate.

17.8 Except as set forth in this Article 17, no party shall have any liability or obligation to the other party by reason of termination of this Agreement.

17.9 Any exercise of the Department's right to terminate this Agreement shall be subject to the prior written approval of the Secretary.

ARTICLE 18. DISPUTE RESOLUTION PROCESS

18.1 Informal Dispute Resolution

Parties shall develop a mutually agreed upon issue resolution process, as described below, with a primary objective: to ensure the Service stays on schedule and issues between the Parties are resolved in a timely manner. The Parties agree to the following:

a. If the Parties are unable to reach agreement on any particular issue relating to either Parties' obligations pursuant to this Agreement, the Parties agree to promptly follow the issue resolution process as outlined below:

i. The Department's project manager and the LOSSAN Agency's equivalent may initiate the process of informal dispute resolution by providing the other Party with written notice of a dispute. The written notice shall provide a clear statement of the dispute, and shall refer to the specific provisions of the Agreement or Supplemental Agreements that pertain to the dispute. The Department's project manager and the LOSSAN Agency's equivalent shall meet and attempt to resolve the dispute within five days of the initial meeting. If the dispute is resolved, the Parties shall create and sign a short description of the facts and the resolution that was agreed upon by the Parties.

ii. If the dispute is not resolved by the tenth day, the Department's senior project manager and the LOSSAN Agency's equivalent shall meet and review the dispute within five days. The Department's senior project manager and the LOSSAN Agency's equivalent manager shall attempt to resolve the dispute within ten days of their initial meeting. If the dispute is resolved, the Parties shall create and sign a short description of the facts and the resolution that was agreed upon by the Parties.

iii. If the dispute is not resolved by the tenth day, the Department's Director or his designee and the LOSSAN Agency's equivalent manager shall meet and review the dispute within five days. The Department's Director or his designee and the LOSSAN Agency's equivalent manager shall attempt to resolve the dispute within ten days of the initial meeting. If the dispute is resolved, the Parties shall create and sign a short description of the facts and the resolution that

was agreed upon by the Parties. If the dispute is not resolved by the tenth day by the Department's Director or his designee and the LOSSAN Agency's equivalent manager, the Parties shall submit the matter to the Secretary as specified in Article 18.1(b).

b. All disputes must exhaust the informal dispute resolution process outlined in Article 18.1. For issues which have been identified in this Agreement for resolution by the Secretary, the Parties shall submit a summary of the dispute to the Secretary for a final and binding resolution. For all other disputes, the Parties shall follow the arbitration process outlined in Article 18.2.

18.2 **Arbitration**

a. Unless otherwise agreed to by the Parties, in the event of a dispute between the Parties which has not been satisfactorily resolved by those parties within sixty (60) days of the commencement of the dispute, said dispute shall be submitted to arbitration by a panel of three arbitrators who shall conduct the arbitration pursuant to the rules of the American Arbitration Association. The panel of arbitrators shall consist of one arbitrator appointed by each of the disputants, the third arbitrator to be appointed by mutual consent of the other two arbitrators.

b. The arbitration panel shall resolve the dispute in accordance with the terms of this Agreement, and such resolution shall be final and binding upon the parties. Each party shall bear its own costs of arbitration, including reasonable attorney's fees. The cost of the third arbitrator shall be divided equally between the disputants. Any proceeding convened under this provision shall be conducted in the City of Sacramento, California. Judgment on the award rendered by the arbitrators may be entered in any court having jurisdiction thereof. Upon failure of a party to comply with an arbitration award issued pursuant to this Section, the other party may refer the matter to a court of competent jurisdiction for enforcement of the award.

c. Unless otherwise agreed by the disputants, only disputes regarding a disputant's rights and obligations arising under the terms of: (i) this Agreement, (ii) the Supplemental Agreements, or (iii) any other agreement between the disputants in which this arbitration provision is incorporated by reference shall be subject to arbitration pursuant to Section 18.2.

d. The foregoing notwithstanding, with respect to contract claims or disputes arising under this Agreement or any appendix hereto which may be subject to the provision of California Public Contract Code Section 10240, such claims or disputes shall be resolved by arbitration conducted by a single arbitrator selected by the parties from the certified list created by the California Public Works Contract Arbitration Committee and in accordance with the requirements and procedures set forth in such Section 10240.

ARTICLE 19. AUDIT AND INSPECTION

19.1 LOSSAN Agency grants to the Department and its designated representative, such audit and inspection rights and allows such persons access to and the right to copy such books and records as such persons may request from time to time in connection with performance of the

Service and for the purposes of complying or verifying compliance with the Agreement. The Department shall perform such audits and reviews of the financial statements and operations of the LOSSAN Agency and the Service as are specified herein and as are more fully set forth in the Fund Transfer Agreement. Such audits and reviews shall be conducted by Department staff, by an independent auditor selected by the Department, or any combination thereof.

19.2 The Department may conduct such reviews or audit of the operation or financial statements of the LOSSAN Agency at such other times and under such circumstances as Department may determine, upon reasonable notice to the LOSSAN Agency. Reviews and audits shall include the financial statements, documentation and the physical operations of the LOSSAN Agency. Auditors shall have access to the financial statements and supporting documents, including books and records of account, sufficient to form an opinion as to the financial condition and operations of the LOSSAN Agency. Costs incurred by the Department to perform such audits and reviews shall be borne by the Department. Costs incurred by the LOSSAN Agency's staff related to the performance of such reviews and the audits may not be invoiced to the Department but may be recovered thorough the LOSSAN Agency's indirect cost rate.

19.3 Further, LOSSAN Agency agrees to include a similar right of the State to audit records related to performance of the Service and for the purposes of complying or verifying compliance with the Agreement.

ARTICLE 20. SUCCESSOR ACTS

20.1 All statutes cited herein shall be deemed to include amendments to and successor statutes to the cited statues as they presently exist.

ARTICLE 21. SUCCESSOR AND ASSIGNS TO THE PARTIES

21.1 Neither this Agreement nor any right, duty or obligation hereunder may be assigned, transferred, hypothecated or pledged by any party without the express written consent of the other party; provided, that unless otherwise expressly required herein, a party shall not be obligated to obtain the written consent of the other party with respect to any contract related to the Service for the provision of goods and/or services to the contracting party in the ordinary course of business.

ARTICLE 22. NOTICES

22.1 Any notice which may be required under this Agreement shall be in writing, shall be effective when received, and shall be given by personal service, or by certified or registered mail, return receipt requested, to the addresses set forth below, or to such other addresses as may be specified in writing and given to the other party in accordance herewith.

If given to the Department:
State of California
Department of Transportation

Division of Rail and Mass Transportation,
P.O. Box 942874
Sacramento, CA 994274-0001
Attention: Rail Program Manager, MS 74

with a copy to:
California State Transportation Agency
915 Capitol Mall Suite 350 B
Sacramento, CA 95814

If given to the LOSSAN Agency:
LOSSAN Rail Corridor Agency
600 S. Main Street
P.O. Box 14184
Orange, CA 92863-1584
Attention: Executive Director

ARTICLE 23. AMENDMENT

23.1 This Agreement may not be changed, modified, or amended except in writing, signed by the parties hereto, and approved in advance in writing by the Secretary, and any attempt at oral modification of this Agreement shall be void and of no effect.

ARTICLE 24. REPRESENTATION AND WARRANTIES OF THE PARTIES

24.1 LOSSAN Agency hereby represents and warrants to the Department that:

a. LOSSAN Agency is in good standing under applicable law, with all requisite power and authority to carry on the activities for which it has been organized and proposed to be conducted pursuant to the Agreements.

b. LOSSAN Agency has the requisite power and authority to execute and deliver the Agreements and to carry out its obligations hereunder. The execution and delivery of the Agreements by such entity, the performance by it of its obligations thereunder and the consummation of the transactions contemplated thereby have been duly authorized by the governing board of such entity and no other proceedings are necessary to authorize the Agreements or to consummate the transactions contemplated thereby. The Agreements have been duly and validly executed and delivered by such entity and constitute valid and binding obligations of such entity, enforceable against it in accordance with their terms, except to the extent that such enforceability may be subject to bankruptcy, insolvency, reorganization, moratorium or other laws now or hereinafter in effect relating to the creditor's rights and the remedy of specific enforcement and injunctive and other forms of equitable relief, and may be subject to equitable defenses and to the discretion of the court before which any proceeding therefore may be brought.

c. Neither the execution and delivery of the Agreements and the performance of its obligations thereunder nor the consummation of the transactions contemplated thereby will (i) conflict with or result in a breach of any provision of any agreement among the Member Agencies; (ii) violate any write, order, judgment, injunction, decrees, statute, rule or regulation of any court or governmental authority applicable to such entity or its property or assets.

24.2 The Department does hereby represent and warrant with respect to each of the Agreements to the LOSSAN Agency that:

a. It validly exists with all requisite power and authority to carry on the activities proposed to be conducted pursuant to the Agreements.

b. It has the requisite power and authority to execute and deliver the Agreements and to carry out its obligations thereunder. The execution and delivery of the Agreements, the performance by it of its obligations thereunder and the consummation of the transactions contemplated thereby have been duly authorized and no other proceedings are necessary to authorize the Agreements or to consummate the transactions contemplated thereby. The agreements have been duly and validly executed and delivered by it and constitute valid and binding obligations, enforceable against it in accordance with their terms, except to the extent that such enforceability may be subject to bankruptcy, insolvency, reorganization, moratorium or other laws now or hereinafter in effect relating to creditor's rights and other forms of equitable relief, and may be subject to equitable defenses and to the discretion of the court before which any proceeding therefore may be brought.

c. Neither the execution and delivery of the Agreements and the performance of its obligations thereunder nor the consummation of the transactions contemplated thereby will (i) conflict with or result in a breach of any other agreement; (ii) violate any writ, order, judgment, injunction, decree, statute, rule or regulation of any court or governmental authority applicable to such entity or its property or assets.

ARTICLE 25. CONSTRUCTION; NUMBER, GENDER AND CAPTIONS

25.1 The Agreements have been executed in the State of California and shall be construed according to the law of said State. Numbers and gender as used therein shall be construed to include that number and/or gender which is appropriate in the context of the text in which either is included. Captions are included therein for the purposes of ease of reading and identification. Neither gender, number nor captions used therein shall be construed to alter the plain meaning of the text in which any or all of them appear.

ARTICLE 26. COMPLETE AGREEMENT

26.1 This Agreement, including Appendices, constitutes the full and complete agreement of the parties, superseding and incorporating all prior oral and written agreements relating to the subject matter of this Agreement.

26.2 All attached Appendices A through N are hereby incorporated and made an integral part of this Agreement by this reference.

ARTICLE 27. PARTIAL INVALIDITY

27.1 If any part of this Agreement is determined to be invalid, illegal or unenforceable, such determination shall not affect the validity, legality or enforceability of any other part of this Agreement and the remaining parts of this Agreement shall be enforced as if such invalid, illegal or unenforceable part were not contained herein.

ARTICLE 28. CONFLICTS BETWEEN THIS AGREEMENT AND SUPPLEMENTAL AGREEMENTS

28.1 To the extent that any provision of or requirement of this Agreement may conflict with a provision or requirement of any Agreement between the parties hereto, or between a party hereto and any other party, which is attached to this Agreement as an appendix, the priority of agreements set forth in the Equipment Agreement shall be employed to resolve such conflict.

ARTICLE 29. COUNTERPARTS

29.1 This Agreement may be executed in one or more counterparts and may include multiple signature pages, all of which shall be deemed to be one instrument. Copies of this Agreement may be used in lieu of the original.

ARTICLE 30. GOVERNING LAW

30.1 The Agreement shall be governed by and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties have signed this Agreement as of the date set forth above.

SIGNATURES TO FOLLOW

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

By: _____
Name: _____
Title: _____

APPROVED AS TO FORM AND EXECUTION:

Name: _____
Title: _____

LOS ANGELES – SAN DIEGO – SAN LUIS OBISPO RAIL CORRIDOR AGENCY

By: _____
Name: _____
Title: _____

APPROVED AS TO FORM AND EXECUTION:

Name: _____
Title: _____

DRAFT

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 46

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

ANNUAL SECURITY REPORT (JANUARY 1, 2014 THROUGH DECEMBER 31, 2014) (BILL BURKE)

INFORMATIONAL ONLY

Budget Impact

None.

DISCUSSION:

Statistics related to security incidents concerning the transit system are compiled by staff based on reports generated by security personnel and Code Compliance Inspectors (CCIs). This information is augmented by reports from local police authorities and is then compiled, summarized, and submitted to the Board of Directors on a midyear and year-end basis. The year-end report covers the period from January 1, 2014, through December 31, 2014.

Federal Grants

MTS was awarded a $1,000,000 grant from the FY 2014 Transportation Security Grant Program (TSGP) to fund the costs for local law enforcement agencies to conduct enforcement operations within and along the trolley system in conjunction with MTS personnel. The grant reimburses law enforcement agencies the actual costs for their respective employees involved in MTS enforcement operations. Utilizing the grant funding, a task force, known as the Joint Agency Task Force (JATF) was formed between the following agencies: MTS Transit Enforcement, San Diego Police Department, San Diego County Sheriff's Department, El Cajon Police Department, Chula Vista Police Department and the La Mesa Police Department. The JATF became operational on February 17, 2015.

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

Transportation Security Administration (TSA)

MTS is a member of the "Regional Transportation Security Working Group," which focuses on ground transportation terrorism threats and homeland security issues. The group is comprised of both private-sector transportation security organizations and local, federal, and state law enforcement agencies. Meetings are conducted quarterly and consist of regional intelligence briefings and presentations containing information relating to area activity in technology advances and other terrorism prevention and mitigation strategies. MTS Security made a presentation at the May quarterly meeting to share information regarding copper wire thefts along the rail right-of-way and the potential hazards it may create during train operations.

MTS also worked with the TSA in conducting Visual Intermodal Prevention and Response (VIPR) operations. The mission of a VIPR is to observe high-density public transit centers that may be attractive targets for terrorist activity. Their role is to observe and report any suspicious activity to MTS's enforcement personnel. The VIPR team relocated to Los Angeles in October 2014 and as a result, places an even greater value in the role of the JATF.

Canine Teams and Counter Terrorism Activities

MTS continued the TSA funded canine program, which has been in place since 2006. Primary duties include ongoing training in explosive detection, patrol of trains, buses and facilities, fare enforcement, and responding to check suspicious packages. The Canine Unit responded to 16 reports of suspicious packages and four bomb threat calls during the past year.

In May 2014, MTS canine teams joined forces with the Military, Harbor Police Department, San Diego Police Department, Coronado Police Department, Federal Police and other government agencies in securing the course for the Bay Bridge Run, which was attended by approximately 10,000 participants. MTS was also the lead explosive detection canine agency in securing the Rock 'n' Roll Marathon for the second consecutive year. MTS canine teams also conducted pre-game sweeps of all platforms and mezzanine areas at Qualcomm Station during every home Chargers game in 2014.

From January 2014 through December 2014, the canine teams participated in 237 training scenarios as part of their regular training.

Regional Training – Rock 'n Roll Marathon

On June 1, 2014, the annual San Diego Rock 'n' Roll Marathon took place in the City of San Diego, drawing an estimated 100,000 spectators and participants to the downtown area. Many of the spectators and participants used public transportation to and from the event. Due to the Boston bombing incident in 2013, MTS continued to operate with a heightened level of security.

The Marathon was designated as a Live Training Exercise to enhance skills and procedures while working in conjunction with other agencies. The exercise was funded by the TSGP Homeland Security Training Grant. MTS was the lead agency for the explosive detection portion of the exercise as well as the lead transportation agency and canine agency. MTS partnered with the North County Transit District, the Orange County Sheriff's Department, the Los Angeles County Sheriff's Department, the San Diego Police Department, San Diego Fire and Rescue, the Department of Homeland Security, the Federal Air Marshals (VIPR), the Amtrak Police Department, and the Department of

Alcohol, Tobacco, Firearms and Explosives. MTS put together a comprehensive plan, over a three-month period, to ensure the safe transportation for our trolley and bus patrons, as well as for those attending the event. Twenty-two canine teams, from various agencies, conducted bomb sweeps at Petco Park, the Petco Parking Lot, 12th and Imperial Avenues, the Imperial Avenue Division (IAD), vendor stalls, the MTS parking structure and 20 United Postal Service trucks.

In June, staff attended the Federal Emergency Management Agency (FEMA) American's with Disabilities Act (ADA) Training at the Orange County Transportation Authority in Santa Ana, California. Numerous law enforcement professionals were in attendance including police officers, sheriffs, and district attorneys.

"If You See Something, Say Something" Text Messages

The "See Something, Say Something" program continues to be an invaluable communication tool for MTS and its customers. Since the launch of the "See Something, Say Something" program, security dispatch has received text messages from passengers regarding disturbances, medical aid, criminal or suspicious activity and unattended items. Upon receiving a message, a security officer is dispatched to evaluate the report and to take appropriate action. The dispatch center receives approximately six to eight "See Something, Say Something" messages per week.

Closed-Circuit Television (CCTV)

MTS completed the full installation of onboard CCTV systems on all of the 2000, 3000, and 4000 Series Light Rail Vehicles as well as the two vintage trolleys. The CCTV enhances MTS's ability to document incidents and provide evidentiary matter to law enforcement. The Operations Control Center (OCC) workstations are now equipped with state of the art hardware upgrades as well as the latest Computer Aided Dispatch (CAD) software, to further improve and simplify field communications.

With the newly integrated CAD, management and supervisors can remotely log into the CAD system and access real time information, including incidents currently in progress. The CAD software has become a very important tool which has expanded the department's access to critical up to date information, and the ability to quickly access prior events. The OCC has been timely in providing requested video footage to both internal and external entities.

Because of the addition of higher resolution cameras in several Orange Line stations, the increased video file size caused storage issues on several of the current Network Video Recorders (NVR's). As of November 2014, the video retention upgrades for the Orange Line were successfully completed. The NVR upgrades give MTS the ability to supply video footage for claims, complaints or requests by outside agencies up to 15 days after the event.

MTS installed high-definition Avigilon cameras at two recently opened transit stations. The cameras provide coverage to all key station areas and serve as a visible crime deterrent. In June 2014, the Miramar College Transit Station had 12 cameras in operation and, by November 2014, the Sabre Springs/Penasquitos Transit Station had 46 new cameras.

Technology Projects

During the reporting period, the CCI Department tested both the Taser Axon and the Wolfcom 3rd Eye body cameras. Body cameras are designed to be worn on the outside of an officer's uniform and to record daily contacts in the field.

The major deciding factor for choosing the Wolfcom 3rd Eye body cameras was the integrated LCD video display. The built in display allows immediate playback of all recorded content. This added function gives the immediate ability to provide video evidence as well as suspect identification to the responding partner law enforcement agencies.

An intermediate field testing period began at the beginning of July, which included using the body cameras, configuring a storage server, and implementing related software. In September of 2014, all Code Compliance Inspectors were mandated to wear a body camera while on duty, and to activate the device during all enforcement contacts. Since the implementation of the body cameras, there has been a significant decrease in both use of force incidents and sustained complaints.

The Transit Systems Security (TSS) contractor has been field testing cameras since August 2014 and is currently negotiating the purchase and implementation of 100 body cameras.

As of March 2014, staff has integrated a new automated method of passenger counts. From January to March 2014, the inspection rate average was 8.1%. Since the implementation of the automated method, the inspection rates have shown a significant increase. From January to June 2014 the inspection rate average increased to 11.8%. From July to January 2015 the inspection average rose to 19.8%. The average of inspection rates for the 2014 calendar year was 15.7%. The department has recently acquired 25 more Compass Card inspection devices. The additional devices have enabled us to significantly increase the number of patron inspections by utilizing our security personnel for fare checks.

Emergency Operations Center

During the first half of the year, plans were finalized for the design and implementation of a new Emergency Operations Center (EOC). The EOC will provide a centralized location for MTS management and key personnel from outside agencies to assemble for the purpose of gathering information, providing logistical support and interoperable communications during emergency operations.

During the second half of the year, development of the EOC began and is in the final stages of completion. Currently, there is a specially designed planning desk consisting of 8 workstations with individual computer terminals and a two-way radio with an external rooftop antenna to ensure clear and consistent communications. The EOC has been connected to an external emergency backup generator so that in the event of a power failure, the EOC will continue to be operational during an emergency or critical incident.

Eagle Team

The Eagle Team is a specialized unit that was put into service in December 2012. This unit was developed as a result of numerous complaints from riders on the late night Blue and Orange Line trains. The complaints included thefts, assaults, robberies, quality of life issues such as the drinking of alcoholic beverages, fighting, unruly conduct and fare evasion. Eight TSS officers and two CCIs are currently assigned to the Eagle Team

details. Four TSS officers and one CCI are assigned to the Blue Line and four TSS officers and one CCI are assigned to the Orange Line. The Eagle Team's operations have been highly successful in deterring criminal activity and improving the quality of life on board the late night Blue and Orange Line trains. Their presence has also reduced the number of vandalism incidents on board the late night Blue and Orange Line trains.

Currently, the officers assigned to the Eagle Team are scheduled from 7:00 pm. to 5:00 am. After the last Blue and Orange Line trains go out of service at approximately 1:30 am, the Eagle Team officers are paired up as two man units and are assigned to patrol sections of the right-of-ways on the Blue, Orange and Green Line to deter the theft of copper wire. The number of copper wire thefts and the amount of wire stolen have been significantly lowered since this additional task has been added to the Eagle Team's patrol responsibility.

Special Enforcement Unit (SEU)

From January 1, 2014 to December 31, 2014, 26 SEU's were conducted at various trolley stations on the three respective trolley lines. The purpose of an SEU is to check all patrons (those already on board, boarding or de-boarding the trains), for proper fare. Local law enforcement agencies (San Diego Sheriff's Office, San Diego Police Department, San Diego County Probation Department and the La Mesa Police Department) took part in nine of the SEU details. The following are the results of those details:

- Patrons inspected 86,979
- Citations Issued 2,927
- Written Warnings 37
- Fare evasion Rate 3.3%

Transient Encampment and Homeless Outreach Details

From January 1, 2014 to December 31, 2014, thirty (30) transient camp details took place on MTS properties. During this reporting period, there was a significant increase in transient activity in the downtown area, particularly at the Santa Fe Depot, America Plaza, County Center/Little Italy and the bus stops along Broadway. All persons contacted during these details were given a San Diego Directory of Social Services Guide to assist them in finding the appropriate help for food, medical services and shelter.

During the transient camp details, 682 citations were issued for the following violations:

Trespassing – 272
Loitering – 124
Fare Violations – 189
Quality of Life – 95*

*Includes: Smoking, Alcoholic Beverages and Disorderly Conduct.

Copper Wire Theft Detail

During 2014, copper wire thefts continued to be a challenge for MTS. The thefts occurred in the early morning hours when the trains were not in operation. The thefts were generally discovered when trains begin morning operations when signals were discovered to be malfunctioning. In addition to the financial loss, the thefts created significant hazards and, in several cases, the cut wires created electric arcing, which caused damage to several tracks.

In response to the copper wire thefts during the first half of the year, our security teams conducted overnight undercover details for a one month period and increased uniformed patrols in the targeted areas. As a permanent response to the thefts, the Eagle Team now patrols the last trains and then checks the right-of-ways for copper wire theft as part of their regular patrols. In addition, MTS is now a part of the countywide Metal Theft Task Force, a group of Law Enforcement personnel from agencies throughout the county that focuses on and shares information regarding metal thefts.

Downtown San Diego

The Downtown Partnership consists of more than 325 members representing a variety of businesses and residents in the Downtown San Diego area. MTS has a representative attend the Partnership's bi-monthly meetings. After each meeting, participating agencies individually address problems or combine resources to work as a team to resolve ongoing issues. Bus and Trolley issues are addressed after each session with a follow-up after action report presented at the next meeting.

From January 1, 2014 to December 31, 2014, MTS Transit Enforcement performed 25 special details in the Downtown San Diego area, including eight SEU Details. Several of the details were joint operations with the San Diego Police Department.

Border Transportation Council

The Border Transportation Council (BTC) consist of members from the MTS Transit Enforcement Department, along with other MTS officials, Caltrans, Department of Homeland Security, San Diego Police Department, SANDAG, Customs/Border Protection, California Highway Patrol, U.S. Border Patrol, San Ysidro Chamber of Commerce, Public Utilities Commission and several privately owned transportation companies. From January 1, 2014 to December 31, 2014, this group attended monthly meetings regarding the United States & Mexican border transportation services.

The illegal activity in the MTS parking lot behind McDonald's on Rail Court in San Ysidro continues to be on the decline. This is mainly due to a TSS officer being permanently assigned to that location and the policy changes made by BriceHouse Management.

Construction at the San Ysidro private carrier terminal (behind McDonald's on Rail Court) continues to progress. The ADA ramp is now open for use and the service behind the McDonald's building has returned to normal for the buses, vans and ridership.

Bus Rapid Transit (BRT)

On June 8, 2014, the Bus Rapid Transit (BRT) began service along the Interstate 15 corridor from downtown to North County. Twenty hours of security coverage was added per day to the City College Station to cover the BRT bus stops. During the construction of Saber Springs/Penasquitos Transit Center, TSS was called upon to provide periodic

security at the facility. This included a four day period from March 3, 2014 to March 7, 2014 when there was 24 hour coverage and a period from March 10, 2014 to April 4, 2014 when there was 20 hour a day (excluding weekends). This coverage was reduced once the facility's gates became operational.

In October 2014, the Miramar College BRT location went into service. This location has 12 CCTV cameras and is randomly patrolled by security and CCIs.

Buses and Bus Stops

During this reporting period, CCIs and TTS Officers patrolled and conducted enforcement at bus stops and at bus facilities throughout the system. This included periodic bike and foot patrols along the downtown Broadway and C Street corridors. Over 73,900 patrons were contacted and 177 citations were issued during the one year period. In addition, 22 special details were conducted to address problem areas. Many of those details were conducted by the plain clothes teams and were generally focused on customer concerns. Some of the concerns included people sleeping at bus stops, juveniles throwing objects from buses, smoking and drinking at bus stops, and tour buses parking at bus stops during special events.

Improvements to the outer perimeter of the Imperial Avenue Division were completed with anti-graffiti paint and new signs posted to deter loitering and drinking violations. The new Transdev Administrative offices were completed at the South Bay Division in August with 15 new maintenance bays and 66 perimeter CCTV cameras and ten-foot perimeter fences.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 47

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

June 18, 2015

SUBJECT:

OPERATIONS BUDGET STATUS REPORT FOR APRIL 2015 (MIKE THOMPSON)

INFORMATIONAL ONLY

Budget Impact

None at this time.

DISCUSSION:

This report summarizes the year-to-date operating results for April 2015 compared to the amended fiscal year (FY) 2015 budget for San Diego Metropolitan Transit System (MTS). Attachment A-1 combines the operations, administration, and other activities' results for April 2015. Attachment A-2 details the April 2015 combined operations' results and Attachments A-3 to A-8 present budget comparisons for each MTS operation. Attachment A-9 details budget comparisons for MTS administration, and Attachment A-10 provides April 2015 results for MTS's other activities (Taxicab/San Diego and Arizona Eastern Railway Company).

MTS NET-OPERATING SUBSIDY RESULTS

As indicated within Attachment A-1, for the year-to-date period ending April 2015, MTS net-operating income favorable variance totaled $448,000 (0.4%). Operations produced a $263,000 (0.2%) favorable variance and the administrative/other activities areas were favorable by $185,000.

MTS COMBINED RESULTS

Revenues. Year-to-date combined revenues through April 2015 were $89,172,000, compared to the year-to-date budget of $90,009,000, representing an $838,000 (-0.9%) unfavorable variance.

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

Expenses. Year-to-date combined expenses through April 2015 were $209,723,000, compared to the budget of $211,008,000, resulting in a $1,285,000 (0.6%) favorable variance.

Personnel Costs. Year-to-date personnel-related costs totaled $98,757,000, compared to a budgetary figure of $99,592,000, producing a favorable variance of $835,000 (0.8%). The favorable variance is primarily due to personnel costs in Bus and Trolley operations.

Outside Services and Purchased Transportation. Total outside services for the first ten months of FY 2015 totaled $71,769,000, compared to a budget of $71,863,000, resulting in a favorable variance of $95,000 (0.1%).

Materials and Supplies. Total year-to-date materials and supplies expenses were $7,987,000, compared to a budgetary figure of $8,274,000, resulting in a favorable expense variance of $286,000 (3.5%). This favorable variance is primarily due to revenue vehicle parts costs within operations.

Energy. Total year-to-date energy costs were $24,512,000, compared to the budget of $24,675,000 resulting in a favorable variance of $163,000 (0.7%).

Risk Management. Total year-to-date expenses for risk management were $3,443,000, compared to the budget of $3,276,000, resulting in an unfavorable variance totaling $166,000 (-5.1%).

General and Administrative. The year-to-date general and administrative costs, including vehicle and facilities leases, were $3,255,000 through April 2015, compared to a budget of $3,328,000, resulting in a favorable variance of $73,000 (2.3%).

YEAR-TO-DATE SUMMARY

The April 2015 year-to-date net-operating income totaled a favorable variance of $448,000 (0.4%). These factors include favorable variances in personnel costs, outside services, materials and supplies and energy; partially offset by unfavorable variances in operating revenue and risk management.



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Comparison to Budget

SAN DIEGO METROPOLITAN TRANSIT SYSTEM

MTS
CONSOLIDATED
COMPARISON TO BUDGET - FISCAL YEAR 2015
APRIL 30, 2015
(in $000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	$ 82,050	$ 82,717	$ (667)	-0.8%
Other Revenue	7,122	7,293	(171)	-2.3%
Total Operating Revenue	**$ 89,172**	**$ 90,009**	**$ (838)**	**-0.9%**
Personnel costs	$ 98,757	$ 99,592	$ 835	0.8%
Outside services	71,769	71,863	95	0.1%
Transit operations funding	-	-	-	-
Materials and supplies	7,987	8,274	286	3.5%
Energy	24,512	24,675	163	0.7%
Risk management	3,443	3,276	(166)	-5.1%
General & administrative	2,206	2,255	49	2.2%
Vehicle/facility leases	1,049	1,073	24	2.3%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	0	(0)	(0)	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	**$ 209,723**	**$ 211,008**	**$ 1,285**	**0.6%**
Operating income (loss)	**$ (120,551)**	**$ (120,999)**	**$ 448**	**0.4%**
Total public support and nonoperating revenues	**(90,914)**	**(90,939)**	**25**	**0.0%**
Income (loss) before capital contributions	**$ (211,465)**	**$ (211,937)**	**$ 473**	**-0.2%**

SAN DIEGO METROPOLITAN TRANSIT SYSTEM

OPERATIONS
CONSOLIDATED OPERATIONS
COMPARISON TO BUDGET - FISCAL YEAR 2015
APRIL 30, 2015
(in $000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	$ 82,050	$ 82,717	$ (667)	-0.8%
Other Revenue	578	618	(39)	-6.4%
Total Operating Revenue	**$ 82,628**	**$ 83,334**	**$ (706)**	**-0.8%**
Personnel costs	$ 82,995	$ 83,690	$ 695	0.8%
Outside services	61,076	61,106	30	0.0%
Transit operations funding	-	-	-	-
Materials and supplies	7,954	8,228	274	3.3%
Energy	23,849	23,995	145	0.6%
Risk management	3,090	2,892	(198)	-6.8%
General & administrative	263	262	(1)	-0.4%
Vehicle/facility leases	813	836	24	2.8%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	24,256	24,256	(0)	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	**$ 204,298**	**$ 205,267**	**$ 969**	**0.5%**
Operating income (loss)	**$ (121,670)**	**$ (121,933)**	**$ 263**	**0.2%**
Total public support and nonoperating revenues	**1,689**	**1,690**	**(1)**	**-0.1%**
Income (loss) before capital contributions	**$ (119,981)**	**$ (120,242)**	**$ 262**	**-0.2%**

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
TRANSIT SERVICES (SAN DIEGO TRANSIT CORPORATION)
COMPARISON TO BUDGET - FISCAL YEAR 2015
APRIL 30, 2015
(in $000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	$ 22,382	$ 22,566	$ (185)	-0.8%
Other Revenue	4	4	0	7.1%
Total Operating Revenue	**$ 22,386**	**$ 22,570**	**$ (184)**	**-0.8%**
Personnel costs	$ 55,754	$ 56,192	$ 438	0.8%
Outside services	1,279	1,270	(9)	-0.7%
Transit operations funding	-	-	-	-
Materials and supplies	3,773	3,841	68	1.8%
Energy	5,239	5,270	30	0.6%
Risk management	1,491	1,331	(161)	-12.1%
General & administrative	137	145	8	5.4%
Vehicle/facility leases	276	292	16	5.4%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	9,195	9,195	-	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	**$ 77,144**	**$ 77,535**	**$ 391**	**0.5%**
Operating income (loss)	**$ (54,758)**	**$ (54,965)**	**$ 207**	**0.4%**
Total public support and nonoperating revenues	**(960)**	**(959)**	**(1)**	**0.1%**
Income (loss) before capital contributions	**$ (55,718)**	**$ (55,923)**	**$ 206**	**-0.4%**

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
RAIL OPERATIONS (SAN DIEGO TROLLEY, INCORPORATED)
COMPARISON TO BUDGET - FISCAL YEAR 2015
APRIL 30, 2015
(in $000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	$ 34,026	$ 34,131	$ (105)	-0.3%
Other Revenue	571	612	(41)	-6.7%
Total Operating Revenue	**$ 34,597**	**$ 34,743**	**$ (146)**	**-0.4%**
Personnel costs	$ 26,397	$ 26,605	$ 209	0.8%
Outside services	3,340	3,463	124	3.6%
Transit operations funding	-	-	-	-
Materials and supplies	4,130	4,320	191	4.4%
Energy	10,839	10,861	21	0.2%
Risk management	1,586	1,549	(37)	-2.4%
General & administrative	115	103	(12)	-11.9%
Vehicle/facility leases	292	301	9	3.1%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	13,445	13,445	-	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	**$ 60,143**	**$ 60,648**	**$ 505**	**0.8%**
Operating income (loss)	**$ (25,546)**	**$ (25,905)**	**$ 359**	**1.4%**
Total public support and nonoperating revenues	-	-	-	-
Income (loss) before capital contributions	**$ (25,546)**	**$ (25,905)**	**$ 359**	**-1.4%**

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
MULTIMODAL OPERATIONS (FIXED ROUTE)
COMPARISON TO BUDGET - FISCAL YEAR 2015
APRIL 30, 2015
(in $000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	$ 22,131	$ 22,494	$ (363)	-1.6%
Other Revenue	3	2	1	53.0%
Total Operating Revenue	**$ 22,135**	**$ 22,497**	**$ (362)**	**-1.6%**
Personnel costs	$ 359	$ 395	$ 36	9.1%
Outside services	40,939	40,758	(181)	-0.4%
Transit operations funding	-	-	-	-
Materials and supplies	35	50	15	30.5%
Energy	5,546	5,687	141	2.5%
Risk management	-	-	-	-
General & administrative	2	3	1	38.8%
Vehicle/facility leases	12	14	2	11.2%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	1,173	1,173	-	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	**$ 48,066**	**$ 48,080**	**$ 15**	**0.0%**
Operating income (loss)	**$ (25,931)**	**$ (25,584)**	**$ (347)**	**-1.4%**
Total public support and nonoperating revenues	-	-	-	-
Income (loss) before capital contributions	**$ (25,931)**	**$ (25,584)**	**$ (347)**	**1.4%**

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
MULTIMODAL OPERATIONS (PARATRANSIT)
COMPARISON TO BUDGET - FISCAL YEAR 2015
APRIL 30, 2015
(in $000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	$ 2,011	$ 2,025	$ (14)	-0.7%
Other Revenue	-	-	-	-
Total Operating Revenue	**$ 2,011**	**$ 2,025**	**$ (14)**	**-0.7%**
Personnel costs	$ 93	$ 105	$ 12	11.0%
Outside services	11,803	11,898	95	0.8%
Transit operations funding	-	-	-	-
Materials and supplies	-	-	-	-
Energy	1,927	1,879	(47)	-2.5%
Risk management	13	13	-	0.0%
General & administrative	2	4	2	55.2%
Vehicle/facility leases	233	230	(3)	-1.3%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	356	356	-	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	**$ 14,427**	**$ 14,485**	**$ 59**	**0.4%**
Operating income (loss)	**$ (12,415)**	**$ (12,460)**	**$ 44**	**0.4%**
Total public support and nonoperating revenues	-	-	-	-
Income (loss) before capital contributions	**$ (12,415)**	**$ (12,460)**	**$ 44**	**-0.4%**

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
CONSOLIDATED CHULA VISTA TRANSIT OPERATIONS
COMPARISON TO BUDGET - FISCAL YEAR 2015
APRIL 30, 2015
(in $000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	$ 1,499	$ 1,499	$ -	0.0%
Other Revenue	-	-	-	-
Total Operating Revenue	**$ 1,499**	**$ 1,499**	**$ -**	**0.0%**
Personnel costs	$ 205	$ 205	$ -	0.0%
Outside services	3,403	3,403	-	0.0%
Transit operations funding	-	-	-	-
Materials and supplies	17	17	-	0.0%
Energy	298	298	-	0.0%
Risk management	-	-	-	-
General & administrative	8	8	-	0.0%
Vehicle/facility leases	-	-	-	-
Amortization of net pension asset	-	-	-	-
Administrative Allocation	87	87	(0)	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	**$ 4,017**	**$ 4,017**	**$ (0)**	**0.0%**
Operating income (loss)	**$ (2,517)**	**$ (2,517)**	**$ (0)**	**0.0%**
Total public support and nonoperating revenues	**2,469**	**2,469**	**-**	**0.0%**
Income (loss) before capital contributions	**$ (48)**	**$ (48)**	**$ (0)**	**0.0%**

SAN DIEGO METROPOLITAN TRANSIT SYSTEM

OPERATIONS
CORONADO FERRY

COMPARISON TO BUDGET - FISCAL YEAR 2015
APRIL 30, 2015
(in $000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	$ -	$ -	$ -	-
Other Revenue	-	-	-	-
Total Operating Revenue	**$ -**	**$ -**	**$ -**	**-**
Personnel costs	$ -	$ -	$ -	-
Outside services	158	158	(0)	0.0%
Transit operations funding	-	-	-	-
Materials and supplies	-	-	-	-
Energy	-	-	-	-
Risk management	-	-	-	-
General & administrative	-	-	-	-
Vehicle/facility leases	-	-	-	-
Amortization of net pension asset	-	-	-	-
Administrative Allocation	-	-	-	-
Depreciation	-	-	-	-
Total Operating Expenses	**$ 158**	**$ 158**	**$ (0)**	**0.0%**
Operating income (loss)	**$ (158)**	**$ (158)**	**$ (0)**	**0.0%**
Total public support and nonoperating revenues	**180**	**190**	**(10)**	**-5.2%**
Income (loss) before capital contributions	**$ 22**	**$ 32**	**$ (10)**	**-31.3%**

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
ADMINISTRATION
CONSOLIDATED
COMPARISON TO BUDGET - FISCAL YEAR 2015
APRIL 30, 2015
(in $000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	$ -	$ -	$ -	-
Other Revenue	5,484	5,603	(119)	-2.1%
Total Operating Revenue	**$ 5,484**	**$ 5,603**	**$ (119)**	**-2.1%**
Personnel costs	$ 15,114	$ 15,258	$ 143	0.9%
Outside services	10,607	10,652	45	0.4%
Transit operations funding	-	-	-	-
Materials and supplies	32	37	5	13.3%
Energy	654	671	17	2.6%
Risk management	340	371	31	8.3%
General & administrative	1,851	1,901	49	2.6%
Vehicle/facility leases	234	236	2	0.7%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	(24,349)	(24,349)	(0)	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	**$ 4,484**	**$ 4,777**	**$ 293**	**6.1%**
Operating income (loss)	**$ 1,000**	**$ 826**	**$ 174**	**-21.1%**
Total public support and nonoperating revenues	**(92,603)**	**(92,629)**	**26**	**0.0%**
Income (loss) before capital contributions	**$ (91,603)**	**$ (91,803)**	**$ 200**	**-0.2%**

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OTHER ACTIVITIES
CONSOLIDATED
COMPARISON TO BUDGET - FISCAL YEAR 2015
APRIL 30, 2015
(in $000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	$ -	$ -	$ -	-
Other Revenue	1,059	1,072	(13)	-1.2%
Total Operating Revenue	**$ 1,059**	**$ 1,072**	**$ (13)**	**-1.2%**
Personnel costs	$ 648	$ 644	$ (3)	-0.5%
Outside services	85	105	20	18.9%
Transit operations funding	-	-	-	-
Materials and supplies	1	8	7	90.0%
Energy	9	9	0	4.0%
Risk management	13	13	0	2.3%
General & administrative	91	92	1	0.7%
Vehicle/facility leases	2	1	(1)	-162.4%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	93	93	-	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	**$ 941**	**$ 964**	**$ 24**	**2.4%**
Operating income (loss)	**$ 118**	**$ 108**	**$ 11**	**-10.1%**
Total public support and nonoperating revenues	-	-	-	-
Income (loss) before capital contributions	**$ 118**	**$ 108**	**$ 11**	**10.1%**

Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 61

Chief Executive Officer's Report

ADM 121.7

June 18, 2015

In accordance with Board Policy No. 52, Procurement of Goods and Services, attached are listings of contracts, purchase orders, and work orders that have been approved within the CEO's authority (up to and including $100,000) for the period May 6, 2015 through June 8, 2015.

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities.

MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

EXPENSE CONTRACTS

Doc #	Organization	Subject	Amount	Day
PWB149.2-14	TELLIARD CONSTRUCTION	ELECTRICAL AND CLARIFIER UPGRADES	$66,940.54	5/8/2015
PWL154.2-14	SCHMIDT FIRE PROTECTION CO	FLAME DETECTOR FOR SDSU 218, 219, 236	$24,025.00	5/15/2015
B0624.0-15	EF ENTERPRISES	INPLANT/PRE-DELIVERY INSPECTIONS	$20,960.03	5/29/2015
G1519.2-13	FOCUS ON INTERVENTION	JOB ANALYSIS CONTRACT EXTENSION	$20,750.00	5/29/2015
PWL155.2-14	KRATOS PUBLIC SAFETY	ADDITIONAL CCTV EQUIPMENT INSTALLATION	$57,520.76	6/2/2015

REVENUE CONTRACTS

Doc #	Organization	Subject	Amount	Day
G1819.0-15	CHRISTIE'S HOUSE	COMPASS CARD EMPLOYER PROGRAM	$0.00	5/8/2015
G1822.0-15	NCTD KABOO	TRANSIT TICKET PACKAGE		5/15/2015
L1265.0-15	ZODIAK	VIDEO TRIVIA GAME SHOW PRODUCTION	($750.00)	5/15/2015
G1535.2-13	HOTEL DEL CORONADO	FY16 ECO PASS AMENDMENT	($90,072.00)	5/15/2015
L1258.0-15	WEST COAST GENERAL CORP	PERMIT - CONSTRUCT DT BRT PROJECT	$0.00	5/19/2015
S20013572.1	FLATIRON	TIME EXTENSION	$0.00	5/19/2015
S200-15-622	RDS CONTRACTING INC	ROE PERMIT EXTERIOR BUILDING REFURBISH	($1,800.00)	5/19/2015
S200-15-624	SHILLINGS PARADISE CORP	ROE PERMIT SDGE UG CONVERSION	($750.00)	5/19/2015
G1710.1-14	CITY OF CORONADO	MOA WITH CORONADO RE: 2015 FREE SHUTTLE	($95,207.81)	5/27/2015
G1820.0-15	FAMILY HEALTH CENTERS OF SD	COMPASS CARD EMPLOYER PROGRAM	$0.00	5/27/2015
G1823.0-15	COMPETITOR GROUP INC	REIMBURSEMENT OF EXPENSES	($30,000.00)	5/27/2015
L1245.0-15	SIGNTECH ELECTRICAL ADVERTISING	ROE PERMIT - EXTERIOR SIGN INSTALL	($1,000.00)	5/27/2015
G1540.2-13	EVANS HOTELS	ECO PASS FY16	($69,931.20)	5/27/2015
G1538.2-13	SD MARRIOTT HOTEL & MARINA	FY16 ECO PASS AMENDMENT	($76,248.00)	5/28/2015
G1821.0-15	SAN YSIDRO HEALTH CENTER	COMPASS CARD EMPLOYER PROGRAM	$0.00	5/29/2015
L1267.0-15	COMPETITOR GROUP INC	ROE PERMIT ROCK N ROLL MARATHON	($750.00)	5/29/2015
L1262.0-15	HMS CONSTRUCTION INC	ROE PERMIT - VARIOUS CIPS	$0.00	6/8/2015
G1826.0-15	FLAGSHIP CRUISES AND EVENTS	PARTNERSHIP TO ADD FERRY TRIPS	$0.00	6/8/2015
L6713.0-15	MID COAST TRANSIT CONSTRUCTORS	JROE PERMIT -PRE CON SVCS		6/8/2015
L6714.0-15	MIDCOAST TRANSIT CONSTRUCTORS	JROE PERMIT - PRECON ELVIRA TO MORENA	$0.00	6/8/2015
L6715.0-15	MIDCOAST TRANSIT CONSTRUCTORS	JROE PERMIT - PRECON RIVER BRIDGE DOUBLE	$0.00	6/8/2015
S200-15-619	PORTILLO CONCRETE INC	ROE PERMIT - BAYSIDE BIRDING & WALKING T	($750.00)	6/8/2015
S200-15-608	BLACK & VEATCH CONSTRUCTION	ROE PERMIT - SDGE BAY BLVD SUBSTATION	($3,500.00)	6/8/2015

PURCHASE ORDERS			
DATE	Organization	Subject	AMOUNT
5/6/2015	CLEAR CHANNEL OUTDOOR	7 PAID POSTERS, 2 FREE ADDED VALUE	$12,450.00
5/8/2015	ADVOCATES FOR AGING LLC	MARKETING OUTREACH CONSULTANT	$27,180.00
5/11/2015	GAINSHARE INC	VMWARE VSPHERE	$2,995.00
5/11/2015	KRISTY INVESTIGATIVE SVC	BACKGROUND CHECKS	$16,200.00
5/11/2015	DICE CAREER SOLUTIONS INC	CLASSIFIED SERVICE JOB POSTING	$1,250.00
5/12/2015	K&J SAFETY AND SECURITY CONS	EMERGENCY MGT TRAINING	$19,000.00
5/15/2015	AT&T	VOIP PLATFORM UPGRADE	$30,000.00
5/15/2015	TRANSIT INNOVATIONS LLC	OVERHEAD CANTENARY PARTS	$26,698.68
5/15/2015	HEWLETT PACKARD COMPANY	RECERT SERVICES FOR HP HARDWARE	$1,245.00
5/18/2015	COAST UNITED ADVERTISING	BUS BENCH ADS 3-MONTH BUY 45 BENCHE	$4,550.00
5/18/2015	CONAN CONSTRUCTION	COPLEY BUS WASH REPAIRS	$8,707.00
5/22/2015	TELLIARD CONSTRUCTION	RE-SEAL LRV CAR WASH BLOWER CONTROL	$425.00
5/22/2015	DICA ENGINEERING DESIGN	CONCRETE STAIRS FOR 24 SUBS	$31,503.60
5/29/2015	PRESIDIO NETWORKED SOLUTIONS	TROLLEY GPS PILOT PROGRAM	$79,569.92
5/29/2015	TECHSMITH CORP	CAMTASIA STUDIO	$1,458.36
5/29/2015	DELL COMPUTER CORP	DELL 24 DUAL MONITOR BUNDLE	$800.91
6/2/2015	MADDEN CONSTRUCTION INC	MAIN STREET BRIDGE PLATE INSTALL	$2,772.59
6/4/2015	HAWTHORN MACHINERY CO	TRAILERS	$36,527.46
6/4/2015	SSS HOT OFF THE PRESS	MONTHLY JUNE+JULY COLLEGE STICKERS	$1,493.64
6/8/2015	NTH GENERATION COMPUTING	HP MSA STORAGE	$48,965.65
6/8/2015	CDW GOVERNMENT INC	CITRIX XENAPP	$1,250.00