



It is the mission of the Ann Arbor Transportation Authority to provide useful, reliable, safe, environmentally responsible, and cost-effective public transportation options for the benefit of the Greater Ann Arbor Community.

Agenda

January 19, 2012

Ann Arbor Transportation Authority

Board of Directors Meeting

Ann Arbor District Library, 343 South Fifth Avenue, Ann Arbor, Michigan, 6:30 p.m.

- 1.0 Public Hearing – None Scheduled
- 2.0 Communications and Announcements
 - 2.1 Appoint Acting Secretary
- 3.0 Presentations
 - 3.1 State Legislation by Dusty Francher (Midwest Strategy Group) and Clark Harder (Michigan Public Transit Association)
 - 3.2 getDowntown by Nancy Shore (getDowntown Director)
- 4.0 Public Time – Comment on Agenda Items
- 5.0 Review and Approval of Minutes
 - 5.1 Review and Approval of Minutes of December 15, 2011 (p. 1-8)
- 6.0 Board and Staff Reports
 - 6.1 Chief Executive Officer (p. 9-15)
 - 6.1.1 Website Redevelopment
 - 6.1.2 Financial/Operating Data and Analysis (p. 16-21)
 - 6.1.3 Effect of Stadium Bridge Detours on On-Time Performance
 - 6.2 Planning and Development Committee (p. 22-29)
 - 6.3 Performance Monitoring and External Relations Committee
 - 6.4 Local Advisory Council (p. 30-33)
- 7.0 Question Time
- 8.0 Old Business
- 9.0 New Business
 - 9.1 Election of Treasurer
 - 9.2 Committee Assignments

- 9.3 Consideration of Resolution Adopting 2012-2015 Capital and Categorical Grant Program (p. 34-36 + Grant Program numbered 1-10)
- 9.4 Consideration of Resolution Approving the Purchase of Vans for Vanpool Service (p. 37-38)
- 9.5 Consideration of Resolution Authorizing Submission of Federal Grant Applications and Associated Documents (p. 39-40)

- 10.0 Public Time

- 11.0 Adjourn



It is the mission of the Ann Arbor Transportation Authority to provide useful, reliable, safe, environmentally responsible, and cost-effective public transportation options for the benefit of the Greater Ann Arbor Community.

Proposed Minutes
December 15, 2011
Ann Arbor Transportation Authority
Board of Directors Meeting
Ann Arbor District Library, 343 South Fifth Avenue, Ann Arbor, Michigan, 6:30 p.m.

Board Members Present: Jesse Bernstein (Chair), Anya Dale, Charles Griffith, Sue McCormick, David Nacht, Rich Robben

Absent: Roger Kerson

Staff Present: Michael Benham, Terry Black, Ron Copeland, Dawn Gabay, Michael Ford, Jan Hallberg, Ed Robertson, Mary Stasiak, Phil Webb, Chris White

Recording Secretary: Karen Wheeler

Chairman Jesse Bernstein declared that a quorum was present and called the meeting to order at 6:37 p.m.

1.0 Public Hearing

There was no public hearing.

2.0 Communications and Announcements

There were no communications or announcements.

3.0 Public Time – Comment on Agenda Items

Henry Herskovitz appeared before the Board. Mr. Herskovitz read from a prepared statement expressing concern about three alleged conflicts of interest relating to a lawsuit brought by the ACLU. Mr. Herskovitz referred to a lawsuit which contests the rejection of a political ad critical of the State of Israel on AATA buses. Mr. Herskovitz commented on affiliations of AATA Board Chair Jesse Bernstein, AATA Board Trustee David Nacht, and AATA Legal Counsel Jerry Lax claiming that the three gentlemen support the state of Israel. Mr. Herskovitz suggested that conflict arises when they are polled for their vote or their opinion on a proposed ad that criticizes the state they support.

Thomas Partridge appeared before the Board. Mr. Partridge spoke in favor of expanding AATA into a countywide system that would include all townships, villages and cities in Washtenaw County and would provide links to public resources. Mr. Partridge commented on the "opt out" provision in the proposed countywide system.

No one further appearing, Mr. Bernstein declared Public Time closed.

4.0 Review and Approval of Minutes

4.1 *Review and Approval of Minutes of November 17, 2011*

Anya Dale moved approval of the November 17, 2011 meeting minutes as written with support from Rich Robben. Charles Griffith abstained. The motion carried.

4.2 *Review and Approval of Minutes of December 5, 2011*

Sue McCormick moved approval of the December 5, 2011 meeting minutes as written with support from Charles Griffith. The motion carried.

5.0 Board and Staff Reports

5.1 *Chief Executive Officer*

Michael Ford provided an overview of his full report to the Board. Mr. Ford reported on progress on Airport Shuttle Service noting that negotiations with Michigan Flyer were ongoing. Mr. Ford indicated that there had been some conflicting information regarding the collection of fees and Mr. Ford stated that the information would be clarified.

Mr. Ford provided follow-up information on a concern raised at the November Board meeting regarding the two package limit on paratransit service and compliance with the Americans with Disabilities Act for providing the service.

Mr. Ford reported that because the service is a shared ride, the package limit attempts to make certain that room will be available for all passengers.

Mr. Ford addressed another concern raised in November as to the condition of vehicles used to provide paratransit service. Mr. Ford indicated that he would oversee an investigation of the condition of higher mileage vehicles and would personally ride in some of the vehicles and report back on his findings.

Mr. Ford reported on a recommendation made to the Planning and Development Committee to award a contract for an Organizational Strategic Plan. Mr. Ford noted that there was an action item before the Board and requested support for moving the project forward.

Mr. Ford reported that the Performance Monitoring and External Relations Committee did not meet in December due to a presentation on the Marketing Plan being postponed to January. Mr. Ford reported on the December 5th u196 board meeting and ongoing efforts to finalize the 4-Party Agreement, planning for the second round of District Advisory Council meetings, and work on the board's Bylaws. Mr. Ford noted recent presentations made to Ann Arbor City Council and the Washtenaw County Board of Commissioners on the 4-Party Agreement.

Mr. Ford provided an update on the Blake Transit Center project. The latest plans were recently presented to the City of Ann Arbor. Mr. Ford noted that the current design is estimated to exceed the project funds. PDC directed staff to make adjustments to bring the project back within budget.

Mr. Ford reported that over the past month on-time performance had been impacted due to the Stadium Bridges and State Street closures. Vehicles were added to routes in some cases to try and keep some of the service on-time. Mr. Ford indicated that he would share data at the January PMER meeting.

Mr. Ford reported that outreach meetings with business and community partners were ongoing and referred to his written report for full details.

Jesse Bernstein provided an update on the Transit Master Plan's Financial Task Force. The group had originally hoped to complete its work in January. They changed course when it was discovered that additional work was necessary to study the service plan and find a balance between what services to provide and projected costs. This resulted in the task force taking more time to do their work. Mr. Bernstein expressed appreciation for all of the work being completed and for the investment of a great deal of time.

5.1.2 *Website Redevelopment*

Mary Stasiak provided an update on the Website Redevelopment project. Work continues on the graphic design and the final design product is expected to be completed soon. Ms. Stasiak reported on the details of outreach for design feedback raised at the November Board meeting. Surveys were conducted at the Blake Transit Center and Ypsilanti Transit Center. Riders and nonriders were interviewed at a Busch's grocery store as well as at the LA2M marketing group. AATA employees were interviewed. Online outreach was conducted through the Ann Arbor Center for Independent email list, and via Face Book, Twitter, MyRide, and through the AATA website.

Ms. Stasiak reported that the final contract with Artemis had been executed and includes a timeline of multiple levels to accomplish by the end of January so that content integration can begin.

5.2 *Planning and Development Committee*

Rich Robben reported on the Planning and Development Committee's December 6th meeting. The committee received the second presentation in a three part series on the Capital and Categorical Grant Program. The program includes three recently approved grants, continuation of existing service and additional service based on the Transit Master Plan (TMP), the figures of which align with the proposed TMP. The committee discussed a contract award for Airport Service.

Mr. Robben indicated that the committee had a fairly lively discussion around a recommendation to award a contract for an organizational strategic plan; specifically the cost of the project. Mr. Robben added that the proposal had been scrutinized and staff completed due diligence to ensure that the project is appropriate for the agency to pursue. Mr. Robben noted a resolution included in new business for the Board to consider award of a contract.

Mr. Robben reported that the committee received an update on the Information Technology Strategic Plan; Jan Hallberg is awaiting receipt of the final report. Mr. Robben noted that staff provided several updates; the details of which were delineated in the meeting summary included in the Board packet.

6.0 Question Time

Jesse Bernstein complimented Terry Black for his presentation on reconstruction of the Blake Transit Center made at a monthly meeting of a group designated to develop five downtown sites. Mr. Bernstein asked whether the website feedback outlined by Mary Stasiak was around usability. Ms. Stasiak responded that the first round of feedback

was regarding design. Ms. Stasiak added that usability testing will take place once site is up and can be tested.

Charles Griffith questioned whether the two bag limit on paratransit service is reasonable. Michael Ford responded that it depends on the type of vehicle available at a given time. Board members, with input from staff, discussed the policy. Suggestions included revisiting the policy given vehicle trunk capacity, and accommodating people who are on a fixed income; and accommodating passengers so they are not deprived and not made to feel like second class citizens. It was noted that in addition to storing packages, the paratransit vehicle trunks are often used to carry mobility aids, and the two package limit also applies to fixed-route bus service. A suggestion was made to look into whether the policy is consistent with those of other agencies. Dawn Gabay noted that the policy has been reviewed by the Local Advisory Council, the body that advises the Board and staff on matters related to providing service for seniors and people with disabilities. Michael Ford agreed to review peer agency policies and report back to the Board.

7.0 Old Business

David Nacht made motion in connection with compensation of the CEO and delineated the details of compensation:

For the fiscal year beginning October 1, 2011, in accordance with the provisions of Article VI, Paragraph 6.1 of the Agreement between the CEO and the Board of Directors dated May 19, 2011:

- An annual salary of \$164,800 for service, payable in bi-weekly installments subject to customary and mandatory withholdings;
- One-time lump sum payment in the amount of \$10,000 into the \$457 deferred compensation plan account;
- Effective October 1, 2011 immediate vesting in the AATA Employees' Pension Plan.

Sue McCormick supported the motion.

Jesse Bernstein thanked Mr. Ford for the good he has done for AATA and in the community and complimented Mr. Ford for essentially running two boards. Mr. Bernstein indicated that he hoped Mr. Ford's contract is an indication of the Board's appreciation for his work.

The motion passed unanimously.

8.0 New Business

Rich Robben moved the following resolution with support from Anya Dale.

8.1 *Award of Contract for Organizational Strategic Plan*

Resolution 7/2012

Contracting with a Consultant to develop an Organizational Strategic Plan

WHEREAS, on November 18, 2009, the Ann Arbor Transportation Authority Board of Directors (AATA Board) adopted Resolution 4/2010 to provide AATA with a Vision Statement that reads:

“The Ann Arbor Transportation Authority shall be the public transportation provider for Washtenaw County. Our customers shall see AATA’s expanded services as the preferred option for traveling to destinations within the county, as well as to and from the county. AATA will offer appropriate modes of transportation with the most efficient use of resources. These services shall enhance the quality of life for Washtenaw County stakeholders while promoting the economy, safeguarding the environment, and strengthening communities.”

and

WHEREAS, on November 18, 2009, the AATA Board also adopted Resolution 5/2010 to direct AATA Staff to identify county-wide transportation needs, issues, concerns, and funding requirements, and

WHEREAS, AATA Staff recognized the need to develop a Organizational Strategic Plan that defines how AATA will change itself to undertake the many upcoming initiatives and respond to new political realities, and

WHEREAS, AATA Staff developed and advertised Request for Proposals (RFP) #2011-06 for the development of an Organizational Strategic Plan, and

WHEREAS, through the RFP process, AATA Staff identified a cooperative team of two firms that meet all the requirements of the Scope of Work and provided the best value,

NOW, THEREFORE, BE IT IS RESOLVED, that AATA Staff may enter into a contract with Generator Group, LLC and D. Kerry Laycock, LLC for the development of an Organizational Strategic Plan, based upon their joint proposal for the project. AATA Staff will report to Governance monthly on progress, including, but not limited to hours billed and projected hours needed to finish each phase.

Sue McCormick referred to the PDC meeting summary noting that David Nacht made a specific comment that he did not want the Board to commit to more than \$100,000 for a strategic plan. Ms. McCormick also noted that staff was seeking \$250,000 for the project indicating that the resolution presented to the Board had neither a dollar value attached nor a contract amount or limit.

Jesse Bernstein reported on a discussion with David Nacht and explained that staff understood the concerns around a project of the magnitude proposed. Mr. Bernstein indicated that the stipulation for monthly review of time spent would provide an audit procedure to ensure that the work completed would not exceed any expenditure that is unnecessary. Michael Ford responded to a question regarding the contract total which he stated was \$247,000.

Board members commented on the resolution. Sue McCormick stated that the contract amount should be included in the resolution. David Nacht restated his position from PDC indicating that given the current size of organization, and until countywide funds are available, the scale and cost of the project are not warranted.

Michael Ford noted that an organizational strategic plan project was presented at the Board retreat and that \$250,000 was included in the budget approved by the Board. Mr. Ford indicated that there has been a tremendous external focus on the TMP and requested that the Board authorize the resources to shift the focus internally to the culture, improving alignment, building the institution and succession planning. Mr. Ford added that the labor union was represented on the project team and supportive of the project and asked for the Board's consideration to move the project forward.

Mr. Ford responded to questions on the scope of the project; a 12 month process with the first phase being a comprehensive assessment of the organization. Rich Robben indicated that he reviewed the proposal in detail, found it to be comprehensive and with a good list of specific deliverables. Mr. Robben outlined details of the timeframe and expenses for the first phase of the project; a two month process slated to take place in January and February 2012 at a cost of \$14,680 for 180 hours of work. Sue McCormick suggested that it appeared that a significant amount of work could be completed under the signing authority of the CEO (up to \$100,000) and an amendment to the contract could be sought from the Board, if the need for additional funds was warranted. Michael Ford indicated that there were checks and balances built into the process and his preference was for signing the contract as recommended with the understanding that the project would not proceed past the second phase without the Board's concurrence.

Jesse Bernstein summarized Board member input indicating that the preference appeared to be that Mr. Ford would exercise his discretion and spend up to \$100,000 for the first two phases of the project, report to the Board and then a determination would be made as to whether the project should move forward.

Mr. Bernstein suggested that the motion could be withdrawn with the understanding that the Board supports the first two phases of the project with every expectation that

once those are accomplished, if work on the third phase would exceed \$100,000, the Board would consider authorizing additional funds.

Rich Robben withdrew the motion and Anya Dale withdrew the second.

9.0 *Public Time*

Vivienne Armentrout appeared before the Board. Ms. Armentrout thanked Michael Ford and staff for making the Transit Master Plan meetings open and accessible. Ms. Armentrout commented on the prospect of an alternate funding source that would not require a millage for countywide. Ms. Armentrout noted that the Governor's concept of a new registration fee had been discussed, but that there was not currently a Bill in process to establish such a fee. Ms. Armentrout commented on preliminary information indicating that the WALLY project was not included in the Tiger III grants and was curious as to how the TMP would be adjusted to compensate for that.

Thomas Partridge appeared before the Board. Mr. Partridge called for a halt to spending on PowerPoint presentations and full color documents given today's economy. Mr. Partridge called on the Board to redirect the \$100,000 from strategic planning to put vehicles on the road. Mr. Partridge suggested taking the approach of "if we build it, they will come" and develop a nationwide, interstate transportation system.

No one further appearing, Mr. Bernstein declared Public Time closed.

Jesse Bernstein thanked Sue McCormick for her work on the AATA Board as well as her work at the City of Ann Arbor. David Nacht and Rich Robben echoed Mr. Bernstein's sentiment of gratitude to Ms. McCormick.

Mr. Bernstein presented Ms. McCormick with a bus mailbox and invited everyone to join in a celebration in Ms. McCormick's honor.

10.0 *Adjourn*

Sue McCormick moved to adjourn the meeting with support from Charles Griffith. The motion carried and the meeting adjourned at 7:31 p.m.

Respectfully Submitted,

Charles Griffith, Secretary



To: Board of Directors

From: Michael Ford, Chief Executive Officer

Date: January 13, 2012

Re: Monthly Report

This month's report will highlight recent efforts and progress on continuing projects. I am pleased to announce the appointment of Eli Cooper to the Board for a five year term. Staff and I are looking forward to once again having the benefit of Eli's transportation expertise and collaborating with him to forward our mission.

This month's meeting will be the last for Rich Robben as an AATA Board member. The organization has benefited greatly from Rich's stewardship and tireless service having held the Chair of the Planning and Development Committee and served on several other committees prior to PDC's inception and also served as a u196 Board member. Rich was instrumental in the redesign of the Board structure and made a contribution to many other projects that altered the face of the organization. We will miss him greatly but look forward to continuing to come in contact through AATA's ongoing partnership with U of M.

Board Meeting Follow-Up

- We have begun the work of reviewing the A-Ride Carryon Policy. I have entrusted the work to the care of the Local Advisory Council (LAC), the body who advises the Board on matters relating to seniors and people with disabilities. At this week's LAC meeting attendees shared comments and suggestions related to the current policy. The input is detailed in the LAC meeting minutes included in the Board packet. Once LAC comes to a conclusion and recommendation, that will be brought to the Performance Monitoring and External Relations Committee.
- As reported after last month's Board meeting, Brian Clouse, Terry Black and I scheduled a site visit to Select Ride to investigate ongoing concerns raised regarding vehicles being used to provide paratransit service. On Wednesday December 21st we toured the facility and conducted random inspections of Select Ride's fleet of vehicles. The facility was clean, organized and appeared to be well cared for. There were several vehicles in the maintenance garage at that time having routine maintenance performed. A test

ride was given in two different vehicles, #17 which had over 200,000 miles and vehicle #53 which had over 400,000 miles. During the ride in both vehicles there were not any noticeable safety concerns, excessive rattling or performance problems with either vehicle. The vehicles showed signs of normal wear and tear for older taxi cabs but were clean and odor free. Vehicle #53 happened to be one of the vehicles commented on at the November board meeting as being unsafe. We did not find that to be the case and consider the investigation closed.

Board Committee Meetings

- The **Planning and Development Committee** met on January 10th. David Nacht chaired the meeting. The lone action item and major topic of discussion was the Capital and Categorical Grant Program which was presented by Chris White. The final program includes an additional \$1.5Million for reconstruction of the Blake Transit Center (BTC). Terry Black gave a presentation on the history of the BTC project. The committee recommended approval of the Capital and Categorical Grant Program. A memorandum and resolution approving the FY2012-2016 program are included in the Board packet. Staff provided updates on several projects, the details of which are included in the meeting summary in the Board packet.
- The January **Performance Monitoring and External Relations Committee** meeting was canceled due to scheduling conflicts of committee members. Several items from the PMER agenda will be presented at the Board meeting: an overview of a survey recently conducted by getDowntown, two action items (included in the Board packet under new business), a report on the effect of the Stadium Bridge Detours on on-time performance and reports on the financial and operating data.

Countywide Transit Master Plan

- Major work on the Transit Master Plan (TMP) project over the last period has been centered on the Financial Task Force (FTF). The service review subcommittee completed their review of the TMP projects to determine whether they are worthy of support. A recommendation will be presented to the FTF at their full committee meeting on January 27th. A second sub-group (the Business/Philanthropic sub-group) has been formed and charged with identifying business and philanthropic funding for transit projects.

Governance and Outreach

- On Monday I presented to the Ann Arbor City Council to provide the specific benefits of countywide transit to the residents of Ann Arbor as a follow-up to their questions at the

recent working session. I also requested their consideration of the 4-Party Public Transportation Agreement that would create a process to develop a countywide transit system. Council amended a clause to the agreement that requires that any additional countywide funding must be approved not just by a majority of voters in the authority, but also by a majority vote of Ann Arbor residents. The City Council voted to hold a public hearing on January 23rd at 7pm and will postpone their decision on the agreement until that time. I encourage all interested citizens to attend.

- I met with Jane Lumm from Ann Arbor City Council prior to the January 9th meeting to provide answers to her questions regarding the 4-Party Agreement. I have also been meeting individually with u196 Board members to prepare for our next Board meeting and discuss building coalitions of leaders in the various districts. To date meetings have taken place with David Phillips, Bill Lavery and Bob Mester. I also met recently with Terri Blackmore to discuss opportunities for work on the second round of District Advisory Council meetings.
- Late last month I made a presentation to RPATH, an ad hoc committee of elected officials from Wayne, Oakland, Macomb, St. Clair and Washtenaw Counties as well as the City of Detroit. The group's mission is to work toward a regional transit solution and attendees discussed how AATA could fit into a regional structure. They have been in existence for only a short time. My presentation on current AATA service, our 2012 initiatives, and the Transit Master Plan process was well received. AATA's service is generally held in high regard.

New Service Initiatives and Work Plan Progress

Airport Service

- We have been engaged in extensive negotiations with Michigan Flyer and have reached agreement on several areas of discussion. At the same time work continues with representatives from Detroit Metropolitan Airport on signage. Once an agreement is in place, it is estimated that six weeks will be needed before service actually begins. This will allow for marketing work and website adjustments for both AATA and Michigan Flyer to be completed. I have received clarification that buses providing service under contract to AATA will not be required to pay entry fees to the Airport.
- We recently met with Mary Kerr of the Ann Arbor Area Convention and Visitors Bureau, one of the marketing funding partners for Airport Service. Mary offered strategies for engaging the three major organizations who have large annual meetings in Ann Arbor and offered to help us connect with University Event Planners, a 900 member event

planning organization. We look forward to our continued partnership with the CVB to make airport service a success.

Transit Improvements along the Washtenaw Avenue Corridor

- Beginning January 30th headways on the #4 Washtenaw Route will be 5 to 10 minutes during peak time and 10 to 20 minutes during the midday period. Night Ride service will extend to Ypsilanti beginning the evening of January 29th. During the PDC meeting we received input from the committee on how to further improve service in the corridor. One suggestion was to conduct a safety assessment and watch pedestrian traffic at peak unloading times to observe actual pedestrian and car behaviors in the area. A team has been formed to observe and document pedestrian activities in the area. They will be looking at traffic flow and pedestrian movements as they currently exist, how they have been influenced by the positioning of the bus stops, and how they may be affected once the “super shelter” is installed on the south side of Washtenaw Avenue. Their work on this project began on January 11. When documentation of vehicle and pedestrian interaction has been collected, that information will be analyzed, and specific recommendations will be made for improving pedestrian movements throughout the area. The results of the observations and recommendations will be reported back to PDC.

Vanpool Service

- The Vanpool Service project is on track. A recommendation will be brought to the Board at next week’s meeting for the purchase of vans. The ability exists to make the vans accessible, if there is a need.

Strategic Marketing Plan

- PACE & Partners, the marketing firm hired to develop a strategic marketing plan and provide an evaluation of the Community Relations Department was scheduled to present their findings at this month’s PMER meeting. The presentation was postponed to the February committee meeting.

AATA Headquarters Expansion and Improvements

- The final phase of the hoist project is nearing completion. The spread footings have been poured for the bus storage facility expansion. The foundation walls will be poured next followed by erection of the steel structure. Prior to Thursday’s snowfall, the spring-like weather had been very helpful in moving the project along. The facility expansion is scheduled to be completed in late spring of this year.

Meetings with Business and Community Partners

Washtenaw Community College

- Chris White, Mary Stasiak and I recently met with Steven Hardy and Linda Blakeley from WCC. We discussed our current contract for services, provided clarification on ridership and addressed their questions. We discussed their new parking structure and discussed additional timelines for budgeting purposes going forward. There is a request on the table from WCC staff for a consideration for cost reductions given the volume of their purchases. The matter will be brought to committee for consideration and concurrence, if needed.

University of Michigan

- Chris White and I attended the monthly consortium meeting with representatives from UM and the City of Ann Arbor. We discussed several topics including:
 - Progress of the Stadium Bridge project and the effect on traffic and AATA operations.
 - Revised pedestrian crossing ordinance and the installation of rapid flashing beacons at selected crosswalks.
 - The Connector Study alternatives analysis cost sharing and the draft memorandum of understanding.
- UM put its first hybrid-electric bus into operation this week. They will have a total of four in the next few weeks, also made by Gillig and pretty much the same as those that the AATA operates.

Urban Transportation Reception and Update

- I attended a reception hosted by Sue Zielinski at UM's SMART to talk about our work on countywide transit and hear from other transportation advocates in Southeastern Michigan. I was pleased to see Richard Murphy and Conan Smith in attendance as well as our strong supporter, Larry Krieg. We heard a brief talk on sustainable transport for the urban poor by Benjamin De La Pena, Associate Director of Urban Development at the Rockefeller Foundation in New York, and the Trans4m Coalition. SMART has significant funding from the Mott, Alcoa Foundation, and Rockefeller Foundations as well as Ford Motor Company.

SEMCOG

- In late December I attended a Southeast Michigan Council of Governments presentation on vital statistics affecting Washtenaw County as well as the region. The information was very detailed and focused on jobs, growth, race and other projections.

DTE

- Terry Black and I met with Gerald Polk, Manager of Energy Partnership for DTE. We discussed opportunities to reduce the energy output of our existing facilities and potential rebates that may be available for the new Blake Transit Center. Staff is working on the submittals required by DTE and will be working to take advantage of any possible reductions to our equipment and energy costs associated with the reconstruction.

Bike Sharing

- Chris White, Nancy Shore and I hosted a meeting on the potential for a bike sharing program in Ann Arbor with staff from the City, U-M, and the Ann Arbor Clean Energy Coalition. Bike Sharing programs are well established in Europe, and are becoming more common in the U.S. There are at least two companies active in the U.S. that could potentially manage such a program in Ann Arbor. We discussed how such a program would complement transit service. The primary purpose of this meeting was to prepare to submit an application for CMAQ funding. The Clean Energy Coalition, a private non-profit agency, is willing to organize the effort, but cannot be the applicant. I agreed to have AATA submit the application, with Chris White providing technical assistance in the application preparation.

Susan Pollay

- Susan Pollay, Executive Director of the Ann Arbor Downtown Development Authority and I met recently to discuss progress on the Blake Transit Center reconstruction project and promoting the Airport Service. We also talked about reconstruction of the Stadium Bridges and opportunities for redesigning infrastructure that will improve transit improvement (with AATA, the City and UM collaborating).

Ann Arbor Film Festival

- Mary Stasiak and I met with the community development manager for the Ann Arbor Film Festival to learn about their interest in AATA providing sponsorship for their 50th Anniversary season this March and April. We discussed providing route schedule

information from Weber's Inn, the official hotel for filmmakers. We also discussed the prospect of providing bus passes for filmmakers.

Labor Management

Delisa Brown, President of Transport Workers Union, Local 171 and I have been meeting monthly. One of our meetings took place while riding some of our routes. We have been discussing opportunities to better work together and our collective understanding of the organization's strategic resources we are securing to improve the internal culture going forward. We held a Labor-Management meeting in mid-December to discuss issues important to both sides including items pertaining to the Operations and Maintenance Departments. Teams representing each side of the table were assigned to work together to further discuss and resolve the pending issues.

Holiday Giving

AATA employees came through again this year and gave generously to help those in need during holiday season. Contributions to the Holiday Giving program totaled just over \$4,700. We were able to provide a combination of gifts, gift cards and cash contributions to the following agencies: SOS Community Services, Ann Arbor Community Center, Salvation Army Ypsilanti, Washtenaw Housing Alliance, Ozone House Ypsilanti, Food Gatherers, Jewish Family Services, Domestic Violence SafeHouse and Peace Neighborhood Center.

SERVICE STANDARD REPORT

October – December, 2011

SERVICE LEVELS

1. **Coverage Goal:** *90% or more Ann Arbor households within 1/4 mile of a bus route.*

91% of Ann Arbor residents are within 1/4 of a route based on 2010 census data.

SERVICE QUALITY

2. **Reliability Goal:** *95% or more of trips on-time.*

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Percent of trips on-time:	86.9%	86.3%	89.4%	86.6%	84.8%

This is typically the worst quarter for on-time performance because of congestion and delays in September with the beginning of the school year. This quarter is significantly improved from the same quarter in FY 2010. Improving on-time performance continues to be a focus for AATA efforts. More frequent delays due to traffic and non-recurring traffic incidents appear to be the major cause for most of the remaining late trips.

93% of trips were completed on-time for the quarter. That is, the bus arrived at the end of the route on-time on 93% of the trips. This is an improvement from 91% on time at the end point in the same quarter a year ago.

3. **Condition of Bus Goal:** *80% of buses will score 80 or higher on the 100-point scale.*

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Average score	87	91	90	90	91
Percent of buses exceeding 80 points	90%	98%	97%	97%	100%

4. **Safety Goal:** *3.5 accidents / incidents or less per 100,000 miles of service.*

The goal is based on the AATA definition of an accident which is included in the labor agreement: “A vehicle accident is defined as any occurrence wherein an AATA vehicle comes into contact with another vehicle, object, or person causing property damage or personal injury. All rear-end collisions, all collisions resulting from backing of vehicles, and all collisions with people will be considered as accidents regardless of the degree of resulting damage or injury. A passenger accident is defined as any occurrence wherein passengers onboard, boarding, or alighting from a vehicle, stumble or fall or are thrown by the movement of a vehicle.”

<u>Labor Agreement Definition</u>	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Total Accidents / Incidents	17	12	7	13	13
Accidents / Incidents per 100,000 miles	2.6	1.8	1.1	2.0	1.9
Preventable Accidents /Incidents	11	4	2	4	2
Preventable Accidents / Incidents per 100,000 mi.	1.7	0.6	0.3	0.6	0.3

The AATA also reports on accidents and incidents to the National Transit Database (NTD). To be reportable to NTD, the accident or incident must result in property damage in excess of \$25,000, an injury requiring immediate medical attention away from the scene, a fatality, or an evacuation for safety reasons.

National Transit Database Definition

Reportable Accidents / Incidents	1	0	1	1	0
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A bus struck a pedestrian in a crosswalk. The pedestrian was transported to the hospital. The injuries were minor.

5. **Waiting Comfort Goal:** *All bus stops with more than 50 daily boardings will have a shelter where physically feasible.*

All bus stops with 50 or more daily boardings have a passenger shelter or other shelter where physically feasible. Installation of new and replacement shelters which was delayed by AATA’s supplier, Duo-Gard of Canton Michigan, were finally installed in November. New shelters were installed in two locations: 1. The northwest corner of Washtenaw and Sheridan along the new multi-modal path on Washtenaw, and 2. On Tyler Road in the West Willow Neighborhood. The latter shelter is being installed with the cooperation of the West Willow Neighborhood Association. We are also continuing to replace older shelters with the newer model with a blue fascia.

6. **Driver Courtesy and System Performance Goal:** *All complaints will be investigated.*

All complaints are being investigated. The following provides a tabulation of complaints for the quarter.

Category	October		November		December		Total		
	Valid	Invalid	Valid	Invalid	Valid	Invalid	Valid	Invalid	Total
Passenger Missed	4	8	2	6	3	2	9	16	25
Careless/Unsafe Driving	1	4	3	8	6	6	10	18	28
Rudeness/Lack of Courtesy	1	11	0	9	0	6	1	26	27
Other Operator Actions	1	4	2	4	1	0	4	8	12
Bus Off Schedule	4	2	4	4	3	0	11	6	17
Incorrect Information	0	0	0	1			0	1	1
Equipment/Facilities	0	0	2	1	3	0	5	1	6
System (policies/rates/etc.)	1	3	1	2	0	1	2	6	8
Other AATA	0	0	1	0	0	0	1	0	1
Subcontracted Service	21	8	5	0	0	0	26	8	34
TOTAL	33	40	20	35	16	15	69	90	159

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Total Complaints	159	133	116	166	157
Valid Complaints	69	59	42	74	69
Compliments	19	15	2	32	29

All complaints are investigated. For most, cameras on buses make it possible to determine validity.

SERVICE PRODUCTIVITY

7. **Fixed-Route Service in the Urbanized Area Productivity Goal:** *25 passengers per service hour or higher.*

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Passengers per Svc. Hour	33.9	32.1	30.7	33.4	32.1

9. **Overall AATA System Productivity Goal:** *20 passengers per service hour or higher.*

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Passengers per Svc. Hour	34.0	32.6	30.6	33.4	32.2

Overall productivity was up about 5.5% compared to the same quarter last year. This is good, but actually a slightly smaller rate of increase than we have seen in the past 6 months.

The accompanying table shows the riders, service hours and productivity for each route and event service as well as the productivity for each of the last four quarters. The accompanying chart compares route productivity graphically.

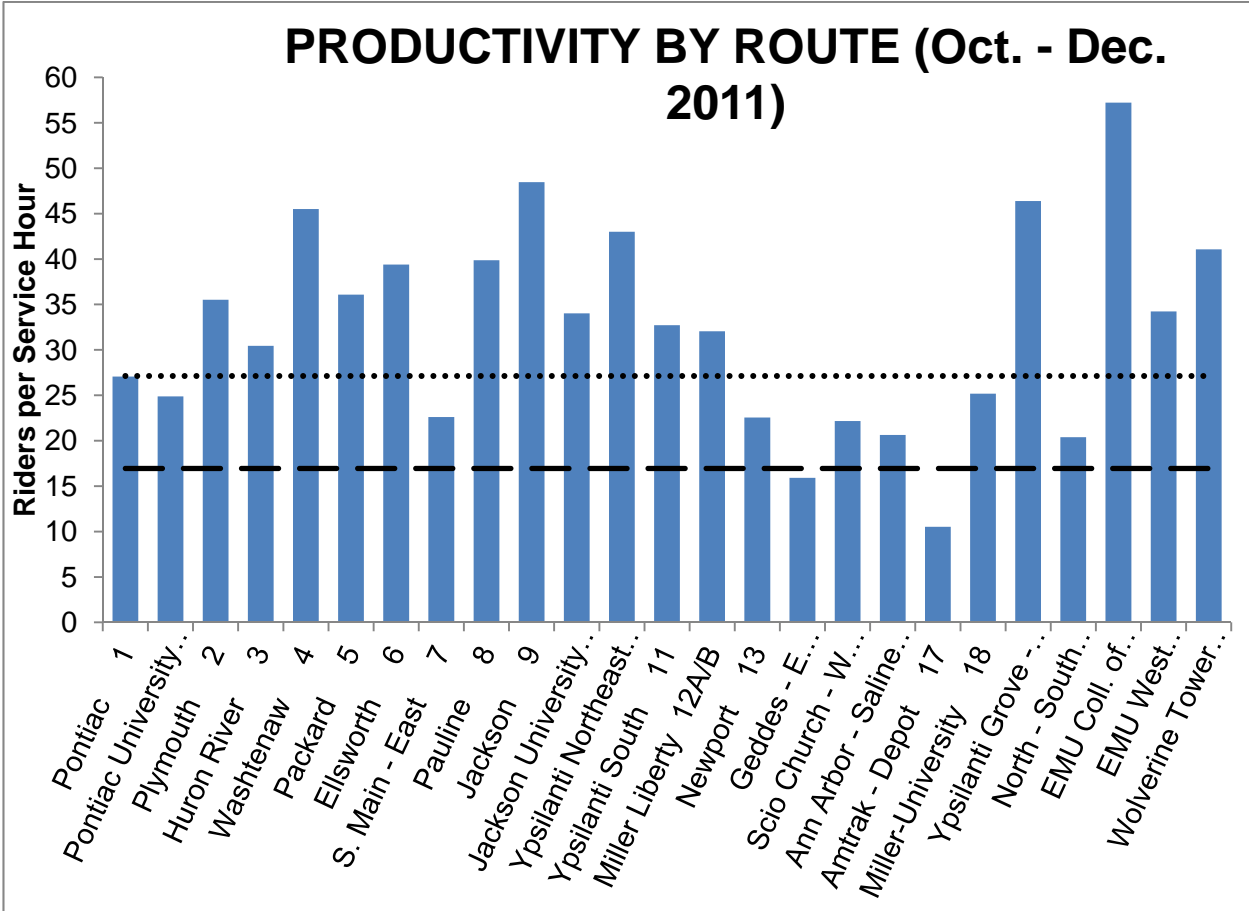
PRODUCTIVITY BY ROUTE

Local Fixed-Route Service

1st Quarter FY 2012

Route No. and Name	Oct. - Dec. 2011		
	Riders	Service Hours	Riders per Service Hour
1 Pontiac	54,886	2,028	27.1
1U Pontiac University	6,636	267	24.9
2 Plymouth	199,140	5,606	35.5
3 Huron River	73,546	2,415	30.4
4 Washtenaw	236,824	5,205	45.5
5 Packard	165,396	4,584	36.1
6 Ellsworth	165,253	4,195	39.4
7 S. Main - East	86,901	3,844	22.6
8 Pauline	52,378	1,314	39.9
9 Jackson	52,719	1,088	48.5
609 Jackson University	14,195	417	34.0
10 Ypsilanti Northeast	36,525	849	43.0
11 Ypsilanti South	20,313	621	32.7
12A/B Miller Liberty	64,905	2,026	32.0
13 Newport	12,844	569	22.6
14 Geddes - E. Stadium	7,351	462	15.9
15 Scio Church - W. Stadium	17,690	798	22.2
16 Ann Arbor - Saline Rd.	33,119	1,605	20.6
17 Amtrak - Depot	5,535	526	10.5
18 Miller-University	30,021	1,192	25.2
20 Ypsilanti Grove - Ecorse	32,365	698	46.4
22 North - South Connector	56,152	2,755	20.4
33 EMU Coll. of Busines Shuttle	41,117	719	57.2
34 EMU West Campus Shuttle	23,896	698	34.2
36 Wolverine Tower Shuttle	102,733	2,502	41.1
Fixed-Route Total	1,592,440	46,982	33.9
Senior Ride	347	42	8.3
Football Ride	16,830	301	55.9
Art Fair Shuttle			
System Total	1,609,617	47,325	34.0

July - Sept.	FY Apr. - June	2011	
		Jan. - Mar.	Oct. - Dec.
July - Sept	Apr. - June	Jan. - Mar.	Oct. - Dec.
2011	2011	2011	2011
26.0	25.2	28.0	23.9
21.2	21.6	27.6	22.3
33.2	30.0	34.7	31.1
29.3	30.3	31.5	30.4
43.6	40.9	42.3	42.9
35.2	35.2	36.4	34.7
39.1	36.2	38.7	39.9
22.4	21.6	21.1	21.3
39.7	36.7	41.0	39.2
48.3	46.2	46.3	42.2
28.1	28.1	36.5	40.5
38.9	37.2	35.3	36.1
32.6	30.4	35.7	33.6
31.5	32.1	31.6	28.0
19.0	19.6	23.9	22.9
13.6	17.0	19.6	18.0
21.3	20.4	22.9	19.5
22.1	20.0	20.0	20.2
11.6	10.7	11.6	10.4
18.7	20.8	24.0	22.0
42.5	44.9	42.7	38.5
18.6	17.3	19.4	19.1
52.4	47.2	56.2	58.5
31.1			
37.4	34.9	44.2	43.3
32.1	30.7	33.4	32.1
8.8	8.2	12.4	8.5
48.6			50.4
59.8			
32.6	30.6	33.4	32.2



Ann Arbor Transportation Authority Board of Directors
Planning and Development Committee
Proposed Meeting Summary
January 10, 2012 – 3:00 p.m.

Present: Committee – Anya Dale, David Nacht (Acting Chair)

Staff – Michael Benham, Terry Black, Ron Copeland, Michael Ford, Dawn Gabay, Jan Hallberg, Ed Robertson, Mary Stasiak, Karen Wheeler, Chris White

Absent with Notice: Committee – Rich Robben

Acting Chair David Nacht called the meeting to order at 3:01 p.m.

1.0 *Communications and Announcements*

There were no Communications or Announcements.

2.0 *Public Time – Comment on Agenda Items*

No one appearing, Mr. Nacht declared Public Time closed.

3.0 *Action Items*

3.1 *2012 Capital and Categorical Grant Program*

Chris White reported on updates to the Capital and Categorical Grant Program:

- Requirements for 2016 were added
- The Program is labeled “Continuation of Existing Service”
- The storage facility expansion was removed
- The document is dated “Working, December 2011”

Chris noted that the Board adopted a revised program in August 2011 which primarily includes requirements to continue with current service levels. He referred to the Federal Formula Fund Forecast which has a substantial amount of federal funds available that have not been committed for projects for continuation of services. Consideration is now being given to use some of those funds for the proposed extensive service expansion detailed in the Transit Master Plan (TMP).

Chris noted that most of the dedicated funding for FY2012 (federal funds with matching state funds) will be used for expansion service on Washtenaw Avenue, the bus storage facility expansion and the Connector Study Alternatives Analysis. Chris reviewed the program for FY2013 which includes the capital requirements of the TMP, new buses, vanpool vehicles, a Washtenaw Avenue bus pullout and a transit hub. He indicated that the figures for the TMP capital requirements match the amounts in the TMP presentation with projected expenses.

Chris added that the FY2013 program includes an additional \$1.2Million of federal dollars to complete the funding needed for the reconstruction of the Blake Transit Center (BTC) project. The program also includes \$2.8Million for TMP related service expansion. While there is not a specific commitment for the TMP service at this point, it is important to include this item in the application which is due to the State of Michigan by February 1.

Chris reviewed the amounts that will be remaining as carry-over funds in each of the fiscal years noting that FY2013 would have a very small carry-over balance of \$8,000; FY2015 would yield a negative balance of \$1.1Million with the balance returning to positive \$2Million in FY2016. If things go according to the plan, bus replacements would be deferred from FY2015 to FY2016. Chris indicated that the program is a relatively reasonable allocation of funds at this point, restating that the allocations are not firm, but are necessary to enable AATA to submit its State application. Chris then referred to the resolution approving submission of the capital program to the State.

David Nacht asked whether the use of capital funds for Airport Service and Information Technology projects had been considered (as he had requested at a prior committee meeting). Chris answered that there were not specific projects identified for Information Technology at this time; and Airport Service for FY2012 was programmed to be funded using fares and unrestricted net assets. Chris noted that it is not difficult to make adjustments to the program once funds have been approved; it is difficult, however, to ask for additional funds once an application has been submitted.

Michael Ford requested support for moving a resolution forward for compliance with State deadlines noting that the program also includes set aside funding for the BTC.

Anya Dale moved that the committee move the resolution to the full Board for Approval of the FY2012-2016 Capital and Categorical Grant Program. David Nacht supported the resolution which carried.

4.0 *Continuing Business*

4.1 *BTC Project Financing*

David Nacht noted a concern that had been previously raised by PDC Committee Chair Rich Robben regarding the cost per square foot for the BTC project. Terry Black indicated that the cost per square foot of an office building versus a commercial building like the BTC was not an “apples to apples” comparison. Michael Ford reported on a meeting he and Terry recently had with Rich to review the current status of funding for the BTC. Rich was supportive of the proposal to designate additional funds in the FY2013 Capital and Categorical Grant Program for that project.

Terry Black made a presentation on the Blake Transit Center project as a part of the request for additional funds. The presentation included details on the following topics:

- What the project team has learned
- Goals in designing the new center
- Work Completed to date
- Floor Plan Design
- Detailed Site Overview
- Key components in the design
- Additional elements in the design
- Specific examples of why the cost per square foot of the BTC appears to be high
- Work to be completed, including identifying additional funding, finalizing the design, performing value engineering, completing construction drawings, obtaining building permits from City of Ann Arbor and beginning the contractor bidding process.

Terry responded to questions on the facility design, the inclusion of public art and bicycle storage capacity of the facility. He indicated that input had been received from area residents, area businesses and elected officials, on the inclusion of public art, and on bicycle storage capacity (it was noted that AATA is included in a project to pursue grant funds for major bicycle storage downtown). Terry was asked if criticism had been received on any part of the project and he responded that there has been none to date, perhaps due to the large amount of public input that has been incorporated into the design.

Chris White noted that the additional \$1.5Million in the FY2013 expansion capital program brings the BTC project cost to \$7Million. Michael Ford emphasized that every effort will be made to reduce costs through due diligence while still providing the customer with the best transit center possible.

5.0 *New Business*

There was no New Business for the committee to consider.

6.0 *Updates*

6.1 *Contract for Airport Service*

Dawn Gabay provided an update on the Airport Service project. The project team has had extensive negotiation sessions with Michigan Flyer. Agreement has been reached on 19 areas of discussion, with 8 areas still pending. At the same time, work continues with representatives from Detroit Metropolitan Airport on signage.

Dawn reported that Michigan Flyer has acquired new over-the-road coaches that will be dedicated to the airport service. Stops will include the Blake Transit Center and a location on the south side of Ann Arbor (currently an existing airport service stop is at the Sheraton Hotel). Dawn reported on commitments from the Ann Arbor Area Convention and Visitors Bureau, University of Michigan and Michigan Flyer to provide financial and in-kind contributions for marketing of this new service.

Dawn stated that once an agreement is in place, six weeks will be needed before services actually begin in order to complete marketing work and to make website adjustments at AATA and Michigan Flyer. Michael Ford told the committee that buses providing service under contract to AATA will not be required to pay entry fees to the airport.

Dawn explained that the reason for delaying the start of service is due to the myriad of agreements that need to be discussed and put into place. David Nacht indicated that it is important for the project to do well and supported staff for taking the time needed to do a good job. Dawn estimated that services could possibly launch as early as mid-March.

6.2 *BTC Rebuild*

Please see item 4.1 above.

6.3 *2700 Expansion and Improvements*

Terry Black reported that the final phase of the hoist project is nearing completion. The project has required only three change orders: 1) for additional

concrete work; 2) a plumbing change; and 3) the addition of safety rails to the chassis bay ramps. The total cost of the contract was \$980,500 with a 10% contingency. The sum total to date is \$990,245.90.

Terry reported that the special spread footings have now been poured for the bus storage facility expansion. The foundation walls are scheduled to be poured this week and the erection of the steel structure is scheduled to begin next week. He noted that the recent spring-like weather has been very helpful in moving the project along. The project is expected to be completed in late spring of this year.

6.4 *Transit Improvements along the Washtenaw Corridor*

Chris White reported on service expansions along Washtenaw Avenue that will begin on January 30, 2012. Beginning that date, service will run every 5 to 10 minutes during peak time, and every 10 to 20 minutes during the midday period. Night Ride service will expand to Ypsilanti beginning the evening of January 29.

David Nacht raised the issue of using reserves for expanded service and indicated that Ann Arbor residents also need to be considered in any expansion work. He suggested providing better service to St. Joe Hospital and Washtenaw Community College which would benefit Ann Arbor riders as well as St. Joe employees and nonemergency patients. David encouraged staff to provide information to St. Joe officials on the actual and the hidden costs of providing parking. Chris explained the history of past meetings with St. Joe's during which cost data was provided (there have not been recent meetings). Michael Ford added that outreach efforts continue to pursue employers and acknowledged that there has been some difficulty connecting with the individuals in certain businesses who can effect changes.

Chris White reported that the Washtenaw Avenue bus pull-off is complete and noted, however, that the super shelter is not yet in place. He indicated that a request will be issued to the City of Ann Arbor for a small park and ride lot east of the transfer location.

At the request of David Nacht, Chris provided information on pedestrian traffic flow patterns for passengers using bus service on both sides of Washtenaw Avenue. David directed staff to place warning and informational signs indicating that crossings should be made only at the designated crosswalks. David also directed staff to conduct a safety assessment and watch pedestrian traffic at peak unloading times to observe actual pedestrian and car behaviors in the area. Michael Ford indicated this would occur and he would report back on the findings.

6.5 *Vanpools*

Mary Stasiak reported that the vanpool project is on track and shared details of a recommendation going to the Performance Monitoring and External Relations Committee for the purchase of vans for vanpool service. Michael Ford noted that the ability exists to make vans accessible, if there is a need.

6.6 *IT Strategic Plan*

Jan Hallberg reported that AATA has received the third (and final) iteration of the Information Technology Strategic Plan. The latest report is comprehensive and includes realistic recommendations. David Nacht requested that a presentation on the plan be made to both committees. Jan indicated that a presentation should be able to be scheduled in a month or two.

6.7 *East/West and WALLY Rail*

Michael Benham reported on issuing a Request for Proposals for Station Design Service for the WALLY project. Proposals are due near the end of January. David Nacht questioned the work, noting that the committee previously had directed staff to seek approval prior to conducting further work on the WALLY project. Benham noted that no funds were yet to be expended and indicated that a plan for moving the project forward would be provided in February or March. Benham also indicated that the funds for the station design project would be covered with funding obtained from a Section 5303 grant, the City of Howell, Washtenaw County and the Ann Arbor DDA. Benham added that he was in touch with his counterpart at MDOT, and once the revised business plan was complete, he would arrange a meeting to assess the current commitment from the State.

6.8 *Chelsea and Canton Express Bus Service*

Michael Benham distributed a chart detailing ridership trends noting that ridership for the past couple of weeks has been slow and is not indicative of the usual ridership. Service continues to approach capacity on the Chelsea line but there have been no standee problems. David Nacht restated an earlier request for staff to develop criteria detailing the success of the express bus service that can become institutional knowledge and part of an evolving document to be used when considering adding other types of service.

Anya Dale noted that ridership on the last trip from UM to Chelsea has not picked up. Benham responded that he is working with UM to identify individuals

on evening shift who could use the service and received a commitment from a current rider to promote the service to the coworkers in a department with 350 employees.

6.9 *TMP Update*

Michael Benham provided an update on the Transit Master Plan detailing work of the Financial Task Force (FTF). A service subcommittee of the FTF has completed their review of the TMP projects to determine whether they are worthy of support. A recommendation will be presented to the FTF at their January 27 meeting. In response to a concern raised by David Nacht on the committee's decision to pause some work due to uncertainty at the State, Benham indicated that the FTF will receive a full report on status of issues at the State on January 27. Michael Ford reported on an upcoming meeting with the FTF co-chairs to plan the agenda for the January 27 meeting including production of a final paper slated to include solid short and long-term recommendations.

David Nacht noted that there has been public discussion about a millage in the media, however neither the Board nor PDC has yet considered that question. Michael Benham noted that a millage as a concept was included in the Funding Options Report and has been discussed at the FTF meetings. David suggested that before Board is presented with a specific proposal from staff based on a recommendation from the FTF, that the concept be tested to gauge some of the likelihood of its success. Michael Ford reported on a recent survey to gauge public support around transit, the overview of which will be presented in February.

Michael Ford reported that the next u196 Board meeting will take place on February 6 and indicated that he has been meeting individually with u196 Board members to develop leadership foundation groups within the jurisdictions.

7.0 *Public Time*

Larry Krieg asked about a stop at the University of Michigan for the new Airport Shuttle Service. Dawn Gabay responded that in the first phase the stops will be at the BTC and on the south side of Ann Arbor. Dawn added that as Phase 2 of the service is developed, additional stops at the University and in Ypsilanti will be considered.

Vivienne Armentrout thanked Michael Ford for his consistent philosophy of transparency which she acknowledged is sometimes difficult and appreciated.

No one appearing, Mr. Nacht declared Public Time closed.

8.0 *Future Meetings*

Tuesday, February 7, 2012 at 3:00 p.m.

9.0 *Adjourn*

There being no further business, Mr. Nacht adjourned the meeting at 4:24 p.m.

Respectfully Submitted,

Karen Wheeler

January 10, 2012 LAC MEETING MINUTES

UNLESS POSTED, LAC MEETINGS ARE HELD THE SECOND TUESDAY OF EVERY MONTH (EXCEPT JULY) FROM 10 A.M. TO 12 NOON AT AATA'S MAIN OFFICE: 2700 S. INDUSTRIAL HWY., ANN ARBOR (734) 973-6500

1.0 INTRODUCTION OF ATTENDEES

LAC Executive Members Present:

Cheryl Weber (Chair), Clark Charnetski (Co-Chair), Gloria Kolb, Mary Wells, Eleanor Chang, Lena Ricks, John Kuchinski

LAC Executive Members Absent (with notice): Stephen McNutt

General LAC Members: Jody Slowins

Guests: Dave Reid & Kristin Persu (SR), Nick Sapkiewicz (WATS), Chris White (AATA), Doug Anderson (People's Express), Michaelene Pawlak (WAVE), Ms. Yasmine (CIL), Mr. Josh (CIL)

AATA LAC Liaison: Brian Clouse

Acronyms:

AACIL	Ann Arbor Center for Independent Living
AATA	Ann Arbor Transportation Authority
AAA1B	Area Agency on Aging 1B
AADL	Ann Arbor District Library
BTC	Blake Transit Center
CSR	Customer Service Representatives
FOIA	Freedom of Information Act
LDA	Learning Disabilities Association
LAC	Local Advisory Council
MDOT	Michigan Department of Transportation
PPA	Partners in Personal Assistance
RICC	Regional Interagency Consumer Committee
RFP	Request For Proposal
SR	Select Ride Inc.
SMART	Suburban Mobility Authority for Regional Transportation
TMP	Transit Master Plan (county wide plan)
WALLY	Washtenaw and Livingston Line
WATS	Washtenaw Area Transportation Study
WCC	Washtenaw Community College
WAVE	Washtenaw Area Value Express
PMER	Performance Monitoring and External Relations

January 10, 2012 LAC MEETING MINUTES

2.0 COMMUNICATIONS AND ANNOUNCEMENTS

- 2.1 Mr. Charnetski mentioned the Ann Arbor City Council delayed their approval of AATA's countywide agreement.
- 2.2 Mr. Charnetski provided a brief update on the Woodward light rail project, stating that it was back on.

3.0 REVIEW AND APPROVAL OF MINUTES

The LAC Executive Council approved the December draft minutes.

4.0 PUBLIC COMMENT TIME (5 MINUTE TIME LIMIT PER SPEAKER)

- 4.1 There were no public comments.

5.0 AATA BOARD MEETING REPORT

Ms. Weber said that recorded board meetings are available on the web at www.theride.org. She also mentioned that construction on the new BTC will commence later this year, and that the YTC will receive upgrades as well. Mr. Sapkiewicz mentioned there is a meeting on January 23, 2012 regarding the countywide board.

Governance Committee LAC Items:

There were no Governance items this month.

6.0 BUSINESS ITEMS

6.1 Blake Transit Center (BTC) Update

No update, moved to the next LAC meeting.

6.2 U of M Draft Letter

Mr. Charnetski explained the reason for the letter. Following final comments, the LAC approved the letter for mailing.

6.3 Driver Appreciation Subcommittee Report

Mr. Clouse sent LAC members an interactive version of the survey to test on their computers. Once testing of the survey is finished, Mr. Clouse will send members a list of customers to survey, and then set up a phone conference meeting to discuss survey responses.

January 10, 2012 LAC MEETING MINUTES

6.4 Detroit Regional Authority Update

Mr. Charnetski provided a description of the DDOT (Detroit Department of Transportation) current challenges due to decreases in revenue.

6.5 A-Ride Carry-On Policy

Mr. Clouse requested that the LAC review and make comments and suggestions on the current A-Ride carry-on policy. AATA's A-Ride & fixed-route policies, as well as ADA regulations regarding access of service to eligible riders, was given to the LAC. Open discussion ensued. The following is a summary of their comments:

- AATA can provide riders with free AATA carry bags for shopping. This would identify to riders the size and limit of baggage permitted onboard. (E. Chang, C. Charnetski, M. Wells, C. Webber).
- I don't use A-Ride when I need to make large shopping trips; regular cabs are available for this. (J. Kuchinski).
- Drivers should be able to make judgment calls. (G. Kolb).
- Rider's should have options for numerous items, such as paying for extra bags or a higher fare (E. Chang, J. Kuchinski)
- Riders should comply with policies, otherwise how can we ride in a vehicle full of groceries? (J. Kuchinski).

In conclusion, the LAC suggested that the current policy needs revision and should be written in terms of what the ADA requires, such as a shared ride service and availability. (C. Weber, J. Kuchinski, E. Chang, G. Kolb).

Mr. Clouse asked the LAC to put together a subcommittee to rewrite the policy. Mr. Kuchinski and Ms. Kolb volunteered for the subcommittee. Mr. Clouse will schedule a meeting and invite other LAC members to attend.

6.6 MDOT Vehicle Accessibility Plan

Chris White, Doug Anderson and Michaelene Pawlak described their services and their accessibility plans. The LAC discussed the accessibility plans of AATA, Peoples Express, Northfield Human Services and the WAVE. There were no suggested modifications to the accessibility plan updates.

January 10, 2012 LAC MEETING MINUTES

7.0 PUBLIC COMMENT TIME

7.1 There was no public comment.

FUTURE AGENDA ITEMS

1. BTC update - Ms. Weber
2. Driver Appreciation Update
3. A-Ride Carry-On Policy Update
4. U of M Letter Update- TBA
5. Countywide - TBA
6. Detroit Regional Authority Update - Mr. Charnetski

8.0 ADJOURN

There being no further business Ms. Weber called the meeting to an end.



Cheryl Weber LAC Chair

Respectfully Submitted,



Brian Clouse
AATA Paratransit Coordinator

Next Meeting, Tuesday, February 14, 2012, 10:00 a.m. to 12 noon

MEMORANDUM

To: Planning and Development Committee

From: Chris White
Manager of Service Development

Re: Capital and Categorical Grant Program

Date: January 3, 2012



This is a continuation of our discussion on this topic at the November PDC meeting. The Board adopted a revised program in August, 2011. The approved program includes primarily only requirements to continue the current level of service.

Attached is a copy of the adopted program with 4 changes:

- Requirements for 2016 have been added as discussed at previous meetings
- It is labeled as “Continuation of Existing Service”
- The garage expansion has been removed (explanation to follow)
- It is dated “Working, December 2011”

The pages include the 5-year summary (page 1) and a detail page for each fiscal year 2012-2016 (page 2-6).

A copy of the “Section5307 Federal Formula Fund Forecast” is also included (page 7). As we have discussed, it shows a substantial balance at the end of each year.

The Transit Master Plan includes a significant amount of service expansion. The financial plan includes details of the capital requirements. While the funding to support the TMP has not been determined, we have been examining the extent to which our federal formula funding can support the service expansion.

The TMP includes expansion in FY 2012 that we are in the process of implementing. A program detail page for FY2012 is attached labeled “Service Expansion Based on TMP” (page 8). This includes:

- The garage expansion project removed from the continuation program. This project is already in the approved program
- 5 expansion buses for which we are receiving a Livability Grant
- Ann Arbor Connector Alternatives Analysis for which we are receiving an Alternatives Analysis Grant.

The TMP includes additional expansion in FY 2013. We have not committed to this service expansion. However, it is important that we include the projects in the application for FY 2013 which is to be submitted to MDOT by February 1, 2012 to be eligible for State funding if we do go forward. Attached is the program detail page for FY 2013 expansion (page 9).

In addition to the TMP expansion, the 2013 program includes an additional \$1.5 million for the BTC reconstruction. \$5.5 million is currently approved; this increases the amount to \$7.0 million. The reasons for this will be the topic of discussion at the January PDC meeting.

Finally, a revised Section 5307 Federal Formula Fund Forecast is attached (page 10) which includes both the continuation and expansion programs. With the addition of the capital projects for expansion in the TMP, there would still be a positive balance in federal formula funds at the end of each year, although it would be small in 2015. With the additional funds for BTC, the balance is very small in FY 2013 and negative in 2015. If this projection holds to 2015, we would have to defer some bus replacement in 2015 into 2016 to balance the program with available funds.

Action Requested:

Adoption of a revised Capital and Categorical Grant Program with the following changes from the currently adopted program:

- Add FY 2016 element (page 6)
- Add FY 2012 expansion program (page 8)
- Add FY 2013 expansion program (page 9)

A resolution is attached for your consideration.

Resolution 8/2012

APPROVAL OF FY 2012-2016 CAPITAL AND CATEGORICAL GRANT PROGRAM

WHEREAS, the Ann Arbor Transportation Authority (AATA) adopted a revised 2011-2015 Capital and Categorical Grant Program in August, 2011, and

WHEREAS, the program for FY 2011 is complete, and a program for FY 2016 has been developed, and

WHEREAS, expansion projects have been developed as part of the development of the Transit Master Plan which have been added to the FY 2012 and FY 2013 elements , and

WHEREAS, the attached FY 2012 – FY 2016 Capital and Categorical Grant Program is the result of these changes, and

WHEREAS, the attached program continues to be consistent with potential funding and to comply with various federal and state requirements,

NOW, THEREFORE, BE IT RESOLVED, that the Ann Arbor Transportation Authority Board of Directors hereby adopts the attached FY2012 -2016 Capital and Categorical Grant Program.

BE IT FURTHER RESOLVED, that the \$1.5 million in the FY 2013 Expansion Program for final funds for the Blake Transit Center reconstruction is a maximum amount. Staff will continue design and value engineering activities to complete the scope and provide a final cost estimate to the Board by March, 2012.

Charles Griffith, Acting Chair

January 19, 2012

Acting Secretary

January 19, 2012

Attachment

ANN ARBOR TRANSPORTATION AUTHORITY FIVE-YEAR CAPITAL & CATEGORICAL GRANT PROGRAM THROUGH FISCAL YEAR 2016

Continuation of Existing Service

Prepared by:
Chris White

DESCRIPTION	WORKING Dec. 2011					
	2011 (actual)	2012	2013	2014	2015	2016
Large Buses - Replacement	Quantity Cost \$6,299,188 ¹⁰	Quantity Cost \$6,930,000 ¹¹	Quantity Cost \$1,300,000 ²	Quantity Cost \$0 ⁰	Quantity Cost \$11,900,000 ¹⁷	Quantity Cost \$0 ⁰
Medium/Small Buses - Replacement	Quantity Cost \$0 ⁰	Quantity Cost \$750,000 ⁵	Quantity Cost \$0 ⁰	Quantity Cost \$0 ⁰	Quantity Cost \$150,000 ¹	Quantity Cost \$0 ⁰
Vans for Vanpool Program	Quantity Cost \$625,000 ²⁵	Quantity Cost \$625,000 ²⁵	Quantity Cost \$625,000 ²⁵	Quantity Cost \$625,000 ²⁵	Quantity Cost \$625,000 ²⁵	Quantity Cost \$625,000 ²⁵
Buses for Expanded Service	Quantity Cost \$0 ⁰	Quantity Cost \$0 ⁰	Quantity Cost \$0 ⁰	Quantity Cost \$0 ⁰	Quantity Cost \$0 ⁰	Quantity Cost \$0 ⁰
On-Board Systems and Equipment	\$0	\$0	\$50,000	\$0	\$0	\$0
Maint. Equip. and Bus Components	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Computer Hardware and Software	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000
Park and Ride Lots & Transfer Facilities	\$0	\$0	\$0	\$1,500,000	\$0	\$0
Major Buildings and Facilities	\$60,500	\$1,952,000	\$500,000	\$0	\$0	\$0
Non-revenue Vehicles	Quantity Cost \$100,000 ⁴	Quantity Cost \$0 ⁰	Quantity Cost \$90,000 ³	Quantity Cost \$0 ⁰	Quantity Cost \$100,000 ³	Quantity Cost \$0 ⁰
Passenger Area Facilities and Equip.	\$0	\$50,000	\$80,000	\$50,000	\$80,000	\$60,000
Capital Cost of Contracting	\$200,000	\$300,000	\$300,000	\$350,000	\$350,000	\$350,000
Preventive Maintenance	\$1,680,000	\$2,100,000	\$2,100,000	\$2,100,000	\$2,100,000	\$2,100,000
Planning	\$350,589	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Outreach and Rideshare	\$455,000	\$455,000	\$455,000	\$455,000	\$455,000	\$450,000
TOTAL	\$10,140,277	\$13,932,000	\$6,270,000	\$5,850,000	\$16,530,000	\$4,355,000

**ANN ARBOR TRANSPORTATION AUTHORITY
FY 2012 CAPITAL & CATEGORICAL GRANT PROGRAM**

DESCRIPTION	Continuation of Existing Service		FEDERAL Section 5307 Formula Funds	Other Programs (see notes)	STATE	TOTAL
	LOCAL	WORKING Dec. 2011				
11 Large Buses - Replacement			\$3,686,000	\$1,848,000	\$1,386,000	\$6,930,000
5 Medium/Small Buses - Replacement			\$600,000		\$150,000	\$750,000
25 Vans for Vanpool Program			\$500,000		\$125,000	\$625,000
0 Buses for Expanded Service						\$0
On-Board Systems and Equipment			\$0			\$0
Maint. Equip. and Bus Components			\$200,000		\$50,000	\$250,000
Computer Hardware and Software			\$96,000		\$24,000	\$120,000
Park and Ride Lots & Transfer Facilities			\$0		\$0	\$0
Major Buildings and Facilities			\$1,561,600		\$390,400	\$1,952,000
0 Non-revenue Vehicles			\$0		\$0	\$0
Passenger Area Facilities and Equip.			\$40,000		\$10,000	\$50,000
Capital Cost of Contracting			\$240,000		\$60,000	\$300,000
Preventive Maintenance			\$1,680,000		\$420,000	\$2,100,000
Planning			\$320,000		\$80,000	\$400,000
Outreach and Rideshare			\$0	\$455,000		\$455,000
TOTAL			\$8,933,600	\$2,303,000	\$2,695,400	\$13,932,000

Prepared by: Chris White

NOTES

Cost estimate based on Gillig contract. Other federal funds for hybrid increment not yet secured. Break out cost of security cameras to meet FTA requirement

Replacement for A-Ride buses

May not be needed, depending on timing of plans for assuming control of existing vanpool program from MDOT

Expansion buses in TMP Program

Associated Capital maintenance including hybrid battery replacement

Ongoing upgrade of computer capabilities

Remaining funding for Downtown Transit Center, and facility improvements (hoists - urea filling station) 2700 bus storage expansion in TMP program

Shelterbenches/lead walk program to comply with transit enhancement requirement

Operating expense - portion of subcontracted service attributable to capital costs

Operating expense.

Operating expense. \$1.2 million in federal Section 5338 funds for Connector alternatives analysis in TMP expansion

Operating expense. 100% Congestion Mitigation/Air Quality (CMAQ) funds are anticipated.

**ANN ARBOR TRANSPORTATION AUTHORITY
FY 2013 CAPITAL & CATEGORICAL GRANT PROGRAM**

Continuation of Existing Service

DESCRIPTION	LOCAL	FEDERAL		STATE	TOTAL
		Section 5307 Formula Funds	Other Programs (see notes)		
2 Large Buses - Replacement		\$672,000	\$368,000	\$260,000	\$1,300,000
0 Medium/Small Buses - Replacement		\$0		\$0	\$0
25 Vans for Vanpool Program		\$500,000		\$125,000	\$625,000
0 Buses for Expanded Service					\$0
On-Board Systems and Equipment		\$40,000		\$10,000	\$50,000
Maint. Equip. and Bus Components		\$200,000		\$50,000	\$250,000
Computer Hardware and Software		\$96,000		\$24,000	\$120,000
Park and Ride Lots & Transfer Facilities		\$0		\$0	\$0
Major Buildings and Facilities		\$400,000		\$100,000	\$500,000
3 Non-revenue Vehicles		\$72,000		\$18,000	\$90,000
Passenger Area Facilities and Equip.		\$64,000		\$16,000	\$80,000
Capital Cost of Contracting		\$240,000		\$60,000	\$300,000
Preventive Maintenance		\$1,680,000		\$420,000	\$2,100,000
Planning		\$320,000		\$80,000	\$400,000
Outreach and Rideshare	\$0		\$455,000		\$455,000
TOTAL	\$0	\$4,284,000	\$823,000	\$1,163,000	\$6,270,000

Prepared by:

Chris White

WORKING
Dec. 2011

NOTES

Cost estimate based on Gillig contract. Other federal funds for hybrid increment not yet secured

CMAQ funds from MDOT are another possible source for federal funds

Use not specified = placeholder

Associated Capital maintenance including hybrid battery replacement

Ongoing upgrade of computer capabilities

YTC Upgrade - scope not yet determined

Replacement of management vehicles

Shelter/benches program to comply with transit enhancement requirement

Operating expense - portion of subcontracted service attributable to capital costs

Operating expense.

Operating expense

Operating expense. 100% Congestion Mitigation/Air Quality (CMAQ) funds are anticipated.

ANN ARBOR TRANSPORTATION AUTHORITY
FY 2014 CAPITAL & CATEGORICAL GRANT PROGRAM

Prepared by:

Continuation of Existing Service

DESCRIPTION	LOCAL	FEDERAL		STATE	TOTAL
		Section 5307 Formula Funds	Other Programs (see notes)		
0 Large Buses - Replacement		\$0	\$0	\$0	\$0
0 Medium/Small Buses - Replacement		\$0		\$0	\$0
25 Vans for Vanpool Program		\$500,000		\$125,000	\$625,000
0 Buses for Expanded Service					\$0
On-Board Systems and Equipment		\$0		\$0	\$0
Maint. Equip. and Bus Components		\$200,000		\$50,000	\$250,000
Computer Hardware and Software		\$96,000		\$24,000	\$120,000
Park and Ride Lots & Transfer Facilities		\$1,200,000		\$300,000	\$1,500,000
Major Buildings and Facilities		\$0		\$0	\$0
0 Non-revenue Vehicles		\$0		\$0	\$0
Passenger Area Facilities and Equip.		\$40,000		\$10,000	\$50,000
Capital Cost of Contracting		\$280,000		\$70,000	\$350,000
Preventive Maintenance		\$1,680,000		\$420,000	\$2,100,000
Planning		\$320,000		\$80,000	\$400,000
Outreach and Rideshare	\$0		\$455,000		\$455,000
TOTAL	\$0	\$4,316,000	\$455,000	\$1,079,000	\$5,850,000

Chris White

NOTES

CMAAQ funds from MDOT are another possible source for federal funds

Associated Capital maintenance including hybrid battery replacement

Ongoing upgrade of computer capabilities

Location(s) not identified. Placeholder for TIP

Shelter/benches program to comply with transit enhancement requirement

Operating expense - portion of subcontracted service attributable to capital costs

Operating expense.

Operating expense

Operating expense. 100% Congestion Mitigation/Air Quality (CMAAQ) funds are anticipated.

**ANN ARBOR TRANSPORTATION AUTHORITY
FY 2015 CAPITAL & CATEGORICAL GRANT PROGRAM**

Prepared by:

WORKING
Dec. 2011

Continuation of Existing Service

DESCRIPTION	FEDERAL		STATE	TOTAL	NOTES
	Section 5307 Formula Funds	Other Programs (see notes)			
17 Large Buses - Replacement	\$6,120,000	\$3,400,000	\$2,380,000	\$11,900,000	Hybrid buses at \$700,000 per bus. Hybrid increment of \$240,000 per bus with 80% from other federal funds not yet identified
1 Medium/Small Buses - Replacement	\$120,000		\$30,000	\$150,000	
25 Vans for Vanpool Program	\$500,000		\$125,000	\$625,000	
0 Buses for Expanded Service				\$0	
On-Board Systems and Equipment	\$0		\$0	\$0	CMAQ funds from MDOT are another possible source for federal funds
Maint. Equip. and Bus Components	\$200,000		\$50,000	\$250,000	Associated Capital maintenance including hybrid battery replacement
Computer Hardware and Software	\$96,000		\$24,000	\$120,000	Ongoing upgrade of computer capabilities
Park and Ride Lots & Transfer Facilities	\$0		\$0	\$0	
Major Buildings and Facilities	\$0		\$0	\$0	
3 Non-revenue Vehicles	\$80,000		\$20,000	\$100,000	Replacement of maintenance/operations vehicles
Passenger Area Facilities and Equip.	\$64,000		\$16,000	\$80,000	Shelter/benches program to comply with transit enhancement requirement
Capital Cost of Contracting	\$280,000		\$70,000	\$350,000	Operating expense - portion of subcontracted service attributable to capital costs
Preventive Maintenance	\$1,680,000		\$420,000	\$2,100,000	Operating expense.
Planning	\$320,000		\$80,000	\$400,000	Operating expense
Outreach and Rideshare	\$0	\$455,000		\$455,000	Operating expense. 100% Congestion Mitigation/Air Quality (CMAQ) funds are anticipated.
TOTAL	\$9,460,000	\$3,855,000	\$3,215,000	\$16,530,000	

Chris White

ANN ARBOR TRANSPORTATION AUTHORITY
FY 2016 CAPITAL & CATEGORICAL GRANT PROGRAM

Prepared by:

Continuation of Existing Service

Chris White

WORKING
Dec. 2011

DESCRIPTION	LOCAL	FEDERAL		STATE	TOTAL
		Section 5307 Formula Funds	Other Programs (see notes)		
0 Large Buses - Replacement		\$0	\$0	\$0	\$0
0 Medium/Small Buses - Replacement		\$0		\$0	\$0
0 Vans for Vanpool Program		\$600,000		\$125,000	\$625,000
0 Buses for Expanded Service					\$0
On-Board Systems and Equipment		\$0		\$0	\$0
Maint. Equip. and Bus Components		\$200,000		\$50,000	\$250,000
Computer Hardware and Software		\$96,000		\$24,000	\$120,000
Park and Ride Lots & Transfer Facilities		\$0		\$0	\$0
Major Buildings and Facilities		\$0		\$0	\$0
0 Non-revenue Vehicles		\$0		\$0	\$0
Passenger Area Facilities and Equip.		\$48,000		\$12,000	\$60,000
Capital Cost of Contracting		\$280,000		\$70,000	\$350,000
Preventive Maintenance		\$1,680,000		\$420,000	\$2,100,000
Planning		\$320,000		\$80,000	\$400,000
Outreach and Rideshare	\$0		\$450,000		\$450,000
TOTAL	\$0	\$3,124,000	\$450,000	\$781,000	\$4,355,000

NOTES

Associated Capital maintenance including hybrid battery replacement

Ongoing upgrade of computer capabilities

Replacement of maintenance/operations vehicles

Operating expense - portion of subcontracted service attributable to capital costs

Operating expense.

Operating expense

Operating expense. 100% Congestion Mitigation/Air Quality (CMAQ) funds are anticipated.

Section 5307 Federal Formula Fund Forecast

The program for future years is based on the Capital and Categorical Grant Program

Proposed January 2012 -
Continuation of Existing
Service Only

Shaded cells are actual figures.

Fiscal Year	2010	2011	2012	2013	2014	2015	2016
Balance from prior year	\$6,216,732	\$5,666,015	\$4,638,981	\$2,018,747	\$4,048,113	\$6,045,479	\$2,898,845
Plus Allocation of Section 5307 funds (actual allocation 2006-2011)	\$4,809,339	\$5,063,366	\$6,313,366	\$6,313,366	\$6,313,366	\$6,313,366	\$6,313,366
Additional Allocation (ARRA)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Available	\$11,026,071	\$10,729,381	\$10,952,347	\$8,332,113	\$10,361,479	\$12,358,845	\$9,212,211
Amount Programmed for Section 5307 Program (Includes ARRA projects in 2009 & 2010)	\$5,360,056	\$6,090,400	\$8,933,600	\$4,284,000	\$4,316,000	\$9,460,000	\$3,124,000
Amount Remaining - Carryover to following year	\$5,666,015	\$4,638,981	\$2,018,747	\$4,048,113	\$6,045,479	\$2,898,845	\$6,088,211

**ANN ARBOR TRANSPORTATION AUTHORITY
FY 2012 CAPITAL & CATEGORICAL GRANT PROGRAM**

Prepared by:

Service Expansion based on TMP

DESCRIPTION	LOCAL	FEDERAL		STATE	TOTAL
		Section 5307 Formula Funds	Other Programs (see notes)		
5 Large Buses - Expansion		\$0	\$2,400,000	\$600,000	\$3,000,000
0 Medium/Small Buses - Expansion		\$0		\$0	\$0
0 Vans for Vanpool Program Expansion		\$0		\$0	\$0
0	0			\$0	\$0
On-Board Systems and Equipment		\$0			\$0
Maint. Equip. and Bus Components		\$0		\$0	\$0
Computer Hardware and Software		\$0		\$0	\$0
Park and Ride Lots & Transfer Facilities		\$0		\$0	\$0
Major Buildings and Facilities		\$1,152,000		\$288,000	\$1,440,000
0 Non-revenue Vehicles		\$0		\$0	\$0
Passenger Area Facilities and Equip.		\$0		\$0	\$0
Capital Cost of Contracting		\$0		\$0	\$0
Preventive Maintenance		\$0		\$0	\$0
Planning		\$0	\$1,200,000	\$300,000	\$1,500,000
Outreach and Rideshare	\$0				\$0
TOTAL	\$0	\$1,152,000	\$3,600,000	\$1,188,000	\$5,940,000

NOTES

Livability Grant for 5 hybrid electric buses for Washtenaw Avenue service expansion. (TMP budget only included \$2.4 million for clean diesel buses)

TMP calls for 20 expansion vans. 25 vans approved in FY11 grant. Only 15-20 planned for implementation in FY12. Additional replacement vans included in FY2012 continuation program. Not programming additional vans until program status is clearer.

Bus storage expansion. The initial funding for this project is in ARRA grant (MI-90-X024). This is additional funding required to complete the project. This amount was approved in the in August 2011 in continuation program for this project.

Connector study alternatives analysis. Federal funding from Alternatives Analysis program

ANN ARBOR TRANSPORTATION AUTHORITY
FY 2013 CAPITAL & CATEGORICAL GRANT PROGRAM

Prepared by:

Service Expansion based on TMP

Chris White

DESCRIPTION	LOCAL	FEDERAL		STATE	TOTAL
		Section 5307 Formula Funds	Other Programs (see notes)		
3 Large Buses - Expansion		\$960,000		\$240,000	\$1,200,000
6 Medium/Small Buses - Expansion		\$180,000	\$180,000	\$90,000	\$450,000
20 Vans for Vanpool Program Expansion		\$360,000		\$90,000	\$450,000
On-Board Systems and Equipment		\$0		\$0	\$0
Maint. Equip. and Bus Components		\$0		\$0	\$0
Computer Hardware and Software		\$0		\$0	\$0
Park and Ride Lots & Transfer Facilities		\$187,200		\$46,800	\$234,000
Major Buildings and Facilities		\$1,200,000		\$300,000	\$1,500,000
0 Non-revenue Vehicles		\$0		\$0	\$0
Passenger Area Facilities and Equip.		\$0	\$135,000	\$33,750	\$168,750
Capital Cost of Contracting		\$0		\$0	\$0
Preventive Maintenance		\$0		\$0	\$0
Planning	\$0	\$0		\$0	\$0
Outreach and Rideshare	\$0			\$0	\$0
TOTAL	\$0	\$2,887,200	\$315,000	\$800,550	\$4,002,750

NOTES

TMP Urban Bus Network Enhancements in A2 and Ypsi in year 2 & 3. Service to be implemented in 2014 needs buses included in 2013 program. Cost for clean diesel buses for now.

Enhanced WAVE service (1/2 fed funding from Section 5311 - nonurban)

Expansion vanpools. May not be needed depending on how quickly we take over existing vanpools.

Bus pullout on Washtenaw Avenue

Final amount for BTC to bring total to \$7.0 million

Local transit hub in outlying community (non-urban)

Section 5307

Federal Formula Fund Forecast

The program for future years is based on the Capital and Categorical Grant Program

January 2012 - Includes Expansion of Urban Service from TMP for 2012 and 2013

Fiscal Year	2011	2012	2013	2014	2015	2016
Balance from prior year	\$5,666,015	\$4,638,981	\$866,747	\$8,913	\$2,006,279	-\$1,140,355
Plus Allocation of Section 5307 funds (actual allocation 2006-2011)	\$5,063,366	\$6,313,366	\$6,313,366	\$6,313,366	\$6,313,366	\$6,313,366
Additional Allocation (ARRA)	\$0	\$0	\$0	\$0	\$0	\$0
Total Available	\$10,729,381	\$10,952,347	\$7,180,113	\$6,322,279	\$8,319,645	\$5,173,011
Amount Programmed for Section 5307 Program for Service Continuation	\$6,090,400	\$8,933,600	\$4,284,000	\$4,316,000	\$9,460,000	\$3,124,000
Amount Programmed for Section 5307 for Urban Service Expansion in TMP		\$1,152,000	\$2,887,200			
Amount Remaining - Carryover to following year	\$4,638,981	\$866,747	\$8,913	\$2,006,279	-\$1,140,355	\$2,049,011

Issue Analysis – Purchase of Vans for Expanded Vanpool Service

Issue: Staff would like Board approval to purchase vans for expanded vanpool service.

Background:

On September 15, 2011 the Board of Directors gave authorization for AATA to enter into a contract with VPSI for expanded Vanpool Services. As a result of this contract, AATA needs to purchase vans that will be used to provide the service.

The State of Michigan currently has a five year contract which is extended to local units of Government and Michigan Department of Transportation authorizing transit agencies to purchase vehicles from Bill Snethkamp’s Lansing, Inc.

DATA:

Funds for this purchase have been budgeted and are in approved grants. The grants include funding for up to 25 vans.

AATA will be purchasing seven (7) 2012 Dodge Grand Caravan’s with an option to purchase up to a total of twenty-five (25) vehicles that will be used to expand the vanpool services available in Washtenaw County.

The base price for each 2012 van (not including options in addition to standard factory equipment) is \$21,272.00.

Risks	Benefits
<p>Executing a separate procurement for this purchase would result in increased pricing (less volume) and a delay in starting the service.</p>	<p>Purchasing off of the State of Michigan contract allows for a more competitive price.</p> <p>The state contract meets all federal and state procurement requirements.</p>

Staff Recommendation:

Staff recommends the Authority to approve the purchase of seven 2012 Dodge Grand Caravan’s each with an option to purchase up to a total of twenty-five vans for vanpool services.

Next Steps:

Execute purchase order.

Resolution 9/2012

AUTHORIZATION TO PURCHASE VANS FOR EXPANDED VANPOOL SERVICE

WHEREAS, the AATA Board of Directors authorized its Chief Executive Officer to enter into a contract with VPSI for vanpool services in the Ann Arbor area, and

WHEREAS, the purchase of vans are required to provide the service, and

WHEREAS, The State of Michigan currently has a five year contract which is extended to local units of Government and Michigan Department of Transportation authorizing transit agencies to purchase vans from Bill Snethkamp's Lansing, Inc., and

WHEREAS, funds for these purchases are included in approved federal and state grants,

NOW, THEREFORE, BE IT RESOLVED, that the AATA Board of Directors hereby authorizes AATA to purchase seven (7) 2012 Dodge Caravans at a base price of \$21,272.00 each with an option to purchase up to a total of twenty-five (25) vans for vanpool services.

Charles Griffith, Acting Chair

January 19, 2012

Acting Secretary

January 19, 2012

AATA MEMORANDUM

To: Performance Management - External
Relations Committee

From: Christopher White

Re: Authorizing Resolution for Federal Transit
Administration (FTA) Grants

Date: January 13, 2012



The Federal Transit Administration (FTA) requires AATA to have a resolution from the Board authorizing the submission of applications and certifications and assurances. Authorization to execute contracts is also recommended, but not required. If this is not included, a separate resolution is required for each grant to authorize execution of the contract.

The AATA's current authorizing resolution needs to be updated to the current title, Chief Executive Officer (CEO). A revised resolution is attached for your consideration.

Resolution 10/2012

AUTHORIZATION TO SUBMIT FEDERAL GRANT APPLICATIONS
AND ASSOCIATED DOCUMENTS

Resolution authorizing the filing of applications with the Federal Transit Administration, an operating administration of the United States Department of Transportation, for Federal transportation assistance authorized by 49 U.S.C.

Whereas, the Federal Transportation Administrator has been delegated authority to award Federal financial assistance for a transportation project; and

Whereas, the grant or cooperative agreement for Federal Financial assistance will impose certain obligations upon the Applicant, and may require the Applicant to provide the local share of the project cost; and

Whereas, the Applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project;

Now, Therefore, Be It Resolved by the Board of Directors of the Ann Arbor Transportation Authority:

1. The Chief Executive Officer or his designee is authorized to execute and file application for Federal assistance on behalf of the Ann Arbor Transportation Authority with the Federal Transit Administration. The Ann Arbor Transportation Authority is the designated recipient requesting Urbanized Area Formula Program assistance authorized by 49 U.S.C. §5307 for the Ann Arbor urbanized area.
2. The Chief Executive Officer or his designee is authorized to execute and file with its application the annual certification and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant or cooperative agreement.
3. The Chief Executive Officer or his designee is authorized to execute grant and cooperative agreements with the Federal Transit Administration on behalf of the Ann Arbor Transportation Authority.

CERTIFICATION

The undersigned duly qualified Secretary, acting on behalf of the Ann Arbor Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Directors of the Ann Arbor Transportation Authority held on January 19, 2012.

Charles Griffith, Acting Chair

Acting Secretary

January 19, 2012

January 19, 2012