



Sacramento Regional Transit District Agenda

Revised 11/15/19 –
Removal of Item #10

BOARD MEETING
5:30 P.M., MONDAY, November 18, 2019
REGIONAL TRANSIT AUDITORIUM
1400 29TH STREET, SACRAMENTO, CALIFORNIA
Website Address: www.sacrt.com
(29th St. Light Rail Station/Bus 38, 67, 68)

ROLL CALL — Directors Budge, Hansen, Harris, Howell, Hume, Jennings, Miller, Nottoli, Schenirer, Serna and Chair Kennedy

Alternates: Directors Detrick, Kozlowski, Sander and Slowey

PLEDGE OF ALLEGIANCE

CONSENT CALENDAR

1. Motion: Approval of the Action Summary of October 7, 2019
2. Resolution: Awarding a Contract to Aramark Uniform & Career Apparel LLC for Uniform Rental and Laundry Services (D. Cook)
3. Resolution: Awarding a Contract for 1225 R Street Roof Replacement to Barth Roofing Company, Inc. (D. Abansado/L. Ham)
4. Resolution: Awarding a Contract for the Tree Mitigation, Bus Stop Demolition and Landscape Restoration to Swierstok Enterprise, Inc. Doing Business as Pro Builders (D. Abansado/L. Ham)
5. Resolution: Approving a Sole Source Procurement and Approving a Contract for Purchase of CAF Couplers with Voith Turbo, Inc. (D. Cook)
6. Resolution: Delegating Authority to the General Manager/CEO to Award and Execute a Contract for Bidwell Street Instrument House Replacement (S. Arya/L. Ham)
7. Resolution: Approving the First Amendment to Ground Lease for Parking Purposes with R11 Properties, LLC. (B. Bernegger)
8. Resolution: Approving the Second Amendment to the Contract for Transit Consulting Services with Carpi & Clay, Inc. (C. Garcia-Weinhardt)

9. Resolution: Approving a Sole Source Procurement and the First Amendment to the Contract for Insurance Broker Services with Alliant Insurance Services, Inc. (A. Steele/B. Bernegger)
10. There is no item for this number.
11. Resolution: Approving a Records Retention Policy (S. Valenton)
12. Resolution: Delegating Authority to the General Manager/CEO to Award and Execute Procurement Contracts Necessary to the Provision of ADA Complementary Paratransit Service by SacRT (J. Adelman/B. Bernegger)

INTRODUCTION OF SPECIAL GUESTS

UNFINISHED BUSINESS

PUBLIC HEARING

13. Resolution: Approving a Title VI Service Change Equity Analysis and Adopting Service Changes for April 2020 (L. Ham)
14. Approving the Causeway Connection Intercity Bus Service (L. Ham)
 - A. Resolution: Approving a Title VI Service and Fare Equity Analysis; and
 - B. Resolution: Conditionally Adopting Service Changes to Establish a New Causeway Connection Bus Service to UC Davis Medical Center; and
 - C. Resolution: Delegating Authority to the General Manager/CEO to Approve a Memorandum of Understanding between the Sacramento Regional Transit District, the Yolo County Transportation District, and the University of California, Davis for Operation of the Causeway Connection; and
 - D. Resolution: Conditionally Recognizing the University of California, Davis Undergraduate Student ID Card as Fare Equivalent for the Causeway Connection

PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA*

NEW BUSINESS

GENERAL MANAGER'S REPORT

15. General Manager's Report
 - a. Service Animal Update
 - b. Paratransit Services Update
 - c. Quarterly Financial Report (1st Quarter Fiscal Year 2020)
 - d. SacRT Meeting Calendar

REPORTS, IDEAS AND QUESTIONS FROM DIRECTORS, AND COMMUNICATIONS

16. Paratransit Special Board Meeting – November 4, 2019 (Hume)

CONTINUATION OF PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA (If Necessary)

ANNOUNCEMENT OF CLOSED SESSION ITEMS

RECESS TO CLOSED SESSION

CLOSED SESSION

RECONVENE IN OPEN SESSION

CLOSED SESSION REPORT

ADJOURN

***NOTICE TO THE PUBLIC**

It is the policy of the Board of Directors of the Sacramento Regional Transit District to encourage participation in the meetings of the Board of Directors. At each open meeting, members of the public will be provided with an opportunity to directly address the Board on items of interest to the public that are within the subject matter jurisdiction of the Board of Directors. Please fill out a speaker card and give it to the Board Clerk if you wish to address the Board. Speaker cards are provided on the table at the back of the auditorium.

Public comment may be given on any agenda item as it is called and will be limited by the Chair to 3 minutes or less per speaker. Speakers using a translator will be provided twice the allotted time. When it appears there are several members of the public wishing to address the Board on a specific item, at the outset of the item the Chair of the Board will announce the maximum amount of time that will be allowed for public comment.

Matters under the jurisdiction of the Board and not on the posted agenda may be addressed under the Item "Public addresses the Board on matters not on the agenda." Up to 30 minutes will be allotted for this purpose. The Board limits public comment on matters not on the agenda to 3 minutes per person and not more than 15 minutes for a particular subject. If public comment has reached the 30 minute time limit, and not all public comment has been received, public comment will resume after other business has been conducted as set forth on the agenda. The Board will not act upon or discuss an item that is not listed on the agenda except as provided under Section 3.1.3.6.

This agenda may be amended up to 72 hours prior to the meeting being held. An Agenda, in final form, is located by the front door of Regional Transit's building at 1400 29th Street, Sacramento, California, and is posted on the SacRT website.

The Regional Transit Board of Directors Meeting is being videotaped. A replay of this meeting can be seen on Metrocable Channel 14 and will be webcast at www.sacmetrochannel14.com on Wednesday, November 20th @ 9:00 a.m. and replayed on Thursday, November 21st @ 6:00 p.m.

Any person(s) requiring accessible formats of the agenda or assisted listening devices/sign language interpreters should contact the Clerk of the Board at 916/556-0456 or TDD 916/483-4327 at least 72 business hours in advance of the Board Meeting.

Copies of staff reports or other written documentation relating to each item of business referred to on the agenda are on SacRT's website, on file with the Clerk to the Board of Directors of the Sacramento Regional Transit District, and are available for public inspection at 1400 29th Street, Sacramento, California. Any person who has any questions concerning any agenda item may call the Clerk to the Board of Sacramento Regional Transit District.

**SACRAMENTO REGIONAL TRANSIT DISTRICT
BOARD OF DIRECTORS
BOARD MEETING
October 7, 2019**

ROLL CALL: Roll Call was taken at 5:32 p.m. PRESENT: Directors Harris, Howell, Hume, Jennings, Nottoli, Serna and Chair Kennedy. Absent: Directors Budge, Miller and Schenirer. Director Hansen arrived at 5:35 p.m.

PLEDGE OF ALLEGIANCE

CONSENT CALENDAR

1. Motion: Approval of the Action Summary of September 23, 2019
2. Resolution: Approving the Third Amendment to the Contract for Roll Off and Front Load Waste and Recycling Containers Rental and Service with Allied Waste Services of NA, LLC dba Republic Services of Sacramento (J. Anderson/D. Cook)
3. Resolution: Approving the Fourth Amendment to the Contract for Purchase of Vehicles Through the CalACT/MBTA Joint Procurement with Creative Bus Sales, Inc. (D. Cook)
4. Resolution: Approving the First Amendment to the Personal Services Contract with Mark Lonergan (C. Flores/H. Li)
5. Resolution: Approving the Tenth Amendment to the Contract for Station Design Services – SSCP2 with The HLA Group Landscape Architects & Planners, Inc. (D. Abansado/L. Ham)
6. Approving the Third Amendment to the Fiscal Year 2020 Capital Budget and Authorizing the General Manager/CEO to Modify the Operating Date for ADA Paratransit Service (B. Bernegger)
 - A. Resolution: Approving the Third Amendment to the Fiscal Year 2020 Capital Budget; and
 - B. Resolution: Repealing Resolution No. 19-09-0105, and Authorizing the General Manager/CEO to Provide “Notice of Termination for Convenience” to Paratransit, Inc. Regarding the Current “ADA Paratransit Service

Agreement”, and Operate ADA Paratransit Service In-House On or About March 29, 2020

7. Resolution: Approving the Addition of Section 8.03 to the Personnel Policy Manual Establishing Parameters for Standby Compensation for Hourly Non-Bargaining Unit Employees Who Are Required to Remain “On Call” and Available to Respond Outside of Normal Business Hours to Perform Urgent or Time Sensitive Work (S. Booth/S. Valenton)

ACTION: APPROVED - Director Howell moved; Director Hume seconded approval of the consent calendar with the exception of Item 3. Motion was carried by voice vote. Absent: Directors Budge, Hansen, Miller and Schenirer.

3. Resolution: Approving the Fourth Amendment to the Contract for Purchase of Vehicles Through the CalACT/MBTA Joint Procurement with Creative Bus Sales, Inc. (D. Cook)

ACTION: APPROVED - Director Howell moved; Director Jennings seconded approval of the item as written. Motion was carried by voice vote. Absent: Directors Budge, Miller and Schenirer.

INTRODUCTION OF SPECIAL GUESTS

8. Employee Recognition (H. Li)

Mr. Li recognized two employees in attendance who has reached milestone anniversaries at SacRT during the period April – September 2019. Bonifacio Torres with 30 years of service and Nadezhda Mokhov with 20 years of service. Additionally, SacRT had one employee who reached 35 years of service, 3 individuals who reached 30 years of service, 3 with 25 years of service, and 6 employees with 20 years of service during this same period who were unable to attend the Board meeting.

UNFINISHED BUSINESS

9. Resolution: Repealing Resolution Nos. 17-06-0088 and 18-09-0101, and Approving the Programming of Up to \$29.6 Million of Proposition 1A High Speed Rail Funding for the New Low-Floor Light Rail Vehicles (LRVs) and Related Station Modifications (B. Bernegger)

Speakers: Mike Barnbaum
Steven Bourassa

Rick Hodgkins

Delphine Cathcart

ACTION: APPROVED - Director Harris moved; Director Hansen seconded approval of the item as written. Motion was carried by voice vote. Absent: Directors Budge, Miller and Schenirer.

PUBLIC HEARING

PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA

Speakers:

Mike Barnbaum – Mr. Barnbaum provided notice of upcoming meetings that will be held after tonight’s SacRT Board meeting, including the Sacramento Area Council of Governments Unmet Transit Needs.

Margie Donovan – Ms. Donovan expressed her concern about a recent incident where two dogs on a light rail train barked at her friend’s service animal. Ms. Donovan reported that this friend got off the train because she was scared and waited 30 minutes for the next car. Ms. Donovan asked the Board to take a look to see what can be done because during this incident, there was an “officer” there who did not do anything. Ms. Donovan indicated that it is not acceptable that SacRT Police do not respond when called, and asked the Board to monitor all the pets riding light rail. Ms. Donovan indicated that the Mobility Advisory Council will reconvene the prior established Task Force on this subject.

Chair Kennedy asked Mr. Li to meet with him about this incident after the Board meeting.

Shannon Dillon – Ms. Dillon was with the person who tried to get on light rail and had to get off the car because of the barking dog. Ms. Dillion believes that further work needs to be done about a policy about people bringing their pets, or poorly behaved service animals on transit. Ms. Dillon also wants to know how to report incidents like this because she used the SacRT Alert app that day and talked to a person who was unfamiliar with how to handle the situation.

Rick Hodgkins – Mr. Hodgkins is supportive of SacRT operating paratransit services; however, he has a concern about the continuous use of taxis. Mr. Hodgkins thought that the “guide dog” issue was resolved two years ago. He noted that there are two other groups who use service animals (i.e., people with autism and who are deaf).

Jean Marie Moore – Ms. Moore noted that there is only 1 question that someone can ask when questioning whether an animal is a service animal or not. The pet issue on transit needs to be resolved otherwise those who are certified to take paratransit will continue to take paratransit instead of fixed route services.

Brooklyn Kelly – Ms. Kelly noted that she was the passenger in the incident that everyone had described. Ms. Kelly felt that she and her dog were in a position of danger. Ms. Kelly exited the train and had to wait 45 minutes for a new train in the dark. Ms. Kelly urged the Board to take action so that this does not happen again. Ms. Kelly offered her services to help SacRT take action.

Jeffery Tardaguila – Mr. Tardaguila suggested the staff “figure out” another training class. He believes there needs to be an emphasis on disability training for use of the ramps on light rail. Mr. Tardaguila thanked staff for taking down the signs that say SacRT is hiring. Mr. Tardaguila stated that replacing bus stop signs was not revenue neutral. Mr. Tardaguila indicated that a number of new “bulletin boards” are not doing their job. Mr. Tardaguila indicated that only 1 car was running on the prior Sunday. Mr. Tardaguila offered to work with staff to increase ridership on Routes 11 and 13.

Roger Oberholzer – Mr. Oberholzer thanked staff for the announcement on the trains regarding service dogs. His concern is that when Ms. Dillon called SacRT that the officer (who only offered his first name during the call) did not have any idea on how to assist or look up the light rail train number. Mr. Oberholzer noted that immediate action should have been taken when the incident occurred, and that the officer should be retrained.

James Worsnop – Mr. Worsnop offered to come back, and asked to be agendized, to provide the Board with information about SacRT’s Real Estate Department transactions. Mr. Worsnop believes that SacRT is mispending federal, state and local monies, undertaking bad real estate deals, and is hiring incompetent real estate professionals. Mr. Worsnop believes that SacRT management is not knowledgeable about real estate deals (i.e., selling properties as a fire sale to offset costs), and management does not know that some of the money has to go back to the federal government.

Mr. Li thanked Mr. Worsnop for his 2 ½ months of temporary service in the SacRT Real Estate department about a year ago. Mr. Li noted that SacRT hires temporary employees all the time between hiring. Mr. Li noted that SacRT has an open transparent hiring process. Mr. Li encouraged Mr. Worsnop to apply for any positions that he felt he was qualified for, and guarantees that the hiring process would be open and transparent.

NEW BUSINESS

10. Resolution: Delegating Authority to the General Manager/CEO to Submit a Proposal in Response to the Request for Proposals for Turnkey Operation and Maintenance of Public Fixed Route and Dial-A-Ride Services Issued by the South County Transit System and to Certify, on Behalf of the Board of Directors, that the Proposal Meets all Applicable Requirements of the Federal Transit Administration (D. Cook)

Director Nottoli wants to make sure that staff keep in mind, when submitting the response to the proposal, that intra-city and inter-community connectivity is important to the transit providers in San Joaquin County, Lodi, Solano County, Elk Grove and SacRT.

ACTION: APPROVED - Director Howell moved; Director Hume seconded approval of the item as written. Motion was carried by voice vote. Absent: Absent: Directors Budge, Miller and Schenirer.

GENERAL MANAGER'S REPORT

11. General Manager's Report
 - a. SacRT Forward and Paratransit Answers to Questions
 - b. SacRT Meeting Calendar

Mr. Li introduced Laura Ham, VP of Planning and Engineering, to provide an update on all the activities SacRT is doing to prepare for operating the ADA paratransit services in-house.

Ms. Ham noted that the formal termination notice was sent to Paratransit, Inc. with the transition being effective on March 29, 2020. Since the last Board meeting, many SacRT departments have been meeting and coordinating on various issues to make sure that all aspects related to the transition are covered. Ms. Ham thanked Director Hume, the Paratransit Board Chair, for assisting SacRT with negotiations to ensure they go smoothly, and that the transition is seamless. Staff is expediting the purchase of 40 vehicles and noted that 40 other vehicles were recently delivered to SacRT. SacRT management and the Mobility Advisory Leadership will meet to talk about increased influence as staff prepares for the launch of ADA paratransit service. A letter was sent to over 5,000 currently eligible paratransit riders to explain the transition, assuring the riders that the policies would remain the same, and provided them with the questions and answers document included in the Board package. As SacRT gets closer to launch date, staff will make more information available about how ADA and non-ADA demand response service will be integrated, as well as continued travel training.

Mr. Li provided an update on the two press conferences that have been held since the last meeting (RydeFreeRT for Students and the 39th Street/UC Davis Health Station renaming). RydeFreeRT for Students is the first program in the nation that provides system-wide free service to students. Mr. Li thanked Director Schenirer for his role in championing this program. Additionally, SacRT hosted a press conference with UC Davis Health to celebrate the renaming of the 39th Street/UC Davis Health Station in a first ever station renaming partnership. UC Davis has been providing shuttle service to/from the 39th Street Station to the UC Davis Medical Center campus.

Mr. Li introduced a few new staff members:
Jason Johnson, Director, Office Management and Budget;
Jofil Borja, Senior Community Relations Officer;
Lisa Hinz, VP, Safety, Security and Customer Satisfaction; and
Sandy Bobek, Assistant VP, Technology, Innovations and Performance Monitoring.

Speaker: Jeffery Tardaguila
October 7, 2019 Action Summary

REPORTS, IDEAS AND QUESTIONS FROM DIRECTORS, AND COMMUNICATIONS

CONTINUATION OF PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA (If Necessary)

ANNOUNCEMENT OF CLOSED SESSION ITEMS

RECESS TO CLOSED SESSION

The Board recess to Closed Session at 6:48 p.m.

CLOSED SESSION

- A. Conference with Legal Counsel
Pursuant to Gov. Code Section 54956.9
Existing Litigation
 - a) Isaiah White, on behalf of himself & all others similarly situated vs.
Sacramento Regional Transit District
Case No. 34-2018-00240461

RECONVENE IN OPEN SESSION

CLOSED SESSION REPORT

There was no Closed Session report.

ADJOURN

As there was no further business to be conducted, the meeting was adjourned at 7:00 p.m.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 2 | 11/18/19 | Open | Action | 11/07/19 |

Subject: Awarding a Contract to Aramark Uniform & Career Apparel LLC for Uniform Rental and Laundry Services

ISSUE

Whether or not to award a Contract for Uniform Rental and Laundry Services to Aramark Uniform & Career Apparel LLC.

RECOMMENDED ACTION

Adopt Resolution No. 19-11 _____, Awarding a Contract to Aramark Uniform & Career Apparel LLC for Uniform Rental and Laundry Services.

FISCAL IMPACT

| | | | | |
|--|---|---------------|----|---------------|
| Budgeted: | Yes | FY20: | \$ | 115,000.00* |
| Budget & Funding Source: | Operating | FY21: | \$ | 190,000.00 |
| | | FY22: | \$ | 190,000.00 |
| | | FY23: | \$ | 190,000.00 |
| | | FY24: | \$ | 190,000.00 |
| Cost Cntr/GL Acct(s) or Capital Project #: | Cost Centers 34, 634, 74, & 75 GL 630001 | Total Amount: | \$ | 875,000.00*** |
| Total Budget: | \$115,000 (FY 20)** | | | |

* December 1, 2019 through June 30, 2020

** Amounts due in future years will be included in future years' budgets

***Plus applicable sales tax

DISCUSSION

Under the Collective Bargaining Agreement between Sacramento Regional Transit District (SacRT) and the International Brotherhood of Electrical Workers (IBEW), SacRT is required to bear the total cost of purchasing, maintaining and laundering uniforms for Light Rail Maintenance, Wayside, Bus Maintenance and SacRT/E-Tran Maintenance employees. The existing Contract for Uniform Rental and Laundry Service for Light Rail Maintenance and Bus Maintenance operations will expire on November 30, 2019. On October 1, 2019, Staff released an Invitation for Bid (IFB) on PlanetBids e-procurement system for Uniform Rental and Laundry Services for a 5-year term. There were 141 vendors notified of the solicitation via PlanetBids bid broadcast.

Approved:

Presented:

Final 11/12/19

General Manager/CEO

VP, Operations

J:\Board Meeting Documents\2019\16 November 18, 2019\Award Uniform Rental and Laundry Contract LR & BM - cb.docx

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 2 | 11/18/19 | Open | Action | 11/07/19 |

| |
|--|
| Subject: Awarding a Contract to Aramark Uniform & Career Apparel LLC for Uniform Rental and Laundry Services |
|--|

On October 16, 2019, SacRT received the following three bids:

| <u>Contractor</u> | <u>Bid Amount (5 Base Years)</u> |
|-------------------------------|----------------------------------|
| Aramark Uniform & Apparel LLC | \$507,289.20 |
| Prudential Overall Supply | \$578,486.60 |
| Unifirst Corporation | \$595,153.95 |

During evaluation of the bids, SacRT Procurement staff discovered that all of the bids contained mathematical errors. In accordance with the Article 1.10 of the IFB, Mathematical Errors and Corrections, staff corrected the calculations by multiplying the line item unit price by the quantity for that item. Correcting the mathematical errors changed the position of the apparent low bidder. Staff determined that Aramark Uniform & Apparel LLC is the lowest responsive and responsible bidder. Based on the pricing set out above and previous uniform rental contracts, staff has determined the price is fair and reasonable.

Staff reviewed historical data and department budgets for uniform rental and determined that award of a contract for \$875,000, plus applicable sales tax, should sufficiently cover uniform needs based on current staffing levels. Staff recommends the Board approve a Contract for Uniform Rental and Laundry Services with Aramark Uniform & Career Apparel LLC for a 5-year term for an amount not to exceed \$875,000, plus applicable sales tax.

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

**AWARDING A CONTRACT TO ARAMARK UNIFORM & CAREER APPAREL LLC
FOR UNIFORM RENTAL AND LAUNDRY SERVICES**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Contract between Sacramento Regional Transit District, therein referred to as "SacRT," and Aramark Uniform & Career Apparel LLC, therein referred to as "Contractor," whereby Contractor agrees to provide uniform rental and laundry services for 5 years for an amount not to exceed \$875,000.00, plus applicable state and local sales tax, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute said Contract.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 3 | 11/18/19 | Open | Action | 11/07/19 |

Subject: Awarding a Contract for the 1225 R Street Roof Replacement to Barth Roofing.

ISSUE

Whether or not to award a Contract for 1225 R Street Roof Replacement to Barth Roofing Company, Inc.

RECOMMENDED ACTION

Adopt Resolution No. 19-11-____, Awarding a Contract for 1225 R Street Roof Replacement to Barth Roofing Company, Inc.

FISCAL IMPACT

| | | | | |
|---|------------|---------------|----|---------|
| Budgeted: | Yes | This FY: | \$ | 312,500 |
| Budget Source: | Capital | Next FY: | \$ | N/A |
| Funding Source: | STA-SB1 | Annualized: | \$ | |
| Cost Cntr/GL Acct(s) or Capital Project #: | F029.08.10 | Total Amount: | \$ | 312,500 |
| Total Budget: | \$ 312,500 | | | |

DISCUSSION

The roof of the 1225 R Street building has exceeded its useful life span. The roof constantly leaks in rainy weather due to the deterioration of the existing roofing materials. The water intrusion disrupts normal work functions at various locations in the building and employee complaints are submitted regularly. SacRT's Safety Department has noted that the leaks can be a hazard to the existing electrical system and can cause mold. This roof replacement has been placed at the top of the Capital Projects priority list and funding has been identified to address this immediate replacement need.

On June 17, 2019, the General Manager/CEO authorized procurement action without a fully released requisition pending funding expected to be available in July 2019, in the amount not to exceed \$440,000, for the 1225 R Street Roof Replacement.

Staff released an Invitation for Bid (IFB) document on September 12, 2019 in accordance with SacRT's Procurement Ordinance. On October 9, 2019, the following bids were received:

| <u>Bidder</u> | <u>Bid Amount</u> |
|---------------------------------|-------------------|
| Barth Roofing | \$312,500 |
| MCM Roofing Company, Inc. | \$380,847 |
| Best Contracting Services, Inc. | \$384,600 |

Approved:

Presented:

Final 11/12/19

General Manager/CEO

Director, Engineering and Construction

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 3 | 11/18/19 | Open | Action | 11/07/19 |

Subject: Awarding a Contract for the 1225 R Street Roof Replacement to Barth Roofing.

Outback Contractors, Inc. \$428,555

Each bid was reviewed to determine the Bidder's responsiveness to the requirements of the IFB. After reviewing all bids, Staff determined that Barth Roofing Company, Inc. was the lowest responsive and responsible bidder and that this bid price is fair and reasonable.

Staff recommends that the Board award the Contract for 1225 R Street Roof Replacement to Barth Roofing Company, Inc. in an amount not to exceed \$312,500.

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

AWARDING A CONTRACT FOR 1225 R STREET ROOF REPLACEMENT TO BARTH ROOFING COMPANY, INC.

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Contract for 1225 R Street Roof Replacement, between the Sacramento Regional Transit District, therein referred to as "SacRT," and Barth Roofing Company, Inc. therein referred to as "Contractor," whereby Contractor agrees to replace the roof at 1225 R Street, as specified, for an amount not to exceed \$312,500, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute said Contract.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 4 | 11/18/19 | Open | Action | 11/05/19 |

Subject: Awarding a Contract for Tree Mitigation, Bus Stop Demolition and Landscape Restoration to Swierstok Enterprise Inc. during Business as Pro Builders

ISSUE

Whether or not to award a Contract for the Tree Mitigation, Bus Stop Demolition and Landscape Restoration to Swierstok Enterprise Inc. doing business as Pro Builders.

RECOMMENDED ACTION

Adopt Resolution No. 19-11-____, Awarding a Contract for the Tree Mitigation, Bus Stop Demolition and Landscape Restoration to Swierstok Enterprise Inc. Doing Business as Pro Builders.

FISCAL IMPACT

| | | | | |
|---|--------------------------------------|---------------|----|---------|
| Budgeted: | Yes | This FY: | \$ | 198,001 |
| Budget Source: | Capital | Next FY: | \$ | 0 |
| Funding Source: | New Starts/TCRP/Developer Fees | Annualized: | \$ | NA |
| Cost Cntr/GL Acct(s) or Capital Project #: | GL Account: 910800 WBS: 410.08.17 | Total Amount: | \$ | 198,001 |
| Total Budget: | \$ 198,001 | | | |

DISCUSSION

On August 29, 2019, SacRT advertised the bid opportunity for Tree Mitigation, Bus Stop Demolition and Landscape Restoration, in accordance with SacRT's Procurement Ordinance. These improvements fall under the approved South Sacramento Corridor Phase 2 Project Scope (SSCP2), but the contract requires Board approval for award due to the dollar value.

As a part of the SSCP2 project, SacRT is required to complete tree mitigation as a part of the environmental mitigation measures. The trees will be located on two Los Rios College campuses along with the Hazel Light Rail Station. In addition to the tree mitigation, Cosumnes River College has required that SacRT remove the temporary bus stop that was constructed during the light rail station construction and replace the berm and landscaping.

The tree mitigation construction activities for the SSCP2 project include the installation of 149 – 24" box trees at Cosumnes River College, 15 – 24" box trees at Cosumnes River College – Elk Grove Center, and 7 – 24" box trees at the Hazel Light Rail Station platform. The tree installation includes installation, mulch, root barrier and irrigation modifications as necessary. The bus stop demolition and landscape restoration construction activities include site demolition, earthwork, minor concrete, irrigation modification and sod installation.

Approved:

Presented:

Final 11/13/19

General Manager/CEO

Director, Engineering and Construction

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 4 | 11/18/19 | Open | Action | 11/05/19 |

Subject: Awarding a Contract for Tree Mitigation, Bus Stop Demolition and Landscape Restoration to Swierstok Enterprise Inc. during Business as Pro Builders

On September 25, 2019, the following bids were received:

| <u>Bidder</u> | <u>Bid Amount</u> |
|-----------------------------------|-------------------|
| Swierstok Enterprise Inc. | \$198,001 |
| Joes Landscaping and Concrete INC | \$233,840 |
| New Image Landscaping Company | \$237,054 |

After a thorough review of the bids, staff has determined that Swierstok Enterprise Inc. is the lowest responsive and responsible bidder and that the price is fair and reasonable. The Engineer's Estimate was \$112,000 which was under the threshold requiring Board approval. The low bid received from Swierstok Enterprise Inc. is \$198,001, which is over the threshold for General Manager/CEO authority but within the budget for the work.

Staff recommends award of the Contract for Tree Mitigation, Bus Stop Demolition and Landscape Restoration to Swierstok Enterprise Inc. for an amount not to exceed \$198,001.

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

**AWARDING A CONTRACT FOR THE TREE MITIGATION, BUS STOP DEMOLITION
AND LANDSCAPE RESTORATION TO SWIERSTOK ENTERPRISE INC. DOING
BUSINESS AS PRO BUILDERS**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Contract for Tree Mitigation, Bus Stop Demolition and Landscape Restoration by and between the Sacramento Regional Transit District, therein referred to as "SacRT," and Swierstok Enterprise Inc. therein referred to as "Contractor," whereby Contractor agrees to install trees as environmental mitigation, demolish a bus stop and restore landscaping, as further specified therein, for an amount not to exceed \$198,001, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute the Contract.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 5 | 11/18/19 | Open | Action | 11/12/19 |

Subject: Approving a Sole Source Procurement and Approving a Contract for Purchase of CAF Couplers with Voith Turbo Inc

ISSUE

Whether or not to approve a Sole Source Procurement and approve a Contract for Purchase of CAF Couplers with Voith Turbo, Inc.

RECOMMENDED ACTION

Adopt Resolution No. 19-11-____, Approving a Sole Source Procurement and Approving a Contract for Purchase of CAF Couplers with Voith Turbo, Inc.

FISCAL IMPACT

| | | | |
|--|--------------------|---------------|---------------|
| Budgeted: | Yes | This FY: | \$ 400,000.00 |
| Budget Source: | Capital | Next FY: | \$ |
| Funding Source: | | Annualized: | \$ |
| Cost Cntr/GL Acct(s) or Capital Project #: | 910800 / 651.11.01 | Total Amount: | \$ 400,000.00 |
| Total Budget: | \$ 400,000.00* | | |

*including sales tax and shipping

DISCUSSION

The coupler is a major component of the Light Rail Vehicles (LRVs) manufactured by Construcciones Auxiliar Ferrocarriles (CAF), which have been in revenue service since 2004. The CAF LRVs are nearing the mid-life overhaul, which requires extensive overall of most major assemblies. The original spare assemblies delivered with the LRVs have become unserviceable over time. As a result, Staff has determined that an additional 4 couplers must be manufactured to provide new couplers that can be used as spare parts and allow the couplers currently installed on the LRVs to be removed and overhauled without removing the LRV from service.

Couplers are part of the existing equipment manufactured by Voith Turbo, Inc. (Voith). This equipment must be compatible and interchangeable. Coupler 231.006461109USDI is a unique design manufactured specifically for CAF to Sacramento Regional Transit's (SacRT) specifications. Voith owns all tooling and is the only holder of the drawings required for manufacturing.

Staff has researched the market and to the best of our knowledge, because of the proprietary nature of the parts, there are no other manufacturers that offer engineering-tested and approved alternates. While it might be theoretically possible to provide the existing coupler to a

Approved:

Presented:

Final 11/13/19

General Manager/CEO

VP, Operations

J:\Board Meeting Documents\2019\16 November 18, 2019\Sole Source Purchase of CAF Couplers Voith Issue Paper.doc

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 5 | 11/18/19 | Open | Action | 11/12/19 |

Subject: Approving a Sole Source Procurement and Approving a Contract for Purchase of CAF Couplers with Voith Turbo Inc

manufacturer to reverse engineer these components, (1) given aging and wear on the existing parts, it might be impossible to replicate the original part; and (2) these are safety-critical components, so there is little room for error in the production process.

Staff has researched the market and determined the price to be fair and reasonable based on comparisons of sale of similar components to other transit agencies.

Staff recommends approving the sole source procurement of Voith couplers and the Contract for the purchase of CAF Couplers with Voith Turbo, Inc.

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

**APPROVING A SOLE SOURCE PROCUREMENT AND APPROVING A CONTRACT
FOR PURCHASE OF CAF COUPLERS WITH VOITH TURBO, INC**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, in accordance with Section 1.405.A.1. b of the SacRT Procurement Ordinance, a sole source procurement for supplies is permitted upon a determination that, due to patent and restricted data rights, the required product is only available from the manufacturer and it would be futile to seek competition, as no other competitive source of supply exists.

THAT, due to Voith Turbo Inc. owning the tooling and holding the drawings required for manufacturing, it would be futile to seek competition for production of the couplers, which are required to be compatible within SacRT's existing CAF light rail fleet.

THAT, the Contract for Purchase of CAF Couplers by and between Sacramento Regional Transit District (therein "SacRT") and Voith Turbo Inc. (therein "Contractor") whereby Contractor agrees to provide 4 Couplers Part Number 231.006461109USDI for an amount not to exceed \$349,800.00, plus applicable shipping and sales tax, is hereby approved.

THAT, the General Manager/CEO is authorized and directed to execute said Contract.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 6 | 11/18/19 | Open | Action | 11/12/19 |

Subject: Delegating Authority to the General Manager/CEO to Award and Execute a Contract for Bidwell Street Instrument House Replacement

ISSUE

Whether or not to delegate authority to the General Manager/CEO to award and execute a Contract for Bidwell Street Instrument House Replacement.

RECOMMENDED ACTION

Adopt Resolution No. 19-11-____, Delegating Authority to the General Manager/CEO to Award and Execute a Contract for Bidwell Street Instrument House Replacement.

FISCAL IMPACT

| | | | |
|--|---------------------------------------|---------------|-----------|
| Budgeted: | Yes | This FY: | \$250,000 |
| Budget Source: | Capital | Next FY: | \$250,000 |
| Funding Source: | Operating Funds or Insurance Recovery | Annualized: | \$0 |
| Cost Cntr/GL Acct(s) or Capital Project #: | R364.08.01 | Total Amount: | \$500,000 |
| Total Budget: | \$ 500,000 | | |

DISCUSSION

Due to a car accident that caused irreparable damage, SacRT must procure and install a new instrument house at the intersection of Folsom Blvd. and Bidwell Street to replace the damaged instrument house. The construction project will include procurement and installation of a new instrument house and civil, conduit and cable work to make the instrument house functional. It will also require new permanent Sacramento Municipal Utility District (SMUD) service to replace existing temporary service at the location.

SacRT staff prepared plans and specifications for the work and released an Invitation for Bid (IFB) on November 4, 2019. The engineer's estimate for this portion of work is \$350,000.

SacRT is pursuing an insurance claim against the driver of the car involved in the accident and will not be able to receive reimbursement for the damage from the insurance until the work is complete, including payment to the contractor. Consequently, other funds will be used to compensate the contractor and the insurance proceeds, which are expected to cover only a portion of the cost, will be used for other purposes once received.

Approved:

Presented:

Final 11/13/19

General Manager/CEO

Senior Systems Engineer

J:\Board Meeting Documents\2019\16 November 18, 2019\Award a Construction Contract for new Bidwell Instrument House F2131IH.docx

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 6 | 11/18/19 | Open | Action | 11/12/19 |

Subject: Delegating Authority to the General Manager/CEO to Award and Execute a Contract for Bidwell Street Instrument House Replacement

To expedite execution of the contract and commencement of the work, Staff recommends that the Board delegate authority to the General Manager/CEO to award and execute the Contract.

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO AWARD AND EXECUTE A CONTRACT FOR BIDWELL STREET INSTRUMENT HOUSE REPLACEMENT

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Board hereby delegates authority to the General Manager/CEO to award and execute a Contract for Bidwell Street Instrument House Replacement to the responsive and responsible bidder submitting the lowest bid cost based on the criteria set out in the Invitation for Bid.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 7 | 11/18/19 | Open | Action | 11/06/19 |

Subject: Approving the First Amendment to Ground Lease for Parking Purposes with R11 Properties LLC at 13th Street Railyard

ISSUE

Whether to approve the First Amendment to Ground Lease for Parking Purposes with R11 Properties, LLC. to extend the term and modify the termination for convenience provision.

RECOMMENDED ACTION

Adopt Resolution No. 19-11-___, Approving the First Amendment to Ground Lease for Parking Purposes with R11 Properties, LLC.

FISCAL IMPACT

SacRT receives monthly lease payments of \$1,500. If the First Amendment is approved, SacRT will continue to receive this amount monthly, adjusted annually for inflation, until May 23, 2022.

DISCUSSION

Sacramento Regional Transit (SacRT) constructed the 13th Street Railyard at 10th, 11th, Q and R streets (APN: 006-0274-010) to serve as a central hub facility for SacRT's light rail operations. The property is built out with three light rail tracks and systems to accommodate:

- Switching out or reversing 4 car trains as needed while minimizing delays to customer service
- Quick removal of broken down vehicles and staging of replacement vehicles to avoid service disruptions
- Staging vehicles for lengthening or shortening trains as needed throughout the day on any line
- Repairing vehicles when the power needs to be shut off
- Secure overnight storage of vehicles in a safe location as the fleet size expands

R11 Properties, LLC has had a series of leases to use a 5,540 square foot portion at the west end of SacRT's 13th Street Railyard property adjacent to 10th Street for parking at the buildings south of the parcel. The current lease commenced on April 6, 2017 and expires on April 6, 2020. The lease includes two 1-year options to extend that require mutual agreement of the parties. The current lease also allows either party to terminate on 90 days' advance written notice.

In May 2019, R11 Properties expressed a desire for greater certainty regarding SacRT's commitment to continue the lease.

SacRT staff has evaluated system needs and determined there will be a future need to use the

Approved:

Presented:

Final 11/13/19

General Manager/CEO

VP, Finance/CFO

J:\Board Meeting Documents\2019\16 November 18, 2019\R11 parking lease at 13th St Railyard.doc

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 7 | 11/18/19 | Open | Action | 11/06/19 |

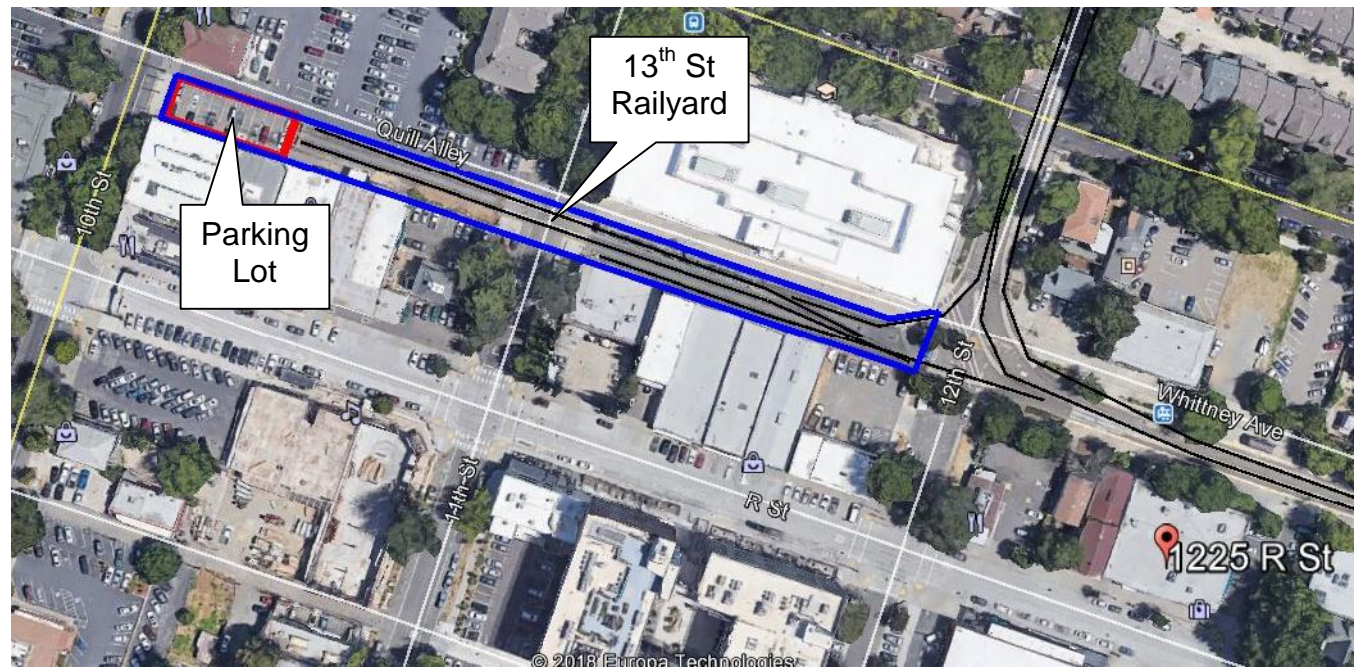
Subject: Approving the First Amendment to Ground Lease for Parking Purposes with R11 Properties LLC at 13th Street Railyard

property as the light rail fleet grows, but in the short term is recommending that the Board extend the lease to May 2022 with no further options to extend. The monthly rent is consistent with the original appraised value. Because the location could only serve two additional light rail vehicles, it is currently underutilized and, therefore, this short-term agreement is beneficial for both parties.

The negotiated terms of the amendment would eliminate SacRT’s right terminate for convenience for the duration of the lease; however SacRT would retain the right to terminate the lease if a governing agency determines that the lessee’s use interferes or is incompatible with SacRT’s use. The lease also allows SacRT to temporarily take possession of the property in case of emergency.

Staff recommends approval of the First Amendment to the Ground Lease for Parking Purposes.

Location



RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

**APPROVING THE FIRST AMENDMENT TO GROUND LEASE FOR PARKING
PURPOSES WITH R11 PROPERTIES, LLC**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the First Amendment to Ground Lease for Parking Purposes by and between the Sacramento Regional Transit District (therein "RT") and R11 Properties, LLC (therein "Lessee"), whereby the term is extended until May 23, 2022 and RT's right to terminate for convenience is eliminated, is hereby approved.

THAT, the General Manager/CEO is hereby authorized and directed to execute the foregoing First Amendment.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 8 | 11/18/19 | Open | Action | 11/06/19 |

Subject: Amend the Contract with Carpi & Clay for Federal Advocacy and Transit Consulting Services to Exercise Option Year

ISSUE

Whether or not to approve the Second Amendment to the Contract for Transit Consulting Services with Carpi & Clay, Inc., exercising the last one-year option to extend the term and increasing the consideration to fund the last of two option years.

RECOMMENDED ACTION

Adopt Resolution No. 19-11-____, Approving the Second Amendment to the Contract for Transit Consulting Services with Carpi & Clay, Inc.

FISCAL IMPACT

| | | | | |
|-------------------------|-----------|---------------|----|--------|
| Budgeted: | Yes | This FY: | \$ | 49,500 |
| Budget Source: | Operating | Next FY: | \$ | 49,500 |
| Funding Source: | Local | Annualized: | \$ | NA |
| Cost Cntr/GL Acct(s) or | CC 11 | Total Amount: | \$ | |
| Capital Project #: | GL 930089 | | | |
| Total Budget: | \$ 99,000 | | | |

Original Contract with Boothe Transit Consulting LLC years 1 – 3 = \$279,000
 First Amendment and Assignment and Release Agreement with Carpi & Clay, Inc. Year 4 = \$ 99,000
 This Second Amendment with Carpi & Clay, Inc. Year 5 = \$ 99,000
 Total Contract = \$477,000

DISCUSSION

Under a three-year contract with two one-year option years, Carpi & Clay, Inc. provides federal advocacy and transit consulting services to SacRT. Exercise of the first option (Year 4) of the initial contract was approved and executed on November 19, 2018, expiring on December 31, 2019. Staff is recommending that the Board approve the Second Amendment to the Contract to exercise the second option year (Year 5), which would extend the contract term through December 31, 2020.

SacRT’s federal advocacy team consists of its registered federal lobbyist Julie Minerva (Carpi & Clay) who assumes the primary role on the contract and Jeff Boothe (InfraStrategies), who works under the existing contract as a subcontractor to Carpi & Clay. Both Ms. Minerva and Mr. Boothe pursue transit supportive laws and regulations, and understand the public transit challenges in the Sacramento region. They have assisted SacRT in advancing priority transit projects and past

Approved:

Presented:

Final 11/13/19

General Manager/CEO

Sr. Community & Government Affairs Officer

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 8 | 11/18/19 | Open | Action | 11/06/19 |

Subject: Amend the Contract with Capri & Clay for Federal Advocacy and Transit Consulting Services to Exercise Option Year

congressional appropriations requests, which included the South Sacramento Corridor Phase 2 light rail extension project, Bus Maintenance Facility Expansion, and Vehicle Replacement Programs. The goal in keeping Ms. Minerva and Mr. Boothe on under this continued contract configuration is to proactively maintain relations with members of U.S. Congress, federal agencies and to track legislative efforts that will affect SacRT.

To facilitate continued work on upcoming and ongoing federal advocacy projects, it is imperative that SacRT have advocates in Washington, D.C. under contract that are well-informed of federal legislative developments with strong expertise in securing federal transit funding and historic knowledge to effectively engage in advancing federal surface transportation reauthorization efforts to maximize SacRT's ability to meet the public's mobility needs.

Staff recommends that the Board approve the Second Amendment to the Principal Agreement, wherein SacRT will exercise the option for year 5 and the total consideration will increase by \$99,000, from \$378,000 to \$477,000.

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

APPROVING THE SECOND AMENDMENT TO THE CONTRACT FOR TRANSIT
CONSULTING SERVICES WITH CARPI & CLAY, INC.

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Second Amendment to the Contract for Transit Consulting Services between Sacramento Regional Transit District, therein referred to as "RT," and Carpi & Clay, Inc., therein referred to as "Consultant," whereby SacRT exercises its option to extend the term of the Contract for year 5 and the total consideration is increased by \$99,000, from \$378,000 to \$477,000, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized to execute the foregoing Second Amendment.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 9 | 11/18/19 | Open | Action | 11/12/19 |

Subject: Approving the First Amendment to the Contract for Insurance Broker Services with Alliant Insurance Services, Inc.

ISSUE

Whether to approve a Sole Source Procurement and the First Amendment to the Contract for Insurance Broker Services with Alliant Insurance Services, Inc.

RECOMMENDED ACTION

Adopt Resolution No. 19-11-____, Approving a Sole Source Procurement and the First Amendment to the Contract for Insurance Broker Services with Alliant Insurance Services, Inc.

FISCAL IMPACT

| | | | |
|-------------------------|------------------------------|---------------|---------------|
| Budgeted: | Yes | This FY20: | \$ 58,583.00 |
| Budget Source: | Operating | Next FY21: | \$ 118,923.50 |
| Funding Source: | Local | FY20: | \$ 60,340.50 |
| Cost Cntr/GL Acct(s) or | CC 47 | Total Amount: | \$ 237,847.00 |
| Capital Project #: | GL 630005 | | |
| Total Budget: | \$ 237,847.00 | | |
| Original Contract: | \$287,208 Years 1, 2 & 3 | | |
| First Amendment: | <u>\$237,847</u> Years 4 & 5 | | |
| Total Contract: | \$525,055 | | |

Note: The additional increase of \$17,575 for year 4 (\$99,591 – \$117,166) was not budgeted in FY 20, however there are currently enough savings from the first quarter results to cover this additional increase.

DISCUSSION

On November 14, 2016, the Board awarded an insurance broker services contract to Alliant Insurance Services, Inc. (Alliant) for an amount not to exceed \$287,208 for a 3-year term, with an option to renew for years 4 and 5. The current contract was entered into on December 5, 2016, effective January 1, 2017. Alliant has done an excellent job as SacRT's broker and staff desires to continue its relationship with Alliant for an additional two years.

Alliant's initial accomplishments include restructuring SacRT's liability program to achieve its major goal of bifurcating the coverage limits applicable to its shared-use agreement with Union Pacific Railroad. Alliant was able to reduce SacRT's self-insured retention greatly reducing SacRT's risk while achieving premium savings of \$304,885 and again in 2018, when coverage was renewed with no increase in premium, which is a total savings of over \$600K in two years.

Approved:

Presented:

Final 11/13/19

General Manager/CEO

Sr. Attorney

J:\Board Meeting Documents\2019\16 November 18, 2019\2016070 IP First Amend Alliant Ins.191118.doc

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 9 | 11/18/19 | Open | Action | 11/12/19 |

Subject: Approving the First Amendment to the Contract for Insurance Broker Services with Alliant Insurance Services, Inc.

Alliant also negotiated significant improvements in SacRT’s property coverage, including reducing the deductible for buses, eliminating possible co-insurance penalties, and reducing the overall premium. Alliant made similar improvements to SacRT’s crime and fidelity coverages as well, increasing coverage and saving SacRT thousands of dollars per year.

Alliant assisted with additional services due to the Folsom and Elk Grove expansions, as well as compile analytics on other SacRT projects such as the streetcar project and the 2018 Yolo RFP response.

In 2016, Alliant proposed an annual brokerage fee of \$99,591 for option year 4 and \$101,583 for option year 5, however, Alliant has requested an increase in the annual fees to \$117,166 for year 4 and \$120,681 for year 5. Because of the increased fees, this amendment would not be considered an exercise of the option years.

Alliant’s request for increased compensation is based on the additional scope of work that was not anticipated when the initial contract was executed. Alliant will need to provide due diligence and financial forecasts for SacRT’s significant prospective increases in contracted service outside of its jurisdictional boundaries using non-SacRT owned assets and facilities, including, South County Transit and Fairfield / Suisun Transit, and will need to continue placing coverage that includes additional contracted service now operated by SacRT, such as the Elk Grove service, which was not reasonably foreseeable at the time the solicitation was conducted and the fixed annual fee was proposed.

The proposed increases in years four and five have been determined to be fair and reasonable. The increase in option year four is 20%. This 20% figure was based on an estimate in the additional time and resources that will be required to provide the expanded services discussed above. The increase in year five will be 2.5% which is the same percentage of increase contained in the underlying contract between years four and five. Staff recommends the Board approve the First Amendment to the Contract for Insurance Broker Services with Alliant Insurance Services, Inc. by which SacRT exercises its options to extend the Contract for years 4 and 5, commencing on January 1, 2020 and the total consideration is increased by \$237,847 from \$237,847 to \$525,055.

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

APPROVING A SOLE SOURCE PROCUREMENT AND THE FIRST AMENDMENT TO THE CONTRACT FOR INSURANCE BROKER SERVICES WITH ALLIANT INSURANCE SERVICES, INC.

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, under Section 1.405.B.2 of the SacRT Procurement Ordinance, sole source procurement for services is permitted upon a determination that is in the best interest of Sacramento Regional Transit District to solicit only one contractor; and

THAT, because of the existing relationship with Alliant Insurance Services, Inc. and the lack of time to do a new solicitation for insurance broker services prior to the December 4, 2019 expiration date of the current contract, it is in the best interest of Sacramento Regional Transit to extend the existing contract with Alliant for an additional two years with an increased annual fee above the option year pricing due to an increase in contract service scope of work; and

THAT, the First Amendment to the Contract between the Sacramento Regional Transit District, therein referred to as "SacRT," and Alliant Insurance Services, Inc., therein referred to as Consultant, whereby SacRT the term is extended two years, from December 4, 2019 to December 4, 2021 and the total consideration is increased by \$237,847 from \$287,208 to \$525,055, is hereby approved.

THAT, the Chair and General Manager are hereby authorized and directed to execute said First Amendment.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

Agenda Item #10

There is no item for this number.

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 11 | 11/18/19 | Open | Action | 10/31/19 |

Subject: Approval of a Records Retention Policy

ISSUE

Whether or not to adopt a Records Retention Policy for the Sacramento Regional Transit District.

RECOMMENDED ACTION

Adopt Resolution No. 19-11-____, Approving a Records Retention Policy.

FISCAL IMPACT

None as a result of this action.

DISCUSSION

Records Retention policies apply to all records, whether they are maintained in hard (paper) copy, electronically, or in some other format. To ensure districtwide compliance with the policy, each Vice President or Assistant Vice President, at SacRT, depending on the reporting structure in the division or department, will assign a coordinator within their department/division who will be responsible for implementation of the records retention policy appropriate for the particular records it maintains, in cooperation with the Office of the Clerk to the Board and General Counsel. The General Counsel will maintain the retention schedule and will make additions, deletions and updates as needed.

Staff requests that the Board adopt the Records Retention Policy as depicted in Exhibit A to the Resolution.

Approved:

Presented:

Final 11/13/19

General Manager/CEO

Shelly Valenton, VP, Integrated Services and Strategic Initiatives

J:\Board Meeting Documents\2019\16 November 18, 2019\Records Retention Policy Issue Paper.docx

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

APPROVING A RECORDS RETENTION POLICY

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Board of Directors hereby approves the Records Retention Policy attached hereto as Exhibit A.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary



**Regional
Transit**

**SACRAMENTO REGIONAL TRANSIT DISTRICT
RECORD RETENTION AND DISPOSITION POLICY**

November 18, 2019

- I. POLICY STATEMENT**
- II. PURPOSE**
- III. APPLICATION**
- IV. AUTHORITY**
- V. DEFINITIONS**
- VI. POLICY**
- VII. RESPONSIBILITIES**
- VIII. PROCEDURES**

I. POLICY STATEMENT

Under the California Public Records Act (CPRA), the Sacramento Regional Transit District (SacRT) is required to make its public records available for public disclosure, unless there is a specific reason not to do so. The reasons for withholding disclosure of a record are set forth in the exemptions contained in the CPRA. SacRT is authorized to develop the procedures to be followed when making its public records available to the public. Further, SacRT is also authorized to determine any significant record in its possession that is no longer of any value to SacRT and that may be disposed of in accordance with the Records Retention and Destruction Schedule.

II. PURPOSE

The purpose of this Policy is to establish the record retention policies, procedures, and guidelines for use in the retention and disposition of SacRT's records in compliance with state and federal law and in accordance with each document's administrative, legal, fiscal, and historical value. This policy also sets forth SacRT's procedures for providing its records to the public pursuant to the CPRA.

The Board of Directors authorizes the General Manager/CEO to interpret and implement this policy and to cause to be destroyed any and all records, papers, and documents that meet the specifications of this policy.

III. APPLICATION

This policy applies to all SacRT Board Members, SacRT regular or temporary employees, consultants, contractors, vendors, agents, affiliates, and any other entities directly engaged in SacRT business that are responsible for the creation, management, and storage of SacRT records.

IV. AUTHORITY

California Public Records Act (PRA) (Gov. Code Section 6250) which was passed by the Legislature in 1968, as amended by Section 14740 in 1999, is modeled after the federal Freedom of Information Act and details what government information is, and is not available to the public. In general, all records are open to the public except 28 specific exemption categories listed in PRA Section 6254. The PRA applies to all records, in whatever form, maintained by either state or local public agencies.

V. DEFINITIONS

To help provide guidance to those subject to this policy and for ease of administration of this policy, the following terms have the following meanings:

Active Records - A record that will be used for ongoing daily, weekly, monthly, semi-annual, or annual purposes. Active records are usually those records referred to at least once per month.

Administrative Records – Records commonly found in all offices and typically retained for fewer than five years.

Administrative Value – Records created to help accomplish the day-to-day functions of all offices, and that are needed only as long as they assist SacRT in performing current or future work.

Appraisal – The process of determining the need to retain or dispose of records.

Convenience File – Extra copies of records, personal papers, or publications maintained for ease of access and reference, also known as a personal file.

Copy – A reproduction of the contents of an original document prepared simultaneously or separately, usually identified by function or by method of creation. Copies identified by function may include action, copy, comeback copy, file or record copy, information or reference copy official copy, and tickler copy.

Correspondence – Letters, postcards, memoranda, notes, telecommunications, emails, and any other form of addressed, written communications sent or received.

Current records – A record that is in force even though there is no activity or ongoing process directly related to it. Policies, procedures, standards, guidelines and organizational charts (the record copy or original with the background material) would be “current” until revised, superseded, or rescinded.

Discovery – Pretrial disclosure or pertinent facts or documents by one or both parties to a civil or criminal action or proceeding. Nothing requested during discovery may be destroyed – even non-records and records that should have been destroyed earlier. Discovery effectively freezes selected holdings until released by SacRT’s General Counsel.

Disposition – The actions taken with regard to records following their appraisal. This also includes but is not synonymous with disposal.

Document – Recorded information regardless of the medium or physical characteristics. Frequently used interchangeably with “record.” See also “Records.”

Electronic Records – Those records in a form that only a computer can process and store. Databases and other data compilations that are used for multiple purposes are records. Computer back-up tapes and other duplicate computer files are non-records. Electronic mail, voice mail and word processing files are non-records when destroyed or, for word processing files, when they are

superseded by more recent versions or when they are printed. The final printed outputs are records. When computer information is characterized as a record material, it must be retained according to SacRT's records retention schedule.

Expired Records – On or off-site records whose retention period has passed.

Fiscal Value – Fiscal Records pertain to SacRT's financial transaction, such as budgets, ledgers, allotments, payrolls and vouchers. After some records have served a basic administrative function, they may still have sufficient fiscal value to justify additional retention.

Historical Records – Records that document the history and development of an agency or contain data that can be useful for research.

Historical Value – The determination by appraisal that historical records are worthy of permanent preservation.

Legal Hold - A notice issued by SacRT's General Counsel directing that documents must not be destroyed because the documents are subject to legal action (civil or criminal) or government investigation. A record subject to a "legal hold" cannot be destroyed even though the record's retention period may have expired.

Legal Value – Records with legal value containing evidence of legally enforceable rights or obligations of SacRT. Examples are records that provide the basis for action, such as agency decisions and legal opinions; fiscal documents representing agreements, such as leases, titles and contracts; and records of action in particular cases, such as claim documents and legal dockets.

Local Government – Includes a county; city, whether general law or chartered; city and county; school district; municipal corporation; district; political subdivision; or any board; commission or agency thereof; other local public agency; or nonprofit entities that are legislative bodies of a local agency pursuant to subdivisions (c) and (d) of Government Code Section 54952.

Non-Records – Material not usually included within the definition of records, such as unofficial copies of documents kept only for convenience or reference, working papers, appointment logs, stocks of publications, requests for printed material after the requests have been filled, transmittal letters and acknowledgments that do not contribute any information to the material transmitted, shorthand notes and dictating media that have been transcribed and miscellaneous notices of SacRT's affairs, meetings, holidays, etc. Also, documents such as rough notes, calculations or drafts used in the preparation or analysis of other documents.

Obsolete – means equipment or records that are inoperable, damaged beyond economical repair or no longer practical to use due to outdated technology.

Permanent Records – Records that are required in perpetuity, usually identified by statute or other written guidance.

Perpetual Records – A category of records in which the category is perpetual, but the records within the category may be stored or destroyed. Examples include office personnel files that are kept until a person leaves the office and is not vested in SacRT’s pension plan, policy files kept until the policy is changed and contract files kept until the contract terminates.

Program Records – Records that relate to SacRT’s primary function in response to its daily mission.

Public Records – Any writing containing information relating to the conduct of the public’s business prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics.

Records – All papers, maps, exhibits, magnetic or paper tapes, photographic films and prints, electronic documents and other documents produced, received, owned or used by an agency, regardless of physical form or characteristics. Not all “records” are public records.

Records Disposal - Refers to the transfer of records, especially inactive records, to their final state, either disposal or transfer to an archive.

Record Files – Means all communications related to public business regardless of physical form or characteristics, including any writing, picture, sound or symbol, whether paper, magnetic or other media.

Records Management – Record creation, storage and destruction.

Record Owner – Refers to the department or division that is the subject matter expert on the content of the record and is responsible for the life cycle management of the record.

Records Retention Schedule – A document governing, on a continuing basis, the mandatory disposition of the records of an organization or agency. It lists all records produced or maintained by an agency and the actions taken with regard to those records. A retention schedule is an agency’s legal authority to receive, create, retain, and dispose of official public records. It assists the agency by documenting which records require office or temporary storage, have historic or research value, or should be destroyed because they no longer have administrative, fiscal, or legal value.

Retention Period – The length of time a record must be retained to fulfill its administrative, fiscal and/or legal function.

Sensitive Documents/Records – Are documents or data files solely intended for use by the authorized user? They include, but are not limited to, memoranda or

reports regarding internal departmental matters; investigations; working papers; preliminary drafts; informal comments and suggestions; financial information related to budget preparation and review; and other types of similar information.

Significant Documents/Records – Significant documents/records are organizational, policy, and procedural directives, reports, and recommendations and technical documentation related to programmatic activities; agendas and minutes of meetings sponsored by SacRT; legal and contractual documents; and correspondence regarding programmatic activities which the Department Head determines must be preserved and retained in the regular courses of SacRT business.

Vital (Essential) Records – Those records needed to perform an agency's mission or to reconstruct basic agency programs during and after a major disaster.

Writing – Is any handwritten, typewritten, printing, photostating, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing, any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combination thereof, and any record thereby created, regardless of the manner in which the record has been stored.

VI. POLICY

A. RETENTION POLICY

Every organization, including SacRT, generates records and non-records, physical and electronic. A record holds operational, legal, fiscal, vital, or historical value. A non-record is information with no operational, legal, fiscal, vital, or historical value and does not constitute a public record. Non-records lack evidence of lasting value or official business activities. Non-records should be disposed of as soon as they are no longer of use.

SacRT will retain records for the period of their immediate or current use, unless longer retention is necessary for historical reference, or to comply with contractual or legal requirements, or for other purposes set forth below. Documents and other materials that do constitute "records" under that section, including those described below in Category 4, may be destroyed when no longer needed, unless otherwise specified herein this part VI.

The Office of the General Counsel will maintain a Records Retention Schedule. SacRT's records will generally be classified for retention and destruction purposes as follows:

Category 1: Permanent Retention. Records that are permanent or essential will be retained and preserved indefinitely.

Permanent Records. These records are required by law to be permanently retained and are ineligible for destruction unless they are microfilmed or placed on an optical imaging system, and special measures are followed. Once these measures are followed, the original paper records may be destroyed. Duplicate copies of permanent records may be destroyed whenever they are no longer necessary for SacRT's efficient operation. Examples of permanent records include project files, Board files, internal and external audits, real property deeds, personnel hiring, and disciplinary records. Not every department/division will have permanent records.

Essential records. These are records that are necessary for the continuity of government and the protection of the rights and interests of individuals. Examples of essential records are: Fleet Engineering Records, Accident Records and Grant Awards and Modifications.

Category 2: Current Records. Records that are for convenience, ready reference or other reasons are retained in the office space and Department equipment. Current records will be retained as follows:

Where retention period is specified by law. Where federal, state, or local law prescribes a definite period of time for retaining certain records, SacRT will retain the records for that period specified by law. Examples of records required to be maintained for a specific period are Workers' Compensation Records, grievances and payroll records; e.g., Conflict of Interest Form 700 must be retained for 7 years pursuant to Gov. Code Section 81009(e); Accident-Injury reports must be retained for 5 years pursuant to 29 CFR 1404.6.

Where no retention period specified by law. Where no specific retention period is specified by law, the retention period for records that the department is required to retain will be specified in the Record Retention and Destruction Schedule. Records will be retained for a minimum of two years, although such records may be treated as "storage records" and placed in storage at any time during the applicable retention period. Examples of current records include: correspondence, schedules and administrative records.

Category 3: Storage Records. Storage records are records that are retained offsite and are subject to the same retention requirement as current records. Examples of storage records include citizen complaints, invoices, and payroll correction reports.

Category 4: No Retention Required. Documents and other materials that are not "records" need not be retained unless retention is otherwise required by local law or by the Record Retention and Destruction Schedule. Documents and other materials (including originals and duplicates) that are not otherwise required to be retained, are not necessary to the functioning or continuity of the department and that have no legal significance may be destroyed when no longer needed. Examples include materials and

documents generated for the convenience of the person/department that created them, draft documents (other than some contracts) that have been superseded by subsequent versions, or rendered moot by departmental action, and duplicate copies of records that are no longer needed. Specific examples include telephone message slips, miscellaneous correspondence not requiring follow-up or departmental action, notepads, e-mails that do not contain information required to be retained under this policy, and chronological files.

With limited exceptions, no specific retention requirements are assigned to documents in this category. Instead, it is up to the originator or recipient to determine when the documents' usefulness has ended.

B. PUBLIC RECORDS DISCLOSURE

SacRT records that are not subject to being withheld for public disclosure will be open to public inspection during SacRT's regular business hours. Copies of SacRT's records that may be released must be obtained through a CPRA request submitted to SacRT's General Manager/CEO. In coordination with SacRT's General Counsel, the General Manager/CEO is solely responsible for releasing SacRT's records as they relate to CPRA requests. SacRT's departments and divisions may not disclose records or information and must direct all public or media requests for SacRT records to the General Manager/CEO. Failure to direct a public records request to the General Manager/CEO may result in delayed response as the time for a response will not start until the request is received by the General Manager/CEO. SacRT will retain any record that is the subject of a pending request made pursuant to the CPRA, whether or not SacRT maintains that the record is exempt from disclosure, until the request has been granted or two years have elapsed since SacRT provided written notice to the requestor that the request has been denied. (Government Code sec. 60201(d)(5))

Certain documents are subject to being withheld from disclosure because they fall within the definition of "Special Record Category" documents. They are as follows:

1.1.1 Special Record Categories

SacRT has identified specific types of records that are considered to fall within the Special Records Category. Special Record Category records are subject to special care, handling and additional review as appropriate. Such records will only be released when authorized by the General Manager/CEO or his/her designee. Departments must follow these standards for the management of SacRT records covered under the Special Record Categories:

- a. The General Manager/CEO is responsible for the collection, storage, management and release of Special Record Category records;
- b. SacRT's General Counsel must review requests for Special Record Category Records; and
- c. No Board Members, SacRT employees, consultants, agents, contractors, vendors, affiliates, and any other entity directly engaged in SacRT business is authorized to release, disclose, provide, copy, transfer, attach as an email attachment, or otherwise deliver any Special Record Category records to anyone not authorized by SacRT to have access to these records.

The various types of documents that fall within the Special Records Categories are as follows:

1.1.2 Security Sensitive Information

Security Sensitive Information (SSI) and/or documents may not be disclosed to the extent that they may compromise the security of SacRT's systems' infrastructure, rolling stock, computer systems, or equipment that supports the operation of the transit system, and/or the equipment that supports the operation of the transit system, and/or the physical safety of passengers and/or employees. SSI records include any hard copy and/or electronic records generated by SacRT staff, its contractors, consultants, or other public entities. SSI may include any kind of design specifications or construction documents that relate to facilities, transportation systems, transit stations, vehicles, communications, security systems, vulnerability assessments, contingency plans, and other information covered under 49 CFR 1520.5(a) and California Government Code sec. 6254.

1.1.3 Investigative Records

Records of complaints to, or investigations conducted by, or for SacRT are investigative records. Such information may endanger the safety of a person involved in an investigation; may endanger the successful completion of an investigation; may identify confidential sources; or may reveal information supplied in confidence.

Investigative records include documents related, but not limited to, criminal investigations, worker's compensation investigations, internal administrative

investigations, third-party claims or compliant investigations, property damage investigations, bus and rail incident/accident investigations, and other similar types of investigations.

1.1.4 Privileged Records

Documents and records, or portions thereof, prepared by, at the direction of, or in conjunction with the General Counsel or outside legal counsel, including attorney-client communications, will be considered privileged or work product communications and may be redacted or withheld.

SacRT's General Counsel may release privileged records only in such cases as a court has determined that it is necessary for such a record or records be produced in a civil or criminal matter and has ordered that such records be released, or when the Board of Directors has determined that there is an appropriate basis upon which the privileged records should be released. SacRT's General Counsel is authorized to make every reasonable effort to protect the release of such records beyond the purpose of the civil or criminal case through the use of protective orders.

1.1.5 Confidential Records

Confidential records include documents whose disclosure would constitute an unwarranted invasion of personal privacy. Confidential records include personnel, medical, or similar files.

SacRT will only act as a stakeholder of confidential records provided by any third party and must be fully indemnified by the third party in any legal proceeding that challenges SacRT's right to retain records as confidential.

1.1.6 Procurement/Trade Secret Records

SacRT receives many different kinds of information and records from bidders and proposers through its various procurement related activities. These documents may include material that the bidder/proposer asserts to be a trade secret or a proprietary record of the bidder/proposer, which if released to a competitor or other third parties, may injure its ability to successfully compete in future contracting opportunities. These documents may contain a formula, plan, design, pattern, process, tool,

mechanism, compound, procedure, production data or software based application or process. Such documents may be withheld from disclosure if deemed to contain trade secrets or proprietary information and if the bidder/proposer agrees to indemnify SacRT to withhold its trade secret or proprietary information.

1.1.7 Internal Negotiation Records

SacRT is regularly involved in negotiations of many kinds. Negotiation positions are often put into written or electronic form and exchanged internally between staff, consultants, or legal counsel. Such internal negotiation records may not be disclosed to any third party as they may disclose SacRT's position on a particular negotiation or its method for conducting negotiations. It is in the public's best interest that SacRT be permitted to negotiate in private to achieve the best possible outcome.

1.1.8 Computer Software Records

Computer software, including but not limited to computer mapping systems, computer programs, and computer graphics systems, developed by and for SacRT are computer software records. These records are proprietary information of SacRT and may not be disclosed.

1.1.9 Records Stored Offsite for Disaster Recovery

SacRT may maintain a separate set of records in the event of a catastrophic event or disaster. These records are duplicates of official records that are stored in a secured offsite location for their protection. All SacRT disaster recovery records are not deemed public records and are not reviewable by any outside third parties for any reason.

C. RECORDS NOT ADDRESSED IN RECORD RETENTION SCHEDULE

Records and other documents or materials that are not expressly addressed by the schedule may be destroyed at any time provided that they have been retained for the periods prescribed for substantially similar records.

D. STORAGE OF RECORDS

Records may be stored in SacRT's office space or equipment if the records are in active use or are maintained in the office for convenience or ready reference. Examples of active files appropriately maintained in SacRT's office space or equipment include active chronological files, research and reference files, legislative drafting files, pending complaint files, administrative

files, and personnel files. Inactive records, for which use or reference has diminished sufficiently to permit removal from SacRT's office space or equipment, may be sent to SacRT's off-site storage facility or maintained in SacRT's storage facility.

E. HISTORICAL RECORDS

Records that are no longer of use to SacRT, but because of their age or research value, may be of historical interest or significance. Historical records may not be destroyed except in accordance with the procedures set forth in this Policy.

F. LEGAL HOLD PENDING CLAIMS AND LITIGATION

The retention periods set forth in the record retention schedule do not apply to materials that are otherwise eligible for destruction, but which may be relevant to a pending claim or litigation against SacRT. Once SacRT becomes aware of the existence of a claim against it and SacRT's General Counsel issues a Legal Hold, SacRT will retain all documents and other materials related to the claim until such time as the claim or subsequent litigation has been resolved. When SacRT has reason to believe that one or more SacRT departments have records relating to the claim or litigation, those departments will receive a Legal Hold notice from SacRT's General Counsel.

Audio or visual images captured by recording surveillance equipment are audio/visual surveillance records and are subject to release under the CPRA. These records include incidents occurring on SacRT bus or light rail vehicles, stations and facilities, and are considered incident evidence. Generally, under statute audio/visual records do not have to be retained as a permanent record. However, if the audio/visual recording has potential impact to a criminal investigation or pending or anticipated civil lawsuit, the audio/visual recording must be retained as instructed by the General Counsel and should only be destroyed upon notice from the General Counsel's Office that the recording is no longer needed and may be destroyed. In no event should such recording be destroyed sooner than 7 years from the date of recording.

G. CONTRACT MANAGEMENT

In accordance with SacRT's Procurement Policy Manual, Section 14.7, "a copy of all Invitations to Bid, Request for Proposals, Letter of Solicitation, and Requests for Qualifications which have been issued, all proposals and bids received in response to the solicitation, documentation of rejection of bids or proposals and/or any waiver of any minor irregularities, and the letter providing notice of the recommended award of the Contract must be maintained in SacRT files for public inspection for four years from the expiration or termination of the resulting contract." Additionally, SacRT must maintain all documents, reports, records, contracts and supporting materials relating to the contract for at least three years from the date of the final payment under a resulting contract.

H. RECORDS MANAGEMENT AT EMPLOYEE SEPARATION

When employees separate from service, the department manager is responsible for ensuring that the employee's records are left in an orderly manner and maintained, transferred, and disposed of according to the retention schedule. Responsibility for any remaining active records should be transferred to the employee to whom the job duties of the departing employee are assigned or to the department manager.

VII. RESPONSIBILITIES

A. DIVISIONS AND OTHER UNITS

Employees in each division are directly responsible for the management of that division's records, documents, files, data, and other information pertaining to SacRT's official business. To fulfill this responsibility, each division must do the following:

- Ñ Identify and maintain the records for which it serves as the primary record-keeping division or department.
- Ñ Appoint a person or persons to serve in the capacity of Records Retention Coordinator, with overall responsibility for implementing the Records Retention Policy within their respective division or section.
- Ñ Ensure that each person within the division or section implements the Records Retention Schedule for all records and information within the scope of their responsibility.
- Ñ Conduct one or more Records Purge Days per year and dispose of all expired records, as required by the Records Retention and Destruction Schedule.

B. RECORDS RETENTION COORDINATORS

Each department or division must have a Records Retention Coordinator. Records Retention Coordinators are responsible for implementing the records retention program within their respective division. These responsibilities include, but are not limited to:

- Ensuring full and complete implementation of the Records Retention and Destruction Schedule.
- Coordinating one or more Records Purge Days each year.
- Evaluating the effectiveness of the retention schedules, and proposing revisions to the Records Retention Schedule relating to the records within the scope of their responsibility.
- Working with the Clerk to the Board and SacRT's General Counsel to periodically update the Records Retention Schedule.
- Preventing the disposal of records or information following notification by SacRT General Counsel that a Legal Hold has been placed on the records.

C. OFFICE OF THE CLERK TO THE BOARD

In addition to responsibilities under Section VII-B above, the Office of the Clerk to the Board is responsible for the following:

- Assisting with the development, maintenance and periodic review of the records retention program throughout SacRT. The program will consist of this Policy, the Records Retention Schedule and the records inventory.
- Coordinating the use of and offsite storage facilities for the storage and retrieval of records throughout SacRT.
- Maintaining a master inventory of records stored in off-site locations.

D. SACRT GENERAL COUNSEL

SacRT General Counsel is responsible for the following:

- Developing, maintaining and periodically reviewing the Records Retention Schedule.
- Advising divisions and employees, as appropriate, of actual or potential litigation, government investigations, or other circumstances that may affect records retention or disposal actions. For example, pre-trial discovery proceedings may prohibit destruction of all relevant records – including non-records, or records that should have been destroyed previously in accordance with the Records Retention Schedule.
- Issuing Legal Holds that formally suspend records disposal, specifying the types of records to which these suspensions relate, and removing these suspensions when appropriate.
- Providing legal advice to all divisions concerning all matters related to the legal aspects of the Records Retention Policy and Schedule.

VIII. PROCEDURES

A. ON-SITE STORAGE

For the on-site storage time period specified in the Retention Schedule, records should be retained under the control of the staff person most likely to rely upon or require access to those records.

B. OFF-SITE STORAGE

For records to be stored off-site according to the record retention policy, staff in control of the records should prepare them for off-site storage. The records should be inventoried, boxed and clearly labeled, including a final disposal date or “retain indefinitely” designation. The Record Retention Coordinator for the relevant division is responsible for coordinating delivery to the off-site storage facility and will maintain a detailed and current inventory of all records stored off-site.

C. RETRIEVAL FROM OFF-SITE STORAGE

To retrieve a document stored off site, staff must submit a request to SacRT’s Facilities department for a record stored off-site. The request must include the appropriate corresponding box number.

D. DESTRUCTION/DISPOSAL OF OFF-SITE DOCUMENTS

Each Division will designate at least one day each year for the destruction and disposal of off-site records that have expired and will provide their

respective Executive Management Team (EMT) member with a comprehensive list of documents scheduled to be destroyed. The EMT member in each division should review the list and provide notice to the designated staff for any records whose retention date should be extended or made permanent. The notice must include a justification for the change and a new “dispose of” date or permanent retention designation.

E. DISPOSAL OF ON-SITE DOCUMENTS

At least once per year, each Division must dispose of expired on-site records. The designated Records Retention Coordinator will coordinate the effort. The annual date should coincide with the date established by each Division for the disposal of off-site records.

F. EMAIL

SacRT considers email as transitory communication and therefore the standard record retention schedule does not apply to email communications even if the email contains an otherwise covered record. However, where an email message constitutes a significant record, as in an affirmative act regarding a particular Board or agency activity, or approval or rejection of a contract or management decision, the email must be retained either in the departmental database or as a paper document in a project file in accordance with the retention schedule and this policy.

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 12 | 11/18/19 | Open | Action | 11/12/19 |

Subject: Delegating Authority to the General Manager/CEO to Expedite Contracting and Contract Amendments Related to the ADA Paratransit Service Transition

ISSUE

Whether to delegate authority to the General Manager/CEO to award and execute procurement Contracts (contracts, purchase orders, contract change orders, work orders, or amendments to the foregoing) related to the ADA Paratransit Service Transition.

RECOMMENDED ACTION

Adopt Resolution No. 19-11-____, Delegating Authority to the General Manager/CEO to Award and Execute Procurement Contracts Necessary to the Provision of ADA Complementary Paratransit Service by SacRT.

FISCAL IMPACT

The total fiscal impact associated with this action depends on many external factors and rather than estimate these factors no later than November 30, 2020, Staff will present an information item to the Board with a comprehensive list of all contracts executed or amended under this delegation.

DISCUSSION

At the September 23, 2019 Board of Directors meeting, the Board voted to terminate the existing ADA Paratransit Service Agreement with Paratransit so that SacRT can begin operating the ADA Paratransit service with its own forces effective on or around March 29, 2020. In order to meet that deadline, staff is expediting several procurements to ensure that appropriate contracts are in place to meet the service demand.

Due to the short five-month time frame to transition the service, waiting to seek Board approval to execute ADA Paratransit service-related procurement contracts could delay the transition. Therefore, Staff is asking for a standing delegation of authority to the General Manager/CEO to take procurement actions in excess of his current authority under the Procurement Ordinance.

Currently, the General Manager/CEO's procurement contract authority is as follows:

- (1) New contracts up to \$150,000;
- (2) Amendments to Board-approved contracts up to the lesser of \$150,000 or 15% of the initial contract price;
- (3) Amendments to General Manager-approved contracts up to an aggregate total of \$150,000;

Approved:

Presented:

Final 11/13/19

General Manager/CEO

AVP, Finance & Treasury

J:\Board Meeting Documents\2019\16 November 18, 2019\11-18-19 Paratransit Service Delegation of Authority.docx

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 12 | 11/18/19 | Open | Action | 11/12/19 |

Subject: Delegating Authority to the General Manager/CEO to Expedite Contracting and Contract Amendments Related to the ADA Paratransit Service Transition

(4) Contract Change Orders for public works – authority varies based on the original value of the Contract, but the aggregate limit for smaller public works projects is generally 10% of the original contract price and the individual limit is \$150,000 for a single Contract Change Order regardless of the original contract value.

When these limits are exceeded the Board is required to approve the contract and may, in addition, be required to make findings related to non-competitive procurement or a decision to amend a contract above the informal solicitation threshold.

There are numerous contracts or contract amendments that could exceed the General Manager/CEO’s authority or require sole source justification which could include, but are not limited to: uniforms, tire lease, parking lot repairs (Bus Maintenance Facility II), fencing (temporary or permanent), networking equipment, software configuration, training materials and services, marketing materials, and bus equipment including fareboxes, cameras, radios, exterior wraps and branding. Any individual contract, work order, or contract change order entered into under this authority may not exceed a total consideration of \$750,000.

To ensure transparency with the Board of Directors and the public, Staff will maintain a listing of all procurement contracts executed by the General Manager/CEO that would normally require Board approval. No later than November 30, 2020, Staff will bring an information item back to the Board with a list of all contracts executed under this delegation of authority.

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO AWARD AND EXECUTE PROCUREMENT CONTRACTS NECESSARY TO THE PROVISION OF ADA COMPLEMENTARY PARATRANSIT SERVICE BY SACRT

WHEREAS, Section 1.503 of the Sacramento Regional Transit District (SacRT) Procurement Ordinance (No. 18-08-01) requires approval by the SacRT Board of Directors award of any new procurement contract or work order in excess of \$150,000; and

WHEREAS, Section 1.505 of the SacRT Procurement Ordinance requires approval by the SacRT Board of Directors for amendment to any Board-approved Contract when the amendment exceeds the lesser of \$150,000 or 15% of the initial Contract price; and

WHEREAS, Section 1.505 of the SacRT Procurement Ordinance requires approval by the SacRT Board of Directors of any amendment to a General Manager-approved Contract when the sum of the initial Contract value, all prior amendments, and the new amendment would increase the Contract value beyond \$150,000; and

WHEREAS, Section 1.506 of the SacRT Procurement Ordinance requires approval by the SacRT Board of Directors of certain contract change orders; and

WHEREAS, Section 1.405 of the SacRT Procurement Ordinance requires Board approval of non-competitive and sole source contracts above the specified thresholds; and

WHEREAS, Section 1.505 of the SacRT Procurement Ordinance requires specified findings by the Board of Directors if a Contract was initially awarded using an informal solicitation and amendments would exceed the threshold for formal solicitation; and

WHEREAS, on September 23, 2019, the SacRT Board of Directors approved termination of the existing ADA Paratransit Service Agreement with Paratransit, Inc. for complementary paratransit service and determined that SacRT will provide those services directly beginning April 1, 2020; and

WHEREAS, due to the need to expedite procurements for the transition of complementary paratransit service, it is impractical to delay the approval of such Contracts for Board approval; and

WHEREAS, the Board desires to delegate authority to the General Manager/CEO to award and execute contracts, sole source procurements, and contract change orders for procurements that are necessary for the provision of ADA complementary paratransit service by SacRT.

BE IT HERBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, with respect to any provision of the SacRT Procurement Ordinance otherwise requiring approval by the Sacramento Regional Transit District Board of Directors, the Board hereby delegates such authority to the General Manager/CEO with respect to procurement contracts that are necessary for the provisions of ADA complementary paratransit service.

THAT, all procurement undertaken under this delegation must comply, in other respects, with the provisions of the SacRT Procurement Ordinance and with Federal and State contracting requirements, as applicable.

THAT, any individual contract, work order, or contract change order entered into under this authority may not exceed a total consideration of \$750,000.

THAT, this delegation of authority with expire, without further action by the Board, as of November 1, 2020.

THAT, not later than November 30, 2020, the General Manager/CEO must present an information item to the Board of Directors at a noticed public meeting identifying all contracts executed pursuant to this delegation of authority.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 13 | 11/18/19 | Open | Action | 11/13/19 |

Subject: April 2020 Service Changes and Airport Bus

ISSUE

Whether or not to adopt service changes for April 2020 and a related Title VI service change equity analysis.

RECOMMENDED ACTION

Adopt Resolution No. 19-11-____, Approving a Title VI Service Change Equity Analysis and Adopting Service Changes for April 2020.

FISCAL IMPACT

The proposed service changes (Exhibit A) include several cost-neutral changes, as well as changes to the following routes with fiscal impacts:

| Route | Name | Annual Cost | FY 2020 |
|-------|-------------|-------------|------------|
| 21 | Sunrise | \$19,624 | \$6,541 |
| 30 | J/L Streets | \$45,028 | \$15,009 |
| 51X | Golden 1 | -\$353,937 | -\$117,979 |
| 142 | Airport | \$1,518,458 | \$506,153 |
| | TOTAL | \$1,229,173 | \$409,724 |

SacRT staff is seeking permission from the Sacramento Area Council of Governments (SACOG) to use \$1,518,458 of SacRT's 2018 Green Region grant award (\$2.249 million) to operate the airport bus service for one year using CNG buses. SACOG originally awarded the Green Region funds to SacRT for the purchase of zero emission buses (ZEB) and charging infrastructure to enable Airport ZEB service, but SacRT and regional stakeholders would like to begin airport operations using CNG buses while the ZEBs are being manufactured and charging infrastructure is being constructed. An increased local match share means that the ZEBs and charging infrastructure can still be delivered as originally envisioned. SacRT staff has been providing SACOG staff with documentation supporting this request, and anticipates that SACOG will approve the use of funds for operations in November or December. After the first year of operations, SacRT anticipates airport service would be supported by new Measure A sales tax revenues.

The changes to the other three routes are projected to result in a net savings, but would be funded out of SacRT's operating budget in future years (Route 21 and 30).

Approved:

Presented:

Final 11/13/19

General Manager/CEO

VP, Planning & Engineering

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 13 | 11/18/19 | Open | Action | 11/13/19 |

Subject: April 2020 Service Changes and Airport Bus

DISCUSSION

Background – On September 8, 2019, SacRT made major service changes as part of the SacRT Forward project. The attached proposed service changes (Exhibit B), which would primarily take effect in April 2020, represent the first round of follow ups from SacRT Forward and include minor schedule adjustments and routing changes. Changes that create a new route or alter 15 percent or more of a route’s miles require a Title VI equity analysis, 30-day review, and Board approval. Minor changes that do not require Board approval have been included in the report for informational purposes as well.

Airport Bus – Separate from SacRT Forward, the proposed changes include introduction of bus service from Downtown Sacramento to Sacramento International Airport, running hourly, seven days a week, with two buses per hour during peak times. This service would be scheduled to complement existing Yolobus service to/from the airport. A map, schedule, and additional details are available in Exhibit B. This service would initially operate with three existing full-size CNG buses; however, staff is pursuing new electric vehicles for this service. Staff is planning a January 5, 2020 launch date for the Airport bus, contingent on funding approval. (The remainder of the changes would take effect on April 5, 2020.)

Public Review – In accordance with SacRT’s major service change policy, a Title VI equity analysis was published on October 14, 2019 for a 30-day public comment period and a revised final version is included with this item for approval (Exhibit A). The Title VI analysis found that there would not be any potential disparate impacts or disproportionate burdens to minority or low-income populations from the proposed changes, except that the impacts of the airport service cannot be known at this time, and will need to be evaluated within the first year of operation.


A draft version of the service plan (Exhibit B) was made available on the same web page to provide additional details on the proposed changes. Copies of the public notice and a summary of the public comments have been included for informational purposes as Attachment 1 to this agenda item. A total of ten comments were received as of November 12, 2019.

Staff recommends the Board adopt the attached resolution, which will approve the Airport Bus and the other April 2020 service changes.

Attachment 1

Public Notice and Comments

Web Page
Posted 10/14/19

Sacramento  **Regional Transit** ☰ [Select Language](#)

SACRAMENTO REGIONAL TRANSIT DISTRICT
Home / Sacramento Regional Transit District / SacRT Seeking Comments on Potential Service Changes

SacRT Seeking Comments on Potential Service Changes

October 14, 2019 · General, SacRT in Community

SacRT is currently seeking comments on potential service changes for next year, including:

- Bus service between Davis and the UC Davis Medical Center (UCDMC) in Sacramento
- Bus service to Sacramento International Airport
- Other miscellaneous changes for April 2020

As part of SacRT’s major service change process, the following draft reports are available for public review and comment:

1. Title VI equity analysis of Causeway Connection (UCDMC) service
2. Title VI equity analysis of Service Changes for April 2020 (including Airport bus)
3. Detailed Service Plan for April 2020

SacRT invites the public to review these reports and provide comments. The Title VI analyses assess any potential impacts on minority and low-income populations resulting from the proposed service changes, in accordance with the Civil Rights Act of 1964.

Revised versions of these three documents will be presented to the SacRT Board of Directors for approval on November 18, 2019, along with any comments received on or before November 12, 2019. Members of the public may also attend the Board meeting to make comments in person.

Please address comments to:


SacRT Planning Dept
Attn: James Drake
P.O. Box 2110
Sacramento, CA 95812-2110

Phone:
SacRT Customer Advocacy Dept
(916) 557-4545
TDD: (916) 483-HEAR (4327)

Email:
customeradvocacy@sacrt.com

**Email Blast
Sent 10/14/19**

Sacramento



**Regional
Transit**

**SacRT Seeking Comments on
Potential Service Changes**

SacRT is currently seeking comments on potential service changes for next year, including:

- Bus service between Davis and the UC Davis Medical Center (UCDMC) in Sacramento
- Bus service to Sacramento International Airport
- Other miscellaneous changes for April 2020

As part of SacRT's major service change process, the following draft reports are available for public review and comment at www.sacrt.com

1. Title VI equity analysis of Causeway Connection (UCDMC) service
2. Title VI equity analysis of Service Changes for April 2020 (including Airport bus)
3. Detailed Service Plan for April 2020

SacRT invites the public to review these reports and provide comments. The Title VI analyses assess any potential impacts on minority and low-income populations resulting from the proposed service changes, in accordance with the Civil Rights Act of 1964.

Revised versions of these three documents will be presented to the SacRT Board of Directors for approval on November 18, 2019, along with any comments received on or before November 12, 2019. Members of the public may also attend the Board meeting to make comments in person.

Please address comments to:

SacRT Planning Dept
Attn: James Drake
P.O. Box 2110
Sacramento, CA 95812-2110

Phone:
SacRT Customer Advocacy Dept
[\(916\) 557-4545](tel:9165574545)
TDD: (916) 483-HEAR (4327)

Email:
customeradvocacy@sacrt.com

Public Comments Updated 11/12/19

| Feedback ID | Date Received | First Name | Last Name | Comment | Response |
|-------------|---------------|------------|-----------|--|--|
| 79135 | 10/14/19 | Richard | Mendes | <p>Please Forward This E-Mail To The Planning Department, Thank You! Dear Sirs: On October 27, 2019, Regional Transit (RT) will make routing changes to Lines 38 & 82, as a retired RT Transportation Service Planner from a planning well as from operational standpoint I applaud them though couldn't find background information regarding why they were made on the sacrt.com website. Line 38 currently provides Mercy General Hospital at J & 39th Streets with 15 minute weekday, 30 weekend & holiday service, this will be cut in half unfortunately. Rerouting the line ala the original SacRT Forward revised proposal via 29th & 30th Streets past the 29th Street LRT Station provides better transfer access to Lines 67 & 68 well as direct access to/from downtown Sacramento to businesses along these streets. Am surmising these well as other factors were considered in making the change though it's sad Mercy General is losing frequent (i.e. 15 minute) weekday bus service for the first time since it opened in 1925. Rerouting Line 82 via Mission & Engle will serve Digital Dental, Hopewell CPR Training, Mission Carmichael Health Care Center, Atkinson Academy, am surmising this was considered in making the change though be prepared for complaints about RT buses operating on Engle Road 7 days/week from residents adjacent to it!</p> | <p>Dear Mr. Mendes, Thank you for your comments regarding the proposed service changes for April 2020. The details on Route 38 and 82, as well as others, can be found on our website. Here is a link to the entire proposed service plan:</p> <p>https://www.sacrt.com/apps/wp-content/uploads/Service-Plan-April-2020-Draft-2019-10-14.pdf</p> <p>This document provides the details and considerations for the proposed changes. Pages 1-2, 6, and 16-17 are specific to Routes 38 and 82.</p> <p>Thank you again for sending us your comments. We value your thoughts and observations. Your remarks will be documented in the final report, which will be presented to the Board of Directors at the meeting on November 18, 2019.</p> |
| 79183 | 10/15/19 | Kevin | Meehan | <p>To whom It May Concern: I am excited to hear of plans to begin a bus service to the Sacramento Airport nest year. While I am neither poor nor a minority, my interest is in lessening my carbon footprint as well as reducing stress commuting to the airport and saving some money by not having to leave my vehicle for an extended period in the economy lot. With a growing population, cutting down on vehicular traffic and vehicles in general sound like a great plan. Thank you for continuing to look for ways to improve your service to the community.</p> | <p>Dear Kevin, Thank you for your comments regarding the proposed service changes for April 2020, specifically the addition of Route 142 to the Airport. SacRT is committed to environmentally sensitive services and practices, as well as placing customers first by providing quality transit services.</p> <p>We value your comments, and they will be included in the final report which will be presented to the Board of Directors at the meeting on November 18, 2019.</p> |
| 79185 | 10/15/19 | Dale | Doty | <p>Hello, I'd like to offer the following comments about the proposed service changes for April 2020:</p> <ol style="list-style-type: none"> 1. I think the new Airport Bus route is a great idea and I'm all for it. 2. I ride route 109 to work every day and those buses are almost always full and often have people standing. It only runs twice in the morning and twice in the evening so I'd highly recommend adding at least one more run each way. | <p>Dear Mr. Doty, Thank you for sending your comments about the proposed service changes. SacRT will include your comments in the final report which will be presented to the Board of Directors at the meeting on November 18, 2019.</p> <p>We value your opinion, and thanks again for communicating your thoughts with us.</p> |

| | | | | | |
|-------|----------|---------|----------|--|---|
| 79190 | 10/15/19 | Martha | Goff | <p>RT to airport: yes please! Bus between UCDMC and UCD: will be a huge help to UCD students living in Sacramento</p> <p>Thanks so much for considering our comments</p> | <p>Dear Ms. Goff, Thank you for sending your comments about the proposed service changes for April 2020, and the upcoming, jointly operated UCDMC fixed-route bus service, known as the Causeway Connection".</p> <p>SacRT will include your comments in the final report which will be presented to the Board of Directors at the meeting on November 18, 2019.</p> <p>We value your opinion, and thanks again for communicating your thoughts about the proposed changes and new service.</p> |
| TBD | 10/15/19 | Mike | Barnbaum | (see attached) | <p>Dear Mike, Thank you for sending your comments regarding the proposed service changes for April 2020. They will be included in the final report that will be presented to the Board of Directors at the meeting on November 18, 2019.</p> <p>We value your opinion, and thanks again for sending along your thoughtful analysis.</p> |
| 80130 | 11/7/19 | Ansel | Lundberg | <p>Greetings,I am contacting SacRT to comment on the draft report "Detailed Service Plan for April 2020." I am supportive of restoring 30-minute Saturday headways on the 30 route in East Sacramento. I am a semi-regular rider of the 30 bus from my home in East Sacramento to businesses in midtown and downtown. I am also supportive of the proposed 142 bus for airport service. I am looking forward to having 30 minute headways to SMF when combined with Yolobus' service. Thank you for proposing this and I look forward to utilizing it. I anticipate ridership to be significant simply due to increased headways, as well as later pickup times from the airport than Yolobus.</p> | <p>On behalf of SacRT, thank you for commenting on the potential service changes. All of the comments we receive will be carefully reviewed and considered by our Planning staff. Comments will also be presented to the Board of Directors for their consideration, as well.</p> <p>Our mission is to promote and improve access in the Sacramento region by providing safe, reliable, and fiscally responsible transit service that links people to resources and opportunities.</p> |
| 80156 | 11/7/19 | Michael | Kerins | <p>Hello, I have been a commuter on the 30 bus for 14 years (5 days a week, both directions). The initial change in September 2019 that added the 38 bus to most of the route seemed to work reasonably well, since it still provided service to/from East Sacramento - Downtown every 15 minutes (or so). However the most recent rerouting of the 38 bus has meant that the 30 bus service for most of East Sacramento has been cut to once every 30 minutes. This is simply not adequate to meet the demands of commuters like myself who hold state jobs and need to be to work on time. For example, if one driver called in sick and one bus had to be skipped as a result, the wait time on this heavily-used route could be one hour. Also, since the 30 bus is only running every 30 minutes, the drivers are not able to maintain their schedule times, due to having to pick up many more passengers along the way. I can</p> | <p>On behalf of SacRT, thank you for commenting on the potential service changes. All of the comments we receive will be carefully reviewed and considered by our Planning staff. Comments will also be presented to the Board of Directors for their consideration, as well.</p> <p>Our mission is to promote and improve access in the Sacramento region by providing safe, reliable, and fiscally responsible transit service that links people to resources and opportunities.</p> |

| | | | | | |
|-------|----------|-----------|---------|--|--|
| | | | | <p>understand if the service on the 30 bus needs to be reduced to 30 minutes during off-peak hours, but during peak commute hours (6:30-8:30 a.m. and 4:00-6:00 p.m.) the 30 route needs to have busses running every 15 minutes in order to make it a viable commute option.</p> | |
| 80157 | 11/7/19 | Stephanie | Alstrom | <p>Hello, I catch the Bus 30 at Alhambra & K (stop# 1705) every weekday morning. It's supposed to be at the 29th & L Stop by 8:08 am and didn't get to Alhambra & K until 8:15 this morning, which made me late to work. When RT changed all of the routes effective September 8th, the website stated that service down J & L Streets (to Sac Valley Station) would remain every 15 minutes because the Bus 38 route was changed to go down J Street as well. Since RT took the Bus 38 off J Street on October 27th, there is no longer service every 15 minutes until you get to L Street. So, the Bus 30 is catching ALL of the J Street people, the buses are PACKED and we're now always late. Today, the 38 ended up right in front of us. How is that helpful? There is clearly a need for every 15 minute service from Sac State to downtown between 7-9am so can RT re-implement what has ALWAYS worked in the past? The Bus 30 needs to run every 15 minutes! I understand switching to 30 minute intervals during non-peak hours, but geez, with all of the changes RT has made since September (I've already complained about not having a bus stop between 9th & L & 7th & I Streets), I'm considering other ways to get to work (Lyft, Gig or driving my own car) rather than taking RT. This is sad considering I've been using RT since 2000. Please do something, RT.</p> | <p>On behalf of SacRT, thank you for commenting on the potential service changes. All of the comments we receive will be carefully reviewed and considered by our Planning staff. Comments will also be presented to the Board of Directors for their consideration, as well.</p> <p>Our mission is to promote and improve access in the Sacramento region by providing safe, reliable, and fiscally responsible transit service that links people to resources and opportunities.</p> |
| 80192 | 11/8/19 | Bill | Dean | <p>SacRT, I am glad to see that the proposed service changes include keeping Line 82 running on Mission Avenue. This is a great help to my wife - who takes Line 82 to American River College - and to me - who rides Line 82 to transfer to another bus that goes downtown. For a while we had to go to Consetta to catch the bus and we did not appreciate that. So we are glad to see that RT intends to declare the detour to become the official route.</p> <p>Meanwhile, the plan suggests that in the future Line 82 might turn at Whitney and Walnut, thus not going down Mission Avenue. We could live with that if Line 82 has a stop at Mission Avenue.</p> | <p>On behalf of SacRT, thank you for commenting on the potential service changes. All of the comments we receive will be carefully reviewed and considered by our Planning staff. Comments will also be presented to the Board of Directors for their consideration, as well.</p> <p>Our mission is to promote and improve access in the Sacramento region by providing safe, reliable, and fiscally responsible transit service that links people to resources and opportunities.</p> |
| 80213 | 11/11/19 | Marc | Barman | <p>THANK YOU SO MUCH for routing the 82 bus down Walnut Ave. It's saving me a 1-mile walk and taking 20 minutes off of my commute time every time I use it!</p> | <p>On behalf of SacRT, thank you for commenting on the potential service changes. All of the comments we receive will be carefully reviewed and considered by our Planning staff. Comments will also be presented to the Board of Directors for their consideration, as well.</p> <p>Our mission is to promote and improve access in the Sacramento region by providing safe, reliable, and fiscally responsible transit service that</p> |

| | | | | | |
|--|--|--|--|--|--|
| | | | | | links people to resources and opportunities. |
|--|--|--|--|--|--|

**Public Comments
Updated 10/23/19**

From: Mike Barnbaum <mike_barnbaum@comcast.net>
To: James Drake <jdrake@sacrt.com>, James Boyle <jboyle@sacrt.com>, James Co...
Date: 10/15/2019 9:17 PM
Subject: Analysis Comments on Potential April 2020 Service Changes & Unmet Transit Needs
Cc: Patrick & Sinead Kennedy <SupervisorKennedy@saccounty.net>, Phil Serna <...>

Greetings Transit Staff and Stakeholders/Advocates:

At 5:30pm on Monday, November 18th, in the Auditorium of the Sacramento Regional Transit District located at 1400 29th Street at N Street in Sacramento, California, the Board of Directors of the Sacramento Regional Transit District will be considering both minor and major service changes that would, if enacted, become effective on Sunday, April 5, 2020. Although the deadline for submitting written comments and analysis has been set forth by the Sacramento Regional Transit District to occur on Tuesday, November 12th, this particular comment/analysis report is being developed and written on Tuesday evening, October 15th so as to be prompt, not procrastinate, and provide this to the Sacramento Area Council of Governments for the purpose of immediately identifying unmet transit needs and identifying regional mobility improvements throughout the 6-County/22-City Sacramento Region in wake of both notice of potential service changes published on <http://www.sacrt.com/> as well as <http://www.sacog.org/> noticing five separate unmet transit needs hearings starting on Monday, October 28th, and concluding on Wednesday, November 6th in preparation (the sooner the better) for the 5:30pm public hearing at Sacramento Regional Transit District Headquarters Building on Monday, November 18, 2019.

Service Analysis (based on "Draft" October 14, 2019 Report)

Route 21: Staff is proposing to restore a southbound weekday trip from Sunrise Mall Transit Center to Mather Field/Mills Station beginning at 5:41am. This trip was eliminated upon the implementation of "SacRT Forward" back on Sunday, September 8th. Unfortunately, restoring this trip, based on staff recommendation, would cut off the ability for riders North of Sunrise Mall to the Louis/Orlando Transit Center to successfully ride this trip up to the Mather Field/Mills Station. Through further analysis, it is specifically being recommended here, through this electronic communication, to restore this weekday trip beginning at the Louis/Orlando Transit Center, with a trip start time of 5:25am. This trip start time would allow for travel time to achieve an arrival/departure on Arcadia Drive at Greenback Lane at 5:41am. Restoring this trip from the Louis/Orlando Transit Center at 5:25am would allow for the route to operate the trip the entire length of the route, and not short-change any population along any

Public Comments
Updated 10/23/19

portion or segment of the route.

Route 142 Sacramento International Airport: After further analysis, schedule, and routing, staff has done an excellent job identifying a major unmet transit need in the Sacramento Region. With the staff job well done on route alignment, schedule, and span of service hours, this route needs resounding unanimous approval from everybody in attendance at the 5:30pm meeting on Monday, November 18th. The only outstanding issue, and albeit it is a minor change only, is the staff choice of route number. With the implementation of “SacRT Forward” back on Sunday, September 8th, a numbering system for all SacRTD Bus Routes was established and was approved to be clear district policy that put “customers first” by eliminating any confusion. Routes numbered 1 through 99 were established as regular bus routes that always operated 7 days a week. Routes numbered 100 through 199 were established as weekday peak hour only routes, while routes numbered 200 through 299 were established as school trippers that operated on school days only and were available to help alleviate overcrowding on regular bus routes throughout the academic year. With further analysis, utilizing “142” as the route number for this long awaited service might have symmetry with regards to the existing YoloBus Routes 42A & 42B, but will also create confusion amongst existing and potential SacRTD riders thinking that a triple-digit route number between 100 and 199 (in this case 142) is operating only during weekday peak hours only. This was the first impression initially, and prior to reading the full description of the change entirely that, based on route number alone, and not yet reading anything else, that this was going to be just a weekday peak hours only route. After reading the full route description and taking in all the details about route alignment, operating hours, frequency, cost to provide the service, and how service would compliment existing YoloBus service, it can easily be determined that this potential route does not fall into the category of being a weekday peak hours only route, and therefore using/picking “142” as the new route number is the only thing that needs to be and must be revisited prior to the formal November 18th issue paper being released and being made publicly available. It is being recommended, with some flexibility, that staff use a number between 1 and 99, and obviously a number in that range that is not already being used.

Additional recommendations for April 5, 2020 Implementation

Although only the above covered the recommendations in the October 14th draft report online at <http://www.sacrt.com/> - other recommendations are now being made to reduce/eliminate confusion, resolve unmet transit needs, improve regional mobility, and to offer up a minor, but important light rail service expansion.

Route 23: Reroute off Greenback Lane between San Juan Avenue and Arcadia Drive to reduce/eliminate redundancy with existing Route 1. Route would operate from the Arden/Del Paso Station along the existing route to San Juan Avenue and Greenback Lane. From San Juan Avenue at Greenback Lane, route would be realigned to operate via San Juan Avenue, continuing straight onto Sylvan Road, which then becomes Auburn Boulevard at the famous “Sylvan Corners” intersection. Route would then terminate at the Louis/Orlando Transit Center and allow riders along the route a 1-seat ride ability to connect to Roseville Transit and Placer County Transit, along with other existing Sacramento Regional Transit Routes 21, 25, 93, and 193. No change to frequency, days, or span of service hours would be proposed at this time. This proposed change would

Public Comments
Updated 10/23/19

affect more than 15 percent of revenue miles and are thus considered major service changes, requiring Board approval.

Route 13
Natomas/SMF Airport

Description: Split Route 13 into two routes at Arden/Del Paso Light Rail Station. Service to Natomas and a service extension to Sacramento International Airport from El Centro Road at Del Paso Road via Bayou Way from Del Paso Road and Airport Boulevard from Bayou Way to Sacramento International Airport would remain Route 13. Service east of the Arden/Del Paso Light Rail Station along Arden Way to Arden Fair Mall, Kaiser Hospital on Morse Avenue at Cottage Way, and the existing eastern route terminus on Butano Drive and El Camino Avenue at Country Club Plaza would become Route 22.

Discussion: Under “SacRT Forward” Route 13 and Route 22 was consolidated into one route, the new Route 13, which operates seven days a week, mainly with 45-minute frequency on all days.

The proposed change would not alter the level of service for either route, the number of trips, start and end times, or coverage of any bus stops; it would merely split the current Route 13 into two routes, (Route 13 and Route 22) primarily for the sake of reducing and/or eliminating customer confusion. “Customers First!”

The main issue with the existing setup that was put into place back on Sunday, September 8, 2019, arises from confusion at the Arden/Del Paso Light Rail Station. Because it is a midpoint for Route 13 and because it is a single direction the bus route(s) face when serving the station with trips traveling in both directions, customers are often confused about “which” Route 13 is stopping at the on-street bus stop that has never had assigned “bus bays” to better identify what is what at this particular station (i.e. the station is served by buses with the same route number [Route 13] but destined for two different locations).

By splitting the route into Route 13 (Natomas/Airport) and Route 22, (Arden Way) wayfinding would be simplified for customers: Route 13 buses would always be bound for Natomas and Sacramento International Airport. Route 22 buses would always be bound for destinations along Arden Way, Kaiser Hospital on Morse at Cottage, and Country Club Plaza on Butano just south of El Camino Avenue.

This change would also promote more efficient and flexible scheduling and operating practices. By having Arden/Del Paso Station the end point of both new routes, operator break time can/would be taken at Arden/Del Paso Light Rail Station rather than at end points of the existing route. As a matter of security under the guidelines of the United States Transportation Security Administration, bus routes and other vehicles are never to be left unattended at anytime. This would therefore prohibit operators from leaving the bus while serving the Sacramento International Airport. As a result of the potential new Route 13, all operator break time would need to occur, out of necessity, at the Arden/Del Paso Light Rail Station. Arden/Del Paso is in general, a better place for the bus to have break time, regardless of route name and/or route number because the break time for the operator and the schedule recovery time for the bus also double as a

**Public Comments
Updated 10/23/19**

transfer window for customers (i.e. they would allow Route 13/22 customers to make more connecting trains and other buses, (15, 19, 23, 88, 113) and customers from trains and other buses have a better chance to make their Route 13/22 connection).

Over the long run, as schedules change and adjust over the years, having all the buses that serve Arden/Del Paso Station terminate there provides more opportunities to interline bus routes and relieve operators in more flexible and efficient ways.

Approval Requirements: Although this would not change the level of service to any of the bus stops on the existing route, but merely add stops, not eliminate stops, and because it would officially restore an old route out of an existing route, and affects more than 15 percent of an existing route, this change would be considered a major change, requiring Board approval.

Route 22: New, yet restored route created from part of former Route 13. Route will run from Arden/Del Paso Light Rail Station to Butano Drive at El Camino Avenue - next to Country Club Plaza via Arden Way, Morse Avenue, Cottage Way, Butano Drive, Watt Avenue, and El Camino Avenue to Butano Drive at Country Club Plaza. Days, hours, and number of trips will remain the same as on existing Route 13. Board approval is required. See discussion for Route 13 for more full and complete details.

Route 25: Minor extension, requiring Board approval, from Marconi/Arcade Station to Arden/Del Paso Station along Arcade Boulevard and Del Paso Boulevard in North Sacramento. No change is being recommended to days of service, span of service hours, frequency, or the remaining route alignment east and North of the Marconi/Arcade Station at this time.

Route 99: If Sacramento Regional Transit District is ultimately successful in operating service between Cosumnes River College Light Rail Station and Transit Center and the cities of Galt and Lodi, then this route would need to be considered to startup turnkey operations and maintenance on Sunday, April 5, 2020 with service operating on all seven days of the week. Customers would then have the ability to transfer to San Joaquin Regional Transit District bus routes at Lodi for trip continuation as far South as the Downtown Stockton Transit Center on East Weber Avenue. The Downtown Stockton Transit Center serves many San Joaquin Regional Transit District bus routes as well as being the Greyhound Stockton Station and the Headquarters Building for the San Joaquin Regional Transit District. Service frequency on "Route 99" should be determined by staff prior to the public hearing issue paper being made publicly available. 30-minute weekday service and 60-minute weekend/holiday service for this potential route would be a recommended good baseline to begin this discussion at.

Respectfully Submitted By:

Mike Barnbaum
Mobile Phone Number: (916) 390-3989

Sent from my iPad

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

**APPROVING A TITLE VI SERVICE CHANGE EQUITY ANALYSIS
AND ADOPTING SERVICE CHANGES FOR APRIL 2020**

WHEREAS, SacRT is considering major service changes, as defined in Resolution 15-12-0137, planned for implementation in April 2020, except as noted; and;

WHEREAS, a Title VI service change equity analysis of the proposed changes has been prepared, made available for a 30-day public review and comment period, publicized in accordance with SacRT policy on major service changes;

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Board of Directors has reviewed and approved the Title VI service change equity analysis set forth in Exhibit A; and

THAT, the proposed changes are exempt from the California Environmental Quality Act, per the California Public Resources Code, Section 21080(b)(10) and Title 14, California Code of Regulations, Section 15275(a); and

THAT, the proposed service changes set forth in Exhibit B are hereby approved, and the General Manager/CEO is hereby authorized to implement such changes effective no earlier than January 5, 2020 and no later than December 31, 2020.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

Exhibit A
Title VI Analysis



Title VI Service Change Equity Analysis
for April 2020 Service Changes

FINAL

November 18, 2019

(this page intentionally left blank)

CONTENTS

1. Purpose of Analysis..... 1
2. Project Description 1
3. Title VI Requirements..... 3
4. Existing Conditions..... 4
5. Potential Impacts..... 7

FIGURES

1. Proposed Changes..... 1
2. Existing SacRT Demographics..... 4
3. Minority Population Density 5
4. Low-Income Population Density 6
5. Title VI Requirements by Route 7
6. Route 30 Weekend Demographics..... 8

(this page intentionally left blank)

1. Purpose of Analysis

Pursuant to RT’s major service change policy and in accordance with federal Title VI civil rights requirements, the purpose of this analysis is to identify and document any potential disparate impacts on minority populations or disproportionate burdens on low-income populations (DI/DB) resulting from service changes planned for April 2020.¹

2. Project Description

SacRT is planning for several service changes on a variety of routes, as summarized in Figure 1. Changes marked as “Major” require a Title VI analysis, a 30-day public review, and Board approval.² Changes that are not designated as “Major” do not require public review, but have included in the list for informational purposes.

**Figure 1
Proposed Changes**

| Route | Major | Description |
|--------------------------------|-----------------|--|
| 11 Natomas/ City College | No | Schedule adjustments for reliability. |
| 21 Sunrise | No | On weekdays, add a southbound trip beginning at Sunrise Mall at 5:41 am. |
| 30 J/L Streets | Yes | Restore Saturday headways to every 30 minutes. |
| 38 Tahoe Park | Yes | Reroute to 29th/30th Streets, T St, and Stockton Blvd (from J/L Street to 39th St.) Adjust schedules to balance passenger loads with Route 30. |
| 51X Golden 1 | No ³ | Route 51X will cease to be an everyday weekday route and will run only on days of major events at the Golden 1 Center. |

¹ SacRT’s major service change policy is stated in Resolution No. 13-08-0125. The Federal Transit Administration’s (FTA’s) guidance related to Title VI of the Civil Rights Act of 1964 and Executive Order 12898 is specified in FTA Circular 4702.1B.

² Creation or elimination of routes or changes to 15 percent or more of a route are generally the threshold for a service change being considered “major.” See Resolution No. 13-08-0125 for details.

³ Route 51X is special event service (for the Golden 1 Center). Creation, elimination, or changes to special event service are not considered major service changes.

**Figure 1, cont.
Proposed Changes**

| Route | Major | Description |
|------------------------------|--------------|--|
| 56 Meadowview | No | Schedule adjustments for reliability. |
| 68 Oak Park | No | Reroute to Steiner Drive, Sky Parkway, and 65th Street (along prior Route 68 alignment) from 47th Ave to Stockton Blvd. Reroute to Chandler Drive and Lindale Drive from Stockton Blvd to Palmer House Rd. |
| 75 Rancho Cordova | Yes | Split route into two routes at Mather Field/Mills station. Service to Mather and Kaiser will remain Route 75. Service to/from Butterfield Station will become Route 78. |
| 78 Butterfield Shuttle | Yes | New route created from part of former Route 75. Route will run from Mather Field/Mills station to Butterfield station via Folsom Blvd. Days, hours, and number of trips will remain the same as on existing Route 75. |
| 82 Northrop/ Morse | No | Reroute to Mission Ave and Engle Road from Whitney Ave to Walnut Ave. |
| 93 Hillsdale | No | Reroute to Diablo Dr from Andrea Blvd to Roseville Road. |
| 142 Airport | Yes | New service from Downtown Sacramento to Sacramento International Airport via I-5 from approximately 3:25 am to 11:35 pm, seven days a week. One SacRT bus per hour will run in each direction, in between existing Yolobus service, for two total buses per hour on 30-minute headways. During morning and afternoon peaks, SacRT will run two buses per hour, for three total buses per hour on 20-minute headways. The start date for this service is contingent upon vehicle availability, but may be as early as January 2020. |

3. Title VI Requirements

Under SacRT's major service change policy, initiation of major service changes requires a Title VI service change equity analysis. SacRT policy requires Title VI analyses be made available for a 30-day public review and comment period, that the SacRT Board of Directors and staff review public comments and take them into consideration, and that the SacRT Board of Directors approve a final equity analysis prior to adoption of major service changes. In accordance with these requirements, a draft version of this report was made available for public review on October 14, 2019.



4. Existing Conditions

Based on Census data, the SacRT service area is 53.2 percent minority⁴ and 20.1 percent low-income.⁵ Figures 3 and 4 illustrate minority and low-income population density in the SacRT service area. Based on passenger surveys, prior to the major changes for SacRT Forward in September 2019, actual SacRT ridership is 69.0 percent minority and 47.8 percent low-income.⁶ Based on how service levels changed on particular routes, staff estimated that with the SacRT Forward changes now in effect, SacRT ridership is now 72.3 percent minority and 55.8 percent low-income.

**Figure 2
Existing SacRT Demographics**

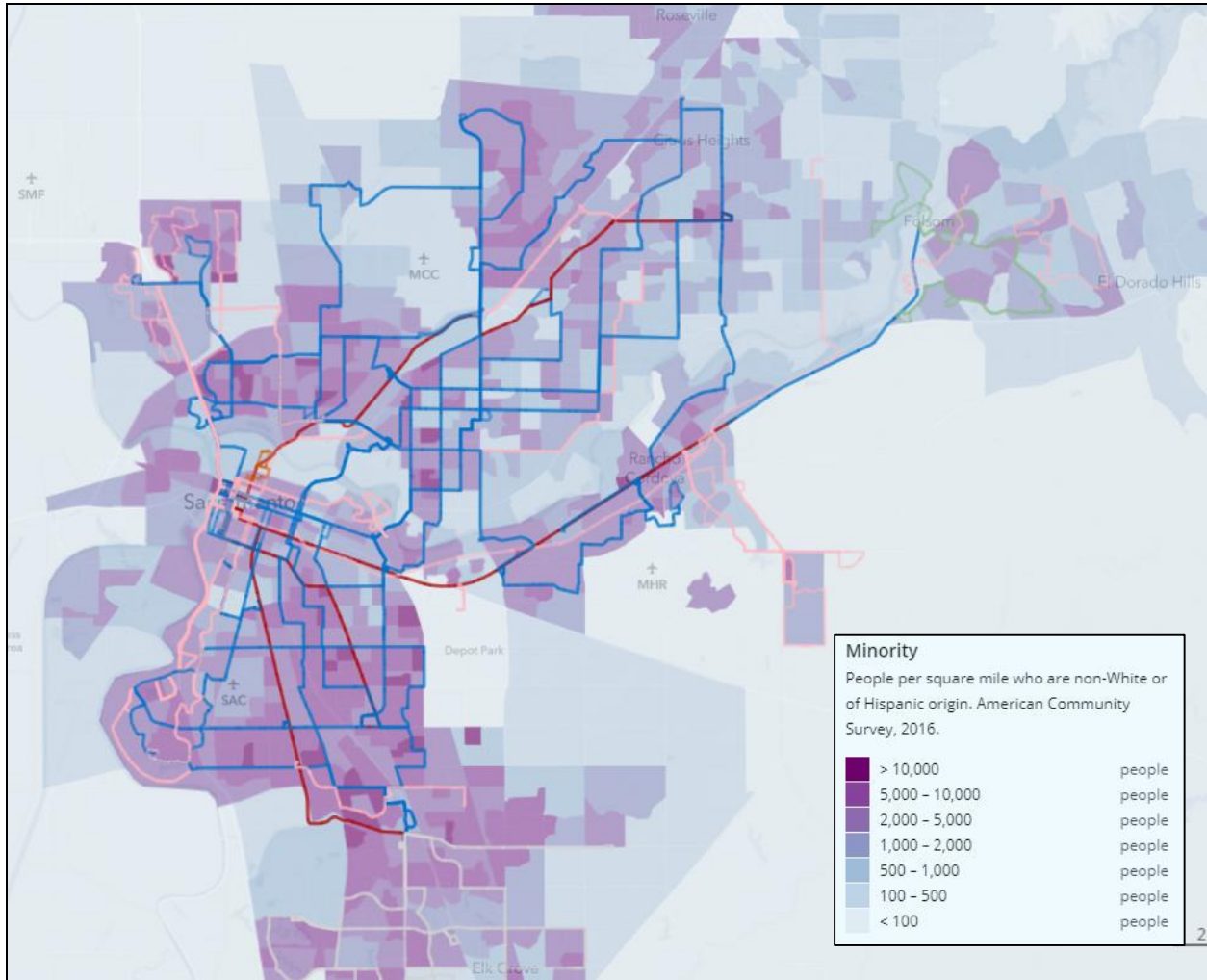
| | Service Area | Actual Customers (Post SacRT Forward) |
|------------|--------------|--|
| Minority | 53.2% | 72.3% |
| Low-Income | 20.1% | 55.8% |

⁴ FTA defines a minority person as anyone who is American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, or Native Hawaiian or other Pacific Islander.

⁵ FTA defines a low-income person as a person whose household income is at or below the U.S. Department of Health and Human Services (HHS) poverty guidelines. The HHS definition varies by year and household size. For the purpose of this analysis, SacRT used HHS poverty guidelines from 2013. Survey participants were asked their household size and their household income from a list of ranges. For the purposes of this survey, the participant's income is assumed to be the midpoint of the range selected. For example, if a passenger selected a household income range of \$25,000 to \$35,000, that passenger's income was assumed to be \$30,000 for the purposes of this analysis.

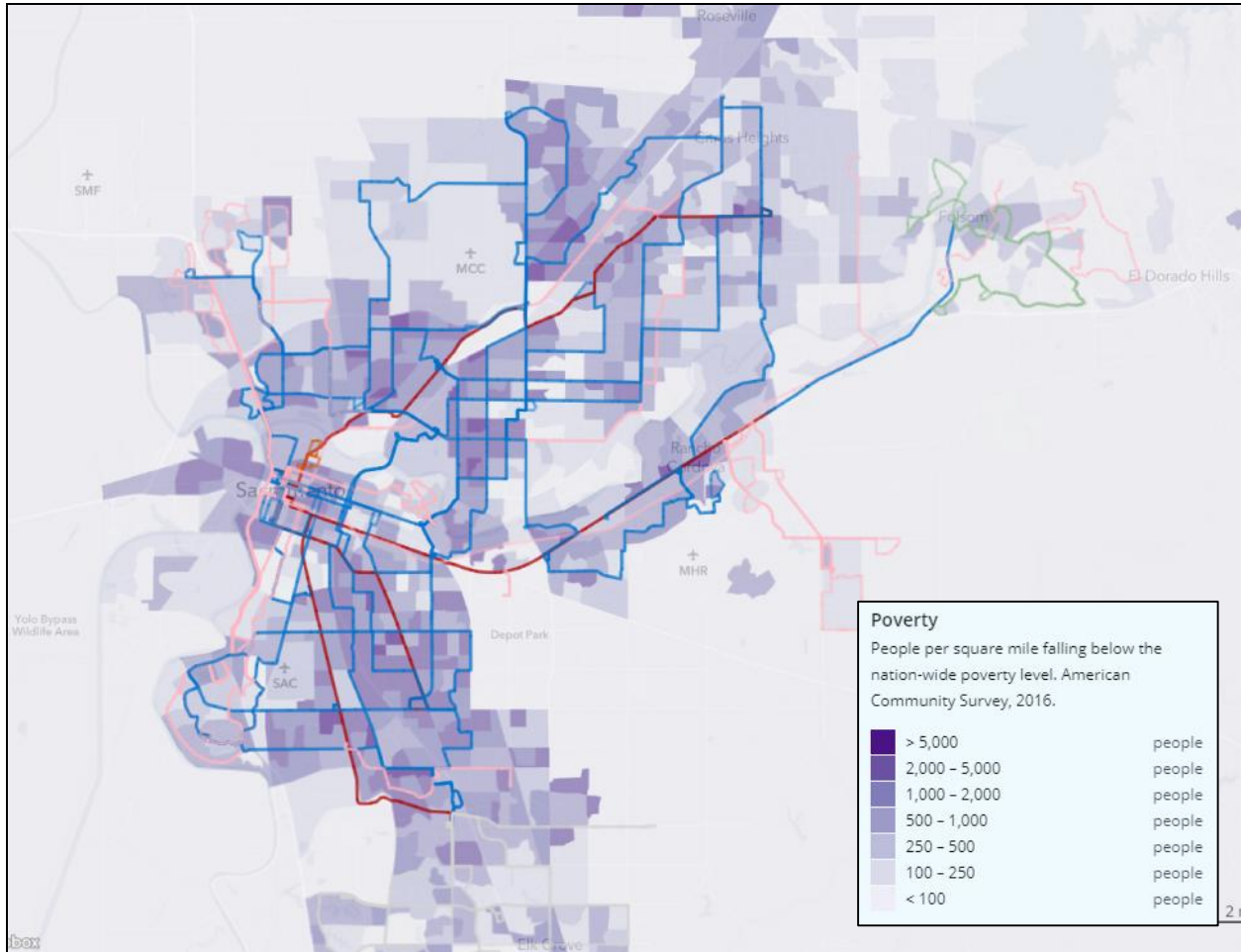
⁶ In April 2013, an on-board passenger survey was conducted aboard SacRT buses and light rail trains. Passengers on randomly selected trips on all SacRT routes completed a self-administered questionnaire on various rider characteristics, including minority and low-income status. An updated survey is planned for 2020.

Figure 3
Minority Population Density



Source:
2017 American Community Survey, 5-year data set (2013-2017)
Prepared using Remix software

Figure 4
Low-Income Population Density



Source:
2017 American Community Survey, 5-year data set (2013-2017)
Prepared using Remix software

5. Potential Impacts

Of the twelve changes listed in Figure 1, only five are considered major service changes. Of those five, only two have measureable changes in level of service. The other four technically meet the definition of a major service change, but do not actually have any measureable impacts.

Figure 5
Title VI Requirements by Route

| Route | Major Change | Net Change in Revenue Miles | Analysis Required |
|------------|--------------|-----------------------------|-------------------|
| 11 | No | No | No |
| 21 | No | Yes | No |
| 30 | Yes | Yes | Yes |
| 38 | Yes | No | No |
| 51X | No | Yes | No |
| 56 | No | No | No |
| 68 | No | No | No |
| 75 | Yes | No | No |
| 78 | Yes | No | No |
| 82 | No | No | No |
| 93 | No | No | No |
| 142 | Yes | Yes | Yes |

The changes to Routes 38 are cost-neutral realignments of the routes from one street to different nearby streets. No other changes are being proposed to the level of service itself. While the ridership may differ slightly as a consequence of operating on a different street, the precision of passenger survey data and Census Bureau data is not sufficient to make a determination.

Route 75 is merely being split into two routes (with the new route being Route 78), with no changes to the number of trips, stops, hours, or frequency of service on either of the resulting two routes, so while it technically meets the definition of a major service change, in substance there will not be any Title VI ramifications.

Based on the discussion above, the changes proposed to Route 30 and the creation of Route 142 are the only two changes with potential Title VI consequences.

Route 30 – Ridership on Route 30 on weekends is 59.3 percent minority and 60.0 percent low-income. The percent minority is lower than the SacRT systemwide average, but does not exceed the 15 percent threshold of statistical significance. The percent low-income exceeds the SacRT systemwide average. *Therefore, there would not be any disparate impacts on minority populations nor any disproportionate burdens on low-income populations from the proposed changes to Route 30.*

**Figure 6
Route 30 Weekend Demographics**

| | Route 30 (Weekends) | SacRT System (Post SacRT Forward) |
|------------|------------------------|--------------------------------------|
| Minority | 59.3% | 72.3% |
| Low-Income | 60.0% | 55.8% |

Route 142 – As an airport service, Route 142 would cater to two primary rider types: (1) airport travelers, and (2) airport employees; however, demographics of the route’s actual ridership are not known. For the purposes of Title VI compliance, SacRT will need to conditionally approve this route as a temporary service, survey the ridership, prepare an equity analysis, and either approve or eliminate the route permanently within one year.

Exhibit B
Service Plan

**Service Changes
For April 5, 2020**

Exhibit B

| Route | Major | Description | Cost | Ridership | Cost Per Passenger |
|--------------------------------|-----------------|---|-------------|-------------------------------------|---------------------------|
| 11 Natomas/ City College | No | Schedule adjustments for reliability. | \$0 | 0 | n/a |
| 21 Sunrise | No | On weekdays, add a southbound trip beginning at Sunrise Mall at 5:41 am. | \$19,624 | 20 per day 5,000 per year | \$3.92 |
| 30 J/L Streets | Yes | Restore Saturday headways to every 30 minutes. | \$45,028 | 250 per Saturday 13,000 per year | \$3.46 |
| 38 Tahoe Park | Yes | Reroute to 29th/30th Streets, T St, and Stockton Blvd (from J/L Street to 39th St.) Adjust schedules to balance passenger loads with Route 30. | \$0 | 0 | n/a |
| 51X Golden 1 | No ¹ | Route 51X will cease to be an everyday weekday route and will run only on days of major events at the Golden 1 Center. | (\$353,937) | 0 | n/a |
| 56 Meadowview | No | Schedule adjustments for reliability. | \$0 | 0 | n/a |
| 68 Oak Park | No | Reroute to Steiner Drive, Sky Parkway, and 65th Street (along prior Route 68 alignment) from 47th Ave to Stockton Blvd. Reroute to Chandler Drive and Lindale Drive from Stockton Blvd to Palmer House Rd. | \$0 | 120 per weekday 30,000 per year | n/a |

¹ Route 51X is special event service (for the Golden 1 Center). Creation, elimination, or changes to special event service are not considered major service changes.

**Service Changes
For April 5, 2020**

Exhibit B

| Route | Major | Description | Cost | Ridership | Cost Per Passenger |
|------------------------------|--------------|---|-------------|--------------------------------|---------------------------|
| 75 Rancho Cordova | Yes | Split route into two routes at Mather Field/Mills station. Service to Mather and Kaiser will remain Route 75. Service to/from Butterfield Station will become Route 78. | \$0 | 0 | n/a |
| 78 Butterfield Shuttle | Yes | New route created from part of former Route 75. Route will run from Mather Field/Mills station to Butterfield station via Folsom Blvd. Days, hours, and number of trips will remain the same as on existing Route 75. | \$0 | 0 | n/a |
| 82 Northrop/ Morse | No | Reroute to Mission Ave and Engle Road from Whitney Ave to Walnut Ave. | \$0 | 0 | n/a |
| 93 Hillsdale | No | Reroute to Diablo Dr from Andrea Blvd to Roseville Road. | \$0 | 0 | n/a |
| 142 Airport | Yes | New service from Downtown Sacramento to Sacramento International Airport via I-5 from approximately 3:25 am to 11:35 pm, seven days a week. One SacRT bus per hour will run in each direction, in between existing Yolobus service, for two total buses per hour on 30-minute headways. During morning and afternoon peaks, SacRT will run two buses per hour, for three total buses per hour on 20-minute headways. The start date for this service is contingent upon vehicle availability, but may be as early as January 2020. | \$1,518,458 | 127 per day 32,000 per year | \$48.03 |
| | | TOTAL | \$1,229,173 | | |

Route 11
Natomas/City College

Description: Schedule adjustments for reliability.

Discussion: Adjustments would be made to the schedule to better reflect actual running times.

Approval Requirements: Minor change. No Board approval required.

Paratransit Impacts: None.

Cost: None.

Ridership: No change.

**Route 21
Sunrise**

Description: On weekdays, add a southbound trip beginning at Sunrise Mall at 5:41 am

Discussion: In September 2019, as part of SacRT Forward, early morning hours on Route 21 were reduced, due to low ridership and inconsistency with other routes (i.e., Route 21 service began significantly earlier than other major routes). Based upon customer complaints and re-examining ridership on the prior service, staff recommends restoring a trip beginning at Sunrise Mall at 5:41 am.

Approval Requirements: Minor change. No Board approval required.

Paratransit Impacts: Potential minor/negligible change.

Cost: \$19,624 per year

Ridership: Staff estimates approximately 20 boardings per day from this change, counting both the riders on the trip itself, plus their return trips later in the day, based on past ridership during this time of day.

Route 30
J/L Streets

Description: Restore Saturday headways to every 30 minutes.

Discussion: SacRT Forward combined Routes 30 and 38 into a trunk and branch design, with the two routes splitting at Mercy Hospital in East Sacramento, providing 15-minute frequency on the trunk, and 30-minute frequency on the branches in East Sacramento and Tahoe Park. During peak hours, 15-minute frequency was retained on Route 30 to ensure adequate seat and wheelchair capacity.

On weekdays, this restructuring has been cost-neutral and ridership neutral, allowing SacRT to not only save Route 38 (which had been slated for elimination) but actually improve frequency on it, without adding to cost, losing riders on Route 30, or causing capacity problems on Route 30. However, on Saturdays, where frequency on Route 30 dropped from 30 minutes to hourly, ridership has decreased.

Based on the ridership loss on Route 30 on Saturday, and the modest cost to restore headways to every 30 minutes, staff recommends this change.

Approval Requirements: This change affects more than 15 percent of revenue miles and is therefore a major change requiring Board approval.

Paratransit Impacts: None.

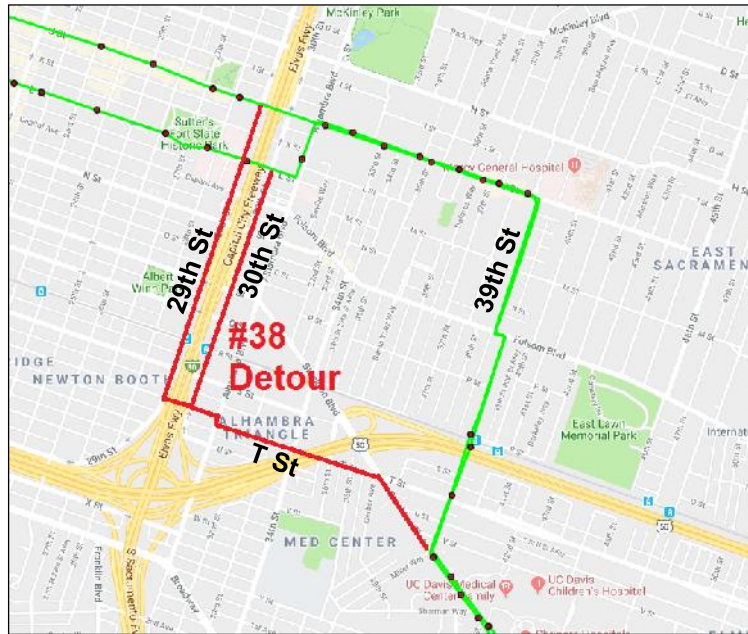
Cost: \$45,028 per year

Ridership: Staff estimates approximately 250 boardings per day (13,000 per year) from this change, based on past ridership.

**Route 38
Tahoe Park**

Description: Make permanent a detour which will take effect on October 28, 2019, realigning Route 38 from 39th Street to 29th/30 Streets.

Proposed Change to Route 38



Discussion: Route 38 was restructured with SacRT Forward to run on 39th Street; however, the routing has proven problematic operationally and in terms of neighborhood acceptance, prompting it to be detoured to 29th/30th Streets, effective October 28, 2019, until further notice. This change would make permanent the detour.

Approval Requirements: This effects more than 15 percent of revenue miles and is thus a major change requiring Board approval.

Paratransit Impacts: None.

Cost: None directly; however, staff has been and will need to continue to monitor Route 30 to make sure that there are not capacity problems with Route 38 no longer providing significant coverage into East Sacramento.

Ridership: No measureable impacts. The service on 39th St had not been established long enough to build up significant ridership, and also lacked good bus stop coverage. However, staff will need to continue to monitor Route 30.

**Route 51X
Golden 1 Shuttle**

Description: Route 51X will cease to be an everyday route and will return to running only on evenings of major events at the Golden 1 Center.

Discussion: Route 51X provides shuttle service from parking lots under US-50 to the Golden 1 Center and is used primarily by G1 employees. Originally, it operated on event nights only. Earlier in 2019, it was changed to operate every day on weekdays, but only on event nights on weekends. This proposal would reverse that change.

The change to everyday service was made to reduce the day-to-day workload of scheduling it on an ad-hoc basis; however, because Route 51X runs until almost 2:00 am, it requires supervisory staff to work until approximately 2:00 am for just one route, five nights a week. Staff believes it would be better to return to the original arrangement of operating it on event nights only, which would allow supervisory staff to be off closer to midnight, when the remainder of bus service ends, except on the nights of major events, for which there are approximately 85 per year. It will also provide more spare operators on non-event days.

This change would not affect any agreements with the City of Sacramento or the Kings, nor any revenue from those agreements. Route 51X would still be available for Golden 1 employees on major event nights.

Approval Requirements: Changes to special event service are considered minor changes and do not require Board approval.

Paratransit Impacts: Minor/non-budgeted paratransit savings would accrue from discontinuing Route 51X as an everyday route, because its hours of service run later than any other bus routes in the area.

Cost: Total savings of \$353,937 per year.

Ridership: Ridership on Route 51X is primarily based around Golden 1 Center events, for which Route 51X would still operate, so any ridership loss from this change should be negligible and/or picked up by other nearby routes.

Route 56
Meadowview

Description: Schedule adjustments for reliability.

Discussion: Routing adjustments to Route 56 were made in September 2019 to improve coverage of the Parkway neighborhood in South Sacramento; however, the new alignment has proven to be a few minutes slower. The schedule will be adjusted to account for slightly longer running times.

Approval Requirements: Schedule adjustments are minor changes that do not require Board approval.

Paratransit Impacts: None.

Cost: No fiscal impacts are expected for these changes.

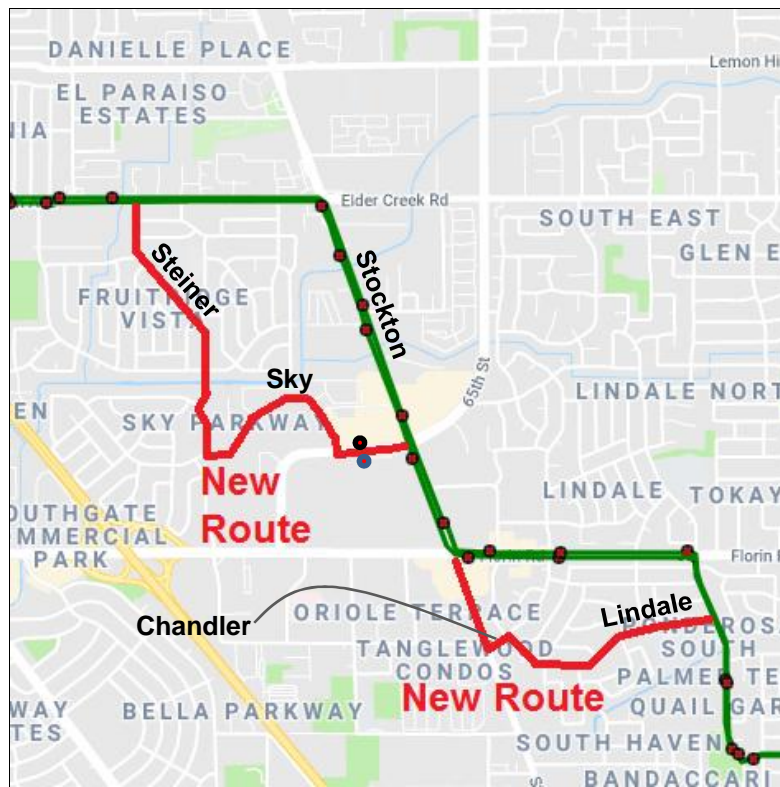
Ridership: No changes.

**Route 68
Oak Park**

Update: The changes described below were originally forecast to be cost-neutral; however, the additional running time is now expected to be significant enough to require an additional afternoon bus and approximately \$225,000 in annual operating costs. This proposal has therefore been withdrawn from consideration, but is described below for informational purposes, for potential future funding.

Description: Reroute to Steiner Drive, Sky Parkway, and 65th Street (along prior Route 68 alignment) from 47th Ave to Stockton Blvd. Reroute to Chandler Drive and Lindale Drive from Stockton Blvd to Palmer House Rd.

Proposed Changes to Route 68



Discussion: Under SacRT Forward, Route 68 was extended from Florin Towne Centre to Cosumnes River College, partially combining it with former Route 55. The new route was streamlined to stay on straighter, more direct, higher speed arterial streets (Elder Creek Rd, Stockton Blvd, and Florin Rd).

From the time of adoption in February 2019 through implementation in September 2019, staff worked to locate and construct bus stops at an appropriate spacing (typically

around 0.2 miles between stops); however, issues with the existing infrastructure proved unamenable to a fast or inexpensive solution.

On 47th Ave/Elder Creek Rd, no eastbound bus stop is currently available from 47th St to Stockton Blvd, a distance of 0.8 miles, part of which has no sidewalks. Bus stops cannot be constructed east of Steiner Way under the current roadway configuration due to the presence of frontage roads, which make it impossible to construct a passenger landing with the required 8-foot depth for compliance with the Americans With Disabilities Act (ADA). West of Steiner Way, construction of a bus stop would require, at a minimum, acquiring property from a private homeowner and demolishing and rebuilding the fence at a greater setback.

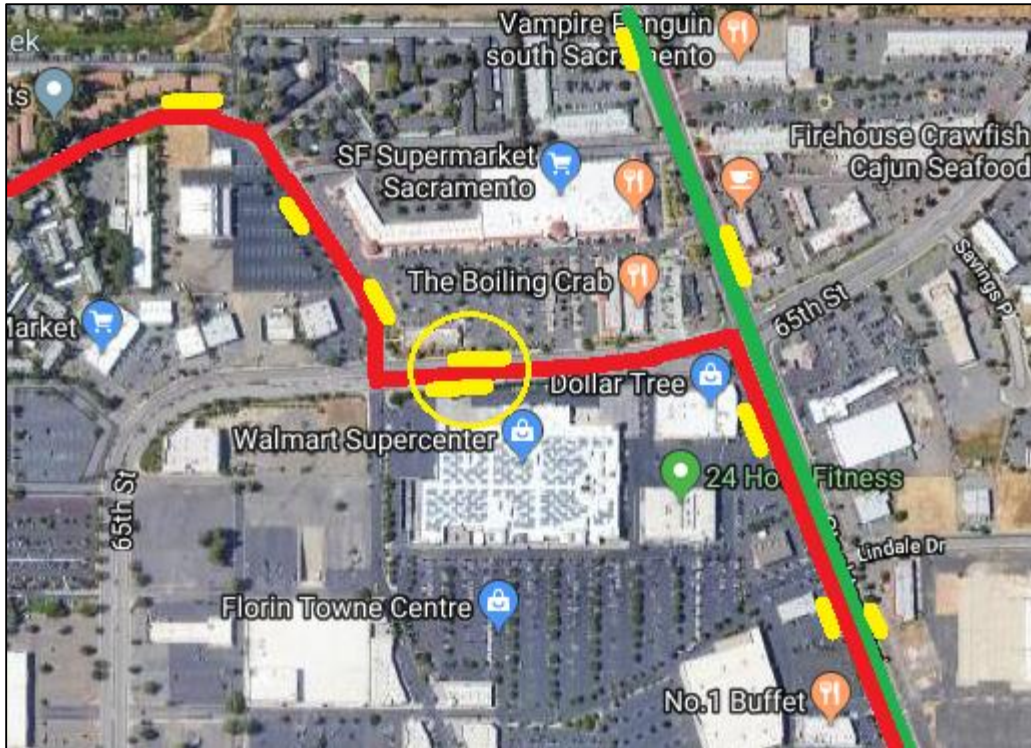
Relocating this part of the route from 47th Ave to Steiner Way would make use of old bus stops from the former route, providing needed coverage to the neighborhood. Although running times will be longer using Steiner Way and other neighborhood streets, staff has assessed existing performance of Route 68 and believes the additional running time will not be unduly harmful to schedule reliability, and will be a worthwhile tradeoff, especially to recapture ridership from many of the apartments along Sky Parkway, which currently have a fairly long walk distance.

**47th Ave/Elder Creek Rd
At Steiner Way**



The changes will also restore a same-stop transfer between Route 68 and other buses serving Florin Towne Centre (e.g., Routes 51, 61, and 81). Under the SacRT Forward alignment, customers transferring to/from Route 68 have to walk up to 1,300 feet and make up to two crossings of Stockton Blvd and/or 65th St, to stops located on Stockton Blvd which are not within a line of sight from the Florin Towne Centre terminal.

Florin Towne Centre Bus Terminal and Vicinity



Realigning Route 68 from Stockton Blvd (green line) to the Florin Towne Centre terminal (along the red line) would allow easier transfers to/from Routes 51, 61, and 81, which also stop there.

Route 68 would also be realigned to Chandler Dr and Lindale Dr from Stockton Blvd to Palmer House Dr, restoring part of the former Route 55 alignment. This will improve coverage to the Lindale/Scottsdale neighborhood by making use of old bus stops on Lindale Dr. Coverage problems resulted from the new route due to the inability of locating a bus stop on eastbound Florin Rd at Palmer House Dr or alternative stops on Palmer House Dr, north of Lindale Dr. It will also provide slightly better coverage of the Southgate Library neighborhood. Staff is and will need to pursue bus stops on southbound Stockton Blvd, south of Florin Rd, and on northbound Stockton Blvd, north of Chandler Dr; however, even without these stops, this routing will still provide better coverage than the existing alignment.

**Route 75
Rancho Cordova**

Description: Split Route 75 into two routes at Mather Field/Mills station. Service to Mather and Kaiser would remain Route 75. Service to/from Butterfield Station would become Route 78.

Proposed Split of Route 75



Discussion: Under SacRT Forward, several Rancho Cordova routes were consolidated into one route, the new Route 75, which runs seven days a week, with 30 minute frequency on weekdays, from the Butterfield light rail station, to Mather light rail station, with service continuing into Mather Business Park and the Data Drive area of Rancho Cordova.

The proposed change would not alter the level of service, number of trips, start and end times, or coverage of any bus stops; it would merely split the current route into two routes, primarily for the sake of reducing customer confusion.

The main issue with the existing setup arises from confusion at the Mather light rail station. Because it is a midpoint for Route 75 and because it is an off-street bus loop, serving trips in both directions, customers are often confused about “which” Route 75 is stopping at the bus loop (i.e., the station is served by buses with the same route number, but destined for two different locations).

By splitting the route into Route 75 and Route 78, wayfinding would be simplified for customers: Route 75 buses would always be bound for Mather/Kaiser. Route 78 buses would always be bound for Butterfield station and they would board at different bus bays.

This change would also promote more efficient and flexible scheduling and operating practices. By having Mather station the end point of both new routes, operator break time can/would be taken at Mather, rather than at the current end points (Butterfield or Kaiser). Mather is in general a better place for the bus to have break time, because the break time for the operator and the schedule recovery time for the bus also double as a transfer window for customers (i.e., they allow Route 75/78 customers to make more connecting trains and other buses, and customers from trains and other buses have a better chance to make their Route 75/78 connection).

Over the long run, as schedules change and adjust over the years, having all the buses that serve Mather station terminate there provides more opportunities to interline bus routes and relieve operators in more flexible and efficient ways.

Approval Requirements: Although this would not change the level of service to any of the bus stops on the existing route, because it would officially create a new route, and affects more than 15 percent of an existing route, this change would be considered a major change, requiring Board approval.

Paratransit Impacts: None.

Cost: None.

Ridership: No change.

Route 78
Butterfield Shuttle

Description: New route created from part of former Route 75. Route will run from Mather Field/Mills station to Butterfield station via Folsom Blvd. Days, hours, and number of trips will remain the same as on existing Route 75.

Discussion: See discussion for Route 75.

Approval Requirements: Board approval is required. See discussion for Route 75.

Paratransit Impacts: None.

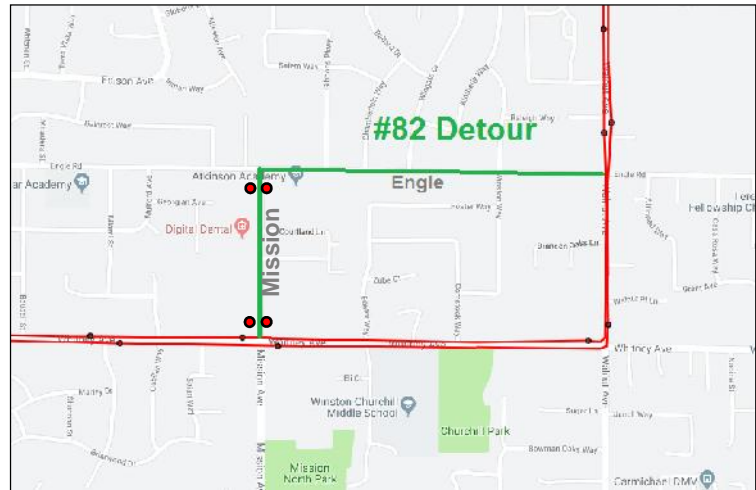
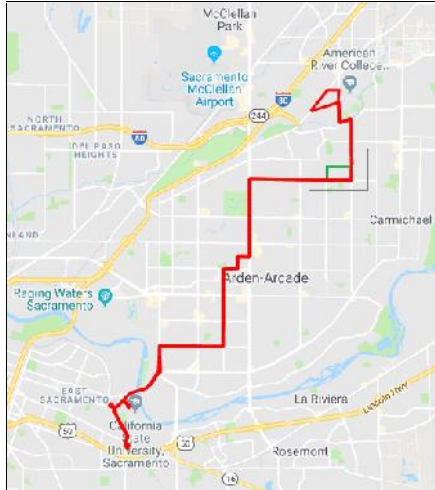
Cost: None.

Ridership: No change.

**Route 82
Northrop/Morse**

Description: Make permanent the detour to Mission Ave and Engle Road from Whitney Ave to Walnut Ave.

Proposed Change to Route 82



Discussion: Under SacRT Forward, Route 82 was realigned from a somewhat circuitous route through the American River College area, to a more direct route along Whitney Ave and Walnut Ave; however, several issues emerged post-implementation with respect to bus stops. A detour will be put into effect on October 28, 2019, re-routing the bus to Mission Ave and Engle Rd.

The detour addresses issues related to both student ridership from Churchill Middle School as well as walk distances for visitors of medical offices on Mission Ave near Engle Rd. Under the detour, students would board the afternoon bus on southbound Mission Ave, at a bus stop that had formerly been used for many years without incident and that is approximately 1,000 feet from the school (compared to a 2,000 foot walk to the current nearest stop at Concetta Way). It will also reduce walk distance for visitors of the medical offices from approximately 2,400 feet to less than 100 feet.

The long-term plan for Route 82 remains to operate strictly on Whitney Ave and Walnut Ave; however, two bus stops must first be located, permitted, and constructed (one on westbound Whitney Ave and one near the intersection of Walnut and Whitney) and one other bus stop that has been designed and funded for construction must be completed. The proposed change would make the current detour permanent, until the new bus stops are ready. Making the detour permanent reduces confusion for customers, by putting the detour into official publications, both printed and electronic, including feeds to Google Maps and third party wayfinding apps.

Approval Requirements: This is a minor change and does not require Board approval. When the new bus stops are ready, the route can be changed to the long-term Whitney/Walnut alignment administratively as well.

Paratransit Impacts: None.

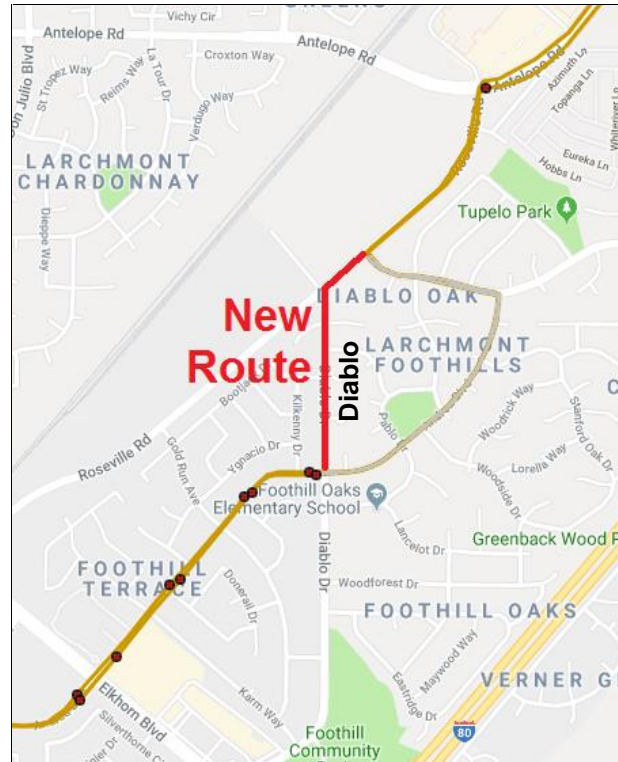
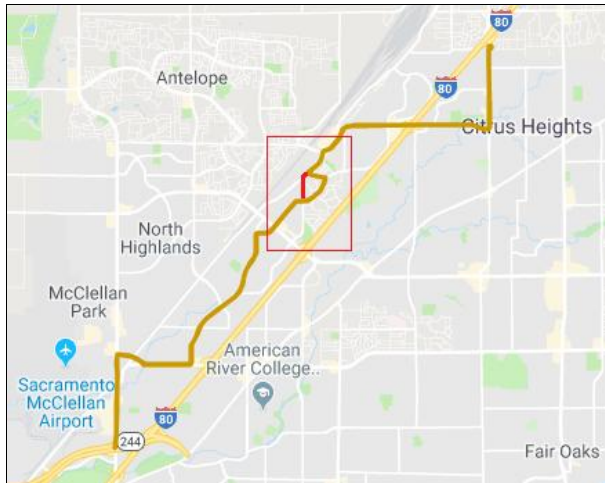
Cost: None.

Ridership: No change.

**Route 93
Hillsdale**

Description: Reroute to Diablo Dr from Andrea Blvd to Roseville Road.

Proposed Change to Route 93



Discussion: Under SacRT Forward, Route 93 was realigned to serve more of the Antelope/North Highlands area, primarily via Andrea Blvd. The alignment that was chosen along Andrea Blvd and Tupelo Dr was intended to maximize catchment of the surrounding neighborhood; however, bus stops were unable to be secured east of Diablo Dr. Given this fact, there is no reason not to use a faster/more direct route directly from Andrea Blvd to Roseville Rd via Diablo Dr, as shown.

Approval Requirements: This is a minor change that does not require Board approval.

Paratransit Impacts: None.

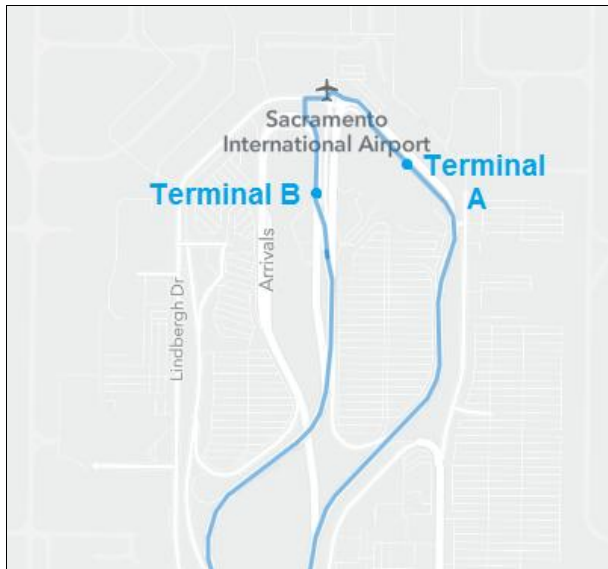
Cost: None.

Ridership: No changes.

**Route 142
Airport**

Description: New service from Downtown Sacramento to Sacramento International Airport via I-5 from approximately 3:25 am to 11:35 pm, seven days a week. One SacRT bus per hour will run in each direction, in between existing Yolobus service, for two total buses per hour on 30-minute headways. During morning and afternoon peaks, SacRT will run two buses per hour, for three total buses per hour on 20-minute headways. **The start date for this service is contingent upon vehicle availability and operating funds, but may be as early as January 2020.**

Proposed Stops for Route 142 Airport



Discussion: Running times would be approximately 20 minutes to/from the airport. Downtown routing would be along J St, 15th St, and L St. This would allow the service to share stops with Yolobus, so customers going to the airport could take Route 142 or Yolobus Route 42B, whichever came first.

(Currently, Yolobus stops on Capitol Mall, rather than on L St, west of 9th St, and Yolobus does not operate Route 42 on I St, however, the remainder of the stops would be shared, and Yolobus could also theoretically realign their Capitol Mall buses to L St, following the same change made recently by SacRT.)

SacRT would present customer information on the 142 Airport route on its own web page, in addition to its standard listing among SacRT's other bus routes. Maps and schedules for the 142 Airport bus would include information on Yolobus Route 42 A/B to help make a seamless experience for customers.

Approval Requirements: This is a major change requiring Board approval.

Paratransit Impacts: Initiation of fixed-route service to the airport would obligate SacRT to also provide complementary ADA paratransit service during the same days and hours. Currently, Paratransit, Inc. provides non-ADA paratransit service to the airport and carries approximately 155 rides per year. Assuming similar ridership and a similar cost per trip, the fiscal impact to SacRT would be approximately \$6,749 annually.

Example Route 142 Airport Bus



Cost: \$1,524,937 per year. (\$1,518,458 for fixed-route, \$6,479 for paratransit)

**Service Changes
For April 5, 2020**

Exhibit B

**Route 142
Draft Schedule**

"Y" indicates existing Yolobus service

| | Lv L/13th | SMF Term A | SMF Term B | Arv J/8th | Arv L/13th |
|---|--------------|---------------|---------------|--------------|---------------|
| | | | | | |
| | 3:25a | 3:45a | 3:47a | 4:04a | 4:10a |
| | 3:55a | 4:15a | 4:17a | 4:34a | 4:40a |
| | 4:25a | 4:45a | 4:47a | 5:04a | 5:10a |
| | 4:45a | 5:05a | 5:07a | 5:24a | 5:30a |
| Y | 5:05a | 5:25a | 5:27a | | |
| Y | | 5:23a | 5:25a | 5:42a | 5:48a |
| | 5:25a | 5:45a | 5:47a | 6:04a | 6:10a |
| | 5:45a | 6:05a | 6:07a | 6:24a | 6:30a |
| Y | 6:05a | 6:25a | 6:27a | | |
| Y | | 6:23a | 6:25a | 6:42a | 6:48a |
| | 6:25a | 6:45a | 6:47a | 7:04a | 7:10a |
| | 6:45a | 7:05a | 7:07a | 7:24a | 7:30a |
| Y | 7:05a | 7:25a | 7:27a | | |
| Y | | 7:23a | 7:25a | 7:42a | 7:48a |
| | 7:25a | 7:45a | 7:47a | 8:04a | 8:10a |
| | 7:45a | 8:05a | 8:07a | 8:24a | 8:30a |
| Y | 8:05a | 8:25a | 8:27a | | |
| Y | | 8:23a | 8:25a | 8:42a | 8:48a |
| | 8:25a | 8:45a | 8:47a | 9:04a | 9:10a |
| | 8:45a | 9:05a | 9:07a | 9:24a | 9:30a |
| Y | 9:05a | 9:25a | 9:27a | | |
| Y | | 9:23a | 9:25a | 9:42a | 9:48a |
| | 9:35a | 9:55a | 9:57a | 10:14a | 10:20a |
| | 10:05a | 10:25a | 10:27a | | |
| Y | | 10:23a | 10:25a | 10:42a | 10:48a |
| | 10:35a | 10:55a | 10:57a | 11:14a | 11:20a |
| | 11:05a | 11:25a | 11:27a | | |
| Y | | 11:23a | 11:25a | 11:42a | 11:48a |
| | 11:35a | 11:55a | 11:57a | 12:14p | 12:20p |
| | 12:05p | 12:25p | 12:27p | | |
| Y | | 12:23p | 12:25p | 12:42p | 12:48p |
| | 12:35p | 12:55p | 12:57p | 1:14p | 1:20p |

| | Lv L/13th | SMF Term A | SMF Term B | Arv J/8th | Arv L/13th |
|---|--------------|---------------|---------------|--------------|---------------|
| | | | | | |
| Y | 1:05p | 1:25p | 1:27p | | |
| Y | | 1:23p | 1:25p | 1:42p | 1:48p |
| | 1:35p | 1:55p | 1:57p | 2:14p | 2:20p |
| | 2:05p | 2:25p | 2:27p | | |
| Y | | 2:23p | 2:25p | 2:42p | 2:48p |
| | 2:35p | 2:55p | 2:57p | 3:14p | 3:20p |
| | 3:05p | 3:25p | 3:27p | | |
| Y | | 3:23p | 3:25p | 3:42p | 3:48p |
| | 3:25p | 3:45p | 3:47p | 4:04p | 4:10p |
| | 3:45p | 4:05p | 4:07p | 4:24p | 4:30p |
| Y | 4:05p | 4:25p | 4:27p | | |
| Y | | 4:23p | 4:25p | 4:42p | 4:48p |
| | 4:25p | 4:45p | 4:47p | 5:04p | 5:10p |
| | 4:45p | 5:05p | 5:07p | 5:24p | 5:30p |
| Y | 5:05p | 5:25p | 5:27p | | |
| Y | | 5:23p | 5:25p | 5:42p | 5:48p |
| | 5:25p | 5:45p | 5:47p | 6:04p | 6:10p |
| | 5:45p | 6:05p | 6:07p | 6:24p | 6:30p |
| Y | 6:05p | 6:25p | 6:27p | | |
| Y | | 6:23p | 6:25p | 6:42p | 6:48p |
| | 6:25p | 6:45p | 6:47p | 7:04p | 7:10p |
| | 6:45p | 7:05p | 7:07p | 7:24p | 7:30p |
| Y | 7:05p | 7:25p | 7:27p | | |
| Y | | 7:23p | 7:25p | 7:42p | 7:48p |
| | 7:25p | 7:45p | 7:47p | 8:04p | 8:10p |
| | 7:45p | 8:05p | 8:07p | 8:24p | 8:30p |
| Y | 8:05p | 8:25p | 8:27p | | |
| Y | | 8:23p | 8:25p | 8:42p | 8:48p |
| | 8:25p | 8:45p | 8:47p | 9:04p | 9:10p |
| | 8:45p | 9:05p | 9:07p | 9:24p | 9:30p |
| Y | 9:05p | 9:25p | 9:27p | | |
| Y | | 9:23p | 9:25p | 9:42p | 9:48p |
| | 9:25p | 9:45p | 9:47p | 10:04p | 10:10p |
| | 9:45p | 10:05p | 10:07p | 10:24p | 10:30p |
| Y | 10:05p | 10:25p | 10:27p | | |
| Y | | 10:23p | 10:25p | 10:42p | 10:48p |
| | 10:25p | 10:45p | 10:47p | 11:04p | 11:10p |
| | 10:45p | 11:05p | 11:07p | 11:24p | 11:30p |
| | 11:15p | 11:35p | 11:37p | 11:54p | 12:00a |

REGIONAL TRANSIT ISSUE PAPER

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 14 | 11/18/19 | Open | Action | 11/13/19 |

Subject: Approving the Causeway Connection Intercity Bus Service

ISSUE

Whether or not to establish new bus service branded as the Causeway Connection to be operated in conjunction with the Yolo County Transportation District (YCTD) and approve related Title VI equity analyses.

RECOMMENDED ACTION

- A. Adopt Resolution No. 19-11-___, Approving a Title VI Service and Fare Equity Analysis; and
- B. Adopt Resolution No. 19-11-___, Conditionally Adopting Service Changes to Establish a New Causeway Connection Bus Service to UC Davis Medical Center; and
- C. Adopt Resolution No. 19-11-___, Delegating Authority to the General/Manager CEO to Approve a Memorandum of Understanding (MOU) Between the Sacramento Regional Transit District, the Yolo County Transportation District (YCTD), and the University of California, Davis (UCD) for Operation of the Causeway Connection; and
- D. Adopt Resolution No. 19-11-___, Conditionally Recognizing the University of California, Davis Undergraduate Student ID Card as Fare Equivalent for the Causeway Connection

FISCAL IMPACT

Estimated first year annual operating costs are \$1,620,000 per year would be funded by: (1) a \$3 million Congestion Mitigation and Air Quality Improvement (CMAQ) grant; (2) operating assistance from University of California, Davis (UCD); (3) fare revenue; and (4) SacRT operating funds. This program is a 3-year commitment. Parties will work together to evaluate future year increases and determine the appropriate funding.

| | |
|-----------------------------------|-------------|
| Gross operating cost | \$1,620,000 |
| Estimated fare revenue | (\$200,000) |
| CMAQ contribution | (\$710,000) |
| Estimated UCD contribution* | (\$615,000) |
| City of Sacramento contribution** | (\$47,500) |
| Estimated SacRT net fiscal impact | (\$47,500) |

* The MOU would provide for UCD to pay a fixed annual contribution not-to-exceed \$715,000, regardless of SacRT or YCTD's actual costs. Fifty percent of the fare revenue received for the

Approved:

Presented:

Final 11/13/19

General Manager/CEO

VP, Planning and Engineering

J:\Board Meeting Documents\2019\16 November 18, 2019\Causeway Connection IP revised 111519.docx

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 14 | 11/18/19 | Open | Action | 11/13/19 |

Subject: Approving the Causeway Connection Intercity Bus Service

service would be deducted from this UCD contribution. If the fares received equal the estimate of \$200,000, the UCD contribution would be reduced to \$615,000 per year

** This funding contribution has been discussed with City of Sacramento representatives as a means to provide more frequent peak-hour service, but the City council has not yet considered or approved an agreement for this funding. If the City does not approve the additional funding, SacRT and YCTD would have to determine whether to reduce service levels or identify an alternate funding source for this more frequent service. Because the CMAQ grant requires a 50 percent local match, CMAQ funding cannot be drawn down for more frequent service unless there is a commensurate local funding contribution.

New vehicle costs are fully funded by Electrify America (EA) through the Cooperative Agreement approved by the Board of Directors September 24, 2018. The service would total approximately 13,500 revenue hours per year, split approximately evenly between SacRT and YCTD.

DISCUSSION

UCD currently runs an hourly shuttle bus between the UCD main campus in Davis and the UC Davis Medical Center (Medical Center) in Sacramento. The shuttle bus operates Monday through Friday on hourly headways, is funded by UCD, and is operated by a private carrier.

Over the past year, staff from SacRT, UCD, Yolo County Transportation District (YCTD), the City of Sacramento, Electrify America (EA), and the Sacramento Area Council of Governments (SACOG) have been developing a plan to change the service from being a private closed-door intercampus shuttle to an open-door public intercity express bus with stops in Downtown Sacramento and Davis, using a new all-electric bus fleet. Under the proposed plan, the fleet and operations would be split 50/50 between SacRT and YCTD.

Service Description – The new service would take effect on April 6, 2020 and operate hourly Monday through Friday from approximately 6:00 am to 8:00 pm with approximate 20-minute frequency during morning and afternoon peak hours (i.e., three trips per hour). Travel times would be approximately 45 minutes from end to end, consistent with the existing service. The number of round trips would increase from 15 to 26 per day.

There would be a total of three Davis stops and five Sacramento stops; however, the Mondavi Center and the Medical Center are the only two stops that would be served by every trip. The remainder of the stops would be served only on certain trips. As shown in the map on Page 3, there would be a variety of express options, each of which would have limited stops.

Compared to the existing route and schedule, the new service would add: (1) an East Davis park-and-ride stop for commuters working in Sacramento, (2) a reverse commuter option, picking up in Downtown and Midtown Sacramento in the morning for commuters working in Davis; and (3) frequent peak-hour service (e.g., three trips per hour or approximate 20-minute headways) to provide a greater variety of departure and arrival times.

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 14 | 11/18/19 | Open | Action | 11/13/19 |

Subject: Approving the Causeway Connection Intercity Bus Service

One existing stop on the UC Davis main campus at the Silo terminal would be eliminated and service to the Genome Biomedical Science Facility (GBSF) would be reduced. The schedules would also be updated to account for the increase in traffic over the past several years. The proposed schedule is shown on Pages 8 and 9.

Causeway Connection Route Map



Operating Cost – The gross annual operating cost of the new service is estimated at \$1,620,000. For the three-year term of the Memorandum of Understanding (MOU), CMAQ funds would cover half the operating cost, net of fares, divided 50/50 between SacRT and YCTD. UCD would contribute a not-to-exceed amount of \$715,000 a year, which represents 50 percent of the operating cost for 30-minute peak service (i.e., two trips per hour). City of Sacramento representatives have pledged to pay half of the additional cost, net of fares, to fund 20-minute peak service (i.e., three trips per hour), with SacRT funding the remaining additional cost.

Fare Structure – SacRT fares would be in effect (i.e., \$2.50 base fare, \$1.25 discount fare, \$100 monthly passes, free for TK-12 students). Connect Card and Zip Pass would both be accepted. Like many major employers, UCD currently subsidizes employee monthly pass purchases, which will reduce the out-of-pocket monthly pass price to \$35 per month for employees at the Medical Center and \$70 for UCD main campus employees (for Medical Center employees, this would be a reduction in out-of-pocket price from the existing \$45 monthly pass for the shuttle and the pass would be valid throughout the SacRT and YCTD systems, other than on YCTD express service.) UCD undergraduate student ID cards would be valid for unlimited rides on the service, but not on other SacRT routes.

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 14 | 11/18/19 | Open | Action | 11/13/19 |

Subject: Approving the Causeway Connection Intercity Bus Service

Fleet and Charging - The fleet will consist of 12 full-size Proterra Catalyst E2 battery-electric buses. Six buses will belong to SacRT, six to YCTD. Overnight charging will take place at SacRT and at Yolobus bus yards. In-service charging will also be available at the Med Center terminal and at the Davis terminal at the Mondavi Center. The charging infrastructure is being paid for, purchased, and constructed by EA with the assistance of SacRT and YCTD, and pursuant to the Volkswagen settlement with the California Air Resources Board (CARB), as detailed in the Cooperative Agreement approved by the SacRT Board September 24, 2018. Buses will be 40-foot low-floor transit buses with 33 seats, two wheelchair spaces, three bicycle racks, free WiFi, and USB charging ports at all seats.

Example 40-Foot Proterra Catalyst E2



Paratransit – Initiation of the Causeway Connection service would enlarge the SacRT service area (i.e., along I-80 and into Davis, along the new route). Accordingly, SacRT would acquire a legal duty under the Americans with Disabilities Act (ADA) to provide complementary paratransit service within 3/4 of a mile of the route. Staff expects demand for these trips to be around 150 passenger trips per year, costing approximately \$6,500 per year; however, if ridership proves substantial, SacRT and YCTD would arrange for paratransit trips across the Sacramento River to be directed to and provided solely by YCTD, with an appropriate cost-sharing arrangement in place.

Marketing and Customer Information – The new service would be branded as the Causeway Connection and jointly operated by SacRT and YCTD. UCD would maintain a central web page for the service. Phone calls would be directed to a single number which will then be routed 50/50 to SacRT and YCTD. Both agencies would use the same route number and timetables would include trips operated by either agency. For real-time information, customers would be directed to a single third-party app that would present both agencies’ information, to create a seamless customer experience.

Future Changes – As proposed, the Causeway Connection would become a service of both SacRT and YCTD. The SacRT Board would have the authority to make alterations, subject to SacRT’s major service change policy; however, under the terms of the MOU, SacRT would

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 14 | 11/18/19 | Open | Action | 11/13/19 |

Subject: Approving the Causeway Connection Intercity Bus Service

agree to make a good faith effort to synchronize any changes with YCTD and SacRT would be bound to provide the approximate level of service, route, and schedule set forth in the MOU.

Causeway Connection Bus Wrap



Public Review - Under SacRT's major service change policy, initiation of this new route would be considered a major service change and required a 30-day public review of a Title VI service equity analysis which considers the impacts of the new service and fare changes on low-income and minority populations. A draft analysis was made available for public comment on October 14, 2019 and a final version of the report is included for approval. UCD has also conducted two rounds of open houses, four in October, four in November, which were directed primarily at existing shuttle riders, and which were attended by SacRT and YCTD staff.

Title VI Findings - Although the users of the service are expected to be higher-income and lower percentage minority than the existing SacRT system, the analysis concluded that initiation of this service and the related fare changes would be more beneficial to minority and low-income populations than the no-action scenario (i.e., continuation of the existing service as closed-door service), and that the no-action scenario is the only realistic alternative to the new service.

Public Feedback

A total of 46 public comments were received by SacRT through November 12 and have been included in Attachment 1. Several referenced an online open letter, undersigned electronically by over 600 persons, expressing concern about the changes (available at www.acrossthecauseway.com). UCD and YCTD have also been receiving comments through their own respective public engagement efforts and staff from SacRT, YCTD, and UCD have been meeting regularly to share and review comments.

Several major areas of customer concern relate to the proposed route, stops, and schedule, which staff has been revising over the past two months, based on feedback from the October and November open houses.

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 14 | 11/18/19 | Open | Action | 11/13/19 |

Subject: Approving the Causeway Connection Intercity Bus Service

October Open Houses - The October open houses established that there was demand for peak-hour stops in East Davis (for commuters working in Sacramento). Many riders also expressed opposition to proposed new stops in Downtown Sacramento, due to traffic on the causeway already causing considerable delay to the existing service and not wanting to add additional stops or time to trips that are already popular and well-used. Based on these open houses, the project team revised the draft schedule to make more of the trips non-stop or limited-stop expresses, bypassing Downtown/Midtown Sacramento and/or certain Davis stops to provide a faster, more direct trip for the popular peak-hour commute times.

November Open Houses - The November open houses offered the first look for customers at a draft schedule. Existing riders continued to express concern that the Downtown Sacramento stops would add too much travel time, that traffic was already severe, that the schedules were outdated, and that the peak-hour trips were well-utilized. Existing riders also felt that Downtown Sacramento stops were somewhat redundant with existing Yolobus express service from Davis.

In response, the project team made additional revisions to the schedule, resulting in the proposed schedule on Pages 8 and 9. In the proposed schedule, Downtown Sacramento is served strictly during the midday and as a reverse commuter service (i.e., for Sacramento residents travelling to Davis). The project team believes this strikes a balance: It provides a genuinely new transit offering for a largely unserved market. (Yolobus runs just one reverse commuter route). But compared to earlier proposals, it maintains more direct, non-stop express service at peak hours, when ridership is already strong and traffic is heavy.

Other Schedule Revisions - The proposed schedule also reflects:

- updated travel times, to account for increased traffic on the causeway, especially in the afternoon,
- minor adjustments to departure and arrival times at the two terminals, based on rider feedback,
- addition of limited stop service at the Genome Biomedical Sciences Facility (GBSF) in Davis (which is currently served by every bus, but which previous versions of the new schedule did not include), and
- elimination of the formerly proposed Downtown Davis stop due to lack of interest and to help keep the service faster and more direct.

Other Concerns – Other concerns separate from the route and schedule include seat capacity, bicycle capacity, lack of seatbelts, increasing fares for some riders, the transition to open-door public transit service, and complaints about the process itself, e.g., communication issues and data quality.

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 14 | 11/18/19 | Open | Action | 11/13/19 |

Subject: Approving the Causeway Connection Intercity Bus Service

Capacity – Seat and bicycle capacity have been consistent areas of concern for existing riders and these two issues also relate to the route and schedule. The existing service uses large over-the-road coaches with seating for 47 or 56 persons and capacity for 9 bicycles. In comparison, the new electric buses seat 33 passengers with bicycle capacity limited to a 3-slot bicycle rack. Although the new buses will have fewer seats and reduced bicycle capacity, the new service will run up to three times per hour, so customers essentially get several medium-sized buses and a variety of options instead of one large bus once per hour.

Fares – For employees working at the Medical Center in Sacramento, the out-of-pocket price for a monthly pass would decrease from \$45 to \$35, and the pass they receive would also allow unlimited rides on SacRT. Undergraduate students would ride the Causeway Connection for free. However, the out-of-pocket price for employees working in Davis and for graduate students would increase.

UCD employees in Sacramento would pay only \$35 because their campus subsidizes \$65 of the full cost of a \$100 monthly pass, consistent with the tax code’s maximum allowable tax deduction for employee transportation subsidies (and comparable to most other large public employers in Sacramento). The Davis campus does not provide this same level of subsidy to its employees; however, the UCD members of the project team have opened discussions with campus leadership on this subject. UCD undergraduates pay into a student fee program that funds transit in Davis, as well as pass acceptance on Yolobus (and proposed for the Causeway Connection). Graduate students have not opted into such a program, so there are no such funds to subsidize transit fares.

Members of the general public (i.e., not affiliated with UCD) would be subject to existing SacRT fares, including existing discount programs.

Next Steps – Staff recommends the Board approve the four attached resolutions, which would: (1) approve the Title VI analysis of the service and fare changes; (2) approve creation of the new service; (3) delegate authority to the General Manager/CEO to approve the MOU, which would secure operating funding, establish the general parameters for operation of the service, and authorize YCTD and SacRT to serve bus stops at UCD and the Medical Center; and (4) recognize the UCD undergraduate student ID as Fare Equivalent for use only on the Causeway Connection service.

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 14 | 11/18/19 | Open | Action | 11/13/19 |

Subject: Approving the Causeway Connection Intercity Bus Service

Causeway Connection Proposed Schedule

Eastbound to Sacramento

| Davis | | | Downtown Sacramento | | | | UC Davis | |
|-------------|----------------|-----------------|---------------------|---------------|---------------|---------------|---------------|--|
| <u>GBSF</u> | <u>Mondavi</u> | <u>Mace PNR</u> | <u>Q/7th</u> | <u>Q/16th</u> | <u>29th/R</u> | <u>T/34th</u> | <u>Health</u> | |
| 5:38a | 5:44a | 5:53a | -- | -- | -- | 6:10a | 6:15a | |
| -- | 6:25a | -- | -- | -- | -- | 6:45a | 6:50a | |
| 6:54a | 7:00a | 7:10a | -- | -- | -- | 7:27a | 7:32a | |
| -- | 7:10a | 7:20a | -- | -- | -- | 7:37a | 7:42a | |
| 7:14a | 7:20a | -- | -- | -- | -- | 7:40a | 7:45a | |
| -- | 8:00a | 8:10a | -- | -- | -- | 8:27a | 8:32a | |
| -- | 8:10a | 8:20a | -- | -- | -- | 8:37a | 8:42a | |
| 8:14a | 8:20a | -- | -- | -- | -- | 8:40a | 8:45a | |
| -- | 8:50a | -- | 9:07a | 9:10a | 9:14a | -- | 9:22a | |
| 9:04a | 9:10a | -- | 9:27a | 9:30a | 9:34a | -- | 9:42a | |
| -- | 10:15a | -- | 10:32a | 10:35a | 10:39a | -- | 10:47a | |
| -- | 11:15a | -- | 11:32a | 11:35a | 11:39a | -- | 11:47a | |
| -- | 12:20p | -- | 12:37p | 12:40p | 12:44p | -- | 12:52p | |
| -- | 1:20p | -- | 1:37p | 1:40p | 1:44p | -- | 1:52p | |
| -- | 2:20p | -- | 2:37p | 2:40p | 2:44p | -- | 2:52p | |
| -- | 3:20p | -- | 3:45p | 3:48p | 3:52p | -- | 4:00p | |
| -- | 3:45p | -- | 4:10p | 4:13p | 4:17p | -- | 4:25p | |
| 4:09p | 4:15p | -- | -- | -- | -- | 4:45p | 4:50p | |
| -- | 4:25p | -- | -- | -- | -- | 4:55p | 5:00p | |
| -- | 4:50p | -- | 5:20p | 5:23p | 5:27p | -- | 5:35p | |
| 5:09p | 5:15p | -- | -- | -- | -- | 5:35p | 5:40p | |
| -- | 5:25p | -- | -- | -- | -- | 5:45p | 5:50p | |
| -- | 5:50p | -- | 6:15p | 6:18p | 6:22p | -- | 6:30p | |
| -- | 6:20p | -- | 6:40p | 6:43p | 6:47p | -- | 6:55p | |
| -- | 7:20p | -- | 7:37p | 7:40p | 7:44p | -- | 7:52p | |
| -- | 8:20p | -- | 8:37p | 8:40p | 8:44p | -- | 8:52p | |

| Agenda Item No. | Board Meeting Date | Open/Closed Session | Information/Action Item | Issue Date |
|-----------------|--------------------|---------------------|-------------------------|------------|
| 14 | 11/18/19 | Open | Action | 11/13/19 |

Subject: Approving the Causeway Connection Intercity Bus Service

Causeway Connection Proposed Schedule


Westbound to Davis

| UC Davis <u>Health</u> | Downtown Sacramento | | | Davis | | |
|---------------------------|---------------------|---------------|--------------|-----------------|----------------|-------------|
| | <u>30th/R</u> | <u>P/16th</u> | <u>P/7th</u> | <u>Mace PNR</u> | <u>Mondavi</u> | <u>GBSF</u> |
| 5:40a | 5:48a | 5:52a | 5:55a | -- | 6:13a | -- |
| 6:20a | -- | -- | -- | -- | 6:45a | -- |
| 7:00a | 7:08a | 7:12a | 7:15a | -- | 7:38a | -- |
| 7:10a | -- | -- | -- | -- | 7:40a | -- |
| 7:15a | -- | -- | -- | -- | 7:45a | 7:51a |
| 8:00a | 8:08a | 8:12a | 8:15a | -- | 8:38a | -- |
| 8:10a | -- | -- | -- | -- | 8:40a | -- |
| 8:15a | -- | -- | -- | -- | 8:45a | 8:51a |
| 8:45a | 8:53a | 8:57a | 9:00a | -- | 9:18a | -- |
| 9:15a | 9:23a | 9:27a | 9:30a | -- | 9:48a | -- |
| 10:15a | 10:23a | 10:27a | 10:30a | -- | 10:48a | -- |
| 11:15a | 11:23a | 11:27a | 11:30a | -- | 11:48a | -- |
| 12:20p | 12:28p | 12:32p | 12:35p | -- | 12:53p | -- |
| 1:20p | 1:28p | 1:32p | 1:35p | -- | 1:53p | -- |
| 2:20p | 2:28p | 2:32p | 2:35p | -- | 2:53p | -- |
| 3:20p | 3:28p | 3:32p | 3:35p | -- | 3:53p | -- |
| 3:50p | 3:58p | 4:02p | 4:05p | -- | 4:23p | -- |
| 4:20p | -- | -- | -- | 4:46p | 4:56p | -- |
| 4:30p | -- | -- | -- | -- | 5:00p | 5:06p |
| 4:50p | -- | -- | -- | 5:16p | 5:26p | -- |
| 5:15p | -- | -- | -- | 5:43p | 5:53p | 5:59p |
| 5:25p | -- | -- | -- | -- | 6:00p | -- |
| 5:50p | -- | -- | -- | 6:14p | 6:22p | 6:28p |
| 6:20p | -- | -- | -- | 6:40p | 6:48p | 6:54p |
| 7:20p | -- | -- | -- | 7:38p | 7:46p | -- |
| 8:20p | -- | -- | -- | 8:38p | 8:46p | -- |

Attachment 1

Public Notice and Comments

Web Page
Posted 10/14/19

Sacramento  **Regional Transit** ☰ [Select Language](#)

SACRAMENTO REGIONAL TRANSIT DISTRICT
Home / Sacramento Regional Transit District / SacRT Seeking Comments on Potential Service Changes

SacRT Seeking Comments on Potential Service Changes

October 14, 2019 · General, SacRT in Community

SacRT is currently seeking comments on potential service changes for next year, including:

- Bus service between Davis and the UC Davis Medical Center (UCDMC) in Sacramento
- Bus service to Sacramento International Airport
- Other miscellaneous changes for April 2020

As part of SacRT’s major service change process, the following draft reports are available for public review and comment:

1. Title VI equity analysis of Causeway Connection (UCDMC) service
2. Title VI equity analysis of Service Changes for April 2020 (including Airport bus)
3. Detailed Service Plan for April 2020

SacRT invites the public to review these reports and provide comments. The Title VI analyses assess any potential impacts on minority and low-income populations resulting from the proposed service changes, in accordance with the Civil Rights Act of 1964.

Revised versions of these three documents will be presented to the SacRT Board of Directors for approval on November 18, 2019, along with any comments received on or before November 12, 2019. Members of the public may also attend the Board meeting to make comments in person.

Please address comments to:


SacRT Planning Dept
Attn: James Drake
P.O. Box 2110
Sacramento, CA 95812-2110

Phone:
SacRT Customer Advocacy Dept
(916) 557-4545
TDD: (916) 483-HEAR (4327)

Email:
customeradvocacy@sacrt.com

**Email Blast
Sent 10/14/19**

Sacramento



**Regional
Transit**

**SacRT Seeking Comments on
Potential Service Changes**

SacRT is currently seeking comments on potential service changes for next year, including:

- Bus service between Davis and the UC Davis Medical Center (UCDMC) in Sacramento
- Bus service to Sacramento International Airport
- Other miscellaneous changes for April 2020

As part of SacRT's major service change process, the following draft reports are available for public review and comment at www.sacrt.com

1. Title VI equity analysis of Causeway Connection (UCDMC) service
2. Title VI equity analysis of Service Changes for April 2020 (including Airport bus)
3. Detailed Service Plan for April 2020

SacRT invites the public to review these reports and provide comments. The Title VI analyses assess any potential impacts on minority and low-income populations resulting from the proposed service changes, in accordance with the Civil Rights Act of 1964.

Revised versions of these three documents will be presented to the SacRT Board of Directors for approval on November 18, 2019, along with any comments received on or before November 12, 2019. Members of the public may also attend the Board meeting to make comments in person.

Please address comments to:

SacRT Planning Dept
Attn: James Drake
P.O. Box 2110
Sacramento, CA 95812-2110

Phone:
SacRT Customer Advocacy Dept
[\(916\) 557-4545](tel:(916)557-4545)
TDD: (916) 483-HEAR (4327)

Email:
customeradvocacy@sacrt.com

November Open House Dates



Members of the public interested in the Causeway Connection project are invited to attend open houses being coordinated by UC Davis at the following times and locations:

Wednesday, November 6

12:00 – 1:30 pm

-AND-

5:00 – 6:30 pm

Walter A. Buehler Alumni Center

Founders Room

530 Alumni Hall,

Davis, CA 95616

Thursday, November 7

11:00 am – 1:30 pm

-AND-

4:00 pm – 6:00 pm

Center for Health and Technology, Room 1135

UC Davis Medical Center

4610 X Street,

Sacramento, CA

LIKE

TWEET

PIN IT

**Public Comments
Received Through 11/12/19**

79190

10/15/19

Martha Goff

RT to airport: yes please! Bus between UCDMC and UCD: will be a huge help to UCD students living in Sacramento

Thanks so much for considering our comments

79255

10/16/19

Orly Clerge

Hello: I am a professor at UC Davis who resides in Sacramento. I think one way that the SAC RT can address the needs of employees who take the causeway every day is to provide transportation from East Sac, into Midtown and directly to UC Davis so that those of us who work on campus have the equitable option of taking public transportation to work, decrease congestion and pollution, save on gas money (which is extremely high in California as we all know!) and parking fees! Currently, I have to make 4-5 transfers in order to get from my home in Sacramento to UC Davis Shields Ave. I am from New York City, and although NYC MTA has many issues, they ensure that city residents have options for direct transportation (sometimes with 1, maybe two transfers) to get to where they need to in the city (and the suburbs!). It would be wonderful if Sacramento increased its capacity to do the same for residents who live here and work in Davis (which I assume is a very large number of people). Thank you for the opportunity to provide my feedback, and for your work on this important transportation equity and environmental issue.

79767

10/30/19

Jason Moore

I am writing to comment on the changes. There are hundreds of riders of the current 30+ year old intercampus shuttle that do not want the current shuttle eliminated. It is unfortunate, but true, that the proposed new public transit service is less desirable in every aspect than the current shuttle for the current riders. Riders of the shuttle have not been consulted at all about this change and if they were, you would realize that we want no part of it. There is a reason we don't take the 42, the 43, or Amtrak to work every day. We take the shuttle because it is the only reasonably tolerable non-auto method of getting across the 20 mile expanse between campuses. You may think you are going to gain riders, but if you had any understanding of why the current riders take this shuttle and what their needs are, you'd realize that this proposal is no good for us. SacRT should know that the riders do not want this change and that you will be increasing auto use across the causeway by eliminating our shuttle.

I want to also let you know that it is clear from your documents that this new service does not even meet SacRT's mission or California law to serve the broadest of populations and support the less served people of our community. You hand wave away the fact that you will not be serving the poor or the city's ethnically diverse community. You can pretend that you are by claiming students are poor and UC Davis's student population diversity is Sacramento's, but it simply isn't true. You are only introducing this route due to the fact that you could buy some shiny new electric buses with the Volkswagen settlement money and UCD wants to wash their hands of having to deal with its employees transportation needs.

If SacRT really wants to be part of reducing traffic across the causeway you need to work to get dedicated bus lanes for a rapid transit service that serves the serves the same corridor as Amtrak's Capitol Corridor does. Or better yet connect the light rail to Davis and the Airport like has been requested for decades. People will take the bus when there is 15 minute frequency and no stop express buses between cities, but will jump right back in their cars when you take away their comfortable commute.

I will add that increased frequency and capacity of an express from downtown to the airport is a very positive addition. But the causeway connection is simply off base and you have hundreds of angry riders now, that will very soon be letting you all know. I am pro-transit, but you can't swap bad for good. Swap great for good if you want to win us over.

**Public Comments
Received Through 11/12/19**

79859

10/31/19

Hanna Kahl

I take the UC Davis intercampus shuttle daily and I am aware of the upcoming transfer of the route to SacRT. Some of my concerns include:

-lack of clarity and possible increased price of the SacRT shuttle for graduate students. I am a graduate student and, as most graduate students, do not have a very high income. From my knowledge, graduate students take the shuttle as much as undergraduates and will be severely impacted by price increases to the route. I have received conflicting information about how much the monthly bus passes will be.

-bike rack availability: many people are biking to the shuttle from rather distant parts of Sacramento. There should be adequate bike space available. This can be done by attaching as many bike racks on the bus as possible and/or removing some seats in the bus to make room for bikes.

-Extra stops along the bus route. This is a major concern for me as well as my fellow commuters. The increased number of stops that is currently being planned will make the already long commute between Sacramento and Davis, even longer and rather convenient. I think there is a strong need for an express bus (at least a couple times in the morning and a couple in the evening) that only makes one stop in Sacramento and one stop on campus. This would give people the option to get to campus faster. Without this express bus option, many people that currently ride the bus, including me, may start driving in instead. This defeats the purpose of sustaining the bus service. Also, I think that in general only have one stop in Davis on campus would be ideal. At that one stop, there should be plenty of available electric bikes. Davis is very bikeable and if the electric bikes are covered or discounted by the bus pass then this would make them an especially appealing option. I think in the long term, a designated bus lane between Sacramento and Davis would really speed the commute and make bussing a more sustainable and practical option in the future.

79884

10/31/19

Jason Moore

Open letter, 17 pages. Attached separately.

80004

11/4/19

Kami Schneider

Hello, I saw that there was a request for comments on the proposed service changes to SacRT and I wanted to give my input. I am currently a student at UC Davis, and I use the SacRT light rail and then take the private UCDCM shuttle to get to campus. I would love to see this new change implemented (the Causeway Connection) where electric vehicles would be used instead, and as a student I would pay a subsidized fee for riding the bus, since I am currently spending more than I would like on a monthly pass for the shuttle. However, a difference that I saw that could be an inconvenience for me and other UCDCM students is that the only stop on campus is at the Mondavi Center, which is pretty far from where most classes are located. A stop at the Memorial Union or at the Silo Terminal (which is the stop I use on the UCDCM shuttle) might be more useful to students. Thank you for considering my comment, and I hope to see these changes in the future.

80166

11/8/19

Amy Fletcher

I am extremely concerned about the new proposed Causeway Connection service and the negative impact it will have on my quality of life/commute, my spouse's (who is also a UC Davis employee), and the hundreds of other commuters who have indicated that this is an unwanted/unneeded change. I am also disappointed by the lip service that the university is now doing in what appears to be an attempt to save face and not consider any rider concerns.

As someone who went to a meeting in October and both of the meetings yesterday, the only progress seems to be having a schedule presence. 2 express shuttles a day is not sufficient considering the reduction in seats as well as bike capacity. I attended both meetings yesterday and heard Matt Dulcich state several sides that HE considers this an expansion and an improvement even there was UNANIMOUS disapproval at the noon meeting and near unanimous disapproval at the 5 PM meeting.

**Public Comments
Received Through 11/12/19**

I will outline some of my primary concerns here

- 1) The proposed route from Mondavi to the UCD Health center adds 16 minutes without peak traffic. During peak traffic this will likely almost double. It is DEMONSTRATED that commutes of 40 minutes (which is already true of the shuttle) have a negative impact on rider health and each additional minute adds stress, anxiety, and decreases satisfaction. It's disappointing that UC Davis is WILLINGLY disregarding the health of its ridership community by opting to increase the amount of time riders spend commuting
- 2) As a frequent 620 AM rider I have MAJOR concerns about the 620 ride being eliminated, the 605 AM shuttle will likely get to campus at 7 AM (based on realistic traffic estimates) or just before which is difficult for people who start their day at 7 AM and have to get across campus, the 635 is scheduled to get there after 7 AM, so you're asking people to get to the Health center 15 minutes earlier which is difficult for people with childcare or other early morning responsibilities and decreasing the amount of time they'll have on campus to get to their job since the stop will now be further away from the majority of campus jobs.
- 3) We have a HUGE campus, in fact the largest in the UC system, bikes are often NECESSARY to getting around campus for many people. The decreased bike capacity will force people to be left behind or struggle to get around campus. Asking people to rely on JUMP bike is both difficult due to availability and expensive.
- 4) The price for staff on the UC Davis campus is increasing over 50%. Coupled with the potential need to use paid bike lockers or JUMP bikes (not to mention the fact that time is money and the commute will be longer) you are in essence increasing our commuting cost while DECREASE the quality of the service to the current ridership.
- 5) Yesterday, in the 5 PM when one of the riders asked Matt Dulcich if he realized that the changes in the shuttle were in essence based in untruths and then clarified to say that this system is based in lies, Matt Dulcich responded with yes. So the university is KNOWINGLY upending hundreds of lives based on lies...so much for principles of community. I would like a comprehensive, official response to our concerns and the university plans to address them. I lost count of how many times I heard Matt say "consider", but very little was committed to. It feels as though decisions have been made and we are essentially being told to live with them. None of the answers to the questions posed by the ridership or concerns have been addressed. The university is spending the same amount on a service that is unwanted, asking riders to spend more on a service that is inferior, and refusing to address numerous concerns raised by the ridership.

80178

11/8/19

Mary Cadenasso

I am a Sacramento resident and faculty at UC Davis. I have lived in Sacramento since 2006 and when I first arrived my door to door commute was 23 minutes of driving. As we all know, in the last handful of years that commute has gotten progressively worse. Realizing that I was part of the problem, my family went down to one car and I started riding the UCD/UCDMC shuttle every day. My commute time in the afternoon often exceeds 1 hour and 15 minutes door to door and though it is a substantial increase the only thing that makes it tolerable is that I am able to work. The cancellation of this shuttle and the replacement with the "causeway connection" will dramatically impact me and I will likely need to return to driving. The proposed extra stops will add substantially to the commute time and the projected increase (<15 min) is completely out of touch with commute reality. It is not only the daily commute, but downtown congestion when an event is happening in the Golden One Center (and eventually the Railyards) will make this ride very long. In addition with just about ½ the seats available, I will no longer be certain that I can get a seat and arriving late to a class I am teaching is simply not an option. The minimal express buses during peak commute hours do not make up for this. There is not enough wiggle room in a schedule to tolerate not being able to get on an express bus because of lack of seats, and then waiting 30 minutes for another bus that is not express. Finally, the lack of seatbelts in this type of bus, traveling upwards of 65-70 mph on the I80 corridor is a catastrophic accident waiting to happen. Let's be clear and honest - something the UCD administration has definitely not been up to this point. The buses are smaller, less safe, less conducive to working, will carry fewer bikes, cost riders more, and increase the commute time substantially. How is that replacement service? Yes, it may help the greater community, I don't actually know how many people would cross the causeway on this bus that don't already use the Yolo transit bus. It will return me to my car each day. Please understand, that no matter how UCD spins this, the current shuttle rider group is large and actively working for a better solution.

**Public Comments
Received Through 11/12/19**

80186

11/8/19

Amy

The new shuttle times would not allow customer to get to work on time, increases her time to travel which has a negative impact on people traveling long distances. Riders have been asking the University for data on who is requesting changes to the current shuttle, but University doesn't have any available.

80185

11/8/19

Mikel Delgado

Greetings!! I am writing to express concerns about the proposed service designed to replace the UC Davis shuttle between the Sacramento and Davis campuses. I have been using the shuttle for over two years, since I began working at UC Davis (I live in Sacramento). I deliberately looked to purchase a home within biking or walking distance of the medical center because of the shuttle service, which certainly was more appealing than commuting by car. I have appreciated the ability to get work done on the shuttle during my commute. The proposed changes are very stressful to those of us who rely on this shuttle to get us to work safely and on time. My main concerns about the proposed service include:

- .lack of bike storage
- .inadequate seating
- .safety concerns about the lack of seat belts
- .limited stops on the Davis campus:

I work on the veterinary campus, and walking from Mondavi is around 25 minutes. Not only is this incredibly inconvenient, but in the dark or inclement weather, this will not be feasible or safe .increased commute time in addition to the aforementioned difficulty in getting to Mondavi from various points on campus (especially without a bicycle)

I appreciate the attempt to improve service, but a public bus is not a realistic way to serve the ongoing needs of the UC Davis community and will not reduce traffic congestion on the causeway, as many of us will seek alternative ways to get to work, including driving more frequently.

80165

###/###/###

Sergio Reynoso

I'm personally a big fan of the idea, as I commute to Sacramento daily for school. However, I wanted to suggest for the route a loop through Chiles/El Cemonte/Cowell at the southeast end of Davis (the same loop that the existing Yolobus 42, 44, and 232 routes and Unitrans A route do now), and then continue its planned route through town/to Sacramento. This would be a major convenience for those like me who live in south Davis, to avoid having to travel across the overpass to reach the nearest bus stop or to get home. I'm hoping the added ~5 minutes of commute time isn't too much of a detriment, however. I hope this suggestion is considered. Thank you for reading!

80187

11/8/19

Lisa Rosenthal

I am a PhD candidate at UC Davis and recently moved from Davis to Sacramento, largely due to the rapidly rising housing prices in Davis. I specifically chose a house 1 mile away from the UCD Medical Center so that I could ride the affordable and efficient shuttle bus that goes between campuses. My story is not unique; I have met countless students, faculty and staff who have bought houses in my neighborhood because during their recruitment, they were promised the option to easily commute from Sacramento. One month ago, I learned that UC Davis will eliminate the existing shuttle service and replace it with an inferior public transit option that will be operating under the SacRT and Yolobus name. Even though the planning process must have begun at least 2 years ago, why it took so long to disclose the changes and involve us in the process is beyond my comprehension. I understand that you do not represent UC Davis and the new buses will be 100% owned by SacRT and Yolobus, but UC Davis is still covering the operating costs. Therefore, my voice should matter to you too.

There is a multitude of reasons why the new transit line is not an acceptable substitute for what we have now. To be brief, the new buses will be longer in duration (likely double), 70% more expensive, risk leaving commuters without a seat, less comfortable and less safe. In spite of this, the planners have continued to insist that the new transit line is

**Public Comments
Received Through 11/12/19**

here to improve our commutes. I have attended the recent town hall meetings and spent dozens of hours of my free (and working) time to better understand the reasons behind these changes. I have come to the conclusion that the project is not data-driven, but rather vision-driven, and the planners do not want to adapt to new information from their current shuttle riders. Copied below from Acrossthecauseway.com are some debunked reasons for the new plans:

Claim: The impetus for the new buses is to improve the shuttle riders' experience.

Fact: We believe the experience will be much worse (see the open letter on this website with > 500 signatures) and thus, we requested that they improve the proposed bus route by creating a survey to quantitatively understand our needs. Mr. Dulcich has purposefully delayed our request for a poll until after the deadline for the final schedule on November 18th. The planners are actively denying input from the shuttle riders in order to continue with their misguided plans obstructed.

Claim: The bus services are changing because ridership in recent years has been in decline [1].

Fact: The data used to justify the shuttle cancellation is flawed:- The planners have reported on ridership data gathered by headcounts provided by the charter bus service. However, more careful analysis indicates that the dataset is incomplete. By contrast, long-time riders have reported that ridership has steadily increased. - The planners are estimating current and future revenue from flawed back-of-the-envelope calculations rather than using real ticket sales. Their calculations of current ticket sales estimate \$3.50 in sales per bus (1-2 riders), which is likely off by an order of magnitude. - The planners have yet to collate, analyze, and/or provide data collected on ticket sales through TAPS and the cashier's office. In the town hall meetings, Mr. Dulcich acknowledged the new transit line is justified by inaccurate ridership and revenue values.

Claim: UCD cannot afford to keep the current shuttle line.

Fact: At all four of the Nov 6 and 7 town hall meetings, no budget hardline was provided that indicated that UCD could not afford the current shuttle line. One simple solution that has yet to be explored is to retain the current shuttle system and sell tickets to the general public to offset the costs. Mr. Dulcich responded that it's an "interesting point".

Claim: The new bus line will save us money and make the university "recession proof."

Fact: According to Mr. Dulcich during the Nov 7 town hall meeting, UCD plans to contribute the same monetary amount toward the operation of the new public bus line, thus not resulting in any saving. If anything, the new service is more costly; in order to provide the same level of service (passenger capacity, frequency of express routes, etc.) as the current intercampus shuttle, supplementary funding from additional grants, which have not yet been obtained, would be necessary. As a student at UC Davis, I would expect that our leadership and it's partners would uphold the same data-driven planning and transparency that my fellow peers and mentors live up to. I am appalled to be associated with such a hypocritical academic institution and I earnestly hope it can address our concerns.

80189

###/###/###

Elizabeth Grant

I am writing because I would like to express my concerns regarding the new proposed bus service from UC Davis campus to the UC Davis Medical Center campus.

I have several concerns regarding the service:

- 1.) *The proposed schedule does not include enough express routes*. The bulk of the ridership is currently a.) commuters, and b.) students shuttling between campuses for classes, labs, and internships. I urge the SacRT planners to *please add more express runs especially during peak hours*.
- 2.) *The new bus service can only accommodate three bikes. *The current buses have room for eight bikes, whereas the new buses will only have room for three bikes. Again, I uger the planners to please consider adding a bike rack to the back of the bus (in addition to the bike rack on the front of the bus) so that the bus service can accommodate more bikes. I understand that many people in Sacramento still use cars, but the Daivs population of riders heavily rely on bicycles as a form of transportation. Reducing the number of bicycles on the bus effectively cripples those riders who depends on their bikes at either end of the stop as a mode of transportation.
- 3.) *The cost of the monthly bus pass is too high. *All students and employees currently pay \$45 per month for a pass. Under the new service we would be charged \$100 per month for a bus pass. Many of us are low income and this increase in cost is unsustainable. I urge the planners to please consider an alternate fare schedule. I would like to suggest a monthly ride card that is *route specific*. That is, those of us who are only interested in this particular

**Public Comments
Received Through 11/12/19**

route (UCD to UCDCM) could buy a pass that only allows us to ride this specific route for a reduced amount. I speak on behalf of many riders when I say that I have no need for the connect card. I do not travel on the bus anywhere else in Sacramento, nor would I even if I had the connect card. A route specific card for a discounted price (~\$50 per month) would be much appreciated.

4.) *Lack of data.* I think that many of these concerns would not have been an issue in the first place if the university and the city had collected data on the current ridership, and the demand for an expanded route. I think that the city would find that we are employees and students who work long hours and we simply want to take an express bus to/from work. I would also like to ask the city to poll the current ridership to help inform their work as they continue to build the schedule, and make improvements to the bus.

Thank you.

80191

11/8/19

Frank Sharp

As a daily rider across the Causeway, it is essential there are direct connections between at least one stop on the UCD campus and UCDCM in Sacramento. Doubling the commute time would mean I would have to drive. Most of the ridership is around the start of the work day and the end of the work day.

80195

11/9/19

Richard Levinson

I am one of the more senior users, I expect. I live in Davis and use the shuttle daily to get to my laboratory on the medical campus. I can't claim any special hardship since I am in charge of my own schedule, but the availability and convenience of the shuttle allows me to save driving each day, and affords a chance to catch up on my massive e-mail backlog. But it's still 1.5-2 h of travel. If there aren't going to be express routes, and all buses have to spend time navigating to lots of stops in Davis and Sacramento, that will add at least 30 min if not more to the commute. That would be a great step down in convenience and quality of life (and the famous work-life balance). Also, if capacity is such that many people have to stand, then it will be impossible to read or do any text-based activities, so it will be very important that there should be adequate seating available.

80197

11/9/19

Abel Corona

I rely on the shuttle to commute between CSUS and UCD. I take classes at both Universities. If these changes are made, I will be forced to start driving, because of longer commute times as well as the lack of bike capacity.

80198

11/9/19

Diana Hazard-Taft

Although I am an infrequent rider of the UCD bus from the Davis campus to the Sacramento campus, I am writing to protest the proposed changes. I am able to use the bus in its current form because it does not have additional stops. The proposed new line with additional stops will not be practical for me. As such, I would incur the additional cost of driving to and parking in Sacramento when I need to visit the medical campus. Furthermore, I would contribute to traffic and air pollution to a greater extent than I currently do.

80200

11/9/19

Renee Solis

I wanted to provide input about the planned Yolobus/RT replacement for the UC Davis Shuttle, as a rider who commutes to UC Davis Med Center from UC Davis main campus.

The plus: I am happy about the plan to have electric buses. However, my biggest concern is the lack of seatbelts on the new buses. A colleague of mine was on the bus that overturned on the highway 10 years ago, and was injured. I would not be keen to ride a bus on the highway (especially I-80 through Sacramento where all the highways meet) with no seatbelt. I would drive rather than taking the risk of riding in a bus on the highway with no seatbelts. Also, the elimination of the UC Davis West Campus stop would make it inconvenient for me to ride the bus. I currently bike to the West Campus stop and leave my bike at one of the bike racks where there is a lot of traffic and is more secure than an unattended location such as Park and Ride. To make other stops (like Mace Park & Ride) feasible for me,

**Public Comments
Received Through 11/12/19**

there would need to be bike lockers. I would not leave my bike unattended all day at Target or at the Park and Ride unless it is locked in a bike locker.

80201

11/9/19

Heike Wulff

I use the shuttle between GBSF and the Education building for teaching. Abolishing the GBSF stop will force me to drive and will make me reconsider my teaching commitments. Maybe I should just stop being IOR of a major medical school course if the school no longer provides a fast and save way to connect the medical school campuses. Mrak Hall is only convenient for administrators and not educators. The proposed changes absolutely do not serve my needs. There has to be a stop at GBSF and the Silo to effectively connect the campuses. If not, why even pretend that this would serve UC Davis?

80202

##/##/##

Kevin Kawaguchi

I would like to provide commentary on the proposed causeway connection. I attended one of the town hall meetings, and I learned the activists in that meeting did not represent my needs and had ZERO interest in representing any needs other than their own. I am grateful to have the opportunity to provide my perspective.

I currently use SacRT bus 23, blue train, and Yolobus 43R express. I am interested in the expansion portion of the shuttle that could give me more commute options. I do use the shuttle between campus and ucdh occasionally as I have official business at ASB and Davis Tower now and then.

I am looking to expand the use of the shuttle in my commute. It is my perspective that ONE well-placed stop at a triple train light rail station that could open up westward option. Between gold, green, and blue trains (and connecting busses) ther is a huge coverage of the reason. If the campus shuttle were to stop at one light rail station that has all 3 trains, it could serve a huge potential population. In your analysis document on page 13, the graphic with the catchment area could be increased. It shows a radius around stops. But i feel that the catchment area could be increased to some distance around all the train lines...north east sac, east sac region, south sac region. In my opinion, the shuttle currently only helps commuters in a small pocket around UCDH. I think the the expanded shuttle service could do the same service for a good portion of the region semi-near light rail and provide a greater good over the small pocket of folks around ucdh.

For folks who do not live around UCDH, the options to Davis are limited. If you were in Davis, there are more targeted options that are simply a focus of Yolobus serving yolo residents. I'm ok with that. Im grateful they operate the single 43R. I do wish there was more 43R since 42A/B has so many stops, but i do have a way to/from Davis with either bus. The folks complaining about adding 10-15 minutes to their shuttle commute need to experience a bus, to the train, to bus 42A. Public transit is not about getting door to door without any waiting. That is a fact I accept. I wish others would too.

As can be seen in Yolobus 43R, express busses can have a few stops and still be quick. In my opinion a few well-placed stops could serve the greater good. I suggest that riders wanting to use the causeway connection could be responsible for getting themselves to a transit center or light rail station. So it seems natural that a stop anywhere between 7th and Cap and 13th and Q would hit 3 trail lines. Another natural stop could be Yolobus transit center on West Cap near Jefferson. And as riders of 43R know, west cap is quicker when 50 West is clogged up going to the causeway...so a stop in west sac might actually save some time considering how much 50 west has been slowing down recently.

I felt like people in the town hall were being bullies, unprogressive, selfish, and un-green. I am not part of that crowd.

I also have a comment about the airport service. I have used Yolobus 42a/b for that, and have no problem using that along with the blue train (i live close to bus 23 and Swanston station). I am good with this solution. However if Yolobus wants to drop airport service i would hope SacRT could pick up that destination. If the stars aligned, a really nice solution would be for the green train to go to the airport! I think I read something about that, but that seems like an expensive project so bus 42 is OK with me.

**Public Comments
Received Through 11/12/19**

Thank you for your time. I hope you can see that the region is full of UCD workers. I think the super vocal folks who live around UCDH do not represent the region. I think there are more commuters who could be served by just a few stops in the causeway connection.

Please feel free to contact me to answer questions or provide any more commentary.

80203

11/9/19

Nycole Copping

I use the inter campus shuttle regularly and rely on it to get to classes on the main campus and meetings back on the medical campus. Removing the bus and elongating the commute time will make work and school next to impossible. This transportation is incredibly important to me and many fellow students/faculty. I hope the committees involved reconsider the discussed changes for the sake of all commuters between campuses.

80204

11/9/19

Eleonora Grandi

I live in the Bay Area where my family is based, run a research lab on Davis campus, but teach in the medical school campus in Sacramento. I vanpool to Davis and depend on the UC-dedicated shuttle service to ensure I can show up on time to teach my classes. If the cancellation goes through, my commute to work and to Sacramento will be dramatically impacted, as I will need to drive my car to go to work instead of relying on more environmentally friendly choices.

80205

11/9/19

Daniel Melzer

I am writing to comment on the new UCD Med Center route. I currently rely on the UCD/UCMC shuttle to get me to work at UC Davis from my home in Sacramento. I take the bus nearly every day, typically at rush hour times (between 7:00am and 9:00 am). I live in Sacramento because I cannot afford a home in Davis. I am concerned that due to the smaller capacity of the buses as compared to the current shuttle buses (approximately half the size) and the plan for just a single morning express route, I will have an incredible amount of difficulty making it to work to teach or lead meetings if I have to be on campus at 8:00 or 9:00am. Given the fact that morning buses are already at or near capacity, the single morning express route for the new service is sure to be impacted, and I can imagine frequently being forced to wait to take the next bus, thus missing my class or meeting. I have back issues and I'm unable to stand for 30-40 minutes at a time, so I would not be able to ride the bus if it were standing room only. I absolutely cannot be twenty or thirty minutes late for class, so if this new route is scheduled as planned I will no longer take the bus and drive instead. I am hoping additional morning express routes will be considered.

80206

11/9/19

Susan Stover

I currently am faculty on the Davis campus - and come to UCDCM for collaborative research meetings and seminars. I do NOT have a parking pass and bike from home to the UC Davis campus (8 miles one way). So I do not have the luxury of driving to UCDCM for meetings and seminars. I use the UCDCM shuttle service exclusively to get between UCDCM and UC Davis. The I-80 causeway is frequently congested and more and more so every day. Decreasing public transit makes absolutely no sense. If hurting for money - raise parking fees. Lets also think about the environment.

80223

11/8/19

John Galt

This is not about any incident, it is an attempt to get through to someone at RT who knows something.

For about the past week, there have been posters on RT buses saying that RT is considering operating a service connecting the UC Davis Med Center (I assume the one here in Sacramento) with the campus in Davis, plus other unspecified service changes. The poster says that comments are requested by Nov 12 and that details can be found on sacrt.com. Well, I've looked and they can't. Please inform people about the proposed changes and ask again instead of keeping everything a secret as you are now.

Based on what you have said, I do want to comment that an RT service to Davis would be silly, especially in light of all the places here in town where previously existing service was recently cut. But if RT management really feel that

**Public Comments
Received Through 11/12/19**

better service to Davis (than the existing Yolo routes 42A/42B) is needed and Sacramento taxpayers should pay for it, then I suggest we simply subsidize Yolobus to increase the frequency of those routes to once every half hour. Please follow-up with instructions so I can learn about all the proposed changes and participate in the official public comment process IN TIME FOR ME TO DO SO. This also goes for the April 2020 changes which you hint at in the November Next Stop News.

80228
11/10/19

Thomas Jue

I have started a research collaboration early this year that requires me and my students/staff to travel regularly from UC Davis to UCDMC in Sacramento. Using the bus provides an escape from using cars, which must navigate severe traffic congestion during parts of the day and search hard for a parking spot in Sacramento. For that reason, my staff prefers to take the bus. Moreover, the staff feels that taking the bus helps reduce the carbon effluent contributing to global warming. Over the years, I've used the bus to meet and work in Sacramento. The service helps bridge the 2 UCD campuses in Davis and Sacramento. I hope you will reconsider your recent plan, which appears penny-wise but very pound foolish.

80230
11/10/19

Paul Hagerman

I heard recently that the current shuttle service will be cancelled and replaced by the commercial service. This is a serious mistake, since it will degrade the ability of students/volunteers to live in Sacramento and work in labs on the Davis campus. As you may recall, some years ago the major portion of the SOM was moved from the Davis campus to the Education building on the SAC campus.

80231
11/10/19

Jason Moore

See attached letter (3 pages).

80232
11/10/19

Nadean Brown

I live and as faculty, am based on the Davis campus. I used the current bus for 5 years to teach on the Sac campus to med students, allowing me to maintain my normal bike commute to and from home to Davis campus. I stopped using the bus only after buying an EV vehicle. The planet is dying, UC Davis states it has a "sustainable" philosophy that apparently has been abandoned. These buses are heavily used, I have had to wait an hour for the next bus during peak times when capacity is reached multiple times. It is inconvenient, but people do this because the service fits their work-life balance. Many people also take a bike on the bus to facilitate their car-less transportation philosophies. You will drive people out of this area by eliminating this service, thank you for weakening the tax base further and helping the earth die all that much faster. Yolobus cannot substitute for the UCD Davis intercampus shuttle to assume this is the case shows you do not use these services and have no first-hand information about how either system works. It is a colossal mistake and one that will impact the environment and force staff and students away from UC Davis. Stupidest plan ever in the 8 years I've been at UC Davis.

80242
11/11/19

Marian Schlotterbeck

I'm writing regarding the proposed change to the UC-dedicated shuttle service. I have been using the shuttle for years and with the new service changes, I will be forced to start driving because of longer commute times. I would like to request the current shuttle service continue with its same schedule and route. Thanks so much for your attention.

**Public Comments
Received Through 11/12/19**

80289
11/12/19
Leah Car

I'm a long time rider of the UCD Intercampus Shuttle and want to express my strong lack of support for Sac RT and Yolo County Transit taking charge of UCD's transportation needs. I find it embarrassing that UCD and their partners (you) are making extreme changes and financial decisions based on faulty and/or incomplete data! These decisions affect peoples' lives and all decision makers seem to just brush it off with a "let's wait and see what happens" action plan.

Whatever the outcome of your final decision on 11/18/19, I and many of my fellow commuters will not support it if:

1. Commutes are lengthened - they're already too long
2. Riders are left behind - peak commutes are currently full well beyond 33 riders
3. They're unsafe - no seatbelts and people standing out of desperation to make it to work/class on time
4. People scrambling to find a place to lock up their bikes, because they won't fit with reduced capacity
5. Having to share an overcrowded bus with a bunch of folded bicycles on board
6. Costs are unfair for all
7. Stress/competition with other riders while waiting for the bus - currently many riders flock to the entrance ignoring a pre-established line. Formal lines will be vital if space is limited.

Everything else is said already in our collective open letter here: www.acrossthecauseway.com.

80291
11/12/19
Ashish Shenoy

Hello, I am writing to express concern about the Causeway Connection proposal to replace the UC Davis Intercampus Shuttle between Davis and Sacramento. I commute daily to Davis for work. My wife and I purchased a house near the UC Davis Medical Center specifically because the existing intercampus shuttle offered 1) regular express service between Davis and Sacramento, and 2) reliable capacity to transport bicycles. If the new option does not continue to satisfy either of those needs, either by limiting bicycle capacity or adding stops to increase commute times, I will switch to driving across the causeway daily instead.

80292
11/12/19
Bridget McLaughlin

I'm writing to express concern regarding the proposed changes to the UC Davis Intercampus shuttle. The proposed reductions in service, pickup/dropoff locations and reduced bike transportability of the new shuttles is a step in the wrong direction. Proceeding with the proposed plan without appropriate community engagement and approval is simply inappropriate. I urge you to open the proposed changes to community feedback to reach solutions that will truly benefit UC Davis employees, and benefit the environment.

80293
11/12/19
Corey Rodda

Greetings, I currently take the intercampus shuttle between Sacramento and Davis. I rely on my bike on campus and would love bike storage on the new buses and also frequent the shuttle four to five times a week. I take the shuttle because it is safer alternative to driving, but if the busses are not equipped with seatbelts and comfortable seats I am unlikely to continue to take the shuttle. As well, the ride between Davis and Sacramento is increasingly congested with traffic -- rides generally take 30 minutes to an hour, adding extra stops on the shuttle will increase trip time significantly to the point where I will not be able to fit my intercampus shuttle rides into my grad student schedule. I will instead be forced to drive or take the amtrak.

Thank you for collecting comments about the proposed changes.

**Public Comments
Received Through 11/12/19**

80294

11/12/19

Ashley Lewis

To whom it may concern,

I am a graduate student at UC Davis and I use the shuttle everyday to get from my home in Davis to my workplace at Shriners Children's Hospital. I am very concerned about the proposed changes to the shuttle. For one I think the stop in downtown Davis is unnecessary. According to one map I have seen the downtown stop is very close to the Mondavi center and I don't see much of a point in putting a stop downtown when there is no free daylong parking downtown anyway to avoid paying at the university. I think a much better use of the other Davis stop would be either at the genome center or silo. Many people taking this shuttle (myself included) often have to drop off samples or attend meetings at either the genome center or silo area. Getting rid of these stops will require students, staff, and faculty who need to get these areas to walk 20 minutes or more which for some is not feasible.

I am also very concerned about how long this route will take. I understand that it was originally estimated to take no longer than the current shuttle does but I do not see how this is possible given all of the extra stops in Sacramento. The shuttle also already chronically runs late in the late afternoon/evening starting around 5 pm. It has taken me almost an hour to get from Sacramento to Davis before with the current route at the 5:15 departure time because the shuttle was about 15-20 minutes late getting to Sacramento from Davis and then there was traffic going back to Davis. This will still be a problem and I foresee it being much worse, with the new route. It should not take almost an hour to go 20 miles. Davis and Sacramento need to come together and work on a plan to make getting between the two cities more efficient given that more and more people are commuting between the two. Perhaps a bus only lane or something to that effect.

Lastly, I am still unclear on the cost of the monthly pass. I am a UC Davis graduate student but not a UC Davis Health Employee. What will I have to pay? Additionally, I am frustrated that UC Davis undergraduate students will be getting this service for free. Yes as a graduate student I am paid a stipend but honestly it is barely livable and, because I chose to do my dissertation work in a lab in Sacramento, I have extra commuting costs that most other graduate students do not. I am currently paying \$45 a month for the intercampus shuttle pass. I am unclear if I will be paying \$30 or \$70 but either way I urge you to consider the financial burden you are putting on riders, including students. If the pass ends up being \$70 for me, a UC Davis graduate student, it is possible I will no longer be able to afford it and will have to figure out alternatives for getting to work or will just be even tighter on money than I already am. I urge to make it clear what graduate students will be paying and advocate that because graduate students are in fact students we should be able to use it for free just like undergraduate students. If for whatever reason this is just not possible then I advocate for the \$30 rate.

Please consider these points as well as others mentioned in the letter. 500+ people signed it and it is indeed representative of most riders. I have had conversations with several other riders and we are all very concerned about how this will impact our commute, finances, and ultimately quality of life as commuting staff.

Thank you for your time.

Clerk's Note: The next comment has been redacted at the request of the person who made the comment.



Public Comments
Received Through 11/12/19

[REDACTED]

[REDACTED]

[REDACTED]

80296
11/12/19

Hanna Kahl

I am a graduate student that currently rides the Intercampus shuttle for my primary mode of transportation back and forth between Davis and Sacramento. I am alarmed about the new Causeway Connection Project. My primary concerns with this project are higher cost, lack of consistent information, and increased transit times:

1) There will be a higher cost for graduate students. All of the resources on the cost of the shuttle excludes discussion of costs for current graduate students. Graduate students on average have very low incomes and many like me do not count as university employees because we are paid through national or international fellowships instead. Increasing costs of the shuttle for graduate students, will cause us to lose our primary mode of transportation and affect our progress in obtaining our degrees. I will likely resort to carpooling more if the price increases.

2) There is conflicting information about the cost and the routes. Your resources (<https://www.sacrt.com/apps/wp-content/uploads/TitleVI-Med-Center-Draft-2019-10-14.pdf>) say that the cost will be \$35/month for employees, but the (<https://www.yolobus.com/news/index.php/585>) says that the cost will be \$100/month for employees (an increase from the \$45 month that it currently costs), and to top it off the UC Davis website says \$30/month for employees (<https://foa.ucdavis.edu/initiatives/causeway-connection>). There is the same problem with number of stops. Using the above sites again, you say that there will be 3 stops in Davis and 3 stops in Sacramento. Yolobus says 8 stops, and UC Davis says that they basically don't know. Which one is it? This is unacceptable. The switch to the causeway connection will change the daily life of hundreds of people like me that rely on the shuttle. Lack of consistent information prevents us from even making an informed decision on what transportation we will use after the switch to Causeway Connection. This lack of consistent information also shows lack of communication between your organization, Yolo Bus, UC Davis, and the general public. It is not fair to punish others for your lack of

**Public Comments
Received Through 11/12/19**

communication. This is at minimum what I expect from the Causeway Connection Project. Get the facts straight between organizations, present the facts clearly, and involve the community before making a decision.

3) There will be a longer transit time. All of the routes above indicate that there will be a longer commute time because of added stops. The commute time on the shuttle is already very long. I take the 4:10 shuttle from Davis and often don't get home until 5:30 (sometimes even 6:00). Adding extra stops will make it nearly impossible for me to make it to class and into the lab on time and much of my day will be consumed by the shuttle ride. I know that express buses are being considered but I am concerned with the limited space provided on the express buses. It is necessary to make sure that the express buses will have a seat for everyone that will take it (which is basically the entire current ridership of the UC Davis intercampus shuttle).

4) Lack of space for bikes on the bus. UC Davis is a large campus and the on-campus Unitrans do not leave very frequently (every 30 min. for many of the buses). Also, Unitrans primarily serves undergraduates; they cost for graduate students) so bikes are often necessary to get from one end to the other. If the bus does not have space for bikes, this will increase the difficulty of getting from one place to the other on campus for graduate students and faculty.

I believe the most sustainable solution to improving transportation between Davis and Sacramento, is actually keeping and investing in the current intercampus shuttle system (which is cheaper and more efficient) and working instead on improving the Causeway itself. Traffic can be very bad between Sacramento and Davis and this is only going to get worse with increased development in Sacramento and initiatives like Aggie Square. The way to keep the bus commute between Sacramento and Davis affordable, reliable, and doable period in the near future, is to build a designated bus lane. This would allow bus services to keep prices down and reduce the commute time. Also, it would make the bus more beneficial than driving, getting people off the road, which would reduce traffic and greenhouse gas emissions.

80297
11/12/19

Mandy Rousseau

I am a staff member at UC Davis and I am a supporter of public transport. Commuters between Sacramento and UC Davis could benefit a lot from the proposed Causeway Connection, if it builds a reputation for being reliable and timely. I want as many incentives for commuters to take public transport, and increasing the price by almost than double, making a longer commute, and making it more crowded are counterintuitive to that. Please do what you can to decrease the price, offer as many express busses as possible during peak commuting hours, and offer as many busses on this route as possible.

80298
11/12/19

Rose Cabral
Good morning,

I have been riding the shuttle for nine years and I can tell you that upon learning about the proposed shuttle changes, the past few weeks have been extremely frustrating, stressful and unnecessary. I have gleaned three points from the five town halls I attended and the information on the website.

1. The university is making important decisions based on inaccurate data.
2. The university is not interested in efficiency.
3. The university is not putting the values or needs of its employees, faculty, staff, or students first.

We are a world class university and we should be able to figure out a simple transit route that shuttles between Davis and Sacramento. We have experts on campus in green transportation, data analysis and marketing yet the shuttle has not been appropriately advertised, data about how many people ride/how much money is generated has not been collected and it seems the university is focusing on the green transportation solution being zero emissions buses. Zero emissions buses are great, however if they are empty because all of the current riders choose to take their low occupancy vehicles, then the questions is, does it actually solve the problem it is trying to solve?

I am on the shuttle now, in traffic from the long weekend. This bus holds 56 people and there are 45 passengers. Meaning with the new bus system that only seats 33, 12 people would have been left behind today. That is unacceptable.

**Public Comments
Received Through 11/12/19**

A few years back when the shuttles broke down more frequently I was left behind a few times. I chose to take Lyft with a few other riders to ensure I did not get to work late. Unfortunately many riders will give up on the shuttle after being left behind once because the most important thing we have found for shuttle riders is reliability. If the shuttle is not dependable I will not be able to ride because getting to work on time is important. The proposed extra stops will only add to my commute and potentially fill the shuttle before it even arrives at my stop.

Over the nine years that I have been riding the shuttle I have seen ridership increase, however the official university stance is that the ridership is decreasing. I believe that is false. Many on the shuttle are trying to lower their carbon footprint and the shuttle is a great way to do that. If the goal is to decrease congestion on the causeway the university needs to look closely at how the new shuttle proposal focuses on that goal. Or not.

Communication between campuses has been horrible. Riders at the health system get different information than riders at the Davis campus. This is a shuttle that literally connects our campuses yet TAPS and PATS can't even figure out how to communicate timely and effectively with all who ride the shuttle. A bigger question is why we have two different departments, or at the very least someone overseeing both of them. Shuttle riders have been able to work together (many times while stuck in traffic) to ensure that all are properly informed...and it's not even our job!

My biggest question is why is the university still moving forward even though almost all of the shuttle riders are sharing feedback that the new proposal will not work for them. If the shuttle was a cost savings I would see how that may be a reason to move forward, however the university officials have told us that the same money will be spent, so no cost savings. The original plan was to have the new buses come online in September of 2020. Given the lack of accurate information and pushback from riders my request is that the university push back to the original timeline to ensure the new bus rollout can be done efficiently and effectively.

I also request that the shuttle riders have a seat at the table in the decision making process. Clearly the people making the decisions do not ride the shuttle therefore don't have an accurate understanding of how it works in reality.

I have attached the notes compiled from the meetings held last week in case you would like to read the detailed questions and answers.

80300
11/12/19
Ana_Maria

I am not a regular shuttle user, but my husband has been taking the shuttle daily for the last 10 years. We have one car and carpool to the Heath Sciences Lot, where he takes the shuttle. I also use the shuttle occasionally, for meetings in Sacramento, so I do not need to drive (and find parking). My department for example uses the shuttle for visitors, when they have to go to SOM campus. First time I rode the shuttle was actually when I interviewed for my job at UCD; I had 1 day of interviews in Sacramento and 1 in Davis, so I used the shuttle to get to Sacramento. Other current users of the shuttle are graduate students who TA classes for the classes in Sacramento.

The proposed new buses will not be of interests to most of the current riders (daily or occasional users), both due to the lack of amenities (no seats, no seat-belts, no space for bikes, no convenient stops, no way of working during the ride, inconvenient for those with disabilities or mobility issues) and to the increase commute time (likely at least double the current one). Over the past few years the commute time has increased even for the shuttle; my husband actually changed his schedule to take a later shuttle, because the peak time was often full and he had to wait for the next one anyway.

I used public transportation myself in Davis and Sacramento for more than 1 year before buying a car, and I know how inefficient (and unreliable) it can be. There is no hard data to support the claim that the proposed new buses will have a commute time that is only 15 min longer. And since stops will be eliminated on UCD campus, people will need additional time to get to the Mondavi stop. If the UCDCMC shuttle will be discontinued, we will become a two car household. This will allow us to commute at times that are less busy and not add more time (that cannot be used to work) to the commute.

80301
11/12/19
Neal Fleming

**Public Comments
Received Through 11/12/19**

I do not use the shuttle regularly any more, but we have a large number of undergraduate student research assistants supporting a number of clinical research studies. This shuttle is key to their being able to participate in these studies where they are exposed to clinical medical practice, trained in clinical research and paid enough to make it worth their while. The proposed change would severely limit the ability of many of them to continue in this program.

80178
11/12/19

Joe Bolte

I'm writing in support of SacRT bus service to Sacramento International Airport, and between Davis and UC Davis Medical Center.

Today Yolobus is the only mass transit option to the airport, but it takes too long and leaves too infrequently to compete with driving or ride hailing. There is huge demand for better service along this route.

The proposed SacRT bus to Davis will also improve on Yolobus's current infrequent and slow 42 route, and be open to the public and serve downtown Sacramento, unlike the current UC Davis shuttle.

Shields Library at UC Davis is a much better location for a bus stop than the Mondavi Center, which is far from the center of campus. I also hope that any Davis-Sacramento service can be coordinated with Capitol Corridor and Yolobus, including any upcoming Yolobus Go service changes, to improve efficiency and make transit more attractive.

80303
11/12/19

Clare Cannon

I have been using the shuttle for years and with the new service changes, I will be forced to start driving because of longer commute times. As a resident of Sacramento, I live in Sacramento because Davis is unaffordable, and the shuttle is vital for me to get to the campus. Raising ticket prices and lengthening the commute times will push me to drive. I love living in Sacramento and I love my job at the University. The shuttle makes both those things possible. I am a regular on the peak time shuttles, and most days these seats are nearly full. How is a bus with 33 seats going to replace the 56 seat charter buses at peak times? The stress of being denied board at peak times will push me to drive. Fixing it later based on demand will be too late, I don't have the option of missing a few days while SacRT and Yolobus use my problems to troubleshoot their schedule.

Thanks very much.

80304
11/12/19

Ibiyemi Olowoeye

I'm concerned that the Causeway Connection as currently planned doesn't reflect the current realities of inter-campus commuting. The website states that the aim of this service is "expanding cross-causeway connections with an eye on sustainability." However, the current schedule undermines that goal and actually may force employees to revert to using their cars if they want to get to work on time. Shuttle riders can attest to the fundamental fact that commute times have skyrocketed in recent years, and most rush hour shuttles take about 60 minutes to travel from Mondavi to the Medical Center. Similarly, demand for buses and seating is much higher than planners have anticipated, with rush hour buses filling up to near capacity. How will the Causeway Connection, where the buses have a capacity of 33 seats, accommodate this demand, especially at rush hour? Finally, with Causeway traffic projected to keep increasing (especially as Davis becomes even less affordable for campus-based employees and salaries remaining relatively stagnant), how will the service change to meet the demands of commuters?

The university is citing the needs of its employees and the rest of the public as it justifies this change, but did not include at least one regular shuttle rider or member of the public in the planning process. The result is a schedule that doesn't make sense (e.g., buses leaving Mondavi at five past the hour; rush hour commutes of 35 to 45 minutes). Another failure is the inability of the communications team to provide straightforward explanations to the most innocuous questions (e.g., the feasibility of additional express buses, length of commute, anticipated ridership at the additional stops, removing the stop at the VMTH/Genome Center, current and future ridership numbers).

SacRT's purpose is to "[provide] safe, reliable, and fiscally responsible transit service that links people to resources and opportunities." While the decision to partner with UC Davis and expand transit options between cities is truly

**Public Comments
Received Through 11/12/19**

admirable, the failure to include actual shuttle riders and other members of the public in the planning process is far less so. The process of change is inevitably painful, but it is less so when all stakeholders are allowed a seat at the table.

80305

11/12/19

Marie Krug

I live in Davis and commute to UC Davis Health for work. I have ridden the UC Davis Med Center shuttle every day for over ten years. I have truly enjoyed being a green commuter and daily shuttle rider. It has had a huge impact on my quality of life. I will not ride the Causeway Connection to commute to work- I will instead drive to work every day. I have two young children (one in elementary school, one in daycare) and cannot have a longer commute due to scheduling constraints. The express buses do not offer a viable solution- the capacity (33 seats) is not going to accommodate all of the employee commuters at peak hours and I can't risk not getting a seat on the express bus and being late for work.

I have also spoken with undergraduate volunteers at the MIND Institute. They often do not ride at peak times, so will have a longer commute and will no longer be able to fit volunteering into their schedule. We rely on their volunteer work at the MIND Institute, and they rely on these internship opportunities for their med school and graduate school applications.

I am disappointed in how the university has handled this entire situation. They have not been able to provide evidence that the current shuttle is under-utilized or not working for UC Davis affiliates, nor is there any evidence that people want these additional stops in downtown Sacramento. I would hope that the you all reconsider this decision, or at the very least, add more express buses that directly connect UC Davis campus and the med center, both at peak hours and throughout the day.

80321

###/###/###

Anna Kawiecki

Hi! As a UC Davis student I pride myself in UC Davis' commitment to sustainability and values that I concur with. I am concerned that the current plan to lengthen the trip between the UC Davis and UC Med Center Campuses will have several detrimental consequences, the main one being a decreased ridership of UC Davis affiliates that are loyal and frequent shuttle riders, who will turn to driving in the face of an unsatisfactory service, thus putting up to 500 more cars on the road. I think the current system works, as it meets the riders needs of providing bike storage, quick and comfortable commute, and is more fuel efficient than all these people driving between Sac and Davis in single-occupancy vehicles. UC Davis has an obligation to its affiliates, to connect the 2 campuses, and to sustainability. I propose the shuttle riders needs be met, and their feedback be taken into account, in addition to any other changes that the consortium of UC Davis/SacRT/YoloBus deem necessary. Anything you have to do to avoid 500 more cars on the road every day. Thanks!

Open Letter from Riders
Received 10/31/19

An Open Letter Regarding the Planned Intercampus Shuttle Elimination

We are the UC Davis Intercampus Shuttle riders, and we write to express our deep disagreement with the proposed cancellation of the intercampus shuttle service. The University created the shuttle as a campus-to-campus transit option to serve its employees and students. Now it has decided to eliminate the approximately 30-year service. Intercampus commuters are being forced, with no say in the matter, into a new and vastly less appealing service that is not managed by UC Davis.

We are disturbed by the University's exclusion of the current ridership from any meaningful planning decisions. We firmly request that the shuttle be retained in its current form. Many of us, from students to staff to professors, will revert to driving due to the change, putting the proposed changes in conflict with the university's sustainability and zero emissions objectives as well as the intent of the Volkswagen emission scandal settlement funds. Some may even terminate UCD employment due to the changes because they have already made residence-to-work plans around the shuttle service.

The new YoloBus/SacRT public transit line is a major improvement for the broader community, but it is not a suitable substitute for the intercampus shuttle. UC Davis leadership's cancellation of the shuttle is a disturbing rejection of the UCD Principles of Community and its duties to serve its diverse community, especially given its recently renewed commitments to expand its community partnerships in relation to the Aggie Square initiative.

Executive summary

- **UC Davis has operated an intercampus shuttle between its Davis and Sacramento campuses for over 30 years.** Many riders have shaped their lives around the service in its current form, e.g., buying homes, setting up childcare and school enrollment, and organizing two working parent schedules.
- **The current intercampus shuttle service is well-used and well-liked.** Positive aspects include: efficient and direct campus-to-campus route, high capacity for riders (60+) and bicycles (12), comfortable seats that allow for productivity and rest, seatbelts, and low cost.
- UC Davis is planning to eliminate the intercampus shuttle (effective April 2020) and is directing intercampus commuters to a new YoloBus/SacRT public transit line. **The new line will not be managed or controlled by UC Davis.**
- While a major improvement for the broader community, **the new public transit route is not a suitable substitute for the intercampus shuttle.** Because it has not investigated

Open Letter from Riders Received 10/31/19

user needs and priorities, the UCD administration incorrectly assumes that intercampus shuttle riders will simply switch to the new public transit route.

- In reality, **most intercampus shuttle riders may return to commuting in personal vehicles** because the new public transit buses (a) will be substantially slower due to additional stops, (b) they may require standing, and (c) they lack comfortable seats and seatbelts.
- UC Davis' planning surrounding the shuttle reflects **a troubling detachment from its stakeholders** and **a rejection of the UCD Principles of Community** commitments to environmental sustainability and community service.
- Aggie Square and other efforts associated with the UCD Health growth initiative should expand public transportation and reduce pollution. They should not result in the closure of a popular commuting route and more cars on the road.
- We **firmly request that UC Davis retain the existing shuttle service** alongside the public transit route and **formally include intercampus commuters in decision making** about the shuttle.

History

The UC Davis Intercampus Shuttle has served the UCD employees, faculty, students, volunteers, and patients for over 30 years. The growth of the medical center campus spurred the need for a reliable transit service to connect the two locations through the 20 mile separation. This service has become an integral part of hundreds of riders' lives. Many riders have made large personal decisions to rent and buy homes near the bus stops, to organize childcare and schooling, to not own a car or own fewer cars, to accept and to remain at UCD jobs, and to support families with jobs in both cities. The best estimates show that some 400+ rides occur each day, and the riders have only observed the shuttle getting more popular over the last decade. The service provides a safe, comfortable, and reliable shuttle that makes the causeway commute as tolerable as possible given the current transportation options.

The shuttle serves a unique population. Facilities staff often take the earliest 5:30 am buses, 9-5 staff ride in peak commute hours, and faculty who have positions spanning the two campuses use it to get to meetings. UC Davis personnel can live in affordable housing and still work at UCD, and medical patients living in Davis have access to the services in Sacramento. Affiliates who cannot drive, along with student medical and government interns, are able to use the service for half-day commutes and more.

A broad spectrum of UCD affiliates choose to take the shuttle for a variety of reasons, all of which are important to their lives. Many have structured their lives around the service as it is and has been for three decades or more, solidifying it as a known constant in the ridership's lives.

Open Letter from Riders Received 10/31/19

Why we ride the shuttle

If asked, the current riders will mention many different aspects that make the shuttle service, in its current form, a positive commuting experience. The combination of the low cost and the rapid end-to-end commute time are likely the most valued features. The bus travel time is 25 minutes at its best, but the 1.5 hour-long commute on the worst peak hour transits is tolerable because of the direct route between the Davis and Sacramento campuses. The current cost of \$45/month or \$1.50/ride is significantly cheaper than any combination of other services suitable for a 20 mile commute: public bus, light rail, Amtrak, and personal automobile.

The shuttle starts at 5:30AM and operates until 9:00PM, allowing riders who work early to use transit as well as those who work late or need to stay in the respective city past work hours. Riders can work, sleep, read, and chat on the commute with the dedicated comfortable seats that recline and that have lighting and power outlets for each person. This opportunity for work and/or rest provides major benefits for productivity and happiness. Happiness is known to be a significant factor in choosing how to commute and where to work.

The popularity of bringing bicycles on-board the bus is huge. The current buses have carried up to 12 or 13 bicycles in the cargo bays over the last 3 years. Riders love how this allows them to solve the "last mile" problem on each end of the transit service. We are certain if more bicycle spots were available they would quickly be filled.

The shuttle also helps address the problem of limited and expensive housing in Davis by providing a fast and direct connection to an area of Sacramento with relatively affordable housing. Conversely, Davis residents that commute to Sacramento can take advantage of living in a small family-friendly town and avoid commuting through Sacramento's core. The bus is a private service and thus riders avoid many of the issues users endure in public services (e.g. noise, safety, cleanliness, discomfort, and multiple stops).

In the spirit of the UCD Principles of Community, regular shuttle riders have built strong relationships. Many of us met each other on the bus and now share experiences both at work and outside of work.

Why this will put more cars on the road

As we understand from the limited provided information, a new public transit route will be initiated when our shuttle service is terminated. The proposed SacRT/Yolobus route will introduce 4 additional stops between the current direct connection, **raising the best commute times to a minimum of 50 minutes (from 25 minutes)** and the worst to 2 hours. The proposed inclusion of one 30-seat express bus per hour during peak commute times does not adequately address this problem because (a) nearly all current shuttle riders would need the express

**Open Letter from Riders
Received 10/31/19**

service and (b) it is not planned to run during off-peak times. The **elimination of two of the three campus stops will force those riders to walk further**, for as long as 25 minutes.

Further, the planned 6AM to 7PM operation window **eliminates 2.5 hours of service daily**, cutting out the early morning employees and those that need to stay late and conflicting with evening class periods. The buses have half the number of seats as the current buses and many riders will be forced to stand for the duration of the commute or miss the desired bus. **The bus will no longer provide a comfortable atmosphere** for working or resting to maximize our productivity as students and employees. **The bus will lack seatbelts**, a major safety oversight given the high speeds and traffic on the causeway.

Costs are stated to rise for most riders. For example, UCD employee and graduate student costs will increase from \$45 to \$70 per month, although we understand UCD Health employees costs will decrease from \$45 to \$35 per month. For less frequent riders (< 30-40 rides per month) who rely on day-of single ride purchases, costs will increase by 70%. The increases amount to \$300-\$500 more annually for regular riders. Daily riders riding less than 30-40 rides per month would not save any money by purchasing the monthly pass, as is possible now.

The **buses will carry 10 fewer bicycles** than they currently are capable of, and riders will have to purchase a second bicycle and pay an additional \$20/month to use the secured bicycle parking on each end.

The route between Sacramento and Davis/UC Davis **is already covered by multiple express/commuter transit options** (Amtrak and the YoloBus 43, 43R, 44, 230, and 232). **The fact that shuttle riders do not use them is strong testament to the fact that they would also not use the new public transit route.** Many riders say that the current shuttle is only marginally slower than driving, and they prefer the shuttle because it allows them to be productive during the commute. It will be difficult to be productive on a transit-style bus with multiple stops, making the substantially increased commute time of the new service even less tolerable.

UCD leadership must recognize that **shuttle riders represent a unique transit demographic.** Riders cannot be expected to simply switch to the next-best public transit option. Eliminating the UCD intercampus shuttle will cause a large number of current riders to return to the environmentally, socially, and economically damaging use of personal automobiles across the causeway.

Open Letter from Riders
Received 10/31/19

UCD has excluded intercampus commuters from planning and decisions

We believe that UC Davis has a sincere interest in addressing faculty, staff, and student needs with its transportation services. We are writing this letter to convey our transportation needs because we do not believe that they have been adequately considered yet.

A likely reason why the proposed public transportation alternative does not meet commuter needs is that the planners have thus far demonstrated highly unsatisfactory communication and engagement with us. **Until October 29, we had not received any communications about the shuttle service changes, including when requested directly and repeatedly over three months.** Integrated cross-campus communication on parking and transportation issues has been essentially nonexistent for years. Riders have had to develop and manage our own listserve to effectively advocate our input.

Those who attended the open houses were explicitly told by UCD and other project staff that the planners were uninterested in surveying users to learn more about their needs. Planners focused on justifying already-made decisions and brushed off numerous rider suggestions and requests. It was clear that the administration considered most decisions finalized and/or under the purview of Yolobus/SacRT rather than UC Davis.

UCD's obligation to its community

We rely on UC Davis leaders to uphold our Principles of Community's values of environmental sustainability, diversity, inclusion, and service. UC Davis' decision to cancel the intercampus shuttle, and its exclusion of stakeholders from the planning process, have caused us to question leadership's commitment to these values.

The fact that the UCD planners view the new SacRT/Yolobus route as a suitable substitute for UCD's shuttle service reflects a troubling detachment of UC Davis leadership from its stakeholders' needs and a questionable vision for environmental stewardship, workplace quality, and community service.

Careful consideration of the impacts and external perceptions of its decisions is important now more than ever as UC Davis seeks to forge new relationships, attract collaborators, and generally strengthen its presence in Sacramento through the Aggie Square initiative. UC Davis has cleverly capitalized on the new Yolobus/SacRT electric bus service and has framed the VW scandal-funded service as an example of its own innovation. However, long-term connectivity between the Davis and Sacramento campuses is going to be dependent on actual commuters' needs rather than short-term publicity and flashy optics. We believe that UC Davis is capable of

Open Letter from Riders Received 10/31/19

innovation without alienating its diverse student body, employees, and neighbors -- and that this is infinitely more likely with adequate dialogue and stakeholder engagement.

Conclusion and vision for the future

A careful examination of the needs of intercampus commuters reveals that

- (a) the current intercampus shuttle service is well-liked, well-used, and highly effective, and
- (b) the new SacRT/Yolobus route, while certainly a major improvement for the broader community, emphasizes UCD-Downtown connectivity rather than an efficient and comfortable commute between UCD campuses.

UC Davis leaders currently seem to be operating as if current intercampus shuttle riders will readily switch to the new Yolobus/SacRT service. In reality, the increased commute time, reduced capacity (person and bike), and reduced comfort will lead many current shuttle riders to revert to driving themselves rather than switching to the new public transit line.

Our request to UC Davis is as follows:

1. Retain the intercampus shuttle in its current form alongside the new Yolobus/SacRT line

As daily and near-daily commuters between Davis and Sacramento, we can attest that these lines serve completely different user groups: the intercampus line focuses getting UCD students and employees between campuses and from residential areas to their workplaces, whereas the Yolobus/SacRT line connects businesses and institutions. We are confident that retaining both lines will lead to improved transit for a much larger number of people.

2. Include shuttle-riding stakeholders in any decision-making surrounding the intercampus shuttle

We have been shut out of all meaningful decision-making thus far. Many consequential and irreversible decisions were made before ever consulting riders, and current outreach sessions appear intended to placate riders rather than to meaningfully address their concerns. We therefore suggest a mechanism that ensures that riders' needs are meaningfully addressed: official voting power in planning decisions and membership on the Administrative Advisory Committee for Transportation. We are a diverse group with the collective knowledge, experience, and intelligence that can only help make transit better for the University's students and employees.

The ridership wants to see a future that offers:

- Abundant, frequent, fast, and affordable mass transit options that connect Davis and the Sacramento region

Open Letter from Riders Received 10/31/19

- Less traffic congestion, fewer single occupancy vehicles, dedicated bus lanes, light rail connections that span cities, and less pollution
- Opportunities to live where we want and need to live
- Simply happier commuters

There are possible changes to our beloved shuttle service that would be major positive gains to our and future riders' lives. We would love to work with the planners and decision makers to make this future a reality.

Our personal stories

Below is a collection of personal statements made by some of the current shuttle riders. They are included to show that what we have written above is rooted in the real needs and desires of the ridership.

I am blind & live in Sacramento, commuting to & from Davis. I rely heavily on the shuttle to commute from Sacramento to Davis, & from the Sacramento drop-off point to the various satellite clinics surrounding the Med Center. I also rely on the buses that run from the main hospital to the 39th street light rail station. If/when this money-driven change occurs next April as anticipated, then getting from home to work & back, as well as getting to & from various medical appointments will be much more difficult, not just for me, but also for many other faculty, staff, & students with disabilities who rely on the current shuttle service for independent travel to & from work or school. The University talks about wanting to reduce the number of people who drive, so they won't have to build more parking lots. This proposed change, with the smaller busses with reduced bike capacity, will have exactly the opposite effect. They want students and employees to drive less and take public transit but make it much more difficult & inconvenient for us to do so.

--Russ Zochowski, Disability Specialist, Students with Medical, Mobility, and Visual Disabilities, Student Disability Center

The existence of an express shuttle has made it much more attractive to be (previously) a student and (now) a research staff at UC Davis. Given the housing in Davis is limited and expensive, it should be a no-brainer for UC Davis to continue to support this direct shuttle to a relatively affordable area of Sacramento with abundant housing.

--Derek Young, Postdoctoral Researcher, Department of Plant Sciences

**Open Letter from Riders
Received 10/31/19**

I wonder what impact a list of people who would look for employment elsewhere would have? If not for the shuttle, I would probably look for employment closer to home.

-- Andrey Furmuzan, Asst Dir of Business Operations, FOA Business Partners

I think, too, that the shuttle service matters to graduate students who want to live in Sacramento. And that this should matter to UC Davis. Speaking for myself and my family, living in Davis wasn't really an option (my partner works in Sac; we have day care in Sac) and so the shuttle service is crucial to the graduate student/graduate life experience. For me, it's made the whole thing possible and I wouldn't have wanted/been able to buy another car and use that car to travel on the freeways back and forth 3-4 days a week.

-- Adam D. Musser, PhD Candidate, Language, Literacy, & Culture, Graduate Student Executive Committee Representative, AERA Division G, Graduate Student Researcher, Transformative Justice in Education Center, School of Education

I recently moved from Davis to Sacramento specifically close to the Med Center for the convenient proximity to the shuttle. I'm a Davis grad student who relies on the shuttle system. I can also add a perspective as a patient. During late spring, I tore ligaments in both of my wrists and had to be casted for 6 weeks simultaneously. I still lived in Davis at the time and often had more than 1 appointment a week for doctor visits, MRIs and cast changes. I heavily relied on the bus during that time and for several weeks after since I couldn't physically drive for a long time. Many students in Davis are referred to UCDCMC for specialty appointments and I'm sure this shuttle service change will impact them as well.

-- Lisa Rosenthal, Doctoral Candidate, Ecology, Rizzo Lab

I am a UCDH employee (I live in Davis) and a regular shuttle rider for many years. In response to the counterpoint that we can just take an earlier shuttle to arrive to work on time, this is not feasible for those of us with young children. I use the shuttle to commute from Davis to my job on the Sacramento campus. I need to be to work at 9 am. I currently ride the shuttle that leaves from the genome at 8:13. My oldest child attends a Davis elementary school which starts at 8:30. I have hired a babysitter to walk him to school so I can leave the house to bring my younger child to daycare prior to picking up the bus at 8:13. The daycare opens at 7:30. Even if I got my child to daycare right at 7:30, I am concerned that under the new system I would not be able to make it to the bus stop early enough to catch a bus to get to work by 9 am. I would also have to leave work earlier at the end of the day in order to get back to Davis in time to pick up two kids from two different locations before daycare closes. If the shuttle is replaced by the new bus system, I will be driving every day. Other parents who ride the shuttle are in the same

**Open Letter from Riders
Received 10/31/19**

situation as me. I imagine some parents using the shuttle only have one car for the family so their situation is even more challenging than mine (fortunately my husband and I each have a car).

-- Marie K. Krug, Ph.D., Assistant Project Scientist, UC Davis MIND Institute

Yolobus already operates a line that provides express service directly between the UC Davis campus and downtown/Midtown Sac: [the 43](#) (which runs a few times from UC Davis through East Davis to Sac in the mornings and returns in the afternoons) and [the 43R](#) (which runs once in the morning Sac->Davis and once in the afternoon on the return route). Granted, the price of these rides is higher than the current shuttle and the trips are not very frequent and currently only take place during peak commute times. But I used to take the 43R when I lived in Midtown and it was pricey but great. So if there is so much pent up demand for this route between UC Davis and Downtown/Midtown Sac, it already exists. If Yolobus is a partner in this new shuttle service, why isn't the 43/43R service being improved/expanded/subsidized to meet this supposed demand, rather than adding stops to the shuttle which will significantly increase travel time and also create a duplicative service? I ride the shuttle from Sac to Davis in the mornings, and our afternoon trips during peak hours (e.g. 4:10 bus and 5:10 bus) often take an hour from Mondavi to the Med Center *on the current route*.

-- Brandon Louie, M.S., Community Engagement Coordinator, UC Davis Center for Regional Change

I've commuted from Sacramento to Davis for 3 years now in order to get to school. I've stayed here to avoid loans for housing in Davis that I just can't afford. I come from a relatively low-income household. I wasn't gifted a car like many are and instead have to save for my own. I'm a full time student taking an average of 15 units each quarter on top of an internship and part-time job (even two at times). I haven't been able to afford a car yet, which means I commute 2 hours (one-way) on public transit just to get to class each day. If my travel time is extended even further with this new system, I have no idea what I'll do. I can't financially afford a car or to move to Davis, yet I can't afford more time to be wasted on just getting to class. On top of that, these new buses will seat less people. The possibility of having to stand for 30+ minutes on a moving vehicle just to get to class is absurd to me. I'd miss out on even more valuable time either doing school work or taking a quick nap, which the current system allows me to do, only to have to stand before or after a long day of lectures. Not to mention that this newer system starts later and ends earlier than the current one. I've taken (required) classes that end at 8pm. If this newer system is put in place, I could be stranded out in Davis if I have to take other classes like that. To me, it seems like UCD and the city of Sacramento have stopped caring about the people who take this shuttle in lieu of make a profit off the public. We can't afford to take the brunt of this change.

-- Gillian Collier, UCD Undergraduate

**Open Letter from Riders
Received 10/31/19**

My name is S. Josh Shahryar. I'm a graduate student in the Religious Studies Department, living in the Elmhurst area. I suffer from severe PTSD, which prohibits me from operating any kind of complicated machinery that might endanger my or someone else's life - including cars. This means that I almost solely rely on the shuttle service to get me to Davis and back home. Ordinarily if I could drive, I'd only spend an hour a day commuting, but because of my disability, I am forced to spend 2.5 hours a day getting to Davis and Back and when traffic is bad, you can expect 3+ hours on the road. This is despite the fact that the shuttle service right now basically does a straight dash to Davis.

Any disruption in the shuttle service or a service that takes even longer would just take more hours out of my day that I could be spending doing research, teaching classes, grading papers or just taking a break from a super busy academic career. Consider the fact that I am not the only person with a disability who rides the shuttle that will be impacted by any changes. And given that we have no choice, it would be cruel and unfair to not consider our plight.

-- Josh Shahryar, Graduate Student, Religious Studies

I am an Associate Professor in the University Writing Program at UC Davis. I have been taking the UCD/UCMC 3-4 days a week since I started working at UCD four years ago. I share a car with my wife, so the shuttle is my primary resource for getting to and from work, as I live in Sacramento. The two most important aspects of my job as a professor are teaching classes and attending meetings (often meetings that I am in charge of facilitating). Regular and reliable shuttle bus service is critical for me to ensure that I am at my class on time and that I am not late for meetings. With the increasing traffic of the causeway, I am already taking a bus an hour before I need to be on campus to ensure I'm not late. For example, if I have a 9:00am meeting or class to teach, I can't rely on the bus that leaves the Med center at 8:10am because the rush hour traffic will often mean the bus won't arrive at Mondavi until five minutes before my class or meeting on the other side of campus is due to start. Therefore I have to take the 7:10am bus to ensure I can be on time to teach at 9:00am. I am concerned that additional stops may add significant delays and may force me to take an even earlier bus, and I am concerned that if there is not enough space on a rush hour bus, I will have to wait to take the next bus and I will potentially miss the class I'm teaching or miss an important meeting that I'm leading. I'm frustrated by the lack of consultation with regular shuttle riders as UCD looks to change the shuttle service, and I'm concerned that our needs are not being considered.

-- Daniel Melzner, Associate Professor, University Writing Program

I am one of the more senior users, I expect. I live in Davis and use the shuttle daily to get to my laboratory on the medical campus. I can't claim any special hardship since I am in charge of my own schedule, but the availability and convenience of the shuttle allows me to save driving each day, and affords a chance to catch up on my massive e-mail backlog. But it's still 1.5-2 h of travel. If there aren't going to be express routes, and all buses have to spend time navigating to lots of stops in Davis and Sacramento, that will add at least 30 min if not more to the commute.

**Open Letter from Riders
Received 10/31/19**

That would be a great step down in convenience and quality of life (and the famous work-life balance).

Also, if capacity is such that many people have to stand, then it will be impossible to read or do any text-based activities, so it will be very important that there should be adequate seating available.

-- Richard Levenson, MD, Professor and Vice Chair for Strategic Technologies

I have been working for the University for 28 years. I started in Davis, but had to live in Sacramento because I could not afford to live in Davis. I was finally able to find a job in Sacramento and was quite happy working and living in Sacramento. In 2015, our department decided to consolidate and my job was relocated to Davis. At the time, we were renting, however we were forced to move because our landlord was selling. Unable to buy a house in Davis, we bought a home in Sacramento. The ONLY thing that made this doable, was the existence of the Shuttle. My husband is disabled and we mostly rely on my salary. My car is currently unable to make the drive between Davis and Sacramento. I get off of work at 4:00pm and take the shuttle from Lot 56. It leaves at 4:14, and as it is with traffic, it will get to the Med Center at 5:15 or later. I then drive from the Med Center home and get home around 5:45pm. With the removal of the Health Sciences stop, I am not even sure how I would be able to take the shuttle. The Mondavi stop is not close or convenient, particularly in inclement weather, and the other proposed stops in Davis are even worse. I would have to take an earlier bus just to get to work on time, a later bus going home because I would have to be able to get to an alternate bus stop, the extra commute time with the addition of the other stops in Sacramento, will make it so that I will be getting home much later extending my commute time by 2 hours a day.

Please reconsider this decision. I have always thought of UC Davis as holding the quality of life of their employees as being important. The decision to remove this service and have it altered so substantially not only affects the lives of the employees that use the service, but those of every employee that commutes since it will inevitably put more cars on the road, result in more pollution, and ultimately affect the quality of life of all of the people who use the I80 corridor between Davis and Sacramento during commute hours.

-- Donis Edwards, Interlibrary Loan Assistant, Carlson Health Sciences Library

I have been using the shuttle service since 2014 to travel from the Davis campus to the Sacramento Campus. This is my main mode of transportation across the campuses since I don't have a personal vehicle to use. I used the shuttle system as an undergraduate for my volunteering at UCD Health. During my graduate studies, I often travel to Sacramento to meet with my graduate advisor and preceptor. Now as an employee working on the Sacramento campus, I depend on the shuttle system even more for my daily commute from Davis.

-- Carter Yang, SPLICE Education Analyst

**Open Letter from Riders
Received 10/31/19**

The shuttle from Davis Campus to the Sacramento Campus is an important part of my work life. Although I fairly often need to drive to work for various reasons, I bicycle from my home to Mondavi and take the shuttle to work approximately 7-10 days per month. This is a great addition to my health and helps the environment as well, and is actually a valuable element to me of working at UC Davis. If the single ride fare is eliminated and the only option is monthly passes that even with the university contribution would cost substantially more than I now pay per month for my more limited use of the shuttle, I would have to seriously reconsider using the shuttle at all. Furthermore, the loss of this good part of my work life would weigh in on to some degree in any decisions I might make about staying at UC Davis versus going to a different institution. Although I am fine with some of the changes that have been proposed, I would ask that the single fare rides be maintained at the current cost or some equivalent situation developed.

-- Barton L. Wise, MD, Associate Professor, Orthopaedic Surgery and Internal Medicine

I am a 4th year graduate student and I live in Sacramento and take the bus everyday to get to the Davis campus for both research and teaching obligations (3 classes + office hours every week). I actually lived in Davis during my first year of graduate school but moved after 9 months after my husband and I decided to forego the high-rent apartment and instead purchase a home close to the Med Center. I echo other commuters when I say that the cost of buying a home/renting in Davis was not within budget and therefore not an option for us. One of the main factors that went into our home buying process was the fact that there was a well-established, consistent transit option that would make the possibility of a convenient commute for me — and now my husband, who recently accepted a position at Davis — possible. It is "not" an exaggeration when we say that major life decisions were based around this commute. My time and quality-of-life matters to me and I would hate for it to be treated like an abstract non-issue.

The impending changes that are said to take place in April has been a source of anxiety for me already. I am excited about the idea of having a more sustainable, Earth-conscious commute option. However, I believe that this new option with its current intended route is a deterrence to those who currently ride the bus. The current route is already a long commute so to add not even just one stop but "multiple" new stops is very alarming. I have already had multiple conversations with my husband about the possibility of moving to different cities/our future job outlook at Davis and elsewhere and the possibility of perhaps driving to Davis. I feel that I am not the only one who has been stressed and am sure that others have been considering the pros and cons of driving personal automobiles to/from work as well. I very much so wish to continue taking the bus and not contribute to causeway traffic, but I am weary about giving up even more of my time/life to a longer commute that I might not even have a guaranteed seat on. I get a lot of work done on the bus currently and am not excited by the possibility of having to stand on a bus in the midst of busy causeway traffic for over an hour after a day of work.

I ask that decision-makers listen to the current ridership's thoughts and feelings regarding new plans and make a bigger effort to acknowledge that this affects many people's quality of life and job satisfaction. Davis and Sacramento are both great places to live and work — but only if

**Open Letter from Riders
Received 10/31/19**

we're not sitting (or maybe soon even standing) in a bus for such an extended period of time. Thank you.

-- Hyunsoo Kim, PhD Candidate, Department of Biomedical Engineering

I'm a first year (1L) at King Hall (UC Davis School of Law). I'm actually from South Sacramento, near Elk Grove, at the beginning of this school year, considered moving closer to Davis to attend the university. I moved to Natomas in August but once I learned of this bus from the UC Davis Medical Center to Sacramento, I immediately started looking for places in downtown and East Sacramento. I found a new place and moved in at the end of September and have been living in Midtown.

Now, I commute five days a week by bicycle to the UC Davis Medical Center and then take the bus to school. It's incredibly convenient for me because it is more direct than any other public bus. I also am appreciative that the cost is reasonable for a law student (who is not allowed to work at all their first year!). I know a few friends who also commute using this bus in addition to the other riders that are staff members, undergraduate students, and other graduate students.

I sincerely hope that this bus schedule and route will not be cancelled as it motivated me to move to Midtown Sacramento, has provided a convenient and efficient route for me to get to school, and reduce my carbon footprint.

-- Jen-Ann Lee, J.D. Candidate, UC Davis School of Law

One of my major concerns is safety on the new buses. There will be no seatbelts. It is a universal and unarguable truth that wearing a seatbelt increases your chances of surviving an accident. All bus drivers wear them, but there will be none for passengers. The new bus will run more frequently and have more stops than the current schedule, increasing the chances of accidents. The UC Davis shuttle bus has a history of being hit or even flipping on its side on the freeway. A consequence of which was broken bones and permanent disability for some of the passengers -as there were no seat belts.

UC Davis occasionally sends round health questionnaires. One question that is always asked is "do you wear a seatbelt", the implication being you are a greater health risk if you don't. The argument to not include seatbelts is that at present there is no law to enforce them on a commuter bus, or Yolo buses. However, as UC Davis is one of the leading hospitals in the area, they should insist on a higher standard of safety for their passengers. This will increase well-being and reduce anxiety. Not having seatbelts on a bus traveling at 70 miles per hour on the freeway in heavy traffic, rain, fog, wind etc., doesn't sound very safe.

I think this issue is being ignored and was dismissed out of hand when I raised it at the last set of meetings.

-- Paul Ashwood, Ph.D., Professor, M.I.N.D. Institute

**Open Letter from Riders
Received 10/31/19**

I am with Paul on the passenger safety concern. Senate Bill 20 (SB 20) went into effect in July 2018 required all driver and passengers in commercial buses to wear a seat belt (see enclosed hyperlink). Passengers are exempt if conditions below are met. I am not clear how passengers on these electric buses can be exempted from seat belt requirement mandated by SB20.

•Passengers are exempt if leaving his or her seat to use an on board bathroom.

•Parent, legal guardian or chartering party is responsible for passengers 8 – 16 years old to wear seat belts. x Parent, legal guardian or chartering party is responsible for passengers under 8 years old and under 4 feet 9 inches in height, unless he or she is acceptably restrained by a safety belt.

•If it is not possible to ensure a child, ward, or passenger who is under eight years of age and under 4 feet 9 inches in height is acceptably restrained by a safety belt because of his or her size they shall be secured in an appropriate child passenger restraint system that meets applicable federal motor vehicle safety standards.

https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201720180SB20

The number of stops and road conditions have direct impact on the total travel time. The electric bus committee reported the estimated one way travel time is 45 minutes. Does this estimation take account of the peak hours traffic? Did the committee pull the GPS data from All West Coach lines to validate their estimation? I am a regular shuttle bus commuter for the last 10 years. This estimation may work during the non-peak hours. What is their estimated travel time during the peak hours?

-- Kenny K. Lam, Senior Pharmacist, EMR Pharmacy Team/Clinical Information Systems

I am a UCD-UCDMC shuttle bus rider. I have two concerns with regard to the proposed changes to the shuttle service.

The first was well summed by Paul Ashwood with the statement he just emailed: safety. The causeway is a known hot spot for accidents. I feel extremely uncomfortable crossing the causeway without seatbelts. There have been many occasions in my recent memory where the driver has had to slam on the brakes, and the passengers were thrown into the seat backs in front of them. Not providing seatbelts is a flagrant safety violation, and I feel that it is the most basic obligation of the university to provide us with a safe method of transport.

Secondly, I'm sure I'm not alone when I say that I work long hours. I am on the 7:10 am shuttle from the UCDMC and I return on the 6:10 pm shuttle (arrives at UCDDMD ~6:50 pm). There are many of us who do this run. Adding on four stops to this route will add considerable time to our commute. I know that folks are claiming that it will not add time, but that is impossible. How can you drive through the slow downtown region of two cities and not add time? Their claim makes me wonder if they are conducting careful analyses at all. Regardless, their route seems to be

**Open Letter from Riders
Received 10/31/19**

firm. As a daily commuter who works long hours, I am requesting that they please add several express runs (UCDMC-UCD) in the morning and evenings for the commuters. I am sure that I speak for many when I make this request.

--Elizabeth Grant, PhD Candidate, Department of Earth and Planetary Sciences

I share many of the concerns brought up! I'm sure this has probably come up already, but for those of us who work on the veterinary campus, walking from Mondavi is a good 25 minutes. In the dark or inclement weather, this will not be feasible or safe. So in addition to the aforementioned problems with the proposed changes, this is not a realistic way to serve the needs of the entire UC Davis community.

--Mikel Delgado, PhD, CAAB, Post doctoral fellow, Medicine and Epidemiology

I have my own concerns being a disabled person. I have had both hips replaced and have had complication post-surgery. As of right now it's already a struggle having to walk from Hutchinson to the end of west health sciences drive and I could ride a bike, but with limited bike space it would be hard for me to depend on that. It's such a stress to have to think about having to walk from Mondavi or where ever they decide to drop-off/pick-up.

-- Amanda Storms, California Animal Health and Food Safety Lab (CAHFS)

I've been riding the shuttle for nine years. I chose to ride the shuttle after I got rid of my car to become a one car household. If it wasn't for the shuttle I would not work in Davis. I have experienced the ups and downs of the shuttle commutes, however the thing I like best about it is the community it creates. A diverse cross section of our Davis campus and Sacramento campus ride the shuttle, everyone from our landscaping crew to graphic designers, nurses, professors and doctors. From student volunteers to faculty and staff.

I've seen problems solved during rush hour traffic that would have taken numerous emails to address. I've seen people from various departments come together on the bus to devise creative solutions.

The shuttle provides respite in what would otherwise be a high stress miserable commute across the causeway. Shuttle riders arrive to their destination refreshed because they were able to nap, caught up because they were able to get some work done, and energized because they had a dynamic conversation with the person sitting next to them. The return on investment of these costs cannot be easily measured but they should be taken into consideration.

**Open Letter from Riders
Received 10/31/19**

The lack of communication regarding the shuttle is where most of my frustration comes from. Since 2012 I have been asking for more consistent, frequent updates from the transportation departments both in Davis and Sacramento. Those requests have been frequently ignored, including just a few weeks ago with the latest round of shuttle info sessions. The Davis and Sacramento campus still seem to be operating in silos, to the detriment of all shuttle riders and the UC Davis campus at large.

The first email expressing frustrations I had with the shuttle (and solutions!) was back in 2012. The words I wrote then unfortunately still ring true today:

"The campus is encouraging more and more people to take advantage of "green" opportunities; however carpooling via the UC Davis shuttle with no guarantee of a ride home and minimal options for those who need their bicycle to travel (another green option) seems to be discouraging more people every day. Please work with the people who ride the shuttle to come up with solutions that work for everyone so we can continue to enjoy our commute and help the environment." (August 30, 2012)

-- Rose Cabral, Staff, Office of the Chancellor and Provost

I have been a loyal UC Davis shuttle commuter from Sacramento to Davis for almost 8 years and hope to continue for many years to come. Unfortunately, with the current proposed transition to public transit scheduled for April 2020, doing so will likely not be possible. With the increase in traffic over the years, my current roundtrip commute door-to-door has increased to approximately 2 1/2 - 3 hours per day, which has negatively affected my health and well-being.

I simply cannot extend my commute beyond our already long shuttle rides. If the current public transit proposal is approved (smaller buses with reduced seating, increased ridership, added stops in both cities with no express shuttles), I will either opt to carpool, drive alone, or a combination of the two for as long as I can. Many of my fellow commuters have expressed similar sentiments. Unfortunately, both of these options will add more cars to the I-80 corridor, to the cities of Sacramento and Davis and to UC Davis parking lots.

Additionally, many of our undergraduate and graduate students rely on the shuttle to commute to and from school, jobs and internships. Many care for families or don't drive at all so having a relatively short commute is vital. Increasing their commute times, including having just one stop on campus, and reducing bike capacity, could jeopardize their ability to continue at UC Davis or to participate in jobs and internships necessary for career exploration and professional development opportunities.

Under our current UCD shuttle and public transit systems, the UCD affiliates and the public at large already have multiple transit options that cover the proposed routes. I find it difficult to

**Open Letter from Riders
Received 10/31/19**

believe downtown Sac and Davis commuters require even more options beyond the current RT, light rail, Unitrans and YoloBus routes plus their access to shared bikes and scooters. Meanwhile those of us having to commute from outside the grid are finding it harder and harder to access it.

Therefore, I support maintaining a dedicated UC Davis inter campus shuttle that exists to serve the needs of our culturally and economically diverse UCD students, staff and faculty. If that's not possible, I would support express busses operating during peak commute hours between UCD and UCDMC campuses with plenty of seating and bike capacity. That may mean sending two busses at a time during heavy commute times.

-- Rachael C., Staff

**Letter from Jason Moore
Received 11/10/19**

**Comments from a concerned Sacramento citizen and Intercampus Shuttle rider
regarding the proposed SacRT/YCTD/UCD public transit route**

November 10, 2019

SacRT and YCTD Board Members,

I have ridden the UCD Intercampus Shuttle daily for the last 4.5 years. Neither my wife nor I own a car and I either walk, bicycle, or use mass transit to get everywhere I need to go in life and have done so for 18 years. I accepted my job at UC Davis and chose my home location in Sacramento based on the fact that there is a **flexible hourly direct transit option** from the UCD Med Center to the UCD campus. This is a service UCD has offered to their employees consistently for over 30 years, which is by now inherently an employee benefit. This allows my wife and I to have good jobs in the two cities, although the commute for me is still just tolerable.

Unfortunately, **UC Davis is abandoning me and upwards of 500 other students, staff, faculty, and patients** by eliminating this shuttle as we know it.

I am an ardent supporter of public and private efforts to reduce the number of cars in our transportation system by introducing options that are better, more convenient, and more affordable than driving an automobile. The most obvious and maximally impactful solution for lowering emissions, reducing traffic congestion, reducing traffic fatalities, and increasing people's travel happiness is removing single occupancy vehicles from the road in favor of mass transit. For example, moving a passenger from a single occupancy vehicle to a diesel bus reduces per person total emissions 9 times more than switching a passenger from a diesel bus to an electric bus¹.

Unfortunately, there is no evidence that the proposed elimination of UCD's Intercampus Shuttle will reduce the number of cars. In fact, the riders' anecdotal and emerging objective evidence points to many of the 500 shuttle riders finding other ways to get across the causeway, most likely in single occupancy vehicles. SacRT and YCTD are banking almost completely on UCD providing 500 weekly riders and more that \$600,000 per year to subsidize this public route.

People chose among commute options based on a large set of factors, some of which are transit frequency and transit power energy source. But research shows that commute duration is a vastly larger concern than frequency, especially for travel between cities [1]. Research also shows that happiness in one's commute is a large factor in choosing the commute option [2,3]. For better or worse, private shuttles for workers are consistently rated better than public options for happiness and preference [1]. The good thing is that any well occupied bus, public or private, is removing cars from the roads.

¹ 8.9 = (410 gCO₂/passenger/mile [SOV] - 11 gCO₂/passenger/mile [EV Bus Freeway]) / (56 gCO₂/passenger/mile [Diesel Bus Freeway] - 11 gCO₂/passenger/mile [EV Bus Freeway])

**Letter from Jason Moore
Received 11/10/19**

With this research in mind, UC Davis did zero investigation of the 500+ current shuttle riders to determine whether they would prefer the proposed new transit route before they made seemingly immovable decisions that drastically affect mine and the other riders' lives. SacRT, YCTD, the City of Sacramento, and the City of Davis followed suit and collected little to no hard evidence to support their claims that making the change as proposed will decrease vehicles on the causeway or make for a better commute for the likely riders. The parties involved have now been awarded millions of public dollars with virtually no evidence to back their inflated claims in the associated grant proposals. This is not how public agencies and research universities should be making decisions. As a professor that explicitly trains engineers to stick to evidence informed decision making, it is shameful that the agencies involved would violate this social contract with the public, their students, and their employees.

I do not yet understand why UC Davis, SacRT, YCTD, and the cities' leadership are so fixated on this exact proposed plan when hundreds of current shuttle riders have repeatedly and clearly expressed how this plan will negatively affect them. Two hundred of the ~500 current riders concerns are expressed in detail at our website:

www.acrossthecauseway.com

Nearly 600 individuals have signed their names to the letter to express their support for the terms outlined there. Chancellor May and Vice Chancellor Lubarsky, Health Campus CEO, did not respond directly to our letter and have seemingly dismissed our requests of retaining the shuttle and having seats at the decision making table.

If they and you gave us a seat at that table, we could discuss the many alternatives that are both better for the public and for the current shuttle riders. Why the involved agencies are not considering these is unbeknownst to me and the other riders. For example, here are some alternatives that should satisfy all concerned parties:

1. Retain the UCD shuttle exactly as it is, except allow the public to buy tickets. The fares from the public ticket sales can be used to increase capacity if there is demand. The buses awarded to the regional transit agencies can then be used to improve other routes. There is a SacRT/YCTD 2036 goal to ultimately convert all buses to electric, so why can't it be started on other existing public routes where there would be no turmoil?
2. Retain the UCD shuttle exactly as it is. Add the planned public bus route adjacent as proposed with the electric buses. Do both. This increases capacity, frequency, and transit options for the public and does not degrade the current service.
3. Retain the UCD shuttle exactly as it is. Use the electric buses to make the 42A/B have higher frequency and express options AND/OR to make the 43/43R/44 more frequent.
4. Implement the proposed line and eliminate the existing shuttle but retain all of the most important features that the current shuttle riders want: hourly direct service med center<->mondavi center, no increase in direct service commute duration, seat belts on

**Letter from Jason Moore
Received 11/10/19**

all seats, \$1.50/ride cost, \$45/month cost, seats for all people at peak times,
5:30AM-9:00PM operating time, extra stops on campus for those that don't/can't walk as
far (genome center/silo), 10+ bicycles carried per bus, etc.

All of these options and more are possible. The leaders can make changes without enraging the
current riders and causing them to find other transportation across the causeway or, even
worse, quitting their jobs.

The concerned 200+ riders have reached out directly to Chancellor May and Vice Chancellor
Lubarsky over a week ago. Both have dismissed our letter and concerns for all intents and
purposes. We do not understand why the Chancellors have so little regard for their staff's,
students', faculty's, and patients' opinions. Chancellor May, just last week, addressed 500 other
employee's concern about lack of pay almost instantly yet we only get to talk to the Chancellor's
stonewalling government relations officer. We are not government! We are UCD's employees
and students.

SacRT and YCTD still have a chance to be outstanding public agencies by postponing the
decisions that will result in the elimination of the UCD Intercampus Shuttle and telling UC Davis
that they must address the riders' concerns. With this extended time and a requirement to
include the riders in decision making, surely an alternative solution that suits all parties involved
(including the actual riders) can be reached, likely with a design that makes transit better for
everyone across the causeway. I plead with the transit agencies to do this for me, the existing
500+ riders, and potential future riders.

Sincerely,

Jason K. Moore, PhD
Faculty, Mechanical and Aerospace Engineering Department
Member, Institute of Transportation Studies
University of California, Davis

[1] J. Zhu and Y. Fan, "Commute happiness in Xi'an, China: Effects of commute mode, duration, and frequency," *Travel Behaviour and Society*, vol. 11, pp. 43–51, Apr. 2018.

[2] A. Stutzer and B. S. Frey, "Stress that Doesn't Pay: The Commuting Paradox*," *The Scandinavian Journal of Economics*, vol. 110, no. 2, pp. 339–366, 2008.

[3] S. Handy, "Commute Time as Quality Time," *Transfers*, p. 7, 2019.

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

APPROVING A TITLE VI SERVICE AND FARE EQUITY ANALYSIS

WHEREAS, SacRT is considering introducing new bus service, known as the Causeway Connection, which would meet the definition of a major service change, as defined in Resolution 15-12-0137, and which would also allow undergraduate students with a University of California, Davis student ID to ride the service at no cost, resulting in a fare change, as defined in Resolution 15-11-0129; and

WHEREAS, a Title VI service and fare equity analysis of the proposed changes has been prepared, was made available for public review on October 14, 2019 for a 30-day comment period, and was publicized in accordance with SacRT policy on major service changes and on fare changes; and

WHEREAS, the Title VI change equity analysis has been revised to reflect adjustments to the proposed changes; and

WHEREAS, the Title VI equity analysis found that there might be potential disparate impacts to minority populations and that there might be potential disproportionate burdens to low-income populations from adopting the proposed service changes because the proposed service is expected to be less utilized by minority and low-income populations than SacRT's overall system; and

WHEREAS, the Title VI equity analysis found that there were no potential disparate impacts to minority populations and that there were no potential disproportionate burdens to low-income populations from the proposed fare change;

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Board of Directors has reviewed, is aware of, and approves the Title VI equity analysis set forth in Exhibit A; and

THAT, the Board of Directors recognizes that the proposed service will effect a transition of an existing private, closed-door shuttle service into a public, open-door service, which will be more beneficial to minority and low-income populations than existing conditions; and

THAT, the Board of Directors recognizes that the operating and maintenance cost of the proposed service would be fully funded for a three-year period by a discretionary grant and by third-party operating assistance from the University of California, Davis, both of which are conditioned upon the new service being implemented as planned; and

THAT, recognizing these facts, the Board of Directors finds that the only alternative to the proposed new service would be a no-action scenario, which would confer fewer benefits to minority and low-income populations; and

THAT, the Board of Directors therefore finds that there is a substantial legitimate justification to implement the service and amend the fare structure as specified in the Title VI analysis.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

Exhibit A

Title VI Service and Fare Equity Analysis



Title VI Service and Fare Equity Analysis
for Causeway Connection Bus Service

FINAL

November 18, 2019

(this page intentionally left blank)

CONTENTS

1. Purpose of Analysis..... 1
2. Project Description 1
3. Title VI Requirements..... 3
4. Existing Conditions..... 4
5. Impacts of New Service..... 7
6. Impacts of Fare Change 10

FIGURES

1. Example 40-Foot Proterra Catalyst E2..... 2
2. Existing SacRT Demographics..... 4
3. Minority Population Density 5
4. Low-Income Population Density 6
5. Demographic Comparison for Service Change 7
6. Catchment Area of New Service 9
7. Demographic Comparison for Fare Change..... 10

(this page intentionally left blank)

1. Purpose of Analysis

Pursuant to RT's major service change policy and in accordance with federal Title VI civil rights requirements, the purpose of this analysis is to identify and document any potential disparate impacts on minority populations or disproportionate burdens on low-income populations (DI/DB) resulting from initiation of the service and related changes to the SacRT fare structure.¹

2. Project Description

The University of California, Davis (UCD) currently runs an hourly shuttle bus between the UCD main campus in Davis and the UC Davis Medical Center (Med Center) in Sacramento. The shuttle operates Monday through Friday on hourly headways, is funded by UCD, and is operated by a private carrier.

Over the past year, staff from SacRT, UCD, the Yolo County Transportation District (YCTD), the City of Sacramento, Electrify America (EA), and the Sacramento Area Council of Governments (SACOG) have been developing a plan to change the service from being a private, closed-door intercampus shuttle to being an open-door public intercity express service with stops in Downtown Sacramento and Davis, using a new all-electric bus fleet. Under the proposed plan, ownership of the fleet and operation of the service would be split 50/50 between SacRT and YCTD.

The fleet will consist of 12 full-size Proterra Catalyst E2 battery-electric buses. Six buses will be owned by SacRT, six by YCTD. Overnight charging will take place at SacRT and at Yolobus yards. In-service charging will also be available at the Med Center terminal and at Mondavi Center terminal in Davis. The fleet and charging infrastructure is being paid for, purchased, and constructed by EA with the assistance of SacRT and YCTD, pursuant to the Volkswagen settlement with the California Air Resources Board (CARB), as approved by the SacRT Board on February 25, 2019. Buses will be 40-foot low-floor transit buses with 33 seats, two wheelchair spaces, three bicycle racks, free WiFi, and USB charging ports at all seats.

Operating Cost – The gross annual operating cost of the new service is estimated at \$1,620,000. For the three year term of the Memorandum of Understanding (MOU), CMAQ funds would pay half the operating cost, net of fares. The remainder of the \$1,620,000 budgeted operating cost, minus fare revenue, would be paid by UCD, except for a minor contribution not to exceed \$47,500 by SacRT and a matching contribution from the City of Sacramento.

¹ RT's major service change policy is stated in Resolution No. 13-08-0125. The Federal Transit Administration's (FTA's) guidance related to Title VI of the Civil Rights Act of 1964 and Executive Order 12898 is specified in FTA Circular 4702.1B.

Figure 1
Example 40-Foot Proterra Catalyst E2



Service Description – The new service would take effect on April 6, 2020 and operate Monday through Friday every hour from approximately 6:00 am to 8:00 pm with 20 minute frequency during morning and afternoon peak hours. It is expected to have three stops in Davis and approximately three stops in Sacramento. Travel times will be approximately 45 minutes from end to end, consistent with the existing service.

Fare Structure – SacRT fares would be in effect (i.e., \$2.50 base fare, \$1.25 discount fare, \$100 monthly passes, free for TK-12 students) and Connect Card and Zip Pass would both be accepted. Like many major employers, UCD is planning on subsidizing employee pass purchases, reducing the out-of-pocket price to \$35 per month. (This would be a reduction in out-of-pocket price from the existing \$45 monthly pass for the shuttle.) UCD undergraduate student ID cards would be valid for unlimited rides on the service, but not on other SacRT routes.

Marketing and Customer Information – The new service will be rebranded as the “Causeway Connection” and jointly operated by SacRT and YCTD. UCD will maintain a central web page for the service. To create a seamless customer experience, (1) both agencies will use the same route number, (2) timetables will show trips operated by either agency, and (3) customers will be directed to a single third party app which will integrate both operators’ real-time vehicle location data.

Approval Authority - As proposed, the Causeway Connection would become a service of both SacRT and YCTD. The SacRT Board would acquire the authority to make alterations to the service and/or fare structure, subject to SacRT’s major service change and fare change policies; however, SacRT would agree to synchronize changes with YCTD and conform to the approximate service description set forth in the three-party MOU.

3. Title VI Requirements

Under SacRT's major service change policy, initiation of this new route is considered a major service change and requires a Title VI service change equity analysis. The SacRT fare structure would also be amended to include the UC Davis Undergraduate Student ID as a valid group fare for customers boarding the Causeway Connection. This change requires a Title VI fare equity analysis. These two analyses have been combined into this single document.

SacRT policy requires Title VI analyses be made available for a 30-day public review and comment period, that the SacRT Board of Directors and staff review public comments and take them into consideration, and that the SacRT Board of Directors approve a final equity analysis prior to adoption of major service changes or amendment of the fare structure.

SacRT plans to present a revised and final version of this report to the SacRT Board of Directors on November 18, 2019 and seek approval at that time of the new service, the fare changes, and the MOU with YCTD and UCD.



4. Existing Conditions

Based on Census data, the SacRT service area is 53.2 percent minority² and 20.1 percent low-income.³ Figures 3 and 4 illustrate minority and low-income population density in the SacRT service area. Based on passenger surveys, prior to the major changes for SacRT Forward in September 2019, actual SacRT ridership is 69.0 percent minority and 47.8 percent low-income.⁴ Based on how service levels changed on particular routes, staff estimated that with the SacRT Forward changes now in effect, SacRT ridership is now 72.3 percent minority and 55.8 percent low-income.

**Figure 2
Existing SacRT Demographics**

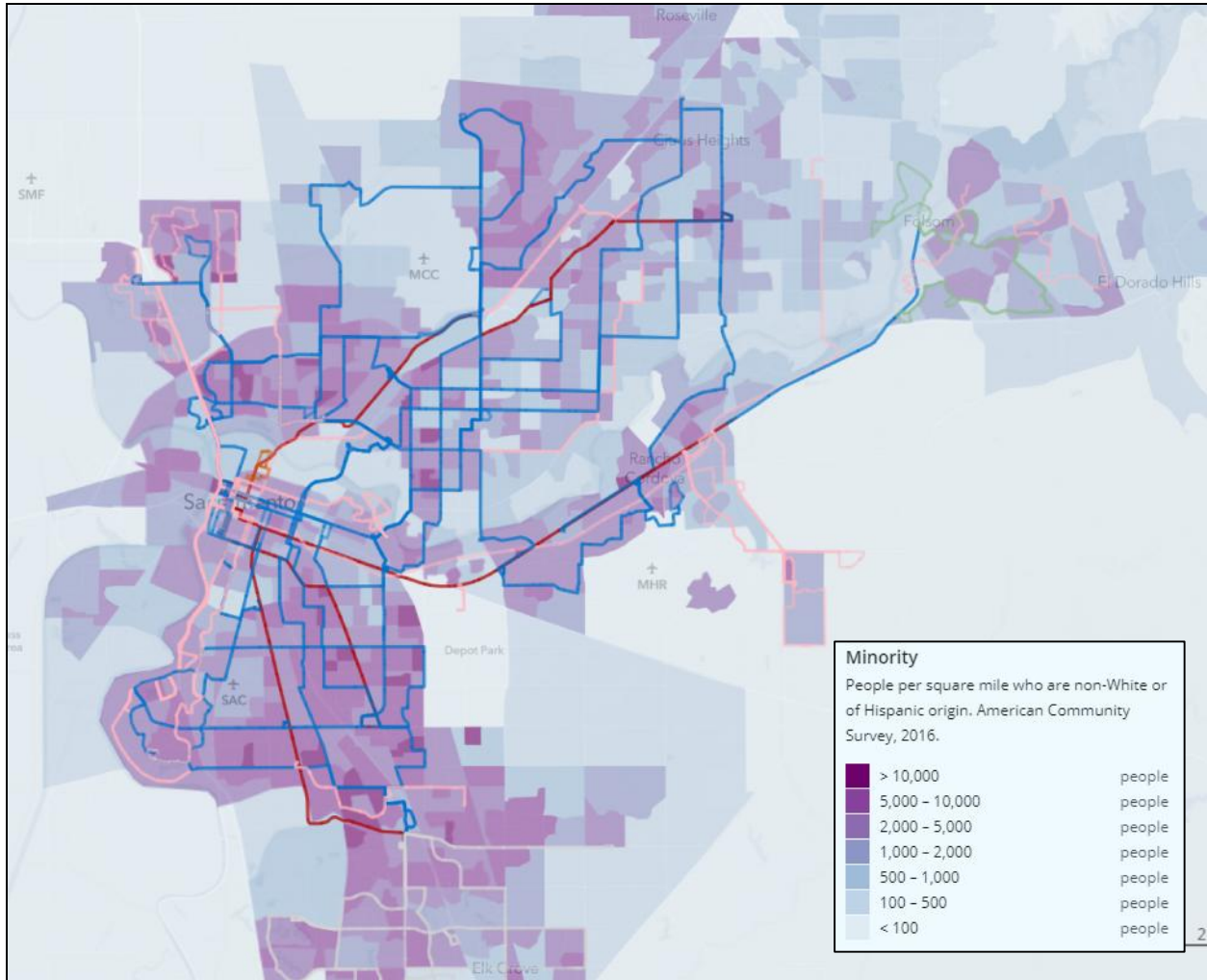
| | Service Area | Actual Customers (Post SacRT Forward) |
|------------|--------------|--|
| Minority | 53.2% | 72.3% |
| Low-Income | 20.1% | 55.8% |

² FTA defines a minority person as anyone who is American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, or Native Hawaiian or other Pacific Islander.

³ FTA defines a low-income person as a person whose household income is at or below the U.S. Department of Health and Human Services (HHS) poverty guidelines. The HHS definition varies by year and household size. For the purpose of this analysis, RT used HHS poverty guidelines from 2013. Survey participants were asked their household size and their household income from a list of ranges. For the purposes of this survey, the participant's income is assumed to be the midpoint of the range selected. For example, if a passenger selected a household income range of \$25,000 to \$35,000, that passenger's income was assumed to be \$30,000 for the purposes of this analysis.

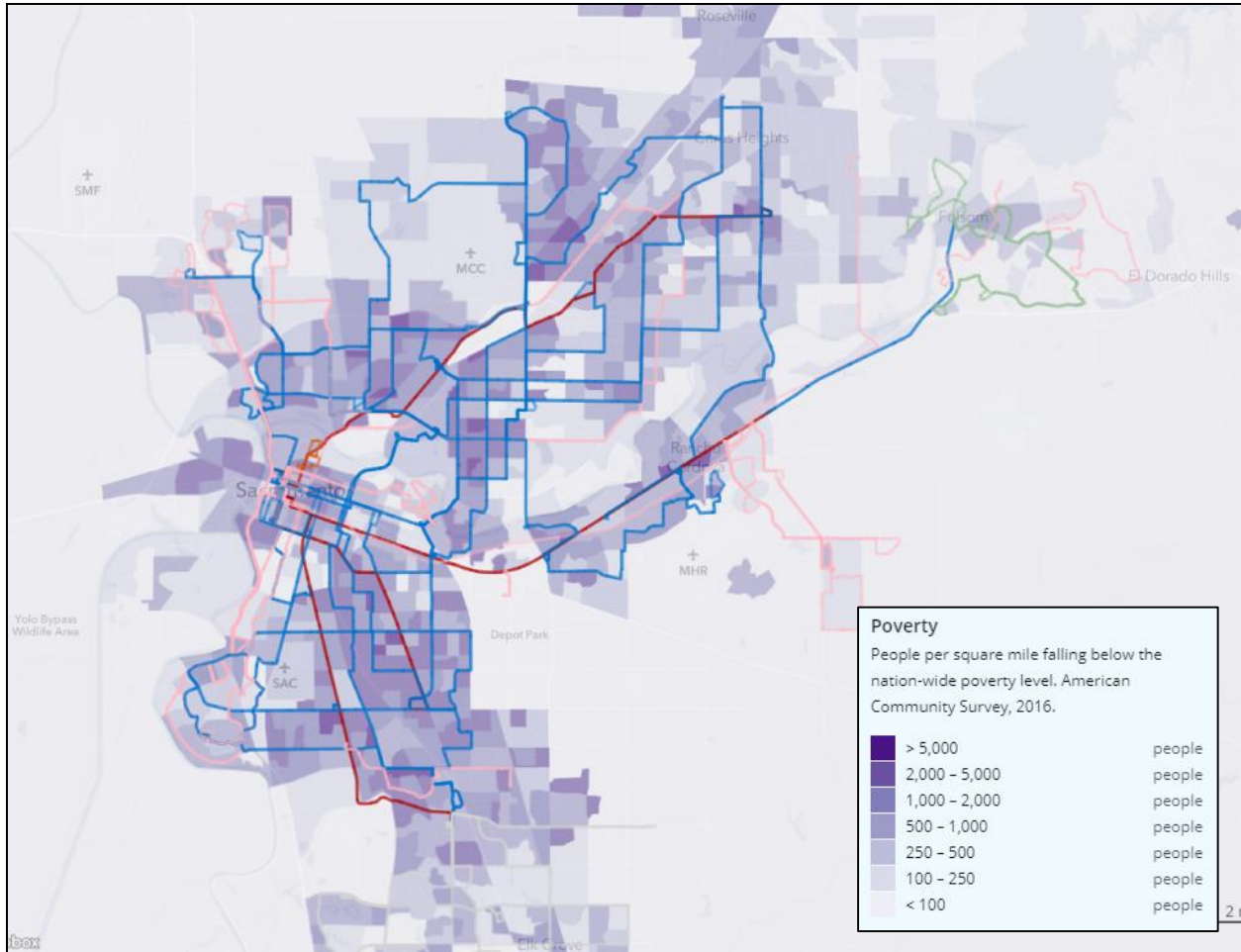
⁴ In April 2013, an on-board passenger survey was conducted aboard SacRT buses and light rail trains. Passengers on randomly selected trips on all SacRT routes completed a self-administered questionnaire on various rider characteristics, including minority and low-income status. An updated survey is planned for 2020.

Figure 3
Minority Population Density



Source:
2017 American Community Survey, 5-year data set (2013-2017)
Prepared using Remix software

Figure 4
Low-Income Population Density



Source:
2017 American Community Survey, 5-year data set (2013-2017)
Prepared using Remix software

5. Impacts of New Service

Based on employee and student data furnished by UCD, and passenger survey data on existing shuttle rider affiliations, existing shuttle riders are estimated to be approximately 23.7 percent minority and 36.4 percent low-income. While ridership on the new Causeway Connection will differ, the demographics of the existing riders are believed to be a reasonable indicator of what demographics of the new service’s riders would be.

Existing SacRT customers are 72.3 percent minority, compared to only 23.7 percent for existing shuttle riders, a difference exceeding SacRT’s 15 percent threshold of statistical significance; therefore, *there may be potential disparate impacts (DI) to minority populations from the new service.*

Existing SacRT customers are 55.8 percent low-income, compared to only 36.4 percent for existing shuttle riders, a difference exceeding SacRT’s 15 percent threshold of statistical significance; therefore, *there may be potential disproportionate burdens (DB) on low-income populations from the new service.*

**Figure 5
Demographic Comparison for Service Change**

| | Existing SacRT Customers | Existing Shuttle Riders |
|------------|--------------------------|-------------------------|
| Minority | 72.3% | 23.7% |
| Low-Income | 55.8% | 36.4% |

The above findings of potential DI/DBs do not prohibit SacRT from implementing the proposed changes; however, before doing so, the SacRT Board must declare a “substantial legitimate justification” for the changes, show that there are no alternatives that would have a less disparate impact on minority riders, and take steps to avoid, minimize, or mitigate impacts to low-income riders, where practicable.

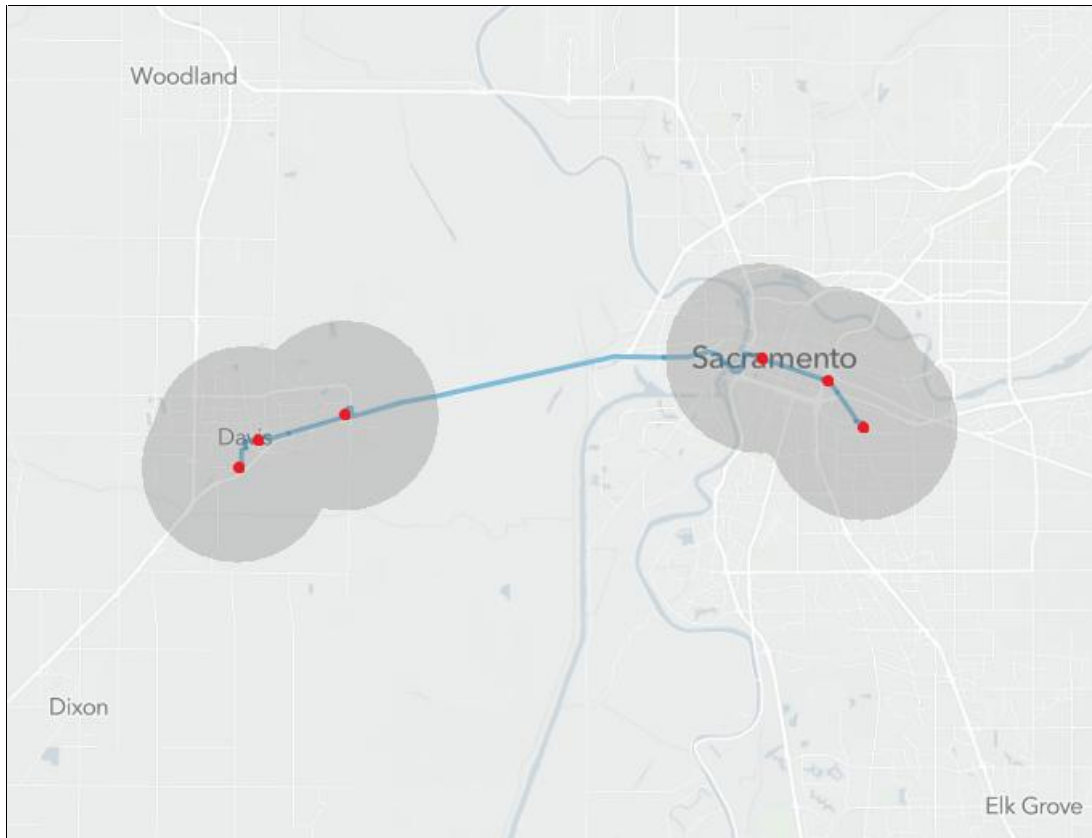
Justification - Justification for the changes can be found when the context of the changes is considered. From the standpoint of SacRT alone, the project would add new service that would disproportionately serve non-minority and non-low-income populations; however, from the standpoint of the partnership collectively, and from the standpoint of actual beneficiaries, the project would essentially turn an existing private,

closed-door shuttle into public transportation, open to the general public. Therefore, in substance (and contrary to the *prima facie* numerical analysis) the results of the project will actually result in a clear *benefit* to minority and low-income populations compared to the status quo.

It should also be noted that the service becoming public transportation would also trigger a requirement for complementary paratransit service to persons with disabilities, under the Americans With Disabilities Act, which must be fulfilled by the operating agencies (i.e., SacRT and YCTD). SacRT customers eligible for ADA paratransit are estimated to be 82.0 percent minority and 74.6 percent low-income, both well above SacRT fixed-route system averages

Alternatives - With respect to alternatives and/or the avoidance, minimization, or mitigation of impacts, the relevant fact is that the project is not a unilateral action by SacRT and it is not funded from SacRT's unrestricted funds. On the contrary, capital costs are being covered by a purpose-restricted settlement (i.e., via Electrify America) and operating costs would be covered by a purpose-restricted grant (a Federal Congestion Mitigation and Air Quality grant) and by UCD, at its discretion. Because there is no net capital or operating cost to SacRT, and because of the specific restrictions on the various funding sources, SacRT's only realistic alternative to proceeding with the project as negotiated would be, a no-action scenario, which would be of no benefit to minority/low-income populations whatsoever.

Figure 6
Catchment Area of New Service



The Causeway Connection is planned to have stops at: (1) the Mondavi Center, (2) Downtown Davis, (3) East Davis (near Target), (4) Downtown Sacramento (near P and 7th Streets), Midtown Sacramento (near P and 30th Street), and (6) at the Med Center.

6. Impacts of Fare Change

Under the proposal, UCD undergraduate students would be allowed to make unlimited rides on the Causeway Connection using their student ID cards, which would be considered a new fare type for SacRT, requiring an equity analysis. Users of this fare type would be conferred a benefit by being allowed to ride for free. These users would be UCD undergraduates, who as a group, have much different demographics than existing shuttle riders overall. Undergraduates are estimated to be 72.0 percent minority and 58.7 percent low-income.⁵

Systemwide SacRT ridership is 72.3 percent minority, so the new fare type would have 0.3 percent lower minority utilization; however, differences of less than 15 percent are not considered statistically significant. Therefore, *there are no potential disparate impacts to minority populations from creating this new fare type.*

Systemwide SacRT ridership is 55.8 percent low-income, so the new fare type would have 2.9 percent greater low-income utilization. Therefore, *there are no potential disproportionate burdens on low-income populations from creating this new fare type.*

**Figure 7
Demographic Comparison for Fare Change**

| | Existing SacRT Riders | UC Davis Undergraduates |
|------------|-----------------------|-------------------------|
| Minority | 72.3% | 72.0% |
| Low-Income | 55.8% | 58.7% |

*Sources:
UC Davis Common Data Set 2018-2019*

⁵ Pell Grant eligibility was used as a proxy for low-income status and was taken, along with ethnicity, from the UC Davis Common Data Set report for 2018-2019, available at <https://aggiedata.ucdavis.edu>.

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

CONDITIONALLY ADOPTING SERVICE CHANGES TO ESTABLISH A NEW CAUSEWAY CONNECTION BUS SERVICE TO UC DAVIS MEDICAL CENTER

WHEREAS, SacRT is considering introducing new bus service, known as the Causeway Connection, which would meet the definition of a major service change, as defined in Resolution 15-12-0137; and

WHEREAS, a Title VI equity analysis of the proposed service has been prepared, was made available on October 14, 2019 for a 30-day comment period, and publicized in accordance with SacRT policy on major service changes; and

WHEREAS, the Title VI equity analysis found that there might be potential disparate impacts to minority populations and that there might be potential disproportionate burdens to low-income populations from adopting the proposed changes; and

WHEREAS, the Board of Directors reviewed, made itself aware of, and approved the Title VI equity analysis and found that there was a substantial legitimate justification to implement the service changes and amend the fare structure; and

WHEREAS, the Board of Directors anticipates approval and execution by the General Manager/CEO of a Memorandum of Understanding (MOU) with the University of California, Davis (UCD), and the Yolo County Transportation District (YCTD) to fully fund the operating and maintenance cost of the service for the three-year term of the MOU; and

WHEREAS, because operations, maintenance, and capital costs for the proposed service have been fully-funded under the MOU and prior agreements, the Board of Directors intends to exempt the new service from the route sunset process described in Resolution 15-12-0137, which would otherwise subject the new service to potential automatic elimination, if minimum ridership productivity standards were not met.

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the proposed changes are exempt from the California Environmental Quality Act, per California Public Resources Code, Section 21080(b)(10) and Title 14, California Code of Regulations, Section 15275(a); and

THAT, conditioned upon full execution of the MOU by UCD, SacRT and YCTD, SacRT will implement the Causeway Connection bus service shown in Exhibit A, effective April 6, 2020, and coordinate shared operations of the service with YCTD in accordance with the MOU, for the duration of the three-year MOU; and

THAT, the Board of Directors hereby exempts the service from the route sunset process of Resolution 15-12-0137, Section 3.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

Exhibit A

Causeway Connection Map and Schedule

Introducing the **PROMOTIONAL**
Causeway  **CONCEPT**
Connection 

Coming online April 6, 2019

More commute options...new all-electric fleet... free Wi-Fi and charging



Hours of Operation

Monday – Friday

Hourly service.....6:00 am to 8:00 pm
 20-min service.....6:00 am to 8:00 am
 20-min service4:00 pm to 6:00 pm

Stops and schedule subject to minor changes prior to implementation

-  East Davis Express
-  Sacramento Reverse Commuter
-  Mondavi Express

\$2.50 adult fare
 \$1.25 senior/disabled fare
 TK-12 students ride free
 UCD undergrads ride free



causewayconnection@sacrt.com



Causeway Connection

Exhibit A

Eastbound to Sacramento

| GBSF | Davis | | Downtown Sacramento | | | T/34th | UCDHealth |
|-------|---------|----------|---------------------|--------|--------|--------|-----------|
| | Mondavi | Mace PNR | Q/7th | Q/16th | 29th/R | | |
| 5:38a | 5:44a | 5:53a | -- | -- | -- | 6:10a | 6:15a |
| -- | 6:25a | -- | -- | -- | -- | 6:45a | 6:50a |
| 6:54a | 7:00a | 7:10a | -- | -- | -- | 7:27a | 7:32a |
| -- | 7:10a | 7:20a | -- | -- | -- | 7:37a | 7:42a |
| 7:14a | 7:20a | -- | -- | -- | -- | 7:40a | 7:45a |
| -- | 8:00a | 8:10a | -- | -- | -- | 8:27a | 8:32a |
| -- | 8:10a | 8:20a | -- | -- | -- | 8:37a | 8:42a |
| 8:14a | 8:20a | -- | -- | -- | -- | 8:40a | 8:45a |
| -- | 8:50a | -- | 9:07a | 9:10a | 9:14a | -- | 9:22a |
| 9:04a | 9:10a | -- | 9:27a | 9:30a | 9:34a | -- | 9:42a |
| -- | 10:15a | -- | 10:32a | 10:35a | 10:39a | -- | 10:47a |
| -- | 11:15a | -- | 11:32a | 11:35a | 11:39a | -- | 11:47a |
| -- | 12:20p | -- | 12:37p | 12:40p | 12:44p | -- | 12:52p |
| -- | 1:20p | -- | 1:37p | 1:40p | 1:44p | -- | 1:52p |
| -- | 2:20p | -- | 2:37p | 2:40p | 2:44p | -- | 2:52p |
| -- | 3:20p | -- | 3:45p | 3:48p | 3:52p | -- | 4:00p |
| -- | 3:45p | -- | 4:10p | 4:13p | 4:17p | -- | 4:25p |
| 4:09p | 4:15p | -- | -- | -- | -- | 4:45p | 4:50p |
| -- | 4:25p | -- | -- | -- | -- | 4:55p | 5:00p |
| -- | 4:50p | -- | 5:20p | 5:23p | 5:27p | -- | 5:35p |
| 5:09p | 5:15p | -- | -- | -- | -- | 5:35p | 5:40p |
| -- | 5:25p | -- | -- | -- | -- | 5:45p | 5:50p |
| -- | 5:50p | -- | 6:15p | 6:18p | 6:22p | -- | 6:30p |
| -- | 6:20p | -- | 6:40p | 6:43p | 6:47p | -- | 6:55p |
| -- | 7:20p | -- | 7:37p | 7:40p | 7:44p | -- | 7:52p |
| -- | 8:20p | -- | 8:37p | 8:40p | 8:44p | -- | 8:52p |

Westbound to Davis

| UCDHealth | Downtown Sacramento | | | Davis | |
|-----------|---------------------|--------|--------|----------|---------|
| | 30th/R | P/16th | P/7th | Mace PNR | Mondavi |
| 5:40a | 5:48a | 5:52a | 5:55a | -- | 6:13a |
| 6:20a | -- | -- | -- | -- | 6:45a |
| 7:00a | 7:08a | 7:12a | 7:15a | -- | 7:38a |
| 7:10a | -- | -- | -- | -- | 7:40a |
| 7:15a | -- | -- | -- | -- | 7:45a |
| 8:00a | 8:08a | 8:12a | 8:15a | -- | 8:38a |
| 8:10a | -- | -- | -- | -- | 8:40a |
| 8:15a | -- | -- | -- | -- | 8:45a |
| 8:45a | 8:53a | 8:57a | 9:00a | -- | 9:18a |
| 9:15a | 9:23a | 9:27a | 9:30a | -- | 9:48a |
| 10:15a | 10:23a | 10:27a | 10:30a | -- | 10:48a |
| 11:15a | 11:23a | 11:27a | 11:30a | -- | 11:48a |
| 12:20p | 12:28p | 12:32p | 12:35p | -- | 12:53p |
| 1:20p | 1:28p | 1:32p | 1:35p | -- | 1:53p |
| 2:20p | 2:28p | 2:32p | 2:35p | -- | 2:53p |
| 3:20p | 3:28p | 3:32p | 3:35p | -- | 3:53p |
| 3:50p | 3:58p | 4:02p | 4:05p | -- | 4:23p |
| 4:20p | -- | -- | -- | 4:46p | 4:56p |
| 4:30p | -- | -- | -- | -- | 5:00p |
| 4:50p | -- | -- | -- | 5:16p | 5:26p |
| 5:15p | -- | -- | -- | 5:43p | 5:53p |
| 5:25p | -- | -- | -- | -- | 6:00p |
| 5:50p | -- | -- | -- | 6:14p | 6:22p |
| 6:20p | -- | -- | -- | 6:40p | 6:48p |
| 7:20p | -- | -- | -- | 7:38p | 7:46p |
| 8:20p | -- | -- | -- | 8:38p | 8:46p |

Stops and schedule subject to minor changes prior to implementation

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

November 18, 2019

DELEGATING AUTHORITY TO THE GENERAL/MANAGER CEO TO APPROVE A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE SACRAMENTO REGIONAL TRANSIT DISTRICT, THE YOLO COUNTY TRANSPORTATION DISTRICT (YCTD), AND THE UNIVERSITY OF CALIFORNIA, DAVIS (UCD) FOR OPERATION OF THE CAUSEWAY CONNECTION

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the General Manager/CEO is hereby delegated authority to enter into a Memorandum of Understanding with the Yolo County Transportation District and the University of California, Davis for operation of the Causeway Connection on substantially the same terms as set out in Exhibit A.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

Exhibit A

Memorandum of Understanding
Draft Terms

**Memorandum of Understanding
Draft Terms**

1. Parties
 - a. Sacramento Regional Transit District (SacRT)
 - b. Yolo County Transportation District (YCTD)
 - c. University of California, Davis (UCD)
2. Term
 - a. Three year term
 - b. Takes effect 4/1/20
 - c. Ends 3/31/23
3. Service
 - a. Monday through Friday only
 - b. Route is from Mondavi Center in Davis to UC Davis Medical Center in Sacramento
 - c. Stops are to be determined, but will be approximately 3-4 stops in Davis, 3-5 stops in Sacramento
 - d. Trips will take approximately 45 minutes one way
 - e. Headways will be approximately hourly, except during peak hours, when there will be additional trips
 - f. Combined service will include approximately 26 one-way vehicle trips per day each direction
 - g. Service will be approximately 13,500 revenue vehicle hours per year
 - h. Service will be operated approximately 50/50 between SacRT and YCTD (i.e., approximately 26 one-way trips per agency)
4. Cost
 - a. Gross operating cost of the service will be considered to be \$1,620,000 per year for the three year term
 - b. Net cost will be gross operating cost minus fare revenue
 - i. UC Davis undergraduate student IDs generate no upfront fare revenue for SacRT and YCTD
 - c. CMAQ grant funds will pay 50 percent of net cost, split 50/50 by SacRT and YCTD, with a maximum of \$810,000
 - d. Local match will be equal to CMAQ contribution and will be paid by UCD, SacRT, and City of Sacramento
 - i. UCD will contribute first \$615,000
 - ii. SacRT and City of Sacramento will contribute next \$95,000 split 50/50 (separate agreement with City of Sacramento)
 1. SacRT contribution not to exceed \$47,500
 2. City of Sacramento contribution not to exceed \$47,500
 - iii. Final \$100,000 will be paid by UCD, if necessary, due to lower-than-expected fare revenue
 1. Total UCD contribution not to exceed \$715,000
 - e. A fraction of payments from UCD will be treated as fare revenue, to account for use of undergraduate student IDs, as described in Section 7
5. Flow of funds
 - a. CMAQ funds will be claimed and collected by SacRT from FTA; YCTD will invoice SacRT for their amount as specified in Section 4; YCTD will not be

**Memorandum of Understanding
Draft Terms**

- a direct Federal recipient for CMAQ funds for this project; SacRT shall act as a pass-through agency
 - b. SacRT and YCTD will divide CMAQ funds quarterly as follows:
 - i. SacRT and YCTD will track ridership and fare collection on the Causeway Connection, separate from the remainder of their routes
 - ii. SacRT will provide fare revenue totals for its portion of the service to YCTD
 - iii. YCTD will total fare revenue from the two agencies, to determine net cost
 - iv. YCTD will invoice SacRT for CMAQ funds so that CMAQ funds plus fare revenue are equal for both agencies
 - c. SacRT and YCTD will invoice UCD as follows:
 - i. UCD will be billed quarterly, in advance of service, for their share of gross operating cost
 - ii. With each quarterly invoice, payments due from UCD will be adjusted to account for differences between gross cost and net cost, for prior quarters, once actual fare revenue is known
6. Fare structure
- a. Fare structure will change from existing private/closed-door fare structure to public fare structure on 4/1/20 when SacRT and YCTD assume operation
 - b. Existing fare structure on SacRT and YCTD will be in force except as noted; the transfer agreement between SacRT and YCTD will be in effect, except as noted
 - c. Single fare
 - i. Single fare is \$2.50
 - ii. Discount single fare is \$1.25
 - iii. Cash will be accepted
 - iv. SacRT prepaid mag stripe/QR tickets will be accepted
 - v. SacRT Zip Pass will be accepted
 - vi. Connect Card will be accepted
 - vii. SacRT 90-minute fares (on Zip Pass and Connect Card) will be accepted
 - d. Senior/disabled
 - i. Seniors are eligible for discount fare
 - ii. All valid SacRT and YCTD discount IDs are honored
 - e. Students
 - i. SacRT students ride for free with a valid ID
 - ii. YCTD youth, up to age 18, ride for free
 - f. Transfers
 - i. Transfers to or from either agency will not be sold or honored
 - g. Day passes
 - i. Day passes from either agency will be honored

**Memorandum of Understanding
Draft Terms**

- ii. Customers may purchase a SacRT day pass for \$7.00 or a discount day pass for \$3.50 by presenting a valid SACRT discount or Student (TK-12) ID or Medicare card or driver's license
 - iii. Customer may purchase a YCTD day pass for \$7.00 or a discount day pass for \$3.50 by presenting a valid YCTD discount youth ID, Medicare card, or driver's license
 - h. Monthly passes
 - i. SacRT monthly pass will be honored
 - ii. YCTD monthly pass will be honored only if it has an express sticker on it
 - i. Los Rios and CSUS
 - i. Los Rios (sticker affixed to Student ID) and CSUS (Student ID with sleeve) will be honored as valid fare media
 - j. New Connect Card fare type
 - i. A new Connect Card fare specific to the UCDCM Shuttle will be configured to allow for single rides (cash value) to be used and tracked separately from other services.
 - 1. Like other regional products, revenue from this product will be assigned to SacRT upfront and then 50 percent of the total revenue will be paid to YCTD through the financial reconciliation process.
 - ii. Connect Cards readers will be installed on all buses, the single fare will be charged as discussed above and all taps will be recorded
- 7. Honoring and reimbursing student IDs as valid fare
 - a. Undergraduate UC Davis student IDs will be honored as valid fare on the service
 - i. SRTD and YCTD will count boardings made with undergraduate student IDs
 - ii. SRTD will charge UCD a fixed amount per boarding on the undergraduate student ID, to properly account for the fraction of UCD's payment that represents fare revenue
 - 1. This amount will be part of, not in addition to, the amount already due from UCD under Section 4
- 8. Changes to service or fare structure
 - a. SRTD and YCTD reserve the right to change service and/or fares according to their own policies; but agree to negotiate in good faith, prior to doing so, to maintain uniformity of service and fare structure and compliance with this MOU
- 9. Web page
 - a. UCD will design, host, and maintain a master/central web page for the service, subject to review by SRTD and YCTD
 - b. SacRT and YCTD may present information on the service on their own respective web sites as they see fit, consistent with the branding of the service, but must link to the central/master site
- 10. Call center

**Memorandum of Understanding
Draft Terms**

- a. Public information on the service (e.g., at the central web site and on printed materials) will provide a single phone number for customer assistance (rather than phone numbers for both operating agencies)
 - b. UCD will establish and maintain the single phone number, which will route incoming calls to SacRT and YCTD customer service on a 50/50 basis
11. Real-time/AVL
- a. SacRT dispatchers will be able to see real-time location for SacRT-operated buses via SacRT's Clever Devices system and will be able to see real-time location for YCTD buses via YCTD's public web page
 - b. YCTD dispatchers will be able to see real-time location for YCTD-operated buses via YCTD's AVL system and will be able to see real-time location for SacRT buses via SacRT's public web page
 - c. Customers will be directed to download and install one of several third party apps currently available to end users at no cost and which offer the capabilities to present both agencies' scheduled and real-time bus locations in one centralized interface
12. Radio control, dispatching, and supervision
- a. Each party will maintain separate dispatching and radio communication via existing channels; supervisors shall communicate via direct telephone access to counterparts at other party's dispatch for issue resolution
 - b. Each agency will conduct its own accident investigation and other field supervision; issues identified by one party's supervisors will be raised to appropriate supervisory personnel at the other agency
13. Lost and found
- a. Lost customer belongings will be collected and stored separately by SacRT and YCTD according to their own policies and procedures depending on which vehicle they are found on
 - b. Customers claiming lost belongings will be assisted by relevant customer service personnel to the correct collection location
14. Uniforms
- a. Each party will continue to use standard uniforms; however, a special patch or pin will be worn on the outermost article of clothing (uniform or safety vest) displaying the name or logo of the service
15. Name/branding and vehicle appearance
- a. The service will be referred to as the Causeway Connection
 - b. The route number will be Route 138
 - i. Because the route number is the same for both agencies, information provided by third-party customer information providers (such as Google Maps and the Transit app) will inherently appear to customers to be the same route, with the difference in service provider not necessarily apparent to most users
 - ii. Use of the number 138 will maximize identifiability, because the existing regular/local SacRT bus serving the UC Davis Medical Center is Route 38 and SacRT customarily uses route numbers in the 100's for peak-only or express versions of regular/local routes

**Memorandum of Understanding
Draft Terms**

- c. The bus headsign will display the route number and the destination of the route (e.g., UC Davis Medical Center or Mondavi Center)
 - d. Permanent markings and decals (e.g., on the vehicle exterior sides and interior) of a promotional nature will not feature the route number prominently and will emphasize the name Causeway Connection
 - e. Reference materials (e.g., printed pamphlets, official notices/bulletins, and online schedules) will include the route number
 - f. Computerized schedule data made available to third-parties (e.g., Google and app providers) will include the route number, due to most third party platforms using route number as the basis for presenting information
16. Access to facilities, encroachment
- a. YCTD and SacRT mutually authorize one another to operate service within one another's respective service areas by way of a separate transfer agreement. Both parties will update the exhibit to that agreement illustrating where each party is authorized to serve. This update can be approved in writing by the respective General Managers.
 - b. UCD hereby authorizes SacRT and YCTD to enter and provide transit service within the Unitrans service area
 - i. SacRT and YCTD both agree to not claim TDA funds available for the parties' respective jurisdictions due to any changes in eligibility arising from this MOU.
 - c. UCD grants SacRT and YCTD permission to enter, stop, and layover full-size transit buses on UCD property depicted on the map (including Mondavi Center, Genome Biomedical Sciences Facility parking lot, connecting campus roadways, UC Davis Medical Center temporary bus terminal, future Transportation Hub, and connecting internal roadways)
17. Training (drivers, customer service)
- a. Parties may establish special requirements for training that are specific to this service
18. Marketing
- a. SacRT and YCTD will use a matching vehicle wrap
19. Spare vehicles (use of other vehicles as backup)
- a. In the event of a temporary vehicle shortage, either operating agency may substitute standard unbranded buses from its regular fleet, however, they must be full-size buses (approximately 40 feet in length), ADA compliant (including a compliant lift or ramp and two securable wheelchair spaces), must correctly display the route number and name on the destination sign, and must have the appropriate fare set available in an electronic farebox.
20. Paratransit
- a. Each agency will be responsible for fulfilling its own ADA paratransit responsibilities
 - b. If SacRT experiences a high volume of requests for ADA paratransit trips to Yolo County, the parties agree to negotiate in good faith to arrange for provision of those trips by YCTD, including appropriate cost-sharing/reimbursement

**Memorandum of Understanding
Draft Terms**

21. NTD reporting

- a. The service will be treated as directly operated motorbus service with assets, expenditures, revenue hours, miles, and other operating statistics, and ridership statistics reported separately by both agencies for only the service they operate, the vehicles they own and maintain, etc.
- b. The NTD-reported service area for each agency will be enlarged by the 3/4 mile buffer surrounding the route, regardless of presence or lack of stops; however, both parties acknowledge that provision of this service does not affect their statutorily-authorized service areas and that operation outside of the parties' respective service areas is authorized solely by virtue of this MOU

22. Title VI compliance

- a. Each party will be responsible for fulfilling its own requirements under Title VI of the Civil Rights Act of 1964

RESOLUTION NO. 19-11-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

October 28, 2019

**CONDITIONALLY RECOGNIZING THE UNIVERSITY OF CALIFORNIA, DAVIS
UNDERGRADUATE STUDENT ID CARD AS FARE EQUIVALENT FOR THE
CAUSEWAY CONNECTION**

WHEREAS, pursuant to Resolution No. 16-09-0104, the Board of Directors may recognize an ID badge to serve as valid Fare, subject to the terms and conditions; and

WHEREAS, the University of California, Davis intends to provide an operating subsidy for the Causeway Connection fixed-route public transit service through a Memorandum of Understanding; and

WHEREAS, a portion of the operating assistance is intended to subsidize undergraduate student fares that would otherwise be paid to access the services and compensate SacRT and YCTD for lost fare revenue for allowing undergraduate students access to the service.

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, a current University of California, Davis undergraduate student identification card bearing the name and likeness of the individual presenting it will serve as a valid Fare Equivalent on the Causeway Connection fixed-route bus service conditioned upon execution, and only during the duration, of a Memorandum of Understanding between the Sacramento Regional Transit District, Yolo County Transportation District, and University of California, Davis providing an operating subsidy for the Causeway Connection.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

General Manager's Report November 18, 2019

Service Animal Update

Oral Presentation

Paratransit Services Update

Oral Presentation

Quarterly Financial Report (1st Quarter Fiscal Year 2020)

Power Point Presentation by Brent Bernegger

SacRT Meeting Calendar

Regional Transit Board Meeting

December 9, 2019
SacRT Auditorium
5:30 P.M

Quarterly Retirement Board Meeting

December 11, 2019
SacRT Auditorium
9:00 A.M.

Mobility Advisory Council Meeting

December 5, 2019
SacRT Auditorium
2:30 P.M

1st Quarter FY 2020
Finance Update and
Key Performance Report

Brent Bernegger

VP of Finance/Chief Financial Officer

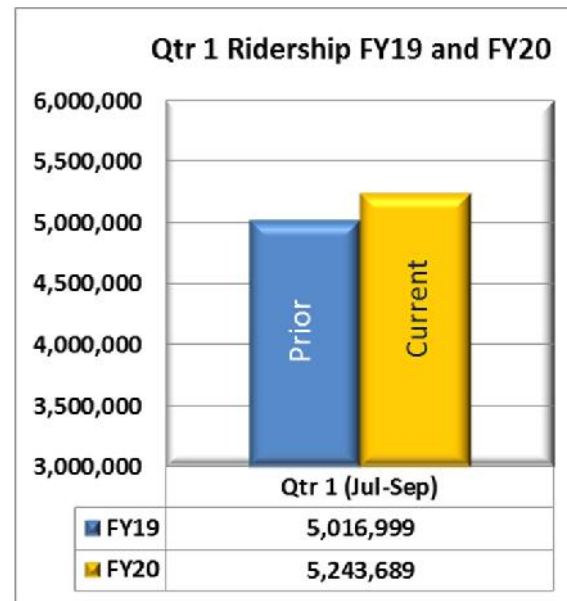
FY 2020 - Budget to Actual Comparison

| 1st Quarter Ended September 30, 2019 | | | | | September 2019 |
|--|----------------|---------------|--------------|--------------|----------------|
| Categories (\$ in thousands) | Actual | Budget | \$ Variance | % Variance | Actual |
| Income | | | | | |
| Fare Revenue | \$6,330 | \$7,148 | (818) | -11.4% | \$1,936 |
| Contracted Services | 1,834 | 1,889 | (55) | -2.9% | 590 |
| Other Income | 1,349 | 1,209 | 140 | 11.6% | 409 |
| State & Local Revenue | 29,138 | 29,138 | 0 | 0.0% | 9,712 |
| Federal Revenue | 8,986 | 8,986 | 0 | 0.0% | 2,995 |
| Total | 47,637 | 48,370 | (733) | -1.5% | 15,642 |
| Expenses | | | | | |
| Salaries/Fringes | 31,853 | 32,446 | 593 | 1.8% | 10,391 |
| Services | 6,274 | 6,796 | 522 | 7.7% | 2,364 |
| Supplies | 2,482 | 2,816 | 334 | 11.9% | 876 |
| Utilities | 2,153 | 2,341 | 188 | 8.0% | 758 |
| Insurance/Liability | 2,707 | 2,710 | 3 | 0.1% | 913 |
| Other Expenses | 766 | 862 | 96 | 11.1% | 220 |
| Total | 46,235 | 47,971 | 1,736 | 3.6% | 15,522 |
| Net Operating Surplus (Deficit) | \$1,402 | | | | \$120 |

* Budget is seasonally adjusted (not straight-line budget)

Key Performance Indicators

Quarterly Ridership Comparisons

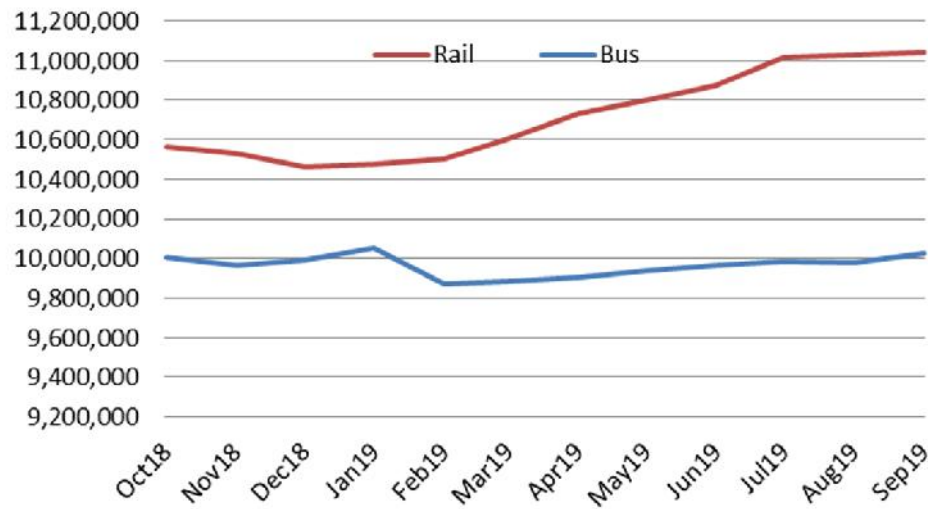


↑ 4.5%

1st Quarter Ridership Summary

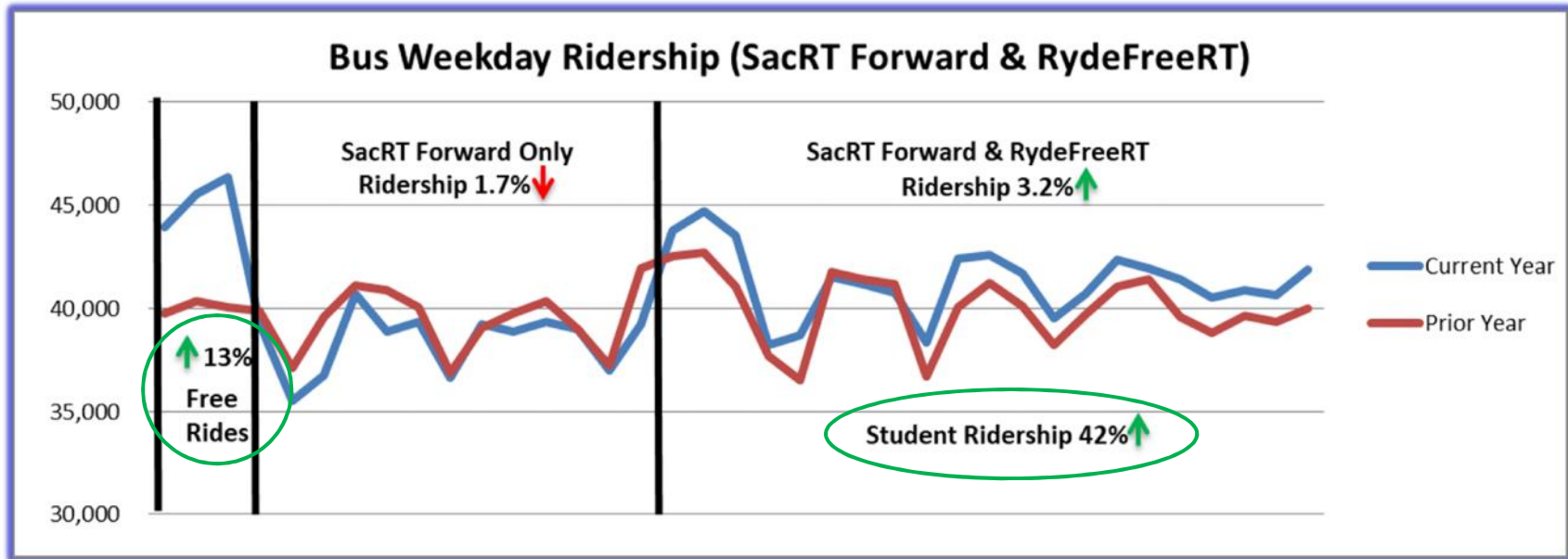


Rolling 12 Month Trend



| Category | FY20 YTD | FY19YTD | Difference | % Difference |
|--------------|-----------|-----------|------------|--------------|
| Bus | 2,459,253 | 2,401,500 | 57,753 | 2.4% |
| Light Rail | 2,784,436 | 2,615,499 | 168,937 | 6.5% |
| System Total | 5,243,689 | 5,016,999 | 226,690 | 4.5% |

SacRT Forward & RydeFreeRT



Jan-Sep 2019 Crime Summary



Total UCR Statistics **Decreased 19.7%** year-to-year
excluding events at Franklin station on 7/23/19

(UCR – Uniform Crime Reporting)

| Jan - Sept (adjusted) | 2018 | 2019 | % |
|----------------------------|------------|-----------|---------------|
| Homicide | 0 | 0 | n/a |
| Rape | 0 | 0 | n/a |
| Robbery | 25 | 20 | -20.0% |
| Aggravated Assault | 15 | 7 | -53.3% |
| Burglary | 1 | 0 | -100.0% |
| Auto Theft | 15 | 14 | -6.7% |
| Arson | 0 | 2 | n/a |
| Total Larceny | 61 | 51 | -16.4% |
| <i>felony larceny</i> | 11 | 9 | -18.2% |
| <i>misdemeanor larceny</i> | 29 | 20 | -31.0% |
| * <i>theft from autos</i> | 21 | 22 | 4.8% |
| Total UCR Crimes | 117 | 94 | -19.7% |

* Total UCR crimes are adjusted for one day auto burglary crimes at Franklin Station on 7/23/19 (All suspects are arrested). Total UCR statistics, including events on 7/23/19, are increased 6% year-to-year.

SUMMARY
Paratransit Special Board Meeting
November 4, 2019

The following Directors were present: Pat Hume, Alice Kimble, Jill Faust, Molly Nugent, Stephanie Nguyen, Scott Leventon, Vidhu Shekhar along with CEO, Tiffani Fink.

The meeting was called to order and Director Hume recited the Mission Statement of Paratransit, Inc.

Public Comment:

Brittany Tracy expressed questions relating to several items, including the transition of ADA paratransit, SmaRT Ride, Neighborhood Ride, and taxi script programs. Director Hume and CEO Fink addressed Ms. Tracy's questions.

The following items were approved on the Consent Calendar:

- **The minutes of the September 16, 2019 Special Board Meeting**
- **Resolution 14-19** Approving the Paratransit, Inc. Board Meeting Calendar for Calendar Year 2020.
- **Resolution 15-19** Authorizing the Chief Executive Officer to Negotiate and Execute an Agreement, and any amendments as necessary, with King County Metro and/or MV Transportation, Inc. for Mobility Management Services.
- **Resolution 16-19** Formally branding the Non-ADA service operated by Paratransit, Inc. as Expanded and Enhanced Service and Authorizing the Chief Executive Officer to update all documents and reference materials to reflect the change.
- **Resolution 17-19** Authorizing the Chief Executive Officer to negotiate and execute the first Amendment to the Agreement with Runyon Salzman, Inc. for Comprehensive Communications and Media Strategies work, not to exceed \$100,000.00.

Presentation on the Transportation Development Act (TDA) Triennial Performance Review Final Report

CFO Lisa Cappellari and CEO Tiffani Fink provided a presentation on the TDA Triennial Performance Audit covering 2016 through 2018. All compliance requirements were verified, including financial reports to the State Controller, annual fiscal audits, California Highway Patrol inspections, TDA claim submittal, budget and performance metrics and fare recovery ratio.

There were three recommendations:

- Develop a long term strategic plan
- Upgrade fleet maintenance software

- Consider marketing and re-branding efforts.

Recognition

Paratransit, Inc. is a partner with the Office of Emergency Services (OES) to assist in both small and large scale emergencies by providing transportation. Ms. Fink recognized staff members Kathy Sachen and Ramona Larkin for their recent assistance in deploying for the Kincade Fire. Director Faust stated she was so proud when she got the text from CEO Fink. Director Hume echoed Director Faust's sentiment 100% and thanked Paratransit, Inc. for being ready.

Ms. Fink recognized Kevin Welch, Mobility Options Manager for his 24 years of service. Mr. Welch is retiring in early January; he has been instrumental in the creation of Paratransit's travel training programs.

The Executive Director's report highlighted the following:

Her attendance at APTA, as well as visits to field offices in Boston, Massachusetts and Spokane, Washington, to meet with staff and agency partners.

Staff's participation in the California Capitol Air show, providing transportation within the air show.

An update on the ADA paratransit service transition.

The Board Packets fresh new look, which is easier to read and follow. Development of new business cards and letter head for all of their multiple offices, not just Sacramento.

The Financial Report highlighted the following:

Rolling trips were up .8%, CTSA partner trips were up 2.4%, Enhanced and Expanded trips were up 1.3% and ADA trips were down by 1%; 824,696 total trips were provided.

September trips were 11% higher than September of 2018.

Fare Recovery Ratio was 7.2%

On-time-performance in September was 90.1%, down from year to date of 92%

Mobility Management data was also presented, including statistics on one-on-one training and the number of eligibility assessments provided.

Information & Technology Report

Jesse Isaacson, Director of Information Technology, provided an update on the implementation of Pass-Web On-Line Reservations for Expanded and Enhanced Service.

Nominations and Election of Officers of the Board of Directors for Calendar Year 2020

Director Hume opened discussion on the affect to Board composition with the parties withdrawing from the 4-Party Agreement, and governance after July 1, 2020. Paratransit, Inc.'s legal counsel advised that there were decisions that would need to be made and that they would be at the pleasure of the Board, adding that after July 1, 2020 the membership may go down. Director Nguyen proposed that they keep the same Officers for the time being due to upcoming transition. It was learned that Director Fontus was interested in the office of President. Nancy cautioned that the transition is not going as smoothly as anticipated and that needed to be kept in mind. Ultimately, after much discussion, Director Fontus was nominated for President; Director ~~Nguyen~~ Nugent was nominated for Vice President, Director Shekhar for Secretary and Director Leventon for Treasurer.

Action Items

The following were unanimously approved:

Resolution 18-19 Delegating Authority to the Chief Executive Officer (CEO) to Submit a Proposal in response to the Request for Proposals for Operations and Maintenance services for South County Transit to Certify on Behalf of the Board of Directors that the Proposal meets all applicable requirements of the Federal Transit Administration and further Authorizing the CEO to Negotiate and Execute the Agreement and necessary Amendments if awarded.

Resolution 19-19 Offering Expanded and Enhanced (formerly non-ADA) Service to Delta Shores Shopping Center for the Holidays effective November 8, 2019 through January 5, 2020.

Adoption of Resolution 20-19 Authorizing the Chief Executive Officer to issue a Letter of Commitment to the City of Sacramento for the Sacramento Valley Station Project Application for the Transit and Intercity Rail Capital Program (TIRCP) funding round.

Closed Session:

The Board, Legal Counsel, along with Paratransit, Inc.'s CEO and CFO, retreated to Closed Session for the following:

Conference with Labor Negotiator, Government Code 54957.6
Agency Designated Representative: Tiffani Fink, Chief Executive Officer
Unrepresented Employees: Various Positions

Open Session Reconvened:

There was nothing to report.