

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA  
JULY 28, 2006 (Fourth Friday of Each Month)  
\*CITY HALL COUNCIL CHAMBERS\*  
\*809 CENTER STREET\*  
SANTA CRUZ, CALIFORNIA  
9:00 a.m. – Noon

THE BOARD AGENDA PACKET CAN BE FOUND ONLINE AT [WWW.SCMTD.COM](http://WWW.SCMTD.COM)

**NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER**

## SECTION I: OPEN SESSION - 9:00 a.m.

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

## CONSENT AGENDA

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF MAY 12 & 26 AND JUNE 9 & 23, 2006  
Minutes: **JUNE MINUTES WILL BE INCLUDED IN THE AUGUST 2006 BOARD PACKET**
- 5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF JUNE 2006  
Report: Attached
- 5-3. ACCEPT AND FILE JUNE 2006 RIDERSHIP REPORT  
Report: Attached  
**PAGES 1 & 4 ARE INCLUDED IN THE JULY 28, 2006 BOARD PACKET**
- 5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF JASON SOUZA, CLAIM #06-0015
- 5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR JULY 19, 2006 AND MINUTES OF MAY 17, 2006  
Agenda/Minutes: Attached

- 5-6. **DELETED: WILL BE INCLUDED IN THE AUGUST 2006 BOARD PACKET**  
(ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR APRIL 2006  
AND APPROVAL OF BUDGET TRANSFERS)
- 5-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR APRIL 2006  
Report: Attached
- 5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE  
MONTH OF APRIL 2006  
Staff Report: Attached
- 5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE  
UPDATE FOR MONTH OF MAY 2006  
Staff Report: **IS INCLUDED IN THE JULY 28, 2006 BOARD PACKET**
- 5-10. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM  
APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION  
COMMISSION FOR THE JUNE 2006 MEETING(S)  
Staff report: **WILL BE INCLUDED IN THE AUGUST BOARD PACKET**
- 5-11. ACCEPT AND FILE METROBASE STATUS REPORT  
Staff Report: Attached
- 5-12. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A  
RENEWAL OF CONTRACT WITH DEVCO OIL FOR DIESEL AND GASOLINE  
FUELS  
Staff Report: Attached
- 5-13. ACCEPT AND FILE CALL STOP AUDIT REPORT FOR THE PERIOD OF APRIL,  
MAY & JUNE 2006  
Staff Report: Attached
- 5-14. **DELETED: ACTION TAKEN AT THE JULY 14, 2006 BOARD MEETING**  
(CONSIDERATION OF RENEWAL OF LIABILITY AND PHYSICAL DAMAGE  
INSURANCE COVERAGE WITH CALTIP FOR FY 06-07)
- 5-15. CONSIDERATION OF **RESOLUTIONS** RATIFYING ACTIONS OF THE GENERAL  
MANAGER IN REQUESTING THE SCCRTC AND THE CALIFORNIA  
TRANSPORTATION COMMISSION TO PROGRAM AND ALLOCATE FUNDS TO  
METRO CAPITAL PROJECTS FOR BUS CONVERSIONS, BUS REPLACEMENT,  
AND METROBASE FUNDING IN THE 2006 – 2008 STIP  
Staff Report: Attached
- 5-16. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO USE THE  
STATE OF CALIFORNIA, DEPARTMENT OF GENERAL SERVICES CONTRACT  
FOR THE PURCHASE OF THREE EACH COMPACT SEDANS**  
Staff Report: **IS INCLUDED IN THE JULY 28, 2006 BOARD PACKET**

- 5-17. **CONSIDERATION OF FEDERAL TRANSIT ADMINISTRATION'S GRANT-FUNDED PROJECT OPPORTUNITIES FOR METRO IN THE FTA'S NEW FREEDOM PROGRAM**  
Staff Report: **IS INCLUDED IN THE JULY 28, 2006 BOARD PACKET**
- 5-18. CONSIDERATION OF ADOPTING AN ANNUAL DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION RATE FOR FEDERALLY-FUNDED PROCUREMENTS IN 2007  
**(Moved to Consent Agenda at the July 14, 2006 Board Meeting. Retained original numbering as Item #8)**
- 5-19. CONSIDERATION OF THE CREATION OF THE POSITION OF FINANCE MANAGER DESIGNATE FOR THE PERIOD OF SEPTEMBER 1, 2006 THROUGH DECEMBER 31, 2006  
**(Moved to Consent Agenda at the July 14, 2006 Board Meeting. Retained original numbering as Item #11)**
- 5-20. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR SERVICE TRUCK FOR FLEET MAINTENANCE  
**(Moved to Consent Agenda at the July 14, 2006 Board Meeting. Retained original numbering as Item #15)**
- 5-21. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR HEAVY DUTY BRAKE DRUMS  
**(Moved to Consent Agenda at the July 14, 2006 Board Meeting. Retained original numbering as Item #16)**

#### REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS  
Presented by: Chair Rotkin  
Staff Report: Attached
7. CONSIDERATION OF SERVICE REVISIONS FOR FALL 2006  
Presented by: Mark Dorfman, Assistant General Manager  
Staff Report: **REVISED PAGE #7.3 AND REMAINING ATTACHMENTS ARE INCLUDED IN THE JULY 28, 2006 BOARD PACKET**
8. **MOVED TO CONSENT AGENDA AS ITEM #5-18**
9. CONSIDERATION OF RESPONSIVE COMMENTS TO DEPARTMENT OF TRANSPORTATION'S (DOT) NOTICE OF PROPOSED RULEMAKING DATED FEBRUARY 27, 2006 RE REQUEST FOR COMMENTS ON OTHER ISSUES  
Presented By: Margaret Gallagher, District Counsel  
Staff Report: **IS INCLUDED IN THE JULY 28, 2006 BOARD PACKET**

10. CONSIDERATION OF RESPONSE TO RECOMMENDATIONS OF THE PARATRANSIT COORDINATION TASK FORCE  
Presented By: Steve Paulson, Paratransit Administrator  
Staff Report: **IS INCLUDED IN THE JULY 28, 2006 BOARD PACKET**
11. **MOVED TO CONSENT AGENDA AS ITEM #5-19**
12. **DELETED: ACTION TAKEN AT THE JULY 14, 2006 BOARD MEETING**  
(CONSIDERATION OF APPROVAL OF INCREASED RATES FOR ADVERTISEMENTS ON METRO BUSES)
13. **DELETED: ACTION TAKEN AT THE JULY 14, 2006 BOARD MEETING**  
(CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR EMPLOYER PAID FAMILY VISION INSURANCE COVERAGE)
14. **DELETED: ACTION TAKEN AT THE JULY 14, 2006 BOARD MEETING**  
(CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR REPLACEMENT VEHICLE FOR TRANSIT SUPERVISORS)
15. **MOVED TO CONSENT AGENDA AS ITEM #5-20**
16. **MOVED TO CONSENT AGENDA AS ITEM #5-21**
17. **DELETED: ACTION TAKEN AT THE JULY 14, 2006 BOARD MEETING**  
(CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A TWO-MONTH CONTRACT EXTENSION WITH CABRILLO COLLEGE FOR TRANSIT SERVICE)
18. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
19. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

## **SECTION II: CLOSED SESSION**

1. CONFERENCE WITH LABOR NEGOTIATORS  
(Pursuant to Government Code Section 54957.6)
  - a. Agency Negotiators Robyn Slater, Human Resources Manager,  
Chief Spokesperson  
Margaret Gallagher, District Counsel  
Steve Paulson, Paratransit Administrator
  1. Employee Organization United Transportation Union (UTU), Local  
23, ParaCruz Division

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
(Pursuant to Government Code Section 54956.8)

Property: 25 Sakata Lane, Watsonville, CA  
Negotiating parties: Leslie R. White for SCMTD  
Carl Blanke, Hirsch & Associates for SCMTD  
Donald Houpt, Proposer  
Under Negotiation: Price and Terms of Payment

3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(Pursuant to Government Code Section 54956.9)

a. Name of Case: Scott Takehana vs. Santa Cruz Metropolitan  
Transit District  
(Before the Workers' Compensation Appeals  
Board)

**SECTION III: RECONVENE TO OPEN SESSION**

20. REPORT OF CLOSED SESSION

21. **DELETED: ACTION TAKEN AT THE JULY 14, 2006 BOARD MEETING**  
(CONSIDERATION OF APPROVAL OF A THREE-YEAR MEMORANDUM OF  
UNDERSTANDING BETWEEN SEIU, LOCAL 415 AND SANTA CRUZ METRO)

**ADJOURN**

**NOTICE TO PUBLIC**

Members of the public may address the Board of Directors on a topic not on the agenda but within the jurisdiction of the Board of Directors or on the consent agenda by approaching the Board during consideration of Agenda Item #2 "Oral and Written Communications", under Section I. Presentations will be limited in time in accordance with District Resolution 69-2-1.

When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

Members of the public may address the Board of Directors on a topic on the agenda by approaching the Board immediately after presentation of the staff report but before the Board of Directors' deliberation on the topic to be addressed. Presentations will be limited in time in accordance with District Resolution 69-2-1.

The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The City Council Chambers is located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, please contact Cindi Thomas at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting METRO regarding special requirements to participate in the Board meeting. A Spanish Language

Interpreter will be available during "Oral Communications" and for any other agenda item for which these services are needed. This meeting will be broadcast live by Community Television of Santa Cruz on Channel 26.

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 28, 2006

TO: Board of Directors

FROM: Les White, General Manager

SUBJECT: MATERIAL FOR THE JULY 28, 2006 BOARD MEETING AGENDA

## SECTION I:

### OPEN SESSION:

#### CONSENT AGENDA:

- REVISE ITEM #5-1** APPROVE REGULAR BOARD MEETING MINUTES OF MAY 12 & 26 AND ~~JUNE 9 & 23~~, 2006  
(June Minutes will be included in the August Board Packet)
- ADD TO ITEM #5-3** ACCEPT AND FILE JUNE 2006 RIDERSHIP REPORT  
(Insert Pages 1 and 4)
- DELETE ITEM #5-6** ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR APRIL 2006 AND APPROVAL OF BUDGET TRANSFERS  
(Will be included in the August Board Packet)
- INSERT ITEM #5-9** ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR MONTH OF MAY 2006  
(Insert Report)
- DELETE ITEM #5-14** CONSIDERATION OF RENEWAL OF LIABILITY AND PHYSICAL DAMAGE INSURANCE COVERAGE WITH CALTIP FOR FY 06-07  
(Deleted: Action taken at the July 14, 2006 Board Meeting)
- ADD ITEM #5-16** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO USE THE STATE OF CALIFORNIA, DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF THREE EACH COMPACT SEDANS  
(Insert Staff Report)
- ADD ITEM #5-17** CONSIDERATION OF FEDERAL TRANSIT ADMINISTRATION'S GRANT-FUNDED PROJECT OPPORTUNITIES FOR METRO IN THE FTA'S NEW FREEDOM PROGRAM  
(Insert Staff Report)
- REGULAR AGENDA:**
- ADD TO ITEM #7** CONSIDERATION OF SERVICE REVISIONS FOR FALL 2006  
(Insert REVISED Page #7.3 and Remaining Attachments)

- INSERT ITEM #9**                    CONSIDERATION OF RESPONSIVE COMMENTS TO DEPARTMENT OF TRANSPORTATION'S (DOT) NOTICE OF PROPOSED RULEMAKING DATED FEBRUARY 27, 2006 RE REQUEST FOR COMMENTS ON OTHER ISSUES  
**(Insert Staff Report)**
- INSERT ITEM #10**                CONSIDERATION OF RESPONSE TO RECOMMENDATIONS OF THE PARATRANSIT COORDINATION TASK FORCE  
**(Insert Staff Report)**
- DELETE ITEM #12**                CONSIDERATION OF APPROVAL OF INCREASED RATES FOR ADVERTISEMENTS ON METRO BUSES  
**(Deleted: Action taken at the July 14, 2006 Board Meeting)**
- DELETE ITEM #13**                CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR EMPLOYER PAID FAMILY VISION INSURANCE COVERAGE  
**(Deleted: Action taken at the July 14, 2006 Board Meeting)**
- DELETE ITEM #14**                CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR REPLACEMENT VEHICLE FOR TRANSIT SUPERVISORS  
**(Deleted: Action taken at the July 14, 2006 Board Meeting)**
- DELETE ITEM #17**                CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A TWO-MONTH CONTRACT EXTENSION WITH CABRILLO COLLEGE FOR TRANSIT SERVICE  
**(Deleted: Action taken at the July 14, 2006 Board Meeting)**
- DELETE ITEM #21**                CONSIDERATION OF APPROVAL OF A THREE-YEAR MEMORANDUM OF UNDERSTANDING BETWEEN SEIU, LOCAL 415 AND SANTA CRUZ METRO  
**(Deleted: Action taken at the July 14, 2006 Board Meeting)**



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

May 12, 2006

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, May 12, 2006 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice Chair Tavantzis called the meeting to order at 9:02 a.m.

## SECTION 1: OPEN SESSION

### 1. ROLL CALL:

#### DIRECTORS PRESENT

Jan Beautz (arrived after roll call)  
Dene Bustichi  
Michelle Hinkle  
Kirby Nicol  
Emily Reilly (arrived after roll call)  
Mike Rotkin  
Dale Skillicorn  
Pat Spence  
Mark Stone  
Marcela Tavantzis

#### DIRECTORS ABSENT

Mike Keogh  
Ex-Officio Wes Scott

#### STAFF PRESENT

Mark Dorfman, Assistant General Manager  
Margaret Gallagher, District Counsel  
Steve Paulson, Paratransit Administrator  
Elisabeth Ross, Finance Manager

Robyn Slater, Human Resources Manager  
Judy Souza, Acting Operations Manager  
Tom Stickel, Maintenance Manager  
Les White, General Manager

#### EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT

Paul Marcelin-Sampson, MAC  
Bonnie Morr, UTU  
Emery Ross, Mgmt Retiree

Paul Schraeder, Mgmt Retiree  
Bob Yount, MAC

### 2. ORAL AND WRITTEN COMMUNICATION

Written:  
None.

5-1.1

Oral:

Paul Marcelin-Sampson reported there are some real problems with METRO's Customer Service that he encountered while attempting to plan his trip to attend the second meeting of the Transportation Funding Task Force (TFTF), which was held at the Felton Community Hall. Because *Headways* does not label streets on Route 35, he called Customer Service, who projected an unhelpful attitude, and were unwilling to look online at a site like MapQuest for the address that he provided. Mr. Marcelin-Sampson pointed out that METRO is turning away business with this practice and requested that it be looked into.

**DIRECTOR REILLY ARRIVED**

Mr. Marcelin-Sampson reported that there were still persistent misconceptions about METRO's service at the second meeting of the TFTF with no one from METRO there to respond. METRO's Technical Advisor attended and participated extensively in the first meeting, but did not attend the second meeting. The staff member that did attend did not participate or offer corrections.

Chair Rotkin responded that Staff would be sending a letter to clear up the misconceptions. Les White added that METRO was very clear with the RTC in the beginning about its staff limitations regarding the TFTF. METRO said at the time that there was no staff available to cover this and that METRO was not financially equipped to hire another staff person just to participate in the TFTF.

**DIRECTOR BEAUTZ ARRIVED**

Emery Ross, Management Retiree, spoke about the retiree medical rates and distributed a letter to the Board, dated November 22, 2000 from Paul Chandley to Kent Hicklin, which is attached to the file copy of these Minutes. The letter references the Board authorizing reimbursement to retirees of CalPERS medical premiums that exceed the District's contribution cap. Mr. Ross informed the Board that this is a very urgent matter for retirees as it is a big cut out of their pay.

Chair Rotkin replied that the Board realizes this needs to be addressed and will be discussing it in Closed Session on May 26<sup>th</sup> as there are legal issues and contract questions involved.

**3. LABOR ORGANIZATION COMMUNICATIONS**

Bonnie Morr, UTU, stated that she would like to "ditto" support for the retiree medical issue.

**4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

**CONSENT AGENDA**

**5-1. APPROVE REGULAR BOARD MEETING MINUTES OF MARCH 10 AND MARCH 24, 2006 AND SPECIAL MINUTES OF MARCH 17, 2006**

March 24<sup>th</sup> Minutes will be included in the May 26, 2006 Board Packet.  
No questions or comments.

5-1.2

**5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF APRIL 2006**

No questions or comments.

**5-3. ACCEPT AND FILE APRIL 2006 RIDERSHIP REPORT**

Pages 1 & 4 of the Ridership Report will be included in the May 26, 2006 Board Packet.  
No questions or comments.

**5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIMS OF KATHY LAMOTHE, CLAIM #06-0007, AND S. REDDAN, CLAIM #06-0009, AND BARBARA FREDERICK, CLAIM #06-0010**

No questions or comments

**5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR MAY 17, 2006**

No questions or comments.

**5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR FEBRUARY 2006 AND APPROVAL OF BUDGET TRANSFERS**

Will be included in the May 26, 2006 Board Packet.  
No questions or comments.

**5-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR FEBRUARY 2006**

Will be included in the May 26, 2006 Board Packet.  
No questions or comments.

**5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF FEBRUARY 2006**

**Discussion:**

Chair Rotkin stated that the chart on page #5-8.2 indicates that METRO is doing well in terms of providing service and questioned the fluctuation of the Excessively Late / Missed Trips. Steve Paulson responded that there are many variables, including: anytime METRO arrives 60 minutes after a requested pick-up time it is counted as a missed trip; delays are also caused by construction, locating passengers, and no-shows.

Paul Marcelin-Sampson suggested that Staff provide a summary of causes of late and missed trips. Chair Rotkin replied that only if the numbers of excessively late or missed trips increase significantly, should Staff begin to document them.

5-1.3

**5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR MONTH OF FEBRUARY 2006**

No questions or comments.

**5-10. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE APRIL 2006 MEETINGS**

No questions or comments.

**5-11. ACCEPT AND FILE METROBASE STATUS REPORT**

Will be included in the May 26, 2006 Board Packet.  
No questions or comments.

**5-12. ACCEPT AND FILE PROGRESS REPORT ON THE STATUS OF METRO'S WORKERS' COMPENSATION PROGRAM ONE YEAR AFTER METRO'S TRANSITION TO ITS CURRENT THIRD PARTY ADMINISTRATOR**

Will be included in the May 26, 2006 Board Packet.  
No questions or comments.

**5-13. ACCEPT AND FILE RIDERSHIP STATUS REPORT ON ROUTES 12A AND 32**

**Discussion:**

Chair Rotkin stated that Route 12A should be a priority to reinstate in the future when service could be expanded.

**5-14. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A RENEWAL OF CONTRACT WITH COUNTY OF SANTA CRUZ FOR PAYROLL SERVICES**

No questions or comments.

**5-15. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXTEND THE CONTRACT WITH PAT PIRAS CONSULTING FOR EVALUATION OF DISTRICT'S ADA/504 PROGRAMS & ACTIVITIES TO REFLECT PREVIOUSLY APPROVED EXTENSION OF REVIEW DEADLINE**

No questions or comments.

5-1.4

**5-16. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A RENEWAL OF CONTRACT WITH FOLGER GRAPHICS FOR GRAPHIC DESIGN SERVICES FOR HEADWAYS**

No questions or comments.

**5-17. CONSIDERATION OF REQUEST FOR SHUTTLE SERVICE RECEIVED FROM THE CITY OF WATSONVILLE**

No questions or comments.

**5-18. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A RENEWAL OF CONTRACT WITH DRIVER ALLIANT INSURANCE SERVICES, INC. FOR INSURANCE BROKER SERVICES AND CONTINUING THE CALIFORNIA PUBLIC ENTITY INSURANCE AUTHORITY JOINT POWERS AGREEMENT IN ORDER TO ACCESS EXCESS WORKERS' COMPENSATION INSURANCE**

No questions or comments.

**5-19. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR THREE POSITION BICYCLE CARRIERS TO SPORTWORKS NORTHWEST, INC.**

No questions or comments.

**REGULAR AGENDA**

**6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

This presentation will take place at the May 26, 2006 Board meeting.

**7. PUBLIC HEARING ON FY 06-07 AND FY 07-08 DRAFT FINAL BUDGET**

Public Hearing will take place at 9:00 a.m. at the May 26, 2006 Board meeting

**Summary:**

Elisabeth Ross stated that the union budget workshop has been set for Monday, May 22<sup>nd</sup> from 1:00 –3:00 p.m. in the Encinal Conference Room. Gary Klemz had asked that it be rescheduled, but since he was the only one that could not be there, another separate meeting will be scheduled to review the budget with the SEIU Negotiating Team. The budget review with Union representatives will be to answer any questions line by line and the public will have an opportunity to comment at the Public Hearing on May 26<sup>th</sup>. Staff will return to the Board for approval of the Final Budget in June.

5-1.5

Ms. Ross added that she had prepared the budget documents with the actual figures through January, rather than through March, which she normally has by this time, so the numbers may change in June.

**Discussion:**

Chair Rotkin asked when the revenue-based salary increase for UTU would take effect. Ms. Ross replied that the final sales tax numbers are usually verified by the auditors in August, and if there is an increase over a certain number, which there appears there will be, the pay increase would be effective September 1 and would be retroactive if the auditors verify the figures at a subsequent date.

8. **CONSIDERATION OF A RESOLUTION AUTHORIZING AN APPLICATION TO THE AIR DISTRICT FOR FY2007 AB 2766 FUNDS TO OPERATE PUBLIC TRANSIT SERVICE ON HOLIDAYS**

Paul Marcelin-Sampson stated that MAC member Stuart Rosenstein has been asked to attend the May 26<sup>th</sup> Board meeting as he had brought forward the holiday service request, which is the basis for the Air District application.

9. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE CONTRACT FOR AUCTIONEER SERVICES**

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR NICOL

Move this Item to the Consent Agenda

Motion passed unanimously with Director Keogh being absent.

10. **CONSIDERATION OF WHETHER TO CONTINUE TO UTILIZE THE AUDIT SYSTEMS THAT ARE CURRENTLY IN PLACE TO DETERMINE WHETHER THE CALL STOP ANNOUNCEMENT SYSTEM IS OPERATING IN ACCORDANCE WITH METRO POLICY AND THE AMERICANS WITH DISABILITIES ACT REGULATIONS**

**Summary:**

Margaret Gallagher reported that the Board had continued this matter from its April meeting in order to obtain additional information related to utilizing outside investigators, rather than security guards, to audit the external announcements at the transit centers. Staff believes very strongly that the monitoring should continue in order to have independent evidence that METRO is in compliance with the call stop legal requirements and METRO policy. Staff concurred with UTU's suggestion to utilize outside auditors and recommends that the Board authorize Staff to engage an outside investigation firm 3-5 hours per week at \$50 - \$75 per hour at a maximum of \$250 per week or \$12,000 per year.

5-1.6

**Discussion:**

Director Beautz asked about the possibility of utilizing a different type of firm to conduct the external auditing and Ms. Gallagher replied that she could contact other agencies regarding that.

Bonnie Morr, UTU, reported that there is a serious need for a security guard in Watsonville. Ms. Morr suggested that the external auditing may only be needed for 6 months and that UTU would like bus operators involved in the training of the external announcement auditing.

Several Directors stated their support of the Staff recommendation and Chair Rotkin suggested re-evaluating the situation in 1 year to determine if the auditing frequency can be reduced.

Vice Chair Tavantzis added that posting a security guard at the Watsonville Transit Center could be discussed at a future meeting.

11. **CONSIDERATION OF A RESOLUTION OF APPRECIATION AND REMEMBRANCE OF COLLEEN CROSBY FOR HER SERVICE AND DEDICATION TO SANTA CRUZ COFFEE ROASTING COMPANY, LESSEE OF SANTA CRUZ METRO**

No questions or comments.

12. **CONSIDERATION OF SERVICE REVISIONS FOR SUMMER 2006**

**Summary:**

Mark Dorfman reported that these are minor, small cost changes for Summer 2006.

**Discussion:**

Paul Marcelin-Sampson suggested that the 46-day memo be presented at least 1 month early to allow for public comment. Mark Dorfman replied that that these are minor changes and that major changes always have public hearings.

13. **CONSIDERATION OF AUTHORIZING A CHANGE ORDER IN THE CONTRACT WITH NEW FLYER OF AMERICA FOR THE PURCHASE TWO 40 FOOT COMPRESSED NATURAL GAS BUSES**

**Summary:**

Mark Dorfman reported that METRO utilized a piggy-back order for these buses using an existing contract from Culver City to save the costs of bidding a separate contract for a small order. Staff recently met with New Flyer and determined that revisions to the Culver City specifications required to make the buses similar to the buses METRO currently operates would cost \$54,147.40 for the two buses.

5-1.7

**ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR NICOL**

**Authorize the General Manager to issue a Change Order in the contract with New Flyer of America for the purchase of two (2) 40 foot compressed natural gas buses in the amount of \$54,147.40**

**Motion passed unanimously with Director Keogh being absent.**

**14. ANNOUNCEMENT: NOTIFICATION OF MEETING LOCATION FOR MAY 26, 2006 – CAPITOLA CITY COUNCIL CHAMBERS, 420 CAPITOLA AVE, CAPITOLA, CA**

Vice Chair Tavantzis announced that the May 26, 2006 Board meeting will be held at the Capitola City Council Chambers at 420 Capitola Avenue.

**15. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel**

Margaret Gallagher reported that the Board would have a conference with its Labor Negotiators regarding SEIU, Local 415, and UTU, Local 23, ParaCruz Division, and the Board would be continuing the Public Employee Performance Evaluation of the General Manager.

**16. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION**

None.

**SECTION II: CLOSED SESSION**

Vice Chair Tavantzis adjourned to Closed Session at 9:56 a.m. and reconvened to Open Session at 11:18 a.m.

**SECTION III: RECONVENE TO OPEN SESSION**

**17. REPORT OF CLOSED SESSION**

Chair Rotkin reported that the Board took no reportable action in Closed Session.

**ADJOURN**

There being no further business, Vice Chair Tavantzis adjourned the meeting at 11:18 a.m.

Respectfully submitted,



CINDI THOMAS

Administrative Services Coordinator



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

**Minutes- Board of Directors**

**May 26, 2006**

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, May 26, 2006 at the Capitola City Council Chambers, 420 Capitola Avenue, Capitola, CA.

Chair Rotkin called the meeting to order at 9:00 a.m.

**SECTION 1: OPEN SESSION**

**1. ROLL CALL:**

**DIRECTORS PRESENT**

Jan Beautz  
Dene Bustichi  
Michelle Hinkle  
Emily Reilly  
Mike Rotkin  
Dale Skillicorn  
Pat Spence  
Marcela Tavantzis

**DIRECTORS ABSENT**

Mike Keogh  
Kirby Nicol  
Mark Stone  
Ex-Officio Wes Scott

**STAFF PRESENT**

Mark Dorfman, Assistant General Manager  
Terry Gale, IT Manager  
Margaret Gallagher, District Counsel  
Steve Paulson, Paratransit Administrator

Elisabeth Ross, Finance Manager  
Robyn Slater, Human Resources Manager  
Judy Souza, Acting Operations Manager  
Les White, General Manager

**EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT**

Gary Klemz, SEIU Field Representative  
Sandra Lipperd, UTU  
Paul Marcelin-Sampson, MAC  
Manny Martinez, PSA  
Ian McFadden, Transit Planner

Gillian McGlaze, PSA  
John Mellon, VMU  
Emery Ross, Mgmt Retiree  
Amy Weiss, Spanish Interpreter

**2. ORAL AND WRITTEN COMMUNICATION**

Written:

- a. Louise Barnes
- b. Doug Center

- Re: Complaint Concerns
- Re: Retiree Medical Premiums

Chair Rotkin reported that Staff would prepare responses to the written communications.

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Oral:

Paul Marcelin-Sampson said he was very concerned, as a member of a visible minority group, with the racial specification references in the complaint letter under Item #2-a. Mr. Marcelin-Sampson found the comments very offensive and urged the Board to return the letter stating that members of the public may say whatever they like, but if they would like a response, they need to remove the racial generalizations.

Mr. Marcelin-Sampson gave an update on the Transportation Funding Task Force (TFTF). As one of the Board's appointees, he attended the Special meeting at UCSC on May 15<sup>th</sup>, the May 20<sup>th</sup> meeting in Watsonville, and the meeting held last night in Aptos. Mr. Marcelin-Sampson spoke about the negative impacts on METRO that would result if METRO were required to use smaller buses, as had been recommended at the TFTF meetings. He urged the Board to request an audience with Fred Keeley to explain these impacts so this recommendation does not appear in the final TFTF report. Mr. Marcelin-Sampson added that the focus of the sparsely attended meeting at UCSC was on campus transportation issues and the environmental misconception that METRO operates "dirty diesel buses", although there has been an 80% reduction in emissions compared to 10 years ago, and that METRO is on the path of converting its fleet to CNG.

Director Spence reported that she attended the TFTF meeting in Felton and that there were 61 attendees. Suggestions were made at the meeting to have lumber racks installed on buses and to tax medical marijuana to fix potholes.

Les White added that Staff is preparing a letter for the Board Chair's signature regarding the small bus issue and others that have come up at the TFTF meetings.

Director Reilly reported that she is also a member of the Task Force and feels the meetings have been very enlightening.

**3. LABOR ORGANIZATION COMMUNICATIONS**

None.

**4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

**SECTION I:**

**OPEN SESSION:**  
**INSERT ITEM #2**

ORAL AND WRITTEN COMMUNICATION  
(Insert Written Communication)

**CONSENT AGENDA:**  
**ADD TO ITEM #5-1**

APPROVE REGULAR BOARD MEETING MINUTES OF MARCH 10 AND MARCH 24, 2006 AND SPECIAL MINUTES OF MARCH 17, 2006  
(Insert March 24<sup>th</sup> Minutes)

**ADD TO ITEM #5-3**

ACCEPT AND FILE APRIL 2006 RIDERSHIP REPORT  
(Insert Pages 1 & 4)

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- INSERT ITEM #5-6** ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR FEBRUARY 2006 AND APPROVAL OF BUDGET TRANSFERS  
**(Insert Staff Report)**
- INSERT ITEM #5-7** ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR FEBRUARY 2006  
**(Insert Report)**
- ADD TO ITEM #5-9** ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR MONTH OF FEBRUARY AND MARCH 2006  
**(Insert March Report)**
- INSERT ITEM #5-11** ACCEPT AND FILE METROBASE STATUS REPORT  
**(Insert Staff Report)**
- DELETE ITEM #5-12** ACCEPT AND FILE PROGRESS REPORT ON THE STATUS OF METRO'S WORKERS' COMPENSATION PROGRAM ONE YEAR AFTER METRO'S TRANSITION TO ITS CURRENT THIRD PARTY ADMINISTRATOR  
**(Deleted: Will be included in the June 2006 Board Packet)**
- ADD ITEM #5-21** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN ASSIGNMENT OF LEASE AGREEMENT TO NEW OWNERS WHILE RETAINING ALL FORMER TENANTS AS OBLIGORS ON THE LEASE  
**(Insert Staff Report)**
- REGULAR AGENDA:**
- DELETE ITEM #13** CONSIDERATION OF AUTHORIZING A CHANGE ORDER IN THE CONTRACT WITH NEW FLYER OF AMERICA FOR THE PURCHASE TWO 40 FOOT COMPRESSED NATURAL GAS BUSES  
**(Deleted: Action taken at the May 12, 2006 Board Meeting)**
- DELETE ITEM #14** ANNOUNCEMENT: NOTIFICATION OF MEETING LOCATION FOR MAY 26, 2006 – CAPITOLA CITY COUNCIL CHAMBERS, 420 CAPITOLA AVE, CAPITOLA, CA  
**(Deleted: Action taken at the May 12, 2006 Board Meeting)**
- ADD ITEM #15** CONSIDERATION OF A RESOLUTION OF APPRECIATION FOR THE SERVICES OF MARILYN FENN AS ASSISTANT FINANCE MANAGER FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
**(Insert Resolution)**
- ADD ITEM #16** CONSIDERATION OF A RESOLUTION OF APPRECIATION FOR THE SERVICES OF JUDY SOUZA AS BASE SUPERINTENDENT FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
**(Insert Resolution)**
- ADD ITEM #17** CONSIDERATION OF AUTHORIZING STAFF TO WORK WITH MONTEREY-SALINAS TRANSIT AS THE LEAD AGENCY TO DEVELOP AND SUBMIT TWO APPLICATIONS TO THE AIR DISTRICT FOR SUPPLEMENTAL FUNDS FOR THE BUS RAPID TRANSIT FEASIBILITY STUDY AND FOR A NEW WEB-BASED TRAVELER INFORMATION SYSTEM  
**(Insert Staff Report)**

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CONSENT AGENDA

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF MARCH 10 AND MARCH 24, 2006 AND SPECIAL MINUTES OF MARCH 17, 2006
- 5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF APRIL 2006
- 5-3. ACCEPT AND FILE APRIL 2006 RIDERSHIP REPORT
- 5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIMS OF KATHY LAMOTHE, CLAIM #06-0007, AND S. REDDAN, CLAIM #06-0009, AND BARBARA FREDERICK, CLAIM #06-0010
- 5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR MAY 17, 2006
- 5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR FEBRUARY 2006 AND APPROVAL OF BUDGET TRANSFERS
- 5-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR FEBRUARY 2006
- 5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF FEBRUARY 2006
- 5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR MONTH OF FEBRUARY AND MARCH 2006
- 5-10. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE APRIL 2006 MEETINGS
- 5-11. ACCEPT AND FILE METROBASE STATUS REPORT
- 5-12. DELETED: WILL BE INCLUDED IN THE JUNE 2006 BOARD PACKET  
(ACCEPT AND FILE PROGRESS REPORT ON THE STATUS OF METRO'S WORKERS' COMPENSATION PROGRAM ONE YEAR AFTER METRO'S TRANSITION TO ITS CURRENT THIRD PARTY ADMINISTRATOR)
- 5-13. ACCEPT AND FILE RIDERSHIP STATUS REPORT ON ROUTES 12A AND 32
- 5-14. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A RENEWAL OF CONTRACT WITH COUNTY OF SANTA CRUZ FOR PAYROLL SERVICES
- 5-15. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXTEND THE CONTRACT WITH PAT PIRAS CONSULTING FOR EVALUATION OF DISTRICT'S ADA/504 PROGRAMS & ACTIVITIES TO REFLECT PREVIOUSLY APPROVED EXTENSION OF REVIEW DEADLINE
- 5-16. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A RENEWAL OF CONTRACT WITH FOLGER GRAPHICS FOR GRAPHIC DESIGN SERVICES FOR HEADWAYS
- 5-17. CONSIDERATION OF REQUEST FOR SHUTTLE SERVICE RECEIVED FROM THE CITY OF WATSONVILLE
- 5-18. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A RENEWAL OF CONTRACT WITH DRIVER ALLIANT INSURANCE SERVICES, INC. FOR INSURANCE BROKER SERVICES AND CONTINUING THE CALIFORNIA PUBLIC ENTITY INSURANCE AUTHORITY JOINT POWERS AGREEMENT IN ORDER TO ACCESS EXCESS WORKERS' COMPENSATION INSURANCE

5-1.12

- 5-19. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR THREE POSITION BICYCLE CARRIERS TO SPORTWORKS NORTHWEST, INC.
- 5-20. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE CONTRACT FOR AUCTIONEER SERVICES  
(Moved to Consent Agenda at the May 12, 2006 Board Meeting. Retained original numbering as Item #9)
- 5-21. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN ASSIGNMENT OF LEASE AGREEMENT TO NEW OWNERS WHILE RETAINING ALL FORMER TENANTS AS OBLIGORS ON THE LEASE

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR SKILLICORN

Approve the Consent Agenda

Motion passed unanimously with Directors Keogh, Nicol and Stone being absent.

#### REGULAR AGENDA

#### 6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

The following employees were awarded longevity certificates for their years of service:

##### TEN YEARS

Michelle Fitzpatrick, Bus Operator  
David Mahan, Transit Supervisor  
Steven Paulson, Paratransit Administrator  
David Valdez, Vehicle Service Technician

##### TWENTY-FIVE YEARS

Kathleen Bryant, Bus Operator

##### THIRTY YEARS

Elisabeth Ross, Finance Manager

#### 7. PUBLIC HEARING ON FY 06-07 AND FY 07-08 DRAFT FINAL BUDGET

##### Summary:

Elisabeth Ross reported that she is continuing to update and adjust the FY 06-07 and FY 07-08 Draft Final Budget and that it would come back to the Board for final action next month. The Board will also see a 5-year Operating Budget Plan and a 5-year Capital Plan next month as well.

**CHAIR ROTKIN OPENED THE PUBLIC HEARING AT 9:30 A.M.**

Paul Marcelin-Sampson congratulated METRO on its very transparent budget process, explaining that other Bay Area agencies and their Boards often do not see the information until months after

5-1.13

the budget is approved. Mr. Marcelin-Sampson also gave the following three suggestions, pointing out that his intention was not meant to be a criticism, but rather to provide additional information to aid in decision making: 1) the Board could request a breakdown of overtime, as it has historically exceeded projections; 2) small, ongoing fare increases could be considered; and 3) budget information should be expressed on a unit basis.

**CHAIR ROTKIN CLOSED THE PUBLIC HEARING AT 9:36 A.M.**

**Discussion:**

Director Spence asked about reserve accounts and Ms. Ross replied that total reserves are approximately \$19 million and that information would be included in the next Board Packet.

**ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR ROTKIN**

**Accept input on the FY 06-07 and FY 07-08 Draft Final Budget**

**Motion passed unanimously with Directors Keogh, Nicol and Stone being absent.**

**8. CONSIDERATION OF A RESOLUTION AUTHORIZING AN APPLICATION TO THE AIR DISTRICT FOR FY2007 AB 2766 FUNDS TO OPERATE PUBLIC TRANSIT SERVICE ON HOLIDAYS**

**Summary:**

Mark Dorfman reported that this was a suggestion by MAC to find funding sources to operate limited service on four holidays: New Year's Day, Memorial Day, July 4<sup>th</sup> and Labor Day.

**ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR SKILLICORN**

**Adopt Resolution authorizing Staff to submit an application to the Air District for AB 2766 funds, and if awarded, execute a grant agreement and operate holiday service**

**Discussion:**

Paul Marcelin-Sampson introduced MAC member Stuart Rosenstein who brought this suggestion forward. Mr. Rosenstein thanked the Board for acting on MAC's request because it is important for those who must work on holidays and also to keep families together for holidays.

**Motion passed by unanimous affirmative voice vote in lieu of a roll call vote with Directors Keogh, Nicol and Stone being absent.**

**10. CONSIDERATION OF WHETHER TO CONTINUE TO UTILIZE THE AUDIT SYSTEMS THAT ARE CURRENTLY IN PLACE TO DETERMINE WHETHER THE CALL STOP ANNOUNCEMENT SYSTEM IS OPERATING IN ACCORDANCE WITH METRO POLICY AND THE AMERICANS WITH DISABILITIES ACT REGULATIONS**

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**Summary:**

Margaret Gallagher reported that the Board had continued this matter from its April meeting in order to obtain additional information related to utilizing outside investigators, rather than security guards, to audit the external announcements at the transit centers. Since the last meeting, Legal Department Staff has contacted others that could provide the external auditing.

Staff recommends keeping the existing monitoring systems in place for four months while an external auditor is selected, a contract and training program are developed, and a pilot program is conducted at the Watsonville Transit Center. Staff will report back to the Board at the end of the trial period.

**ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR REILLY**

**Authorize keeping the existing monitoring systems in place for four months while an external auditor is selected, a contract and training program are developed, and a pilot program is conducted at the Watsonville Transit Center. Staff will report back to the Board at the end of the trial period.**

**Motion passed unanimously with Directors Keogh, Nicol and Stone being absent.**

**11. CONSIDERATION OF A RESOLUTION OF APPRECIATION AND REMEMBRANCE OF COLLEEN CROSBY FOR HER SERVICE AND DEDICATION TO SANTA CRUZ COFFEE ROASTING COMPANY, LESSEE OF SANTA CRUZ METRO**

**ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR ROTKIN**

**Adopt Resolution of appreciation and remembrance of Colleen Crosby for her service and dedication to Santa Cruz Coffee Roasting Company, lessee of Santa Cruz METRO**

**Motion passed by unanimous affirmative voice vote in lieu of a roll call vote with Directors Keogh, Nicol and Stone being absent.**

**12. CONSIDERATION OF SERVICE REVISIONS FOR SUMMER 2006**

**Summary:**

Mark Dorfman reported that these are minor, small cost changes for Summer 2006. Ian McFadden gave a brief presentation of the revisions which include improving: consistency of Highway 17 service in Scotts Valley, weekday service to and from the Beach area, early morning weekday service in Capitola Village, weekday service to Live Oak Schools and Harbor High School, and Pajaro Valley High School service.

**Discussion:**

Director Spence suggested more publicity of METRO services.

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Chair Rotkin suggested that METRO produce a flier with instructions on how to get to the San Francisco and San Jose airports. Director Reilly agreed and added that it should include Paul Marcelin-Sampson's website, [iridethebus.org](http://iridethebus.org). Paul Marcelin-Sampson agreed and pointed out that many other agencies link to his website, but METRO does not and this information is not included in *Headways* or on METRO's website and METRO's Customer Service is not equipped to help customers with directions to airports.

**ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR SPENCE**

**Approve proposed Service Modifications for Summer 2006**

**Motion passed unanimously with Directors Keogh, Nicol and Stone being absent.**

**15. CONSIDERATION OF A RESOLUTION OF APPRECIATION FOR THE SERVICES OF MARILYN FENN AS ASSISTANT FINANCE MANAGER FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

Elisabeth Ross accepted the Resolution on behalf of Marilyn Fenn, who was unable to attend today's meeting.

**ACTION: MOTION: DIRECTOR SKILLICORN SECOND: DIRECTOR HINKLE**

**Adopt Resolution of appreciation for the services of Marilyn Fenn as Assistant Finance Manager for the Santa Cruz Metropolitan Transit District**

**Motion passed by unanimous affirmative voice vote in lieu of a roll call vote with Directors Keogh, Nicol and Stone being absent.**

**16. CONSIDERATION OF A RESOLUTION OF APPRECIATION FOR THE SERVICES OF JUDY SOUZA AS BASE SUPERINTENDENT FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

The following people congratulated Judy Souza on her retirement and thanked her for her many years of dedicated service: Chair Rotkin, Vice Chair Tavantzis, Director Beautz, Gillian McGlaze, Manny Martinez, Emery Ross, Paul Marcelin-Sampson, John Mellon, Ian McFadden, and Sandra Lipperd.

**ACTION: MOTION: DIRECTOR TAVANTZIS SECOND: DIRECTOR BEAUTZ**

**Adopt Resolution of appreciation for the services of Judy Souza as Base Superintendent for the Santa Cruz Metropolitan Transit District**

**Motion passed by unanimous affirmative voice vote in lieu of a roll call vote with Directors Keogh, Nicol and Stone being absent.**



**17. CONSIDERATION OF AUTHORIZING STAFF TO WORK WITH MONTEREY-SALINAS TRANSIT AS THE LEAD AGENCY TO DEVELOP AND SUBMIT TWO APPLICATIONS TO THE AIR DISTRICT FOR SUPPLEMENTAL FUNDS FOR THE BUS RAPID TRANSIT FEASIBILITY STUDY AND FOR A NEW WEB-BASED TRAVELER INFORMATION SYSTEM**

**Summary:**

Mark Dorfman reported that METRO and MST propose submitting two joint grant applications for jointly managed projects. The first would provide up to \$80,000 in supplemental funds for the analysis of Bus Rapid Transit (BRT) corridors; and the second would provide up to \$199,900 for establishing new web-based traveler information services.

**Discussion:**

Paul Marcelin-Sampson suggested that the BRT grant application be written broadly enough to allow for simple schedule changes to routes today that would be considered BRT and stated that the web-based traveler information system should be fully accessible.

Ian McFadden reported that he had attended the BRT conference a few weeks ago and is a big advocate of BRT.

**ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR ROTKIN**

**Authorize Staff to work with Monterey-Salinas Transit as the lead agency to develop and submit two applications to the Air District for supplemental funds for the Bus Rapid Transit feasibility study and for a new web-based traveler information system**

**Motion passed unanimously with Directors Keogh, Nicol and Stone being absent.**

**18. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel**

Margaret Gallagher reported that the Board would have a conference with its Labor Negotiators regarding SEIU, Local 415, and UTU, Local 23, ParaCruz Division, and the Board would also have a conference with its Legal Counsel regarding one case of anticipated litigation.

**19. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION**

None.

**SECTION II: CLOSED SESSION**

Chair Rotkin adjourned to Closed Session at 10:25 a.m. and reconvened to Open Session at 12:26 p.m.

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**SECTION III: RECONVENE TO OPEN SESSION**

**20. REPORT OF CLOSED SESSION**

Chair Rotkin reported that the Board took no reportable action in Closed Session.

**ADJOURN**

There being no further business, Chair Rotkin adjourned the meeting at 12:26 p.m.

Respectfully submitted,



CINDI THOMAS  
Administrative Services Coordinator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 06/01/06 THRU 06/30/06

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
18849	06/09/06	101.92	001002	ORACLE CORPORATION		8455	SUPP/UPDATE 3/1-5/31	101.92	
18850	06/09/06	125.00	001027	OVERLAND PACIFIC & CUTLER, INC		8456	MB RELOCATION SVC	125.00	
18851	06/09/06	3,841.03	001036	STANDARD INSURANCE COMPANY		8394	JUNE LIFE & AD&D INS	3,841.03	
18852	06/09/06	717.61	001038	TWINVISION NA INC.		8395	REV VEH PARTS	717.61	
18853	06/09/06	1,489.22	001039	GRAFFITI REMOVAL, INC.		8396	REV VEH PARTS	1,489.22	
18854	06/09/06	11,626.86	001043	VISION SERVICE PLAN		8397	JUNE VISION INS	11,626.86	
18855	06/09/06	8,660.69	001063	NEW FLYER INDUSTRIES LIMITED		8398	REV VEH PARTS 413	413.20	
						8399	REV VEH PARTS 199	198.54	
						8400	REV VEH PARTS 20	19.50	
						8401	REV VEH PARTS 307	307.18	
						8402	REV VEH PARTS 40	39.84	
						8403	REV VEH PARTS 2525	2,525.44	
						8404	REV VEH PARTS 589	588.60	
						8405	REV VEH PARTS 447	447.39	
						8406	REV VEH PARTS 1578	1,578.34	
						8407	REV VEH PARTS 2543	2,542.66	
18856	06/09/06	29.77	001112	BRINKS TROPHY SHOPPE	7	8457	ENGRAVED BADGE	29.77	
18857	06/09/06	369.22	001315	WASTE MANAGEMENT		8458	MAY RESEARCH PARK	170.56	
						8459	MAY KINGS VILLAGE	154.56	
						8460	MAY HERMON/KINGS	44.10	
18858	06/09/06	87,813.03	001316	DEVCO OIL		8408	STATEMENT FUEL/FLT	87,813.03	
18859	06/09/06	89.00	001400	KIPLINGER LETTER		8409	JUNE 10/06-JUNE 9/07	89.00	
18860	06/09/06	645.00	001492	EVERGREEN OIL INC.		8461	HAZ WASTE DISPOSAL	645.00	
18861	06/09/06	2,221.29	001800	THERMO KING OF SALINAS, INC		8412	REV VEH PARTS	2,221.29	
18862	06/09/06	844.57	001976	SPORTWORKS NORTHWEST, INC.		8410	REV VEH PARTS 204	209.03	
						8411	REV VEH PARTS 610	635.54	
18863	06/09/06	3,720.42	001A	SBC/MCI		8462	MAY PHONES/PT	485.64	
						8463	MAY PHONES	1,703.31	
						8464	MAY PHONES/ PT	44.50	
						8521	MAY PHONES IT	1,486.97	
18864	06/09/06	307.50	002035	BOWMAN & WILLIAMS		8465	TOPO OF BUS TRNARND	307.50	
18865	06/09/06	84.04	002063	COSTCO		8466	PHOTO PROCESS/ OPS	30.98	
						8467	PHOTO PROCESS/ LEGAL	13.52	
						8468	PHOTO PROCESS/ OPS	24.33	
						8469	RETIREMENT CAKE/ JS	15.21	
18866	06/09/06	33,131.13	002069	A TOOL SHED, INC.		8470	1ST & FINAL REL.ASST	33,131.13	
18867	06/09/06	65,460.50	002123	GIRO, INC.		8471	HASTUS LIC/SVC AGREE	65,460.50	
18868	06/09/06	2,500.00	002267	SHAW & YODER, INC.		8472	APRIL LEGISLATIVE SV	2,500.00	
18869	06/09/06	1,650.00	002287	CALIFORNIA SERVICE EMPLOYEES		8413	JUNE MEDICAL	1,650.00	
18870	06/09/06	181.50	002295	FIRST ALARM		8473	DEC REVISION	181.50	
18871	06/09/06	579.25	002313	HARTSELL & OLIVIERI	7	8474	TRANSCRIPTS/ HRD	579.25	
18872	06/09/06	5,000.00	002346	CHANEY, CAROLYN & ASSOC., INC.		8475	JUNE LEGISLATIVE SVC	5,000.00	
18873	06/09/06	45.00	002388	DOGHERRA'S	7	8476	TOWING #206	45.00	
18874	06/09/06	149.85	002411	BIG O TIRE		8414	OUT RPR/8025,18,003	149.85	
18875	06/09/06	277.44	002504	TIFCO INDUSTRIES		8415	PARTS & SUPPLIES	277.44	
18876	06/09/06	72,095.97	002569	COMERICA BANK		8416	WORK COMP FUND	72,095.97	
18877	06/09/06	1,101.44	002802	BATTERY SYSTEMS		8417	REV VEH PARTS	1,101.44	
18878	06/09/06	1,766.57	002805	TELEPATH CORPORATION		8418	OUT RPR EQUIP	1,766.57	
18879	06/09/06	161.78	002809	PACIFIC PROPANE		8477	GAS/EQUIP RENTAL	161.78	
18880	06/09/06	1,509.47	002811	BERENDSEN FLUID POWER		8419	REV VEH PARTS	1,509.47	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 06/01/06 THRU 06/30/06

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
18881	06/09/06	3,375.00	002823	PAT PIRAS CONSULTING	7	8478	PROF.SVCS THRU 5/31	3,375.00	
18882	06/09/06	289.87	002829	VALLEY POWER SYSTEMS, INC.		8420	REV VEH PARTS	289.87	
18883	06/09/06	12.35	002853	THIRD PARTY SOLUTIONS		8479	IBUPROFEN 400MG	12.35	
18884	06/09/06	5,046.22	009	PACIFIC GAS & ELECTRIC		8480	5/03-5/31 VERNON # B	26.49	
						8481	05/03-05/31 RIVER ST	1,872.75	
						8522	5/3-6/2 370 ENCINAL	3,146.98	
18885	06/09/06	3,418.36	018	SALINAS VALLEY FORD SALES		8421	REV VEH PARTS	3,418.36	
18886	06/09/06	547.88	039	KINKO'S INC.		8482	MAY PRINTING	547.88	
18887	06/09/06	292.02	061	REGISTER PAJARONIAN		8422	ADVERTISING HRD	292.02	
18888	06/09/06	276.00	067	ROTO-ROOTER		8483	REPAIRS/MAINTENANCE	276.00	
18889	06/09/06	19.49	074	KENVILLE LOCKSMITHS	7	8423	PARTS & SUPPLIES	19.49	
18890	06/09/06	6,274.69	079	SANTA CRUZ MUNICIPAL UTILITIES		8484	4/28-5/30 PACIFIC AV	2,193.49	
						8485	4/28-5/30 PACIFIC AV	97.34	
						8486	4/26-5/24 ENCINAL ST	809.44	
						8487	4/26-5/24 DUBOIS ST	310.59	
						8488	4/26-5/24 ENCINAL ST	101.75	
						8489	4/26-5/24 RIVER ST	1,968.56	
						8490	4/26-5/24 GOLF CLUB	793.52	
18891	06/09/06	17,017.56	085	DIXON & SON TIRE, INC.		8453	OUT RPR REV VEH	64.18	
						8454	TIRES & TUBES	16,953.38	
18892	06/09/06	185.72	087	RECOGNITION SERVICES		8491	EMP INCENTIVE 170	185.72	
18893	06/09/06	118.43	104	STATE STEEL COMPANY		8424	SUPPLY/PARTS FLT	118.43	
18894	06/09/06	31.34	115	SNAP-ON INDUSTRIAL		8431	SMALL TOOLS	31.34	
18895	06/09/06	4,316.65	117	GILLIG CORPORATION		8425	REV VEH PARTS	895.95	
						8426	REV VEH PARTS	3,420.70	
18896	06/09/06	2,020.44	130	CITY OF WATSONVILLE UTILITIES		8523	3/2-5/2 RODRIGUEZ ST	36.36	
						8524	3/2-5/2 RODRIGUEZ ST	61.58	
						8525	475 RODRIGUEZ ST	1,316.12	
						8526	3/2-5/2 RODRIGUEZ ST	606.38	
18897	06/09/06	115.51	147	ZEE MEDICAL SERVICE CO.		8492	SAFETY SUPPLIES	115.51	
18898	06/09/06	602.22	148	ZEP MANUFACTURING COMPANY		8427	REV VEH PTS/CLN SUP	602.22	
18899	06/09/06	692.00	158	DLD TRUCK STRAPS, INC.		8428	REV VEH PARTS	692.00	
18900	06/09/06	44.52	161	OCEAN CHEVROLET		8429	REV VEH PARTS	44.52	
18901	06/09/06	142.63	172	CENTRAL WELDER'S SUPPLY, INC.		8493	NITROGEN FOR LNG/MB	142.63	
18902	06/09/06	2,059.68	282	GRAINGER		8430	REV VEH PARTS	1,309.72	
						8494	REPAIRS/MAINT.SUPPLY	749.96	
18903	06/09/06	1,465.93	372	FEDERAL EXPRESS		8432	POST & MAILING	1,465.93	
18904	06/09/06	2,778.38	432	EXPRESS PERSONNEL SERVICES		8495	TEMP W/E 5/7 ADM	930.00	
						8496	TEMP W/E 5/14 ADMIN	918.38	
						8497	TEMP W/E 5/21 ADMIN	930.00	
18905	06/09/06	205.59	434	VERIZON WIRELESS-PAGERS		8433	EQUIP RENTAL	31.80	
						8498	JUNE PAGERS/ FAC	113.36	
						8499	WIRELESS PC CARD	60.43	
18906	06/09/06	53.84	434B	VERIZON CALIFORNIA		8434	MONTHLY RENTAL	53.84	
18907	06/09/06	145.05	436	WEST PAYMENT CENTER		8500	APRIL ACCESS CHARGES	145.05	
18908	06/09/06	817.46	448	UNISOURCE		8435	OFFICE SUPPLIES	184.59	
						8501	PHOTOCOPY PAPER	632.87	
18909	06/09/06	144.62	461	VULTRON INC.		8436	REV VEH PARTS	144.62	
18910	06/09/06	750.00	475	TRAPEZE SOFTWARE GROUP, INC.		8502	FLTMATE APR-JUN 06	750.00	
18911	06/09/06	935.82	480	DIESEL MARINE ELECTRIC, INC.		8437	REV VEH PARTS	935.82	

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18912	06/09/06	321.00	481	PIED PIPER EXTERMINATORS, INC.		8503	JUNE PEST CONTROL	321.00	
18913	06/09/06	175.19	511	LUMINATOR		8438	REV VEH PARTS 170	175.19	
18914	06/09/06	108.79	534	REGENTS OF UNIVERSITY OF CALIF		8504	PREP FOR TRIAL REV	108.79	
18915	06/09/06	21.11	546	GRANITE ROCK COMPANY		8505	REPAIRS/MAINTENANCE	21.11	
18916	06/09/06	74.39	667	CITY OF SCOTTS VALLEY		8506	SEWER CHARGES/ KINGS	74.39	
18917	06/09/06	70.00	682	WEISS, AMY L.		8507	MAY INTERPRETER	70.00	
18918	06/09/06	563.30	711	GLASS DOCTOR	7	8439	OUT RPR/REV VEH	563.30	
18919	06/09/06	307.79	788	SCMTD PETTY CASH - FINANCE		8518	PETTY CASH/ FINANCE	307.79	
18920	06/09/06	36,521.27	800	DELTA DENTAL PLAN		8446	JUNE DENTAL	36,521.27	
18921	06/09/06	1,128.43	845A	BLUE SHIELD OF CALIFORNIA		8440	COBRA PREMIUM	1,128.43	
18922	06/09/06	6,541.84	851	I.M.P.A.C. GOVERNMENT SERVICES		8527	4055019201230522	6,541.84	
18923	06/09/06	1,534.50	852	LAW OFFICES OF MARIE F. SANG	7	8441	WORKER COMP CLAIM	418.50	
						8442	WORKER COMP CLAIMS	1,116.00	
18924	06/09/06	468.34	854	AMERICAN SEATING COMPANY		8443	REV VEH PARTS	468.34	
18925	06/09/06	6,854.36	872	YALE-PACIFIC, INC.		8444	OUT RPR-EQUIP.	5,552.82	
						8445	OUT RPR-EQUIP.	1,301.54	
18926	06/09/06	552.00	878	KELLY SERVICES, INC.		8508	TEMP W/E 5/14 FINANC	552.00	
18927	06/09/06	9.00	880	SEISINT, INC.		8509	PROF/TECH SVC LGL	9.00	
18928	06/09/06	47,960.73	904	RNL DESIGN		8510	PROF SVC THRU 4/30	47,960.73	
18929	06/09/06	6,355.77	909	CLASSIC GRAPHICS		8447	OUT RPR/REV VEH	1,835.93	
						8448	OUT RPR/REV VEH	4,519.84	
18930	06/09/06	70.66	932	A.L. LEASE COMPANY, INC.		8511	REPAIRS/MAINTENANCE	70.66	
18931	06/09/06	14,884.66	941	ASSURANT EMPLOYEE BENEFITS		8449	JUNE LTD INS.	14,884.66	
18932	06/09/06	897.00	943	CLEAN BUILDING MAINTENANCE		8514	MAY JANITORIAL SVCS	897.00	
18933	06/09/06	296,065.80	948	ARNTZ BUILDERS, INC.		8512	CONST.SVC MB	296,065.80	
18934	06/09/06	32,896.20	948A	WESTAMERICA BANK TRUST DEPT		8513	APRIL SERVICES	32,896.20	
18935	06/09/06	2,330.30	952	SEWING MACHINE CENTER		8515	PFSAFF INSTRUC. BOOK	2,330.30	
18936	06/09/06	13,145.91	953	COALINGA MOTORS, INC.		8450	NON REV VEH	13,145.91	
18937	06/09/06	1,408.15	961	DMI		8516	DISKEEPER 10 MAINT.	1,408.15	
18938	06/09/06	3.03	973	SANTA CRUZ DODGE		8451	REV VEH PARTS	3.03	
18939	06/09/06	1,000.00	E023	CALDERON, FRANCISCO		6633	WAIVER PAYMENT	1,000.00	
18940	06/09/06	10.00	E385	GLENN, ISSAC		8517	DMV/VTT FEES	10.00	
18941	06/09/06	43.58	R445	USAA INSURANCE		8520	SETTLEMENT/CLAIM	43.58	
18942	06/09/06	1,100.00	R446	MASTERMAN, JOHN S.		8519	SETTLEMENT /CLAIM	1,100.00	
18943	06/23/06	396.02	001	SBC		8528	JUNE REPEATERS / OPS	396.02	
18944	06/23/06	650.00	001016	ALLARD'S SEPTIC SERVICE, INC.		8529	HAZ WASTE DISPOSAL	650.00	
18945	06/23/06	1,095.62	001048	CRUZ CAR WASH		8530	VEH WASH SVCS / PT	1,095.62	
18946	06/23/06	1,243.73	001052	MID VALLEY SUPPLY		8531	CLEANING SUPPLY /FAC	1,243.73	
18947	06/23/06	125.00	001062	ALLTERRA ENVIRONMENTAL INC.		8532	APRIL 06 PROF. SVC.	125.00	
18948	06/23/06	11,222.29	001063	NEW FLYER INDUSTRIES LIMITED		8618	REV VEH PARTS 533	532.77	
						8619	REV VEH PARTS 658	657.80	
						8620	REV VEH PARTS 786	785.90	
						8621	REV VEH PARTS 1868	1,867.32	
						8622	REV VEH PARTS 490	489.72	
						8623	REV VEH PARTS 7	7.02	
						8624	REV VEH PARTS 295	295.14	
						8625	REV VEH PARTS 1695	1,695.04	
						8626	REV VEH PARTS 766	765.97	
						8627	REV VEH PTS/SUP 1115	1,114.69	
						8628	REV VEH PARTS 42	42.35	

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						8629	REV VEH PARTS 754	754.37	
						8630	REV VEH PARTS 2214	2,214.20	
18949	06/23/06	11,128.50	001075	SOQUEL III ASSOCIATES	7	9000547	RESEARCH PARK RENT	11,128.50	
18950	06/23/06	7,590.00	001076	BROUGHTON LAND, LLC		9000548	110 VERNON ST RENT	7,590.00	
18951	06/23/06	465.50	001093	KROLL LABORATORY SPECIALISTS		8533	4/27-5/25 DRUG TESTS	465.50	
18952	06/23/06	305.27	001112	BRINKS TROPHY SHOPPE	7	8534	LOCAL MEETING EXP.	305.27	
18953	06/23/06	1,407.05	001119	MACERICH PARTNERSHIP LP	7	9000549	CAPITOLA MALL RENT	1,407.05	
18954	06/23/06	47.11	001230	CAPITOL CLUTCH & BRAKE, INC.		8631	REV VEH PARTS	47.11	
18955	06/23/06	1,002.78	001263	ABBOTT STREET RADIATOR, INC.		8632	OUT RPR REV VEH	1,002.78	
18956	06/23/06	92,134.84	001316	DEVCO OIL		8633	06/01-06/15 MAY FUEL	92,134.84	
18957	06/23/06	529.75	001346	CITY OF SANTA CRUZ		8536	1/1-4/30 MB INSP.SVC	529.75	
18958	06/23/06	110.00	001365	BORTNICK, ROBERT S. & ASSOC.	7	8537	INVESTIGATIVE SVCS	110.00	
18959	06/23/06	828.84	001379	SAFETY-KLEEN SYSTEMS, INC.		8538	HAZ WASTE DISPOSAL	828.84	
18960	06/23/06	14,851.94	001648	STEVE'S UNION SERVICE		8539	MAY FUEL / PT	14,829.62	
						8634	MAY FUEL FLT	22.32	
18961	06/23/06	15.00	001944	SANTA CRUZ COUNTY LAW LIBRARY		8540	JAN-MAR COPY CHARGE	15.00	
18962	06/23/06	68.62	002028	WESTCOAST LEGAL SERVICE	7	8541	PROF/TECH SVCS	68.62	
18963	06/23/06	169.10	002063	COSTCO		8542	LOCAL MEETING EXP	13.89	
						8543	OFFICE SUPPLIES	76.81	
						8635	PHOTO PROCESS OPS	37.35	
						8636	PHOTO PROCESS OPS	41.05	
18964	06/23/06	26,500.00	002116	HINSHAW, EDWARD & BARBARA	7	9000550	370 ENCINAL RENT	26,500.00	
18965	06/23/06	14,214.64	002117	IULIANO	7	9000551	111 DUBOIS RENT	11,214.64	
						9000552	115 DUBOIS RENT	3,000.00	
18966	06/23/06	382.65	002189	BUS & EQUIPMENT		8544	REV VEH PARTS/ PT	382.65	
18967	06/23/06	29,044.35	002295	FIRST ALARM		8545	APR. DISPATCH SVC/PT	105.00	
						8637	MAY SECURITY	28,939.35	
18968	06/23/06	450.00	002385	OPTIMUM BUSINESS SERVICES, INC	0	8546	COPIER MAINT. AGRMNT	450.00	
18969	06/23/06	2,261.54	002504	TIFCO INDUSTRIES		8638	PARTS & SUPPLIES	343.26	
						8639	PARTS & SUPPLIES	943.52	
						8640	PARTS & SUPPLIES	974.76	
18970	06/23/06	256.00	002567	DEPARTMENT OF JUSTICE		8547	MAY FINGERPRINTS	256.00	
18971	06/23/06	850.00	002624	DIGITAL RECORDERS		8641	REV VEH PARTS	850.00	
18972	06/23/06	2,478.33	002713	SANTA CRUZ AUTO TECH, INC.		8548	OUT RPR REV VEH / PT	2,478.33	
18973	06/23/06	964.93	002721	NEXTEL COMMUNICATIONS		8549	5/4-6/3 PHONES/ PT	964.93	
18974	06/23/06	6,846.82	002805	TELEPATH CORPORATION		8642	JUNE MAINT/EQUIP RPR	3,064.14	
						8643	KITE HILL ANT INST	3,782.68	
18975	06/23/06	45.00	002809	PACIFIC PROPANE		8550	GAS / EQUIP. RENTAL	45.00	
18976	06/23/06	462.99	002810	FENCE 4 RENT	7	8551	2 FENCE RENTALS / MB	462.99	
18977	06/23/06	63,528.08	002814	CREATIVE BUS SALES, INC.		8552	REVENUE VEH PARTS	1,149.75	
						8644	PT BUS AEROTECH	62,378.33	
18978	06/23/06	19,427.15	002829	VALLEY POWER SYSTEMS, INC.		8645	REV VEH PARTS	8,821.28	
						8646	REV VEH PARTS	763.53	
						8647	OUT RPR REV VEH	9,322.17	
						8648	OUT RPR REV VEH	120.00	
						8649	REV VEH PARTS	166.88	
						8650	REV VEH PARTS	233.29	
18979	06/23/06	627.00	002847	STATE OF CA-EDD		8553	PARADISE LEVY	627.00	
18980	06/23/06	86.60	004	NORTH BAY FORD LINC-MERCURY		8651	REV VEH PARTS	86.60	
18981	06/23/06	155.13	007	UNITED PARCEL SERVICE		8652	APR/MAY FREIGHT OUT	155.13	

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18982	06/23/06	16,908.05	009	PACIFIC GAS & ELECTRIC		8554	4/13-6/10 KINGS VLG	2,088.08	
						8555	5/5-6/5 920 PACIFIC	2,195.79	
						8556	4/27-6/1 111 DUBIOS	5,501.49	
						8653	CNG 4/30/06-5/31/06	7,122.69	
						8557	FINGERPRINTING	220.00	
18983	06/23/06	220.00	014	CABRILLO COLLEGE		8654	REV VEH PARTS	4,549.59	
18984	06/23/06	4,549.59	018	SALINAS VALLEY FORD SALES		8558	REPAIRS/MAINT/SUPPLY	688.78	
18985	06/23/06	688.78	036	KELLY-MOORE PAINT CO., INC.		8559	MAY PRINTING	18.31	
18986	06/23/06	18.31	039	KINKO'S INC.		8560	MAY UNIF/LAUNDRY/FAC	73.28	
18987	06/23/06	2,244.35	041	MISSION UNIFORM		8561	MAY UNIF/LAUNDRY/FAC	445.23	
						8562	MAY UNIF/LAUNDRY/PT	78.60	
						8655	MAY UNIF/LAUND FLT	1,647.24	
18988	06/23/06	3,496.49	043	PALACE ART & OFFICE SUPPLY		8563	OFFICE SUPPLIES	3,496.49	
18989	06/23/06	177.65	061A	REGISTER PAJARONIAN		8656	MAY CLASSIF ADV/FLT	91.10	
						8657	MAY CLASSIF ADV/FLT	86.55	
18990	06/23/06	100.86	074	KENVILLE LOCKSMITHS	7	8565	MAY LOCKS / KEYS	12.10	
						8658	REV VEH PARTS	88.76	
18991	06/23/06	653.75	075	COAST PAPER & SUPPLY INC.		8566	CLEANING SUPPLIES	543.34	
						8659	OFFICE SUPPLIES	110.41	
18992	06/23/06	281.94	079	SANTA CRUZ MUNICIPAL UTILITIES		8567	4/6-6/5 RESEARCH PRK	281.94	
18993	06/23/06	1,065.00	080	STATE BOARD OF EQUALIZATION		8568	5/1-6/16 USE TAX	1,065.00	
18994	06/23/06	14,436.06	085	DIXON & SON TIRE, INC.		8569	MAY TIRES/TUBES/PT	2,445.82	
						8660	MAY TIRES & TUBES	11,990.24	
18995	06/23/06	53.04	104	STATE STEEL COMPANY		8661	SUPPLIES/PARTS FLT	53.04	
18996	06/23/06	269.43	107	SAN LORENZO LUMBER		8570	REPAIRS/MAINT/SUPPLY	151.54	
						8662	OTH MOB SUP/PTS FLT	117.89	
18997	06/23/06	2,519.58	110	JESSICA GROCERY STORE, INC.	9000	553	CUSTODIAL SERVICES	2,519.58	
18998	06/23/06	2,714.13	117	GILLIG CORPORATION		8663	REV VEH PARTS	2,714.13	
18999	06/23/06	60.19	123	BAY PHOTO LAB		8571	PHOTO PROCESS / PT	60.19	
19000	06/23/06	187.50	126	EUCALYPTUS LANDSCAPING, LLC		8572	LOT SWEEPING / SV	187.50	
19001	06/23/06	98.55	130	CITY OF WATSONVILLE UTILITIES		8573	5/1-5/23 SAKATA LN	13.73	
						8574	5/1-6/1 SAKATA LN	75.12	
						8575	5/1-5/23 RODRIGUEZ	9.70	
19002	06/23/06	2,861.14	135	SANTA CRUZ AUTO PARTS, INC.		8576	REV VEH PARTS/TLS/PT	898.36	
						8664	REV VEH PTS/TOOL REP	1,962.78	
19003	06/23/06	111.01	147	ZEE MEDICAL SERVICE CO.		8577	SAFETY SUPPLIES	111.01	
19004	06/23/06	774.51	148	ZEP MANUFACTURING COMPANY		8665	REV VEH PARTS	774.51	
19005	06/23/06	276.46	149	SANTA CRUZ SENTINEL		8666	CLASSIFIED ADV FLT	276.46	
19006	06/23/06	1,298.74	161	OCEAN CHEVROLET		8578	REV VEH PARTS / PT	1,126.02	
						8667	REV VEH PARTS	172.72	
19007	06/23/06	1,133.76	166	HOSE SHOP. THE		8579	REPAIRS/MAINT/SUPPLY	17.32	
						8668	REV VEH PARTS	1,116.44	
19008	06/23/06	864.88	167	KEYSTON BROTHERS		8669	OTH MOB SUPPLIES	864.88	
19009	06/23/06	453.10	170	TOWNSEND'S AUTO PARTS		8670	REV VEH PTS/SML TOOL	453.10	
19010	06/23/06	15.75	172	CENTRAL WELDER'S SUPPLY, INC.		8580	NITROGEN FOR LNG/MB	15.75	
19011	06/23/06	2,475.26	192	ALWAYS UNDER PRESSURE		8581	REPAIRS/MAINTENANCE	2,475.26	
19012	06/23/06	202.22	210	HOLIDAY SMOG		8671	OUT RPR/OTHER VEH	202.22	
19013	06/23/06	632.50	249	DOC'S TOW & STORAGE, INC.		8672	OUT RPR REV VEH	632.50	
19014	06/23/06	255.00	282	GRAINGER		8582	PROG. WEEKLY TIMER	222.85	
						8673	SMALL TOOL	32.15	

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19015	06/23/06	10.18	288	MUNCIE TRANSIT SUPPLY		8674	REV VEH PARTS	10.18	
19016	06/23/06	830.07	294	ANDY'S AUTO SUPPLY		8583	REV VEH PARTS / PT	361.55	
						8675	REV VEH PRT/SUPPLIES	468.52	
19017	06/23/06	184.00	367	COMMUNITY TELEVISION OF		8584	TV COVERAGE 5/26 MTG	184.00	
19018	06/23/06	1,565.90	395	APPLIED GRAPHICS, INC.		8676	PRINTING OPS	1,565.90	
19019	06/23/06	15.57	405	JOHN'S ELECTRIC MOTOR SVC	7	8585	OUT REPAIR/DELTA SAW	15.57	
19020	06/23/06	1,290.38	432	EXPRESS PERSONNEL SERVICES		8586	TEMP W/E 5/28 ADMIN	558.00	
						8587	TEMP W/E 6/4 ADMIN	732.38	
19021	06/23/06	82.28	436	WEST PAYMENT CENTER		8588	MAY ACCESS CHARGES	82.28	
19022	06/23/06	527.40	448	UNISOURCE		8589	COPY PAPER / METRO	263.70	
						8677	OFFICE SUPPLIES	263.70	
19023	06/23/06	1,368.61	461	VULTRON INC.		8678	REV VEH PARTS	136.61	
						8679	REV VEH PARTS	1,100.00	
						8680	REV VEH PARTS	132.00	
19024	06/23/06	333.00	481	PIED PIPER EXTERMINATORS, INC.		8590	JUNE PEST CONTROL	333.00	
19025	06/23/06	405.94	504	CUMMINS WEST, INC.		8682	OUT RPR REV VEH	405.94	
19026	06/23/06	89.75	510A	HASLER, INC.		8592	7/1-7/31 RENTAL/ADM	48.71	
						8593	7/1-7/31 RENTAL/ PT	41.04	
19027	06/23/06	1,004.00	533	LINDSKOG, P.E., ROBERT	7	8594	PROF. SVC. 3/8-6/8	1,004.00	
19028	06/23/06	368.40	580	BLOCK AND COMPANY, INC.		8591	OFFICE SUPPLIES	368.40	
19029	06/23/06	725.00	616	BROWN ARMSTRONG		8595	MAY AUDIT SERVICES	725.00	
19030	06/23/06	1,058.80	681	SCOTT'S BODY SHOP	7	8681	OUT RPR OTH VEH	1,058.80	
19031	06/23/06	1,441.62	753	DEPARTMENT OF GENERAL SERVICES		8683	STATE CONTRACT CHGS	1,441.62	
19032	06/23/06	713.00	852	LAW OFFICES OF MARIE F. SANG	7	8596	WORKERS COMP. CLAIMS	713.00	
19033	06/23/06	1,332.00	878	KELLY SERVICES, INC.		8597	TEMP/FIN W/E 5/28	564.00	
						8598	TEMP/FIN W/E 6/4	768.00	
19034	06/23/06	346.40	882	PRINT SHOP SANTA CRUZ		8599	PRINTING / HRD	259.80	
						8600	PRINTING / ADMIN	86.60	
19035	06/23/06	37.00	886	ALL PURE WATER		8684	MAY WATER	37.00	
19036	06/23/06	945.00	900	STATE OF CALIFORNIA-DEPT OF		8601	EPA MANIFEST FEES	945.00	
19037	06/23/06	4,588.31	909	CLASSIC GRAPHICS		8685	OUT RPR REV VEH	1,462.07	
						8686	OUT RPR REV VEH	3,126.24	
19038	06/23/06	7,969.69	912	FOLGER GRAPHICS		8602	PRINTING / HEADWAYS	7,969.69	
19039	06/23/06	700.00	916	DOCTORS ON DUTY		8603	4/26-5/25 DRUG TESTS	700.00	
19040	06/23/06	10.83	946	ACME AND SONS		8687	EQUIP RENTAL OPS	10.83	
19041	06/23/06	59.66	959	FIRST ADVANTAGE CORPORATION		8604	11/21-12/23 DRG TEST	59.66	
19042	06/23/06	377.70	962	WESTERN APPRAISERS		8688	INSPECTION BUS#2235	377.70	
19043	06/23/06	1,400.00	993	WORK PERFORMANCE CENTER		8605	5/25-6/9 EMP. PHYS.	1,400.00	
19044	06/23/06	100.00	B003	BEAUTZ, JAN	7	8609	MAY BOARD MEETING	100.00	
19045	06/23/06	50.00	B006	HINKLE, MICHELLE	7	8611	MAY BOARD MEETING	50.00	
19046	06/23/06	100.00	B011	REILLY, EMILY	7	8613	MAY BOARD MEETING	100.00	
19047	06/23/06	100.00	B012	SPENCE, PAT	7	8615	MAY BOARD MEETING	100.00	
19048	06/23/06	100.00	B014	CITY OF WATSONVILLE		8617	MAY BOARD MEETING	100.00	
19049	06/23/06	100.00	B015	ROTKIN, MIKE	7	8614	MAY BOARD MEETING	100.00	
19050	06/23/06	100.00	B016	SKILLICORN, DALE	7	8608	JUNE BOARD MEETING	100.00	
19051	06/23/06	50.00	B017	STONE, MARK	7	8616	MAY BOARD MEETING	50.00	
19052	06/23/06	100.00	B018	BUSTICHI, DENE	7	8610	MAY BOARD MEETING	100.00	
19053	06/23/06	50.00	B020	NICOL, KIRBY		8612	MAY BOARD MEETING	50.00	
19054	06/23/06	10.00	E394	MILBURN, PETER		8606	VTT FEES	10.00	
19055	06/23/06	3,000.00	R447	CHINELLO, ANDREW		8607	CHINELLO SETTLEMENT	3,000.00	

5-2.6



DATE 07/05/06 13:53

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
CHECK JOURNAL DETAIL BY CHECK NUMBER  
ALL CHECKS FOR COAST COMMERCIAL BANK

PAGE 7

DATE: 06/01/06 THRU 06/30/06

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
TOTAL		1,245,620.68		COAST COMMERCIAL BANK			TOTAL CHECKS	207	1,245,620.68

5-2.7

**Santa Cruz METRO  
June 2006 Ridership Report**

FAREBOX REVENUE AND RIDERSHIP SUMMARY BY ROUTE

ROUTE	REVENUE	RIDERSHIP	UC Student	UC Staff Faculty	Day Pass	S/D Riders	W/C	S/D Day Pass	Cabrillo	Bike	Passes/Free Rides
10	\$ 1,891.14	20,654	15,431	2,667	24	68	35	6	45	719	1,325
13	\$ 381.88	6,080	5,273	358	2	10	3	21	12	134	212
15	\$ 1,177.18	22,556	19,947	1,182	12	42	12	4	32	614	658
16	\$ 5,908.07	60,038	47,702	4,937	69	198	49	22	147	1,788	3,573
19	\$ 1,693.13	19,011	15,000	1,642	8	101	7	21	29	508	1,222
3B	\$ 1,542.34	3,118	284	125	36	88	21	30	38	132	1,625
4	\$ 1,201.69	4,603	183	66	14	192	59	37	48	91	3,157
7	\$ 508.21	1,472	37	56	15	51	6	16	13	10	1,020
7N	\$ 2,237.60	3,036	183	201	14	84	10	7	40	140	1,118
9	\$ 174.72	302	11	11	8	5	-	1	1	11	178
12A	\$ 49.48	391	288	63	-	5	-	-	2	13	4
20	\$ 2,209.17	18,548	14,233	1,235	23	83	4	5	45	557	1,525
31	\$ 1,285.67	1,793	43	55	10	22	23	2	12	116	850
32	\$ 311.12	375	17	8	3	2	3	1	1	29	154
33	\$ 127.38	248	-	-	-	4	-	1	-	3	151
34	\$ 52.75	56	-	-	-	-	-	-	-	-	22
35	\$ 30,647.03	38,958	732	321	371	950	110	164	276	1,852	18,345
40	\$ 1,464.44	2,014	24	24	24	80	-	12	17	105	1,040
41	\$ 1,030.89	1,571	137	108	15	25	1	4	11	163	635
42	\$ 970.53	1,392	97	27	5	77	2	6	10	187	609
53	\$ 567.75	939	6	11	6	99	35	3	17	21	518
54	\$ 405.08	772	9	8	6	26	16	5	19	14	491
55	\$ 1,744.32	3,313	77	52	35	175	61	33	373	85	1,702
56	\$ 684.73	1,232	16	31	8	31	14	21	109	52	638
66	\$ 10,991.05	16,842	966	467	153	615	165	78	195	434	7,996
68	\$ 5,833.28	9,799	781	305	79	217	92	52	140	332	4,851
69	\$ 7,340.72	12,121	835	519	94	407	87	42	144	327	5,792
69A	\$ 17,935.00	23,234	839	546	173	1,023	270	127	220	744	9,546
69N	\$ 1,837.77	3,116	300	122	-	88	16	2	88	147	1,346
69W	\$ 19,323.87	26,218	1,093	694	214	900	171	107	1,010	851	10,767
70	\$ 324.68	588	31	8	7	19	8	3	132	15	214
71	\$ 57,587.57	71,760	1,894	1,582	387	2,984	313	419	2,976	2,672	26,648
72	\$ 4,268.24	4,505	43	70	31	323	10	71	50	102	1,525
74	\$ 2,659.87	2,542	7	17	23	105	15	13	18	18	742
75	\$ 9,169.57	8,907	21	81	93	664	39	70	95	148	2,739
76	\$ 804.23	851	7	11	9	68	1	16	4	6	291
79	\$ 1,657.60	1,952	4	34	29	194	82	55	29	17	813
88	\$ -	-	-	-	-	-	-	-	-	-	-
91	\$ 4,717.45	5,633	114	134	102	98	11	10	428	254	1,835
Unknown	\$ 32.56	100	-	34	7	-	-	9	15	8	8
<b>TOTAL</b>	<b>\$202,749.76</b>	<b>400,640</b>	<b>126,665</b>	<b>17,812</b>	<b>2,109</b>	<b>10,123</b>	<b>1,751</b>	<b>1,496</b>	<b>6,841</b>	<b>13,419</b>	<b>115,885</b>

ROUTE	REVENUE	RIDERSHIP	VTA/SC Day Pass	CalTrain	17 Day Pass	S/D Riders	W/C	METRO	ECO Pass	Bike	Monthly Pass
17	\$ 35,506.85	18,144	25	57	110	1,325	51	5,216	68	1,257	8,957

RIDERSHIP	
Night Owl	3,172
UC Shuttle	-
<b>TOTAL</b>	<b>3,172</b>

June Ridership	421,956
June Revenue	\$238,555.84

5-3.1

BUS OPERATOR LIFT TEST \*PULL-OUT\*

VEHICLE CATEGORY	TOTAL BUSES	AVG # DEAD IN GARAGE	AVG # AVAIL. FOR SERVICE	AVG # IN SERVICE	AVG # SPARE BUSES	AVG # LIFTS OPERATING	% LIFTS WORKING ON PULL-OUT BUSES
FLYER/HIGHWAY 17 - 40'	7	0	7	1	6	1	100%
FLYER/LOW FLOOR - 40'	12	4	8	5	3	5	100%
FLYER/LOW FLOOR - 35'	18	2	16	14	2	14	100%
FLYER/HIGH FLOOR - 35'	15	3	12	2	10	2	100%
GILLIG/SAM TRANS - 40'	10	1	9	1	8	1	100%
DIESEL CONVERSION - 35'	15	3	12	12	0	12	100%
DIESEL CONVERSION - 40'	14	3	11	9	2	9	100%
ORION/HIGHWAY 17 - 40'	11	1	10	8	2	8	100%
GOSHEN	3	1	2	0	2	0	100%
TROLLEY	1	0	1	0	1	0	100%
CNG NEW FLYER - 40'	8	1	7	6	1	6	100%

5-3.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

PASSENGER LIFT PROBLEMS

MONTH OF JUNE 2006

BUS #	DATE	DAY	REASON
8077F	14-Jun	Wednesday	Floats back up from kneel. Won't stay down.
8080F	9-Jun	Friday	Shakes on way down and stow's very labored
8082F	1-Jun	Thursday	Lift would not stow
8085F	20-Jun	Tuesday	Lift caught middle stop decking and pulled it up. Front stops tripping hazard.
8090F	8-Jun	Thursday	Kneel buzzer wouldn't stop. Lift power switch worked reverse to normal= <del>on</del> was <del>off</del> . Couldn't move bus.
8092F	14-Jun	Wednesday	Kneel does not always kneel
9803LF	5-Jun	Monday	Ramp will not deploy. Ramp deploys slow.
9807LF	15-Jun	Thursday	Ramp gets stuck when coming up & going out & needs a slight touch & then resumes proper functioning.
9815LF	28-Jun	Wednesday	Kneel switch cover loose

F New Flyer  
 G Gillig  
 C Champion  
 LF Low Floor Flyer  
 GM GMC  
 CG CNG  
 CN SR855 & SR854  
 OR Orion/Hwy 17

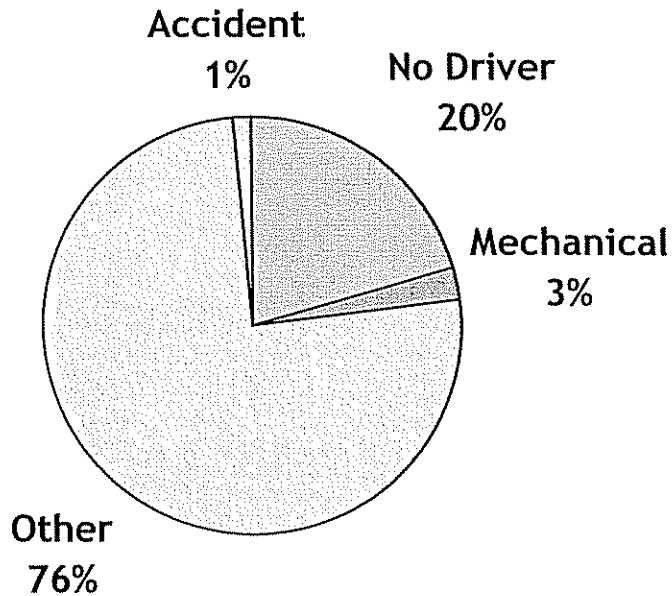
Note: Lift operating problems that cause delays of less than 30 minutes.

5-3.3

### Dropped Service for FY 2006

FY 2004/05			FY 2005/06		
Month	Dropped Hours	Dropped Miles	Month	Dropped Hours	Dropped Miles
July-04	1.35	42.89	July-05	0	0
August-04	0.00	0.00	August-05	213.92	3,575.86
September-04	0.76	18.87	September-05	140.97	2,336.50
October-04	0.00	0.00	October-05	STRIKE	STRIKE
November-04	0.00	0.00	November-05	113.77	1,780.56
December-04	0.00	0.00	December-05	95.61	1,659.66
January-05	6.07	127.13	January-06	16.49	286.31
February-05	23.31	276.75	February-06	39.18	579.38
March-05	8.66	99.08	March-06	21.30	380.68
April-05	37.96	641.12	April-06	20.46	323.62
May-05	1.50	37.03	May-06	33.23	551.00
June-05	4.15	69.30	June-06	19.97	267.47
<b>TOTAL</b>	<b>83.76</b>	<b>1,312.17</b>	<b>TOTAL</b>	<b>714.90</b>	<b>11,741.05</b>

#### Dropped Service Breakdown for May 2006



# GOVERNMENT TORT CLAIM

## RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Souza, Jason  
Date of Incident: 05/16/06

Received: 06/15/06 Claim #: 06-0015  
Occurrence Report No.: MISC 06-11

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

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

By Margaret Gallagher  
Margaret Gallagher  
DISTRICT COUNSEL

Date: June 22, 2006

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I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of July 28, 2006.

By \_\_\_\_\_  
Cindi Thomas  
RECORDING SECRETARY

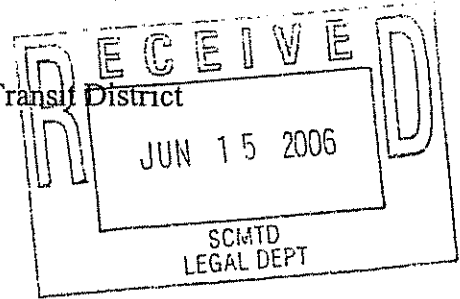
Date: \_\_\_\_\_

MG/Ig  
Attachment(s)

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

Claim # 06-0015



TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

ATTN: Secretary to the Board of Directors  
370 Encinal Street, Suite 100  
Santa Cruz, CA 95060

1. Claimant's Name: Jason Manuel Souza

Claimant's Address/Post Office Box: [REDACTED]

Claimant's Phone Number: [REDACTED]

2. Address to which notices are to be sent: [REDACTED]

3. Occurrence: I was riding my skate board to the skate park when I hit a rock. The bus driver stopped, saw the board roll in front of him, then proceeded to run it over.  
Date: May 15, '06 Time: 2:00 ? Place: the Fun spot  
Circumstances of occurrence or transaction giving rise to claim: going to skate park to practice skate boarding  
*Smashing like a pep can!*

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: broken trucks, ripped wheels, busted bearings, & snapped board.

5. Name or names of public employees or employees causing injury, damage, or loss, if known: public bus driver

6. Amount claimed now ..... \$ 200.00  
Estimated amount of future loss, if known ..... \$ 40.00  
TOTAL ..... \$ 240.00

7. Basis of above computations: Custom made Pto board - trucks \$60.00 - bearings \$20 wheels \$40, board \$35, gripping & bolts \$15, stickers \$30 - \$40 in sponsorship lost

Jason M. Souza  
CLAIMANT'S SIGNATURE (or Company Representative or Parent of Minor Claimant)

June 14, 2006  
DATE

Note: Claim must be presented to the Secretary to the Board of Directors, Santa Cruz Metropolitan Transit District

5-4.2

**\*\*REVISED\*\***



**Agenda  
METRO Advisory Committee**

6:00 pm  
July 19, 2006  
920 Pacific Avenue  
Santa Cruz, California

1. Roll Call
2. Agenda Additions/Deletions
3. Oral/Written Communication
4. Consideration of Minutes of June 21, 2006
5. Ridership Report for May 2006
6. ParaCruz Operations Status Report for ~~May~~ **March** 2006
7. Discussion of METRO Smoking/Non-Smoking Policy In and Around Transit Centers Including Consideration of Public Opinion
8. Discussion of the DOT's Proposed Rule Concerning Modifications to the ADA and Related Rules Affecting Public Transportation
9. Review of 5 Year Operating and Capital Financial Plan
10. Discussion of West Side Proposal
11. **Discussion of Paracruz Customer Guide changes**
12. Communications to METRO General Manager
13. Communications to METRO Board of Directors
14. Items for Next Meeting Agenda
15. Adjournment

Next Meeting: Wednesday August 16, 2006 @ 6:00 pm  
Santa Cruz Metro Conference Room



## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**Minutes - METRO Advisory Committee (MAC)**

**May 17, 2006**

A Regular Meeting of the METRO Advisory Committee (MAC) met on Wednesday, May 17, 2006 at the METRO Center Conference Room, 920 Pacific Avenue, Santa Cruz, CA.

Chair Robert Yount called the meeting to order at 6:02 p.m.

### **1. ROLL CALL:**

#### **MEMBERS PRESENT**

Dan Alper  
Norm Hagen, Vice-Chair  
Paul Marcelin-Sampson  
Mara Murphy (arrived after roll call)  
Dennis Papadopulo  
Dave Williams  
Robert Yount, Chair

#### **MEMBERS ABSENT**

Lesley Wright  
Stuart Rosenstein

#### **VISITORS PRESENT**

Carolyn Derwing, UTU  
Matthew Melzer

#### **STAFF PRESENT**

Les White, General Manager  
Mark Dorfman, Assistant General Manager  
Steve Paulson, Paratransit Administrator

### **2. AGENDA ADDITIONS/DELETIONS**

None.

### **3. ORAL/WRITTEN COMMUNICATION**

Oral: Norm Hagen requested an update from SCMTD Staff on the Route 79 Ridership. He states he has noticed a considerable increase in ridership over the last year and half. Robert Yount stated that the ridership figures are included in the Board Packet.

Oral: Paul Marcelin-Sampson reminded the Committee of the Transportation Funding Task Force and the upcoming meeting on Saturday, May 20, 2006. He mentioned the website, [www.tftaskforce.org](http://www.tftaskforce.org), and encouraged people to attend the Task Force meetings. He continued by saying the meetings are lacking in pertinent substance regarding local transportation issues referring to the last meeting where the topics were "antique cable cars" and "smaller buses."

Oral: Les White stated that he had just returned from 3 days in Sacramento. He stated that the Governor had just signed a bill and explained how it would affect SCMTD. He discussed financial figures, ballot measures on the upcoming November election and how the current budget would be affected. Dave Williams asked if the money figures are "capital only." Les White replied affirmatively.

5-5.2

Oral: Paul Marcelin-Sampson asked Les White to give the Committee an update on MetroBase. Les White responded by saying the MetroBase project is under construction and discussed the budget and how it was divided up into 3 parts. He discussed the current process of the construction and pile driving process. He continued to describe the future processes and funding of the project including the fuel conversion of all buses thus eliminating diesel fuel completely by projected year 2012.

Bob Yount asked if there were any questions and then asked when the lease costs of existing offices would be eliminated. Les White described the present plans of relocating the Administrative, Fleet and Construction offices by purchasing the Vernon Street building and proposed that this would be complete by Jan 01, 2008. He continued explaining the process of finishing the Maintenance building, moving the Dubois shop facilities there, and eliminating the Devco premium fuel charges when the Fueling Station is complete. Les White concluded the MetroBase update by explaining the process of purchasing a permanent location for ParaCruz and the budget plans.

Norm Hagen asked how the public would become aware of the proposed plans. Les White stated the information would be in front of the Board in June and if the Board adopted the policies, the information will then be released to the public. Norm Hagen wanted clarification if there was constant media coverage of the progress of the new facilities. Les White then spoke of the bond measures and how it would affect the budget.

**4. CONSIDERATION OF MINUTES OF FEBRUARY 15, 2006 AND MARCH 15, 2006 MEETINGS (NO MEETING IN APRIL – LACK OF QUARUM)**

Paul Marcelin-Sampson asked that the February 15<sup>th</sup> Minutes be corrected on page three, Item #9 to indicate he and Robert Yount both agreed to volunteer to type up the Subcommittee's final draft.<sup>1</sup>

**ACTION: MOTION: PAUL MARCELIN-SAMPSON SECOND: DENNIS PAPADOPULO**

**ACCEPT AND FILE MINUTES OF THE FEBRUARY AND MARCH MEETINGS WITH THE REQUESTED CHANGES**

**Motion passed with Paul Marcelin-Sampson abstaining on the March minutes because he was absent from that meeting and Lesley Wright and Stuart Rosenstein being absent.**

**5. DISCUSSION OF FIXED ROUTE USE IN WATSONVILLE**

Norm Hagen stated the need for more bus service on the weekends in Watsonville based on his observations and conversation with bus riders. Norm Hagen stated that the ParaCruz system is difficult and expensive. Mr. Hagen continued by stating he has observed an increasing ridership. Mara Murphy informed the Committee that Family Services is moving to the courthouse and creating additional ridership for that area.

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<sup>1</sup> This correction was made to the February minutes

Norm Hagen requested additional evening service to accommodate riders staying out longer during summer hours. Norm Hagen asked how the bus service is divided up between Santa Cruz based on the populations. Les White stated that without the University the two towns are approximately equal. Mara Murphy asked if there were ridership reports available. Mark Dorfman stated there are reports available and that they would be included in the MAC Packets going forward.

Mara Murphy asked if there was any public forums concerning the needs and wants of the community. Les White responded by saying that is what the Task Force is for. Paul Marcelin-Sampson reported that when he attends the public meetings several people attend and speak positively about METRO but then no one rides home on the bus.

**ACTION: MOTION: PAUL MARCELIN-SAMPSON SECOND: NORM HAGEN**

**INVESTIGATE POSSIBLE GRANTS FOR ADDITIONAL BUS SERVICE FOR WATSONVILLE AND HOLIDAYS.**

**Motion passed unanimously with Lesley Wright and Stuart Rosenstein being absent.**

#### **6. DISCUSSION OF WESTSIDE PROPOSAL**

Mathew Melzer handed out his proposal of route adjustments, which is attached to the file copy of these minutes, that would be more efficient on Santa Cruz's Westside. Mr. Melzer then explained his proposal and how it would eliminate Route 3B, resurrect the Route 2, hypothetically making it the Route 18, add trips to Route 20, and cut trips from Routes 15 and 16. Route 18 would re-establish past routes. The proposal also suggested Route 7 to provide service to Natural Bridges and DeAnza and have Route 68 serve the Beach Flats. Paul Marcelin-Sampson offered some possible options to the proposal. Norm Hagen requested some time to study the proposal because he had not seen it. Les White stated he felt the proposal was well thought out and would step back and let Mark Dorfman, Ian McFadden, and the Service Planning and Review Committee work on it.

Mr. White handed out a flyer being distributed around the University, which is attached to the file copy of these minutes, telling people not to ride the METRO. Carolyn Derwing reported that she was on the Service Planning and Review Committee (SPARC) and would be glad to present the proposal to SPARC. Ms. Derwing reported Route 3B was being renamed Route 3 and that Route 7N is being changed to Route 68N. Ms. Derwing suggested that any proposed route changes be turned in immediately in time for the next SPARC meeting.

**ACTION: MOTION: PAUL MARCELIN-SAMPSON SECOND: NORM HAGEN**

**ACCEPT AND FILE PROPOSAL AND PROVIDE COPY FOR SPARC WITHOUT ANY ENDORSEMENTS**

**Motion passed unanimously with Lesley Wright and Stuart Rosenstein being absent.**

**7. DISCUSSION OF LOW PRESSURE TOILETS**

Paul Marcelin-Sampson stated he was a very strong supporter of “low-flow” toilets and waterfree urinals. Paul suggested converting all METRO buildings to be fitted with “low flow” toilets and waterfree urinals including retrofitting existing buildings. Les White stated that the installation of new fixtures could be costed out and recommended that facilities the METRO would inhabit for 3 years or less not be retrofitted due to cost. The new facilities will have “low-flow” toilets but Les was not sure about waterfree urinals.

**ACTION: MOTION: PAUL MARCELIN-SAMPSON SECOND: NORM HAGEN**

**RECOMMEND THAT ALL METRO BUILDINGS BE FITTED WITH NEW “LOW-FLOW” TOILETS AND WATERFREE URINALS.**

**ACTION: AMMENDMENT: PAUL MARCELIN-SAMPSON SECOND: NORM HAGEN**

**METRO RECOMMENDS THAT ALL NEW METRO FACILITIES AND FACILITIES METRO WILL INHABIT FOR MORE THAN THREE YEARS BE FITTED WITH NEW “LOW-FLOW” TOILETS AND WATERFREE URINALS.**

**Motion passed unanimously with Lesley Wright and Stuart Rosenstein being absent.**

**8. DISCUSSION OF RTC ALLOCATING SUFFICIENT RESOURCES TO PUBLIC TRANSIT (INVITATION TO GEORGE DONDERO)**

Robert Yount asked if an invitation went out to George Dondero. Mark Dorfman stated that unfortunately no invitation had been sent out yet and suggested that this item be carried over to next MAC meeting on June 21, 2006. Les White reported on budget and funding issues including putting in a request for bus stop shelters from RTC and sales tax. Paul Marcelin-Sampson spoke of the information being shared at the Transportation Task Force that could be misconceived by the public.

**9. COMMUNICATIONS TO METRO GENERAL MANAGER**

None

**9. COMMUNICATIONS TO METRO BOARD OF DIRECTORS**

None

**10. ITEMS FOR NEXT MEETING ADJENDA**

- Discussion of RTC Allocating Sufficient Resources to Public Transit (Invitation to George Dondero)
- Discussion of METRO Smoking Policy in Transit Centers

- Discussion of proposed DOT rules regarding ADA. Robert Yount handed out information on the proposed DOT rules, which is attached to the file copy of these minutes

**ADJOURN**

There being no further business, Chair Yount thanked everyone for participating, and he adjourned the meeting at 7:40 p.m.

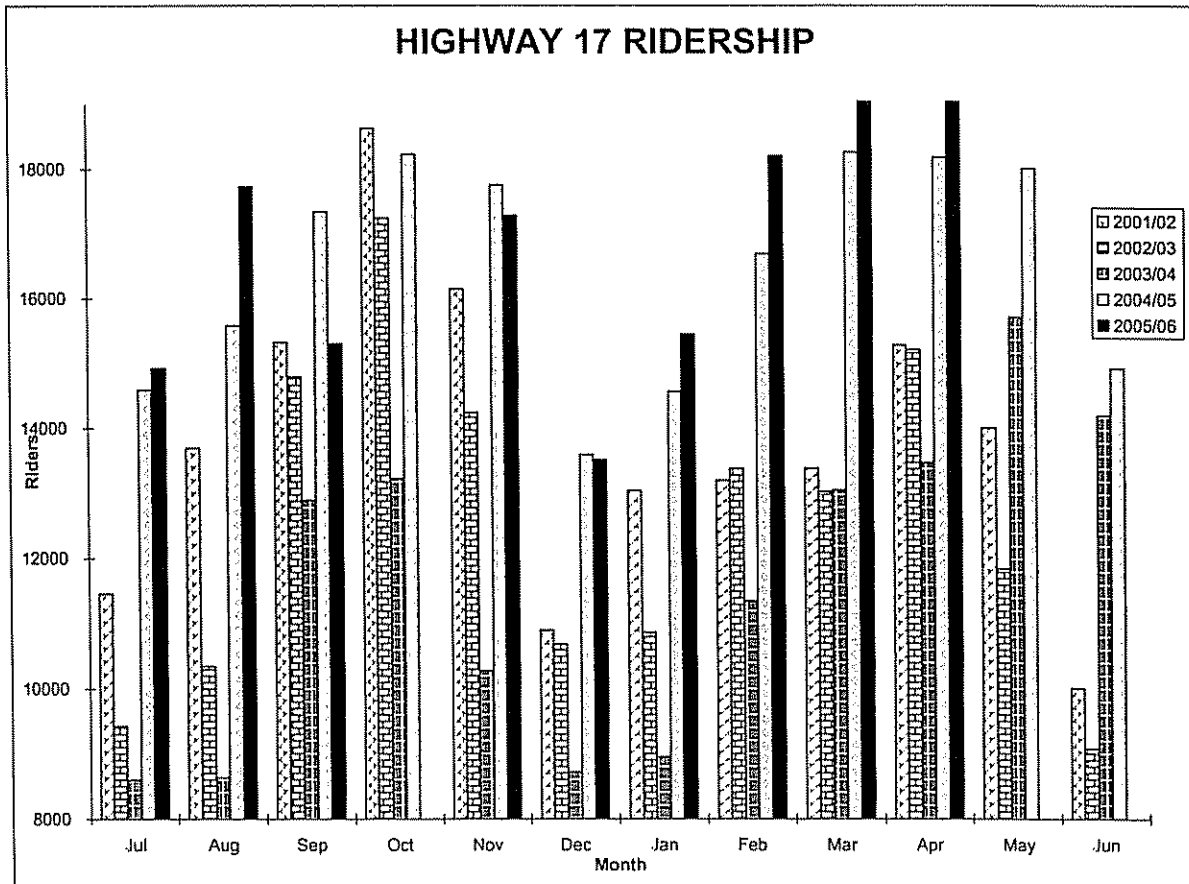
Respectfully submitted,



Dale Hamilton  
TEMPORARY ADMINISTRATIVE ASSISTANT

# HIGHWAY 17 - APRIL 2006

	March			YTD		
	This Year	Last Year	%	This Year	Last Year	%
<b>FINANCIAL</b>						
Cost	\$ 124,061	\$ 112,959	9.8%	\$ 1,063,287	\$ 1,144,050	(7.1%)
Farebox	\$ 64,410	\$ 60,378	6.7%	\$ 490,738	\$ 534,582	(8.2%)
Operating Deficit	\$ 55,630	\$ 47,473	17.2%	\$ 493,059	\$ 526,198	(6.3%)
Santa Clara Subsidy	\$ 27,815	\$ 23,737	17.2%	\$ 246,530	\$ 263,099	(6.3%)
METRO Subsidy	\$ 27,815	\$ 23,737	17.2%	\$ 246,530	\$ 263,099	(6.3%)
San Jose State Subsidy	\$ 2,246	\$ 2,774	(19.0%)	\$ 15,720	\$ 17,910	(12.2%)
AMTRAK Subsidy	\$ 1,775	\$ 2,334	(23.9%)	\$ 63,769	\$ 65,360	(2.4%)
<b>STATISTICS</b>						
Passengers	19,407	18,183	6.7%	150,867	164,784	(8.4%)
Revenue Miles	39,594	40,666	(2.6%)	357,746	411,225	(13.0%)
Revenue Hours	1,485	1,525	(2.6%)	13,416	15,420	(13.0%)
Passengers/Day	647	606	6.7%	565	542	4.2%
Passengers/Weekday	796	737	8.0%	702	673	4.3%
Passengers/Weekend	349	300	16.3%	267	240	11.1%
<b>PRODUCTIVITY</b>						
Cost/Passenger	\$ 6.39	\$ 6.21	2.9%	\$ 7.05	\$ 6.94	1.5%
Revenue/Passenger	\$ 3.32	\$ 3.32	(0.1%)	\$ 3.25	\$ 3.24	0.3%
Subsidy/Passenger	\$ 2.98	\$ 2.76	7.9%	\$ 3.37	\$ 3.30	2.1%
Passengers/Mile	0.49	0.45	9.6%	0.42	0.40	5.2%
Passengers/Hour	13.07	11.92	9.6%	11.24	10.69	5.2%
Recovery Ratio	51.9%	53.5%	(2.9%)	46.2%	46.7%	(1.2%)



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006  
**TO:** Board of Directors  
**FROM:** Steve Paulson, Paratransit Administrator  
**SUBJECT:** METRO PARACRUZ OPERATIONS STATUS REPORT

## I. RECOMMENDED ACTION

**This report is for information only- no action requested**

## II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- METRO assumed direct operation of paratransit services November 1, 2004.
- New regulations regarding lunch and rest breaks became effective August 1, 2005.
- Operating Statistics and customer feedback information reported are for the month of April 2006.

## III. DISCUSSION

METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.

METRO began direct operation of ADA paratransit service (METRO ParaCruz) beginning November 1, 2004. This service had been delivered under contract since 1992.

New regulations requiring meal periods became effective August 1, 2005. This presented new scheduling challenges resulting in decreased driver productivity and increased use of supplemental service providers.

During the month of April, seventeen (17) service complaints and three (3) compliments were received regarding service issues. Twelve (12) of the complaints were found to be either "not valid" or unverifiable. In each of these instances, the staff member was reminded of the importance of quality customer service. Two (2) of the valid complaints was related to missed

5-8.1

trips, one (1) as the result of late pick up, due to dispatch error, one (1) related to a scheduling error, and one as a result of an operator's failure to escort a passenger to the door.

**Operating Statistics for FY 05-06 through April 2006**

	July 05	Aug 05	Sept 05	Oct 05	Nov 05	Dec 05	Jan 06	Feb 06	Mar 06	Apr 06
Scheduled	7570	7935	8413	9526	8516	7262	7361	7419	8734	8331
Performed	6513	6799	7220	8384	7199	6202	6405	6360	7819	7019
Total miles	50,755	56,599	55,890	64,163	55,208	49,325	50,259	45,879	59,382	52,181
Av trip miles	5.86	6.03	5.69	5.75	5.79	5.71	5.57	5.12	5.58	5.42
Within ready window	91.97%	91.99%	90.93%	87.88%	89.67%	92.26%	94.06%	91.24%	90.71%	90.97%
Excessively late/missed trips	9	12	23	33	19	9	4	22	17	11
Monthly call volume	6163	6719	6465	7481	6325	5784	5690	5692	6544	5959
Call average seconds to answer	36	29	29	30	26	29	23	23	23	22
Hold times less than 2 minutes	88%	90%	90%	90%	92%	91%	95%	95%	96%	97%
Distinct riders	795	806	842	878	827	779	748	770	813	817
Most frequent rider	52 rides	49 rides	57 rides	53 rides	45 rides	43 rides	48 rides	47 rides	56 rides	50 rides
Shared rides	58.5%	58.9%	63.6%	66.3%	66.1%	60.4%	58.9%	63.5%	64.6%	65.1%
Passengers per rev hour	1.68	1.38	1.58	1.64	1.66	1.45	1.48	1.53	1.60	1.58
Rides by supplemental providers	5.47%	7.94%	8.23%	13.10%	15.19%	6.05%	1.92%	3.21%	7.02%	6.31%
SCT cost per ride	\$22.23	\$22.79	\$22.95	\$25.17	\$22.73	\$24.40	\$22.46	\$22.78	\$22.85	\$22.88
ParaCruz driver cost per ride (est)	\$23.58	\$24.87	\$23.31	\$25.26	\$24.77	\$24.88	\$24.27	\$24.87	\$24.32	\$24.81
Rides < 10 miles	81.29%	82.85%	79.87%	78.01%	77.89%	79.83%	79.30%	79.63%	78.11%	79.27%
Rides > 10 miles	18.71%	17.15%	20.14%	21.99%	22.11%	20.17%	20.70%	20.36%	21.89%	20.73%

5-8.2



**IV. FINANCIAL CONSIDERATIONS**

NONE

**V. ATTACHMENTS**

NONE

5-8:3

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006

**TO:** Board of Directors

**FROM:** Mark J. Dorfman, Assistant General Manager

**SUBJECT:** UNIVERSITY OF CALIFORNIA – SANTA CRUZ SERVICE UPDATE

## I. RECOMMENDED ACTION

**This report is for information purposes only. No action is required**

## II. SUMMARY OF ISSUES

- Student trips for May 2006 increased by 20.3% versus May 2005.
- Faculty / staff trips for May 2006 increased by 6.1% versus May 2005.
- Revenue received from UCSC for May 2006 was \$248,580 versus \$200,275 for May 2005, an increase of 24.1%.

May	Total Student Ridership	Total Faculty/Staff Ridership	Average Ridership <i>Per School Term Day</i> - Student	Average Ridership <i>Per Weekday</i> - Faculty / Staff
2006	249,041	19,378	10,136.1	808.5
2005	207,020	18,261	8,640.1	780.3
Monthly Increase-(Decrease)	20.3%	6.1%	17.3%	3.6%

## III. DISCUSSION

UCSC began Spring instruction on April 4, 2006. A summary of the results for May 2006 is:

- Student billable trips for May 2006 were 249,041 vs. 207,020 for May 2005, an increase of 20.3%.
- Average student billable trips *per school-term day* for May 2006 were 10,136.1 vs. 8,640.1 for May 2005, an increase of 17.3%.
- Faculty / Staff billable trips for May 2006 were 19,378 vs. 18,261 for May 2005, an increase of 6.1%.
- Average Faculty / Staff billable trips *per weekday* for May 2006 were 808.5 vs. 780.3 for May 2005, an increase of 3.6%.

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**IV. FINANCIAL CONSIDERATIONS**

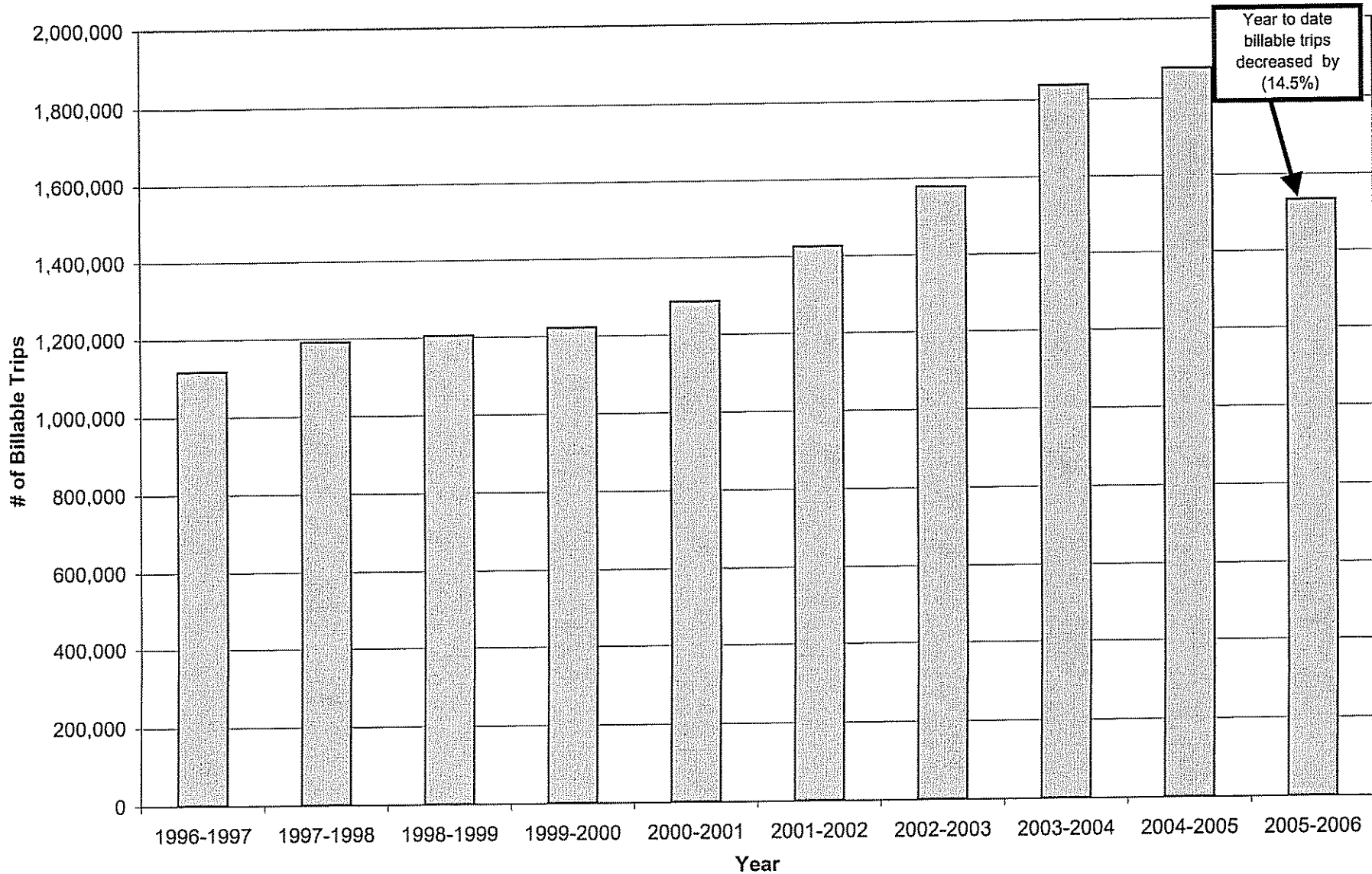
NONE

**V. ATTACHMENTS**

**Attachment A: UC Student Billable Trips**

**Attachment B: UCSC Faculty / Staff Billable Trips**

### UCSC Student Billable Trips

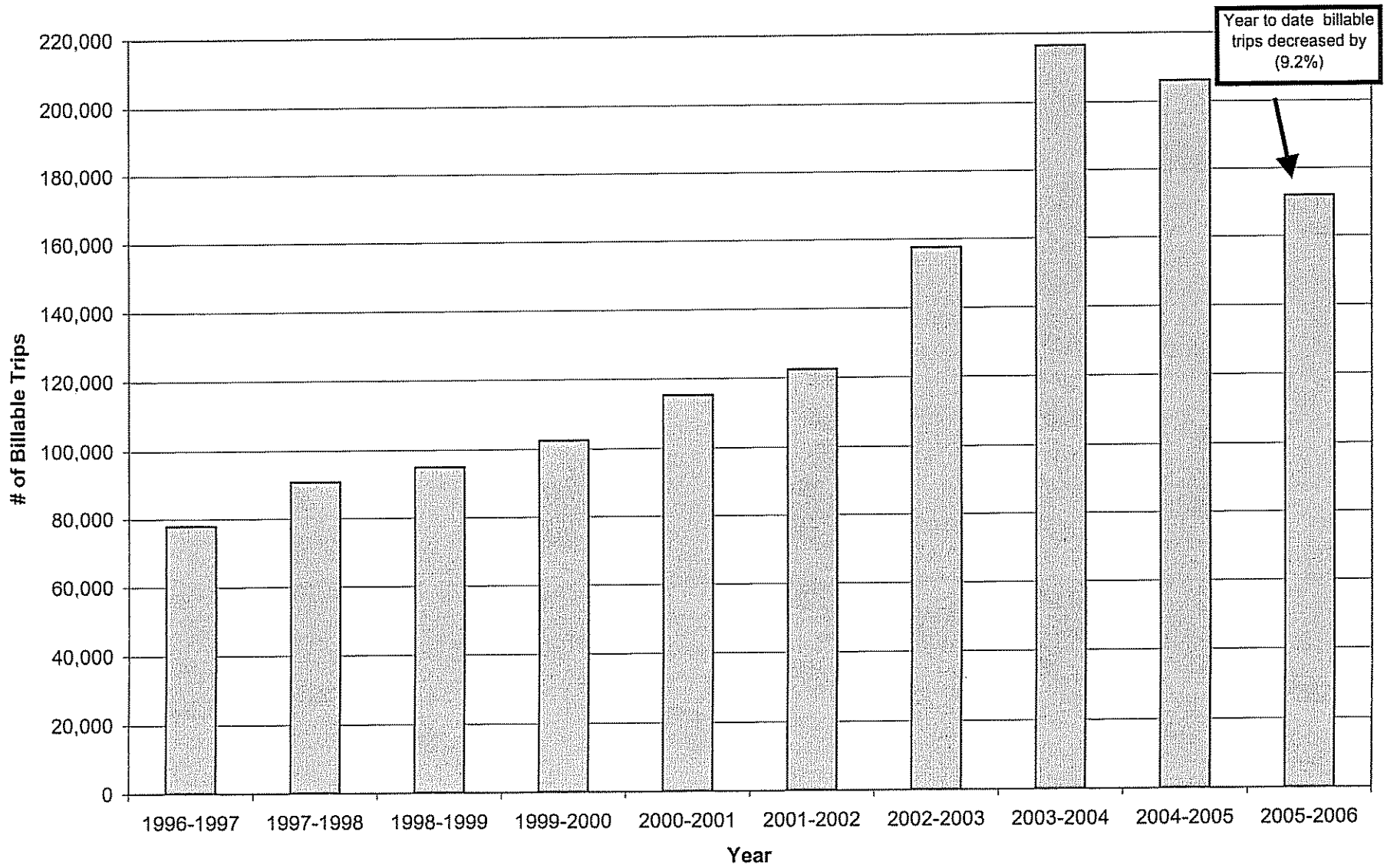


Year to date billable trips decreased by (14.5%)

5-9-01

Attachment A

### UCSC Faculty / Staff Billable Trips



5-9.61

Attachment B

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006  
**TO:** Board of Directors  
**FROM:** Frank L. Cheng, Project Manager  
**SUBJECT:** STATUS OF THE METROBASE PROJECT

## I. RECOMMENDED ACTION

**That the Board of Directors accept and file the MetroBase Status Report.**

## II. SUMMARY OF ISSUES

- Service Building work
  - Rough grading of site
  - Building subgrade work, underground plumbing and electrical
  - Concrete Pile cutoff
- Maintenance Building package in review stage

## III. DISCUSSION

Service & Fueling Building work is continuing on 1122 River Street. Concrete piles were driven and have been cutoff and final survey to be completed. other components of the project around the piles are being constructed. The Building subgrade work that can be seen are underground plumbing and electrical work. Also, the LCNG platform is under construction.

Maintenance Building package will be in the review process before it goes out to bid. Meetings are set up for discussion of the package content.

New updates for the MetroBase Project can be viewed at <http://www.scmtd.com/metrobase>  
Information on the project, contact information, and MetroBase Hotline number (831) 621-9568 can be viewed on the website.

New updates on the MetroBase Project:

- Rough grading of site
- Building subgrade work, underground plumbing and electrical
- Concrete Pile cutoff

Previous information regarding the MetroBase Project:

### A. Service & Fueling Building (IFB 05-12)

- Concrete Driven Piles Phase #2 completed end of May 2006.
- Arntz Builders trailer and containers installed adjacent to 1122 River Street

5-11.1

- Public Outreach Newsletter sent to areas possibly affected by construction.
- Notice to Proceed issue effective January 9, 2006 with 365 calendar day construction period.
- Weekly Construction Meetings

**B. Maintenance Building**

- Construction schedule set to 32 months
- RNL contract modified for added Maintenance Building scope
- RNL began working on the Maintenance Building portion of the MetroBase project.
- Harris & Associates contract modified for added Maintenance Building scope.

**IV. FINANCIAL CONSIDERATIONS**

Funds for the construction of the Service & Fueling Building Component of the MetroBase Project are available within the funds the METRO has secured for the Project.

**V. ATTACHMENTS**

**Attachment A: None**

**5-11.2**

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006  
**TO:** Board of Directors  
**FROM:** Tom Stickel, Manager of Maintenance  
**SUBJECT:** CONSIDERATION OF CONTRACT EXTENSION WITH DEVCO OIL, INC. FOR DIESEL AND GASOLINE FUEL

## I. RECOMMENDED ACTION

**It is recommended that the Board of Directors authorize the General Manager to enter into a one-year contract extension with Devco Oil, Inc. for diesel and gasoline fuel.**

## II. SUMMARY OF ISSUES

- The District has had a contract with Devco Oil, Inc. to provide diesel and gasoline fuel for the past five years.
- It is requested that the Board of Directors authorize the General Manager to execute an amendment to the contract to extend the contract term for one additional year.

## III. DISCUSSION

The Santa Cruz Metropolitan Transit District requires the supply of diesel and gasoline fuel for use in its fleet. The estimated monthly requirements for this contract are 80,000 gallons of diesel fuel and 2,000 gallons of unleaded gasoline fuel per month. The District does not have its own diesel or gasoline fueling facilities, so it is necessary for the fueling to be done off-site at the facilities of the provider of the fuels. Since each vehicle will have to be transported to the contractor's facility on a daily basis, it is imperative that the facility used for the delivery of fuel be within a 10-block radius of the District's Operations Facility at 1200 River Street.

With the construction of the MetroBase Fueling and Bus Wash Facility projected to be completed in the first quarter of 2007, the District will still need to have a contract for diesel and gasoline fuels. The District has negotiated with Devco Oil, Inc. to provide fuel for one additional year under the same terms of reimbursement with an cancellation clause for either diesel and/or gasoline fuel with ten days written notice. Devco Oil, Inc. has provided excellent service over the past five years of the current contract. District staff recommends that the Board of Directors authorize the General Manager to sign a one-year contract extension on behalf of the District.

## IV. FINANCIAL CONSIDERATIONS

Funding for this contract is contained in the Operating Budget. The annual budget for diesel and gasoline fuel is \$ 1,750,000.

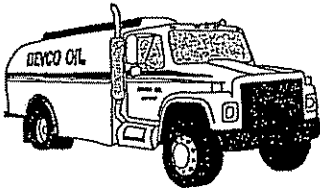
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**V. ATTACHMENTS**

- Attachment A:** Letter from Devco Oil, Inc  
**Attachment B:** Contract Amendment

# Attachment A



## DEVCO OIL, INC.

139 Encinal Street  
P O Box 473  
Santa Cruz, CA 95060  
Phone 831 423-2121  
Fax 831 423-4128

Fuel  
•  
Lubricants  
•  
Cardlock



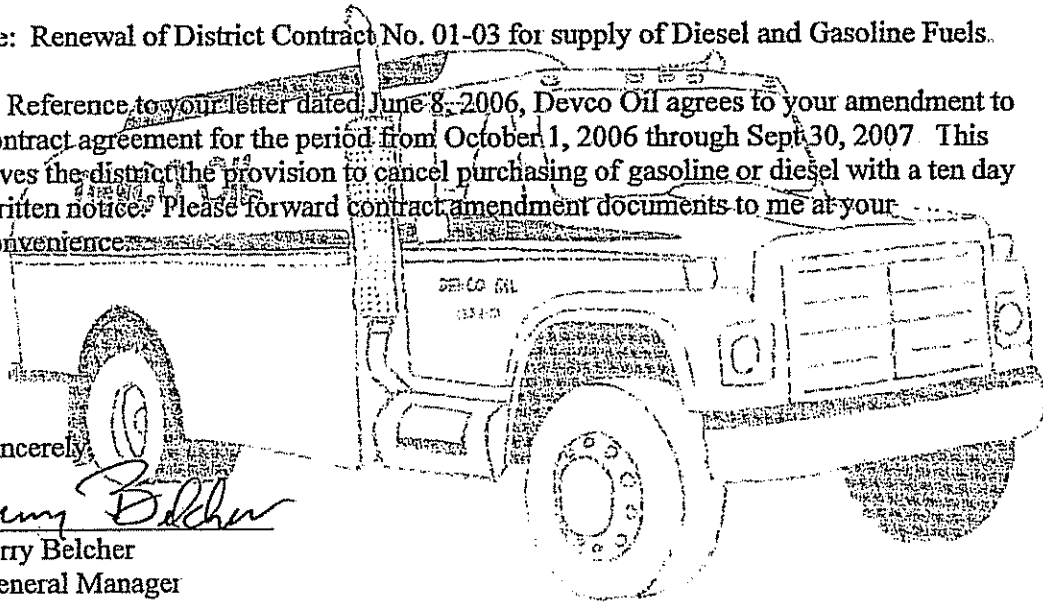
Mr. Lloyd Longnecker  
Santa Cruz Metropolitan Transit District  
110 Vernon St. Suite B  
Santa Cruz, Ca. 95060

Re: Renewal of District Contract No. 01-03 for supply of Diesel and Gasoline Fuels.

In Reference to your letter dated June 8, 2006, Devco Oil agrees to your amendment to contract agreement for the period from October 1, 2006 through Sept 30, 2007. This gives the district the provision to cancel purchasing of gasoline or diesel with a ten day written notice. Please forward contract amendment documents to me at your convenience.

Sincerely,

Jerry Belcher  
General Manager  
Devco Oil, Inc.



SANTA CRUZ METRO  
TRANSIT DISTRICT

2006 JUN 20 AM 11:58

RECEIVED

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
THIRD AMENDMENT TO CONTRACT NO. 01-03  
FOR SUPPLY OF DIESEL AND GASOLINE FUELS**

This Third Amendment to Contract No. 01-03 for supply of diesel and gasoline fuels is made effective October 1, 2006 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California ("District") and Devco Oil, Inc. ("Contractor").

**I. RECITALS**

- 1.1 District and Contractor entered into a Contract for supply of diesel and gasoline fuels ("Contract") on October 1, 2001.
- 1.2 The Contract allows for the extension upon mutual written consent.
- 1.3 The District requests the addition of a cancellation clause for either gasoline and/or diesel fuel.

Therefore, District and Contractor amend the Contract as follows:

**II. TERM**

- 2.1 Article 3.02 is amended to include the following language:

This contract shall continue through September 30, 2007. This Contract may be mutually extended by agreement of both parties.

**III. ADDITIONAL CANCELLATION CLAUSE**

- 3.1 District reserves the right to cancel the provisions for unleaded gasoline and/or diesel fuel by providing Contractor with ten (10) days written notice.

**IV. REMAINING TERMS AND CONDITIONS**

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

**V. AUTHORITY**

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

SIGNATURES ON NEXT PAGE

5-12. b1

Signed on \_\_\_\_\_

DISTRICT  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

---

Leslie R. White  
General Manager

CONTRACTOR  
DEVCO OIL, INC.

By \_\_\_\_\_

Jerry Belcher  
General Manager, CFO

APPROVED AS TO FORM:

---

Margaret R. Gallagher  
District Counsel

5-12.62

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## STAFF REPORT

**DATE:** July 28, 2006  
**TO:** Board of Directors  
**FROM:** Margaret Gallagher, District Counsel  
**SUBJECT:** ACCEPT AND FILE CALL STOP AUDIT REPORT FOR THE PERIOD OF APRIL THROUGH JUNE 2006

### I. RECOMMENDED ACTION

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

### II. SUMMARY OF ISSUES

- At the November 2001 Board of Directors meeting, staff was authorized to conduct quarterly call stop compliance audits of the internal call stop announcements.
- Staff contracted with Robert S. Bortnick & Associates, a private investigative firm, to conduct the audit.
- METRO has 41 active routes serving 998 active bus stops. On July 25, 2003, the Talking Bus was activated on all local routes excluding the Highway 17 service.
- On February 23, 2004 all buses and routes, including the Highway 17 service were equipped with the Talking Bus Technology and the system was fully operational.

### III. DISCUSSION

At the November 2001, Board of Directors' meeting, staff was authorized to conduct quarterly call stop compliance audits to insure that call stop announcements were being made. Staff contracted with Robert S. Bortnick & Associates, a private investigative firm, to conduct the audits. Robert S. Bortnick & Associates was authorized to conduct 100 hours to survey the internal announcements at a cost of \$5,000.00 each quarter. METRO has 41 active routes serving 998 active bus stops. METRO purchased Talking Bus equipment and programming capabilities in order to assure compliance with the call stop requirements. On July 25, 2003 the Talking Bus was activated on all local routes. On February 23, 2004, all buses in Metro's fixed route service, including the Highway 17 service, were equipped with the Talking Bus Technology.

Attachment A details the results of the current audit for the period April through June 2006. The results of the audit indicate a compliance rate of 98%. Attachment B provides the results of the call stop audits since the Talking Bus Technology has been in operation.

All compliance issues are referred to the Operations Department for review and appropriate action. Equipment malfunctions are referred to the Maintenance Department and programming errors are referred to the IT Department.

Additionally, METRO's contract security guards complete random external route announcement checks on 25 buses per day at Pacific Station, verifying that each bus announces the route four times within a 2-minute period prior to the bus' departure from Pacific Station. During this period, April through June 2006, the security guards documented that of the buses that they audited daily for the 90-day period, only 8 failures occurred during the period. Therefore, of the 2,250 possible external announcements, the announcements were properly announced 2,242 times and failed 8 times during the period (99.645%).

#### **IV. FINANCIAL CONSIDERATIONS**

Randomly conducted call stop compliance audits cost approximately \$20,000.00 per year.

#### **V. ATTACHMENTS**

**Attachment A:** Stop Announcement Audit Results (April-June 2006)

**Attachment B:** Summary of Audit Results

ROBERT S. BORTNICK & ASSOCIATES  
PRIVATE INVESTIGATION

CRIMINAL/CIVIL  
CA. LIC. NO. PI11733

136 VERNON STREET  
SANTA CRUZ, CALIFORNIA 95060  
TELEPHONE (831) 423-5122  
FAX (831) 459-0430  
E-MAIL: BortnickPI@yahoo.com

**STOP ANNOUNCEMENT AUDIT RESULTS  
(APRIL – JUNE 2006)**

Statistical Summary

Total number of trips surveyed \_\_\_\_\_ 91  
 Total number of trips with talking buses \_\_\_\_\_ 91 (100%)  
 Total number of stop announcements surveyed \_\_\_\_\_ 2,747  
 Total number of stop announcements made \_\_\_\_\_ 2,693 (98%)  
 Total number of stop announcements missed \_\_\_\_\_ 54

Key to Codes

M = missed announcement(s)

Operator Badge Issues

\* Did not note the Badge ID# or description of operator on this trip (Route 35 on 06/06/06)

Table of Results

<u>ROUTE</u>	<u>BUS #</u>	<u>DATE</u>	<u>CALLS MADE</u>	<u>CALLS MISSED</u>	<u>NOTES</u>
03B -- Mission/Nat Brdgs	9801	06/05/06	40	1	M
04 -- Harvey Wst/Para/Em	2212	06/02/06	27	2	M
07 -- Beach/Lighthouse	9808	05/11/06	27	0	
07 -- Beach/Lighthouse	9828	06/19/06	27	0	
07N -- Beach Nt/Cap Mall	2211	06/15/06	33	1	M
07N -- Beach Nt/Cap Mall	9805	06/18/06	34	0	
07N -- Beach Nt/Metro Ctr	9805	06/18/06	18	1	M
10 -- UC High St	9828	05/11/06	34	0	
10 -- UC High St	2224	06/23/06	6	0	

Table of Results

<u>ROUTE</u>	<u>BUS #</u>	<u>DATE</u>	<u>CALLS MADE</u>	<u>CALLS MISSED</u>	<u>NOTES</u>
13 – UC Walnut	2204	06/01/06	34	0	
15 – Laurel West	2226	06/02/06	29	0	
16 – Laurel East	9801	05/14/06	17	0	
16 – Laurel East	2225	06/01/06	31	0	
16 – Laurel East	9823	06/15/06	31	0	
19 – Lower Bay Wknd	2231	06/17/06	36	5	M
19 – UC Lower Bay	9811	06/29/06	37	1	M
31 – SV Dr/Graham Hill	9823	06/23/06	21	0	
31 – SV Dr/Hwy 17 SC	9823	06/23/06	19	0	
35 – Glen Arbor/Mt Store	2214	06/06/06	37	1	M
35 – Hwy 9/Bear Creek	9805	06/19/06	31	0	
35 – Santa Cruz	9803	05/13/06	36	0	
35 – Santa Cruz	9802	06/06/06	36	0	
35 – Santa Cruz	2223	06/17/06	32	0	
35 – Santa Cruz	9805	06/19/06	36	0	
35 – Santa Cruz	2220	06/20/06	36	0	
35 – Santa Cruz	9810	06/24/06	32	0	
35 – Santa Cruz	9810	06/28/06	26	0	
35A – Glen Arbor/Mt Str	9814	05/13/06	47	0	
35A – Glen Arbor/Mt Str	9815	06/17/06	47	0	
35A – Glen Arbor/Mt Str	9810	06/28/06	47	0	
35A – Hwy 9/BC/Sylvan	2220	06/20/06	40	0	
35A – Hwy 9/MS/Sylvan	2220	06/24/06	40	0	
40 – Santa Cruz	2227	06/21/06	15	0	
40 – Waddell Cr/Davnpt	2227	06/21/06	15	0	
41 – Bonny Doon	2217	06/23/06	8	0	
42 – Davenport/BD	2201	06/25/06	40	1	M
53 – Capitola/Dominican	9815	05/30/06	38	0	
55 – Rio Del Mar	9813	06/05/06	36	0	
55 – Rio Del Mar	9804	06/26/06	14	0	
56 – Cabrillo/La Selva	8092	05/30/06	21	0	
56 – Capitola Mall	8092	05/30/06	10	1	M
66 – 17 <sup>th</sup> Ave/Cap Mall	9803	05/13/06	31	0	
66 – 17 <sup>th</sup> Ave/Cap Mall	2217	06/24/06	5	0	
66 – 17 <sup>th</sup> Ave/Cap Mall	2214	06/28/06	31	0	
66 – 17 <sup>th</sup> Ave/SC	2218	05/13/06	31	0	
66 – 17 <sup>th</sup> Ave/SC	9802	06/26/06	31	0	
66 – 17 <sup>th</sup> Ave/SC	9802	06/28/06	31	0	
68 – Cap Mall 2	9817	05/14/06	30	0	
68 – Cap Mall	2221	06/18/06	27	2	M
68 – Santa Cruz	2220	05/14/06	31	0	
68 – Santa Cruz	2216	06/18/06	23	0	

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**Table of Results**

<b><u>ROUTE</u></b>	<b><u>BUS #</u></b>	<b><u>DATE</u></b>	<b><u>CALLS MADE</u></b>	<b><u>CALLS MISSED</u></b>	<b><u>NOTES</u></b>
69 – Capitola Rd	2219	06/05/06	20	0	
69 – Capitola Rd	2218	06/28/06	5	0	
69 – Santa Cruz	9813	06/18/06	5	0	
69 – Santa Cruz	2207	06/20/06	5	0	
69 – Santa Cruz	9803	06/21/06	5	0	
69A – Cap Rd/SC	9814	06/07/06	31	1	M
69A – Cap Rd/SC	2206	06/08/06	32	0	
69A – Cap Rd/SC	2223	05/11/06	37	0	
69A – Cap Rd/SC	2204	06/23/06	6	0	
69A – Cap Rd/SC	2236	06/28/06	6	0	
69A – Cap Rd/Wats	9820	06/26/06	36	4	M
69A – Cap Rd/Wats	2236	06/29/06	39	0	
69N – Cap Mall/Cabrillo	2214	06/15/06	13	0	
69N – SC/Capitola Vill	9823	06/15/06	5	0	
69N – SC/Capitola Vill	9802	06/15/06	31	1	M
69W – Cabrillo/SC	9818	06/17/06	6	0	
69W – Cabrillo/SC	2221	06/18/06	6	0	
69W – Cabrillo/SC	2219	06/25/06	32	0	
69W – Cabrillo/SC	9801	06/29/06	37	0	
69W – Cabrillo/Wats	2220	06/02/06	5	0	
69W – Cabrillo/Wats	2223	06/07/06	35	0	
69W – Cabrillo/Wats	9814	06/13/06	40	0	
71 – Arthur/SC	2231	05/31/06	73	0	
71 – Clifford/SC	9821	06/05/06	29	0	
71 – Clifford/SC	9820	06/13/06	57	16	M
71 – Clifford/Wats	9809	06/15/06	5	0	
71 – Clifford/Wats	2231	06/16/06	70	4	M
71 – Clifford/Wats	2222	06/18/06	6	0	
71 – Clifford/Wats	2207	06/20/06	5	0	
71 – Crestview/SC	2225	06/26/06	39	1	M
71 – Crestview/Wats	9820	05/11/06	70	0	
71 – Crestview/Wats	8085	06/08/06	65	0	
71 – Crestview/Wats	2222	06/17/06	5	0	
71 – Crestview/Wats	2203	06/25/06	64	1	M
71 – Pennsylvania/Wats	9821	05/31/06	67	2	M
72 – Corralitos	9814	06/13/06	39	0	
74 – Ohlone/Rolling Hills	9808	06/16/06	42	0	
75 – Green Valley	2224	06/13/06	59	1	M
76 – Green Valley	2223	06/25/06	52	1	M
79 – East Lake	2228	06/13/06	17	6	M

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## SUMMARY OF THE CALL STOP QUARTERLY AUDIT RESULTS

	Jul-Sep 2003	Oct-Dec 2003	Jan-Mar 2004	Apr-Jun 2004	Jul-Sep 2004	Oct-Dec 2004	Jan-Mar 2005	Apr-Jun 2005	Jul-Sep 2005	Dec 2005- Feb 2006	Apr-Jun 2006
Call Stops Survey	2,418	2,596	2,378	3,223	2,855	2,294	3,521	3,061	2,420	3,297	2,747
Call Stops Announced	2,305	2,558	2,371	3,165	2,842	2,258	3,490	3,003	2,367	3,258	2,693
Call Stops Not Announced	113	38	7	58	11	36	31	58	53	39	54
Percent of Call Stops Completed	95.3%	98.5%	99.7%	98.2%	99.6%	98.4%	99.1%	98.1%	97.8%	98.8%	98%
% of Call Stops Not Completed	4.7%	1.5%	.3%	1.8%	.4%	1.6%	.9%	1.9%	2.2%	1.2%	2%

5-13.61

Attachment B

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006

**TO:** Board of Directors

**FROM:** Mark Dorfman, Assistant General Manager

**SUBJECT: CONSIDERATION OF A RESOLUTION RATIFYING ACTIONS OF THE GENERAL MANAGER IN REQUESTING THE SCCRTC AND CTC TO PROGRAM AND ALLOCATE FUNDS TO METRO CAPITAL PROJECTS FOR BUS CONVERSIONS, BUS REPLACEMENTS, AND RE-ALLOCATION OF METROBASE FUNDING IN THE 2006 – 2008 STIP.**

## I. RECOMMENDED ACTION

**Adopt a resolution ratifying actions of the General Manager (Attachment A) requesting the SCCRTC and the CTC to program and allocate Public Transit Account funds for bus engine conversions, bus replacements and re-allocation of MetroBase funding in the 2006-2008 STIP.**

## II. SUMMARY OF ISSUES

- Santa Cruz County Regional Transportation Commission (SCCRTC) nominated projects for inclusion in the *State Transportation Improvement Program (STIP)* in February, 2006. The California Transportation Commission (CTC) adopted the 2006 STIP in April, 2006.
- Due to surplus funding capacity in the Public Transportation Account, the CTC could fund up to \$12,800,000 in public transit projects in Santa Cruz County but was unable to program any of the nominated local streets and road projects.
- The General Manager then requested that the SCCRTC nominate METRO's diesel engine conversion project and 2 bus replacement projects as a STIP amendment for \$12,000,000 in Public Transit Account eligible STIP funds and reprogram \$1,137,000 in Regional Surface Transportation Program funds with PTA eligible STIP funds for MetroBase.
- The SCCRTC Interagency Technical Advisory Committee (ITAC) and the SCCRTC approved submitting the projects for STIP Funds as requested, and the California Transportation Commission will consider an amendment to add the projects and reprogram MetroBase funds at its July 19<sup>th</sup> meeting.
- Adopting the attached resolution will authorize the General Manager to request funding allocations and execute contracts to implement the capital improvements. STIP funds do not require local matching cash.

5-15.1

### III. DISCUSSION

In January, the SCCRTC nominated projects for inclusion in the *State Transportation Improvement Program (STIP)* with adoption of its *Regional Transportation Improvement Program (RTIP)*. METRO submitted the Advanced Traveler Information System for \$500,000 in STIP funding. The CTC adopted the 2006 STIP in April, 2006.

Due to surplus funding in the state's Public Transportation Account and insufficient funds available for local streets and roads, the CTC did not program any new local streets and roads projects in the 2006 STIP. The CTC advised, however, that \$12,800,000 in Public Transit Account eligible projects, up to the Santa Cruz County share, could be programmed now.

With METRO's pressing, unfunded capital needs to convert diesel engines to CNG fuel and to replace local and Highway 17 buses which have exceeded their useful lifespan in mind, the General Manager requested that the SCCRTC nominate three new Public Transit Account eligible projects for \$12,000,000 in Regional Improvement Program funds for programming and allocation in the 2006 STIP. In addition, \$1,137,000 in STIP funds were requested to replace Regional Surface Transportation Program (RSTP) funds programmed for MetroBase in 2007. The Regional Surface Transportation Program funds would then be available to local streets and road projects.

The SCCRTC Interagency Technical Advisory Committee and the SCCRTC nominated the projects for inclusion in the 2006 STIP by an amendment to be considered by the California Transportation Commission at its July, 2006 meeting. The three new transit projects and the amount requested for \$12,000,000 in State-only funding are:

- |  |             |
|--|-------------|
| 1) Replace up to 5 Highway 17 Express Buses    | \$2,000,000 |
| 2) Replace up to 8 Local Route Buses           | \$3,200,000 |
| 3) Convert up to 40 engines from diesel to CNG | \$6,800,000 |

METRO staff recommends that the Board adopt the attached resolution authorizing the General Manager to request the addition and allocation of three new transit projects eligible for Public Transit Account funding and the reprogramming of Regional Improvement Program funds for \$1,137,000 in RSTP funds to MetroBase in the 2006 STIP.

### IV. FINANCIAL CONSIDERATIONS

These projects will add \$12,000,000 in new funds for METRO Capital improvements. \$1,137,000 in RSTP funds will be reprogrammed with STIP funds for MetroBase. Matching local funds are not required.

### V. ATTACHMENTS

**Attachment A:** Resolution Authorizing the addition of transit projects to the 2006 STIP

5-15.2

BEFORE THE BOARD OF DIRECTORS OF THE  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No. \_\_\_\_\_  
On the Motion of Director: \_\_\_\_\_  
Duly Seconded by Director: \_\_\_\_\_  
The Following Resolution is Adopted:

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
REQUESTING THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION  
COMMISSION AND THE CALIFORNIA TRANSPORTATION COMMISSION  
TO ADD NEW TRANSIT PROJECTS TO THE  
2006 STATE TRANSPORTATION IMPROVEMENT PROGRAM**

**WHEREAS**, SB 45 (Chapter 622, Statutes 1997) substantially revised the process for appropriating and allocating state funds for transportation projects; and,

**WHEREAS**, the Santa Cruz County Regional Transportation Commission (SCCRTC) is responsible for programming projects eligible for Santa Cruz County's share of State Transportation Improvement Program (STIP) funds, pursuant to Government Code Section 14527(b), for inclusion in the Regional Transportation Improvement Program and submission to the California Transportation Commission for inclusion in the STIP; and,

**WHEREAS**, the Santa Cruz Metropolitan Transit District is an eligible sponsor of transportation projects in the Regional Transportation Improvement Program; and

**WHEREAS**, project submittals through the SCCRTC to the California Transportation Commission must be consistent with procedures, conditions and provided to project sponsors;

**NOW, THEREFORE, BE IT RESOLVED**, that the General Manager of the Santa Cruz Metropolitan Transit District is authorized to request the SCCRTC and the California Transportation Commission to add the following Public Transportation Account eligible projects to the 2006 STIP for Regional Improvement Program funding in the amounts listed:

- |  |                  |
|--|------------------|
| 1) Replace up to 5 Highway 17 Express Buses        | \$2,000,000      |
| 2) Replace up to 8 Local Route Buses               | \$3,200,000      |
| 3) Convert up to 40 engines from diesel to CNG     | \$6,800,000      |
| 4) Replace \$1,137,000 in RSTP funds for MetroBase | \$1,137,000 and, |

**BE IT FURTHER RESOLVED**, that the General Manager is authorized to submit funding allocation requests and to execute any necessary contracts or agreements for these projects; and,

**BE IT FURTHER RESOLVED**, that a copy of this Resolution shall be transmitted upon request to the SCCRTC and the California Transportation Commission in conjunction with the submission of these public transit projects; and,

5-15.a1

**BE IT FURTHER RESOLVED**, that the Santa Cruz Metropolitan Transit District has the financial and technical capability to implement, maintain and operate these projects for the life of the equipment and will operate it for the benefit of the general public, or, with prior approval of the California Department of Transportation, will transfer the responsibility; and,

**BE IT FURTHER RESOLVED**, that the Santa Cruz Metropolitan Transit District is empowered by State statute pursuant to Government Code Sections 98210 and 98220 with the institutional abilities required to implement these projects; and,

**BE IT FURTHER RESOLVED**, that the Santa Cruz Metropolitan Transit District will give the California Department of Transportation's representative the right to examine all records, books, papers, or documents affiliated with the projects; and,

**BE IT FURTHER RESOLVED**, that the Santa Cruz Metropolitan Transit District will comply with all provisions of the California Environmental Quality Act, the National Environmental Protection Act, the Americans with Disabilities Act and any other federal, state, and/or local laws, rules and/or regulations in the implementation and operation of these projects.

**PASSED AND ADOPTED** this 28th Day of July 2006 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED** \_\_\_\_\_

MIKE ROTKIN  
Board Chair

**ATTEST** \_\_\_\_\_

LESLIE R. WHITE  
General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
MARGARET GALLAGHER  
District Counsel

5-15.a2

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006  
**TO:** Board of Directors  
**FROM:** Tom Stickel, Manager of Fleet Maintenance  
**SUBJECT: REQUEST AUTHORIZATION TO USE THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF THREE EACH COMPACT SEDANS**

## I. RECOMMENDED ACTION

**District staff is recommending that the Board of Directors authorize the General Manager to use the State of California, Department of General Services contract for the purchase of three each compact sedans from Hoblit Motors, Inc.**

## II. SUMMARY OF ISSUES

- The District has funding for the purchase of three compact sedans to replace aging vehicles in the District's fleet.
- The State of California, Department of General Services has issued a cooperative vehicle procurement contract for the purchase of these vehicles.
- The Federal Circular that governs procurement for federally funded purchases encourages joint purchasing when the procurement includes the applicable federally mandated clauses.
- The District requests the use State of California vehicle contracts for this procurement as a means of streamlining the procurement process.
- District staff recommends that the Board of Directors authorize the General Manager to use the State of California, Department of General Services contract for the purchase of three each compact sedans from Hoblit Motors, Inc.

## III. DISCUSSION

The District has funding for the purchase of three each compact sedans to replace aging vehicles in the District's fleet. Each year the State of California prepares bids for vehicles, trucks, vans and utility vehicles. The resulting cooperative purchasing contracts allow smaller public agencies to purchase vehicles based on statewide government agency requirements. This process allows for better pricing than the District would normally obtain due to the greater quantities requested in the state bid.

The FTA encourages grant recipients to utilize cooperative purchasing agreements whenever it is practical as a means of saving money. The State of California charges a contract usage fee of

5-16.1

2.48 % based on the purchase order total before tax or any offered cash discounts with a maximum charge of \$7,500.

It is recommended that the Board authorize the General Manager to use the State Procurement Process for the purchase of three each compact sedans from Hoblit Motors, Inc. for a total amount not to exceed \$ 45,000.

#### **IV. FINANCIAL CONSIDERATIONS**

Funding for this contract is contained in the Capital Improvement Program under District Funded Projects.

#### **V. ATTACHMENTS**

**Attachment A:** Contract cost summary for compact sedans with options required



# Attachment 4

VEHICLE PRICING	<b>HOBLIT MOTORS</b>	
QUANTITY AND TYPE	3 EACH FORD FOCUS	EXTENDED PRICE
STATE CONTRACT UNIT PRICE	\$ 11,801.40	\$ 35,404.20
SALES TAX	\$ 973.62	\$ 2,920.85
TIRE FEE \$1.75/TIRE X 5	\$ 8.75	\$ 26.25
6 YR/100,000 MILE EXTENDED WARRANTY	\$ 1,611.50	\$ 4,834.50
TOTAL PRICE TO DEALER	\$ 14,395.27	\$ 43,185.80
STATE CONTRACT FEE 2.48% OF UNIT PRICE	\$ 292.67	\$ 878.02
DELIVERY FEE	\$ 120.00	\$ 360.00
TOTAL PROCUREMENT COST	\$ 14,807.94	\$ 44,423.82

5-16.91

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006  
**TO:** Board of Directors  
**FROM:** Mark Dorfman, Assistant General Manager  
**SUBJECT:** CONSIDERATION OF FEDERAL TRANSIT ADMINISTRATION'S GRANT-FUNDED PROJECT OPPORTUNITIES FOR METRO IN THE FTA'S NEW FREEDOM PROGRAM

## I. RECOMMENDED ACTION

**Authorize the General Manager to assess project opportunities at METRO, submit applications to AMBAG and execute grant agreements if funded.**

## II. SUMMARY OF ISSUES

- SAFETEA-LU, the new federal surface transportation act enacted in August, 2005, appropriated funds for the New Freedom program to provide transportation alternatives to people with disabilities beyond those required by the 1990 ADA legislation.
- The New Freedom program appropriates approximately \$9 million to the State of California in FY 2006 to be administered by the California Department of Transportation, Caltrans,.
- Caltrans will award New Freedom funds this year through a competitive selection of project applications and in subsequent years through projects submitted in accordance with the region's Coordinated Public Transit-Human Services Transportation Plan (CPTP) to be prepared by June, 2007.
- Staff recommends that the Board authorize the General Manager to assess project opportunities at METRO for New Freedom funding for this year, to submit appropriate applications to AMBAG by August 15 for Caltrans consideration, and to execute necessary agreements for any approved projects.

## III. DISCUSSION

SAFETEA-LU appropriated funds for existing and new federal surface transportation programs for the Federal Fiscal Year 2005 through FY 2009. SAFETEA-LU created a new program, the New Freedom program, to provide funding assistance for transportation alternatives for people with disabilities beyond those required by the Americans with Disabilities Act of 1990 (ADA).

In California, the Department of Transportation, Caltrans, will administer approximately \$9 Million in New Freedom funds. New Freedom funds will be allocated directly to large urbanized areas above 200,000 population by formula. In small urbanized areas,

5-17.1

the funds will be competitively awarded to projects within Metropolitan Planning Organization regions based upon merit. In the Monterey Bay area, AMBAG is the MPO and will serve as the regional clearinghouse to receive project applications, establish competitive ranking criteria and recommend project funding to Caltrans for the small urbanized areas in Monterey, San Benito and Santa Cruz Counties. Informal estimates indicate that approximately \$255,000 will be available for the New Freedom program in the AMBAG region.

According to the legislation, after this year, New Freedom funds must be awarded in accordance with a Coordinated Public Transit-Human Services Transportation Plan (CPTP) developed in consultation with all affected agencies within the region; however, funds are available now at Caltrans to be awarded by September, 2006. AMBAG is conducting a public outreach effort among transportation providers and social service agencies to solicit projects immediately for the FY 2006 funds.

AMBAG proposes a regional project that will use part of the funds to create the required CPTP by June, 2007, an activity explicitly permitted in the New Freedom program. Caltrans will contribute \$120,000 of their portion of the FTA's Rural Transit Operating Assistance program (FTA 5311) for FY 2006 to develop the plan. Additional funds required for the CPTP will be drawn from the regional share of New Freedom funds, leaving a substantial remainder to fund other projects in the region from the FY 2006 allocation. AMBAG requests applications for additional projects by August 15, 2006. Caltrans must receive applications for final consideration by September 12, 2006.

METRO staff recommends that the Board authorize the General Manager to assess potential projects that METRO could perform to implement the New Freedom program in 2006 and submit applications for consideration. Possible projects would be 1) committing staff resources to work with AMBAG to develop the CPTP; 2) partial funding of the Accessible Services Coordinator position for activities currently performed in that position to assist persons with disabilities beyond those required by the ADA; and 3) developing administrative tools such as a database to help manage the elderly and disabled discount pass program. Staff recommends further that the Board authorize the General Manager to execute any agreements necessary to implement projects selected for funding.

#### **V. FINANCIAL CONSIDERATIONS**

If METRO's proposed projects are selected for implementation, METRO could receive financial assistance for existing and new programs which provide assistance beyond ADA requirements..

#### **V. ATTACHMENTS**

None.

**5-17.2**

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006

**TO:** Board of Directors

**FROM:** Robyn Slater, Human Resources Manager

**SUBJECT: PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- None.

## III. DISCUSSION

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

## IV. FINANCIAL CONSIDERATIONS

None.

## V. ATTACHMENTS

**Attachment A:** Employee Recognition List

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

EMPLOYEE RECOGNITION

TEN YEARS

None

FIFTEEN YEARS

Bonnie J. Wilson, Admin Secretary Supervisor

TWENTY YEARS

None

TWENTY-FIVE YEARS

None

THIRTY YEARS

None

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 21, 2006  
**TO:** Board of Directors  
**FROM:** Mark Dorfman, Assistant General Manager  
**SUBJECT:** CONSIDERATION OF SERVICE CHANGE FOR FALL 2006

## I. RECOMMENDED ACTION

**Staff recommends Board consideration for approval of proposed service adjustments for September 2006.**

## II. SUMMARY OF ISSUES

- Staff has recently concluded an initial study of running times on Metro's inter-city routes and proposes modifications to running times based on the study.
- Staff continues to review the effects of the service reductions over the past few years and make minor modifications as needed.
- Modifications to the Highway 17 schedule are proposed by Metro and our J.P.A. partners.

## III. DISCUSSION

Over the past few months staff has conducted a schedule adherence study of our intercity routes. Included in the study are routes 66, 68, 69, 69A, 69W, 71 and 91. Based on information received from the study, staff is proposing modifications to the schedules of those routes. More detailed information will be provided in the Board Packet for the second July meeting. In addition to those changes, the following items are also included in the Fall 2006 service change:

### Route 3 Mission Street

As part of the service reductions in Fall 2004 the Route 3 was moved to on-the-hour departures. In reviewing the service, staff has also received comments from the public indicating that this route would provide better service if it was moved back to a before-the-hour departure. This will enable our customers who are traveling to work on the westside to arrive on the hour. There are no costs anticipated for this proposal.

**Route 7N/68N Live Oak via Broadway/Portola:**

A few years ago Route 7N used to turn around at East Cliff Village. In service adjustments through the years, its routing was extended to Capitola Mall. This proposal modifies the routing of the 7N in both the outbound and inbound directions, and renames it to 68N (see map). There are no costs anticipated for this proposal.

**Routes 16 & 19 University (Night Owl)**

This past year the Night Owl service has had difficulty maintaining its schedule. Night Owl schedules are being revised for improved schedule adherence.

**Highway 17**

AMTRAK has submitted proposed changes for September. These changes include modification of departure times for three weekday and four weekend trips. There are no costs anticipated for this proposal.

Metro staff is also reviewing on-time performance issues with some of our night service. More information will be made available at the second July Board meeting.

Upon receiving reports of standees on the 4:30 PM northbound trip, staff converted a bus deadheading to San Jose in the afternoon to an in-service trip on Fridays when the overloads were happening. This proposal will convert that deadheading bus to an in-service bus on all weekdays. The bus will go into service at Cavallaro Transit Center. The 4:30 PM bus which departs Metro Center will now be able to proceed to San Jose without stopping in Scotts Valley. There are no costs anticipated for this proposal.

**Route 53 Capitola/Dominican**

Under this proposal the first trip at 7:05 AM will be deleted. This service has been redeployed elsewhere. Because this first trip serves Thurbur Lane, a loop will be added to the 9:05 AM trip to serve the area. Costs for this proposal are expected to be \$1,945 annually.

**Route 54 Capitola/Aptos/La Selva**

As result of the elimination of the 7:05 AM Route 53 trip, a new trip of Route 54 will begin inbound at Cabrillo College at 7:30 AM beginning in August. There are customers who use the first Route 53 to get to Dominican Hospital and on into Santa Cruz before 8:00 AM. For September, this 7:30 AM Route 54 trip will be moved earlier to depart at 7:05 AM from Cabrillo College. It will then arrive at Capitola Mall in time to catch the 7:30 AM inbound Route 69A. There are no costs anticipated for this proposal.



**Route 68 Broadway/Portola**

This route will go back to its regular non-summer routing.

**Route 69 Capitola Road**

Staff continues to look at the effects of the service cuts over the last two years and make small adjustments when possible. Currently the 69's have morning running times that expand in the afternoon. That expansion happens at noon time. In the last round of service reductions many early morning "short" 69's (those that travel from Santa Cruz to Capitola Mall only) were eliminated. After midmorning the 69's depart every 15 minutes. However because the running times expand at noon the 11:52 AM 69 is followed eight minutes later by the 12 PM 69A. Staff proposes to eliminate the 11:52 AM trip and move it to 9:52 AM. There are no costs anticipated for this proposal.

**Route 71 Santa Cruz/Watsonville**

Staff has received operator comments indicating that the first inbound trip from Watsonville to Santa Cruz at 5:45 AM has difficulty making its connection with the Highway 17 bus at Dominican Hospital. Staff proposes to move this trip earlier by five minutes to facilitate that transfer. There are no costs anticipated for this proposal.

**IV. FINANCIAL CONSIDERATIONS**

Estimated cost for this proposal is \$1,950

**V. ATTACHMENTS**

- Attachment A:** Route 3 Timetable
- Attachment B:** Route 68N Map
- Attachment C:** Route 53 Timetable
- Attachment D:** Route 54 Timetable
- Attachment E:** Route 66 Timetable
- Attachment F:** Route 68 Timetable
- Attachment G:** Route 69/69A/69N and 69W Timetable
- Attachment H:** Route 71 Timetable
- Attachment I:** **Route 68N Timetable**
- Attachment J:** **Night Owl Timetables (Routes 16 & 19)**





# 3 Mission/Natural Bridges



Bus Leaves from	Bus Leaves from	Bus Leaves from	Bus Leaves from	Bus Leaves from	Bus Leaves from	Bus Arrives at
Santa Cruz Metro Lane 1	Bay & Mission	Grandview & Arroyo Seco	De Anza Mobile Home Park	Fair & Mission	Bay & Mission	Santa Cruz Metro Center

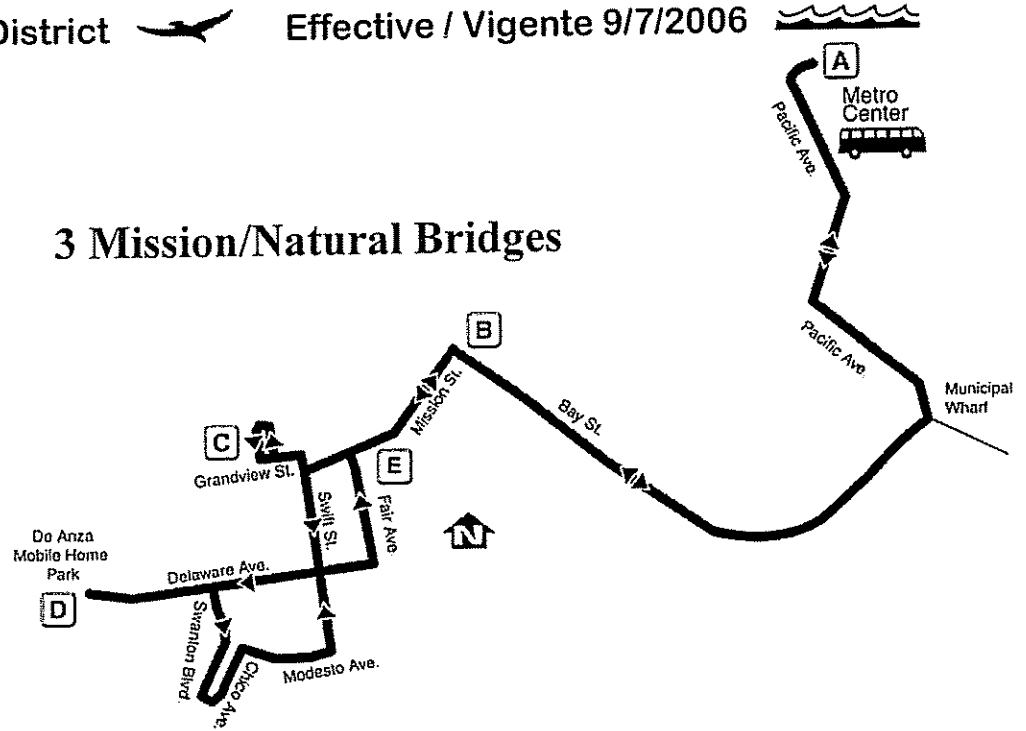
**A B C D E B A**

## MON-FRI

6:50 am	6:56	6:59	7:07	7:15	7:18	7:28
7:50	7:56	7:59	8:07	8:15	8:18	8:28
8:50	8:56	8:59	9:07	9:15	9:18	9:28
9:50	9:56	9:59	10:07	10:15	10:18	10:28
10:50	10:56	10:59	11:07	11:15	11:18	11:28
11:50	11:56	11:59	12:07	12:15	12:18	12:28
12:50 pm	12:56	12:59	1:07	1:15	1:18	1:28
1:50	1:56	1:59	2:07	2:15	2:18	2:28
2:50	2:56	2:59	3:07	3:15	3:18	3:28
3:50	3:56	3:59	4:07	4:15	4:18	4:28
4:50	4:56	4:59	5:07	5:15	5:18	5:28
5:50	5:56	5:59	6:07	6:15	6:18	6:28
6:50	6:56	6:59	7:07	7:15	7:18	7:28

All Metro buses are wheelchair accessible, while some stops on this route may not be.

# 3 Mission/Natural Bridges

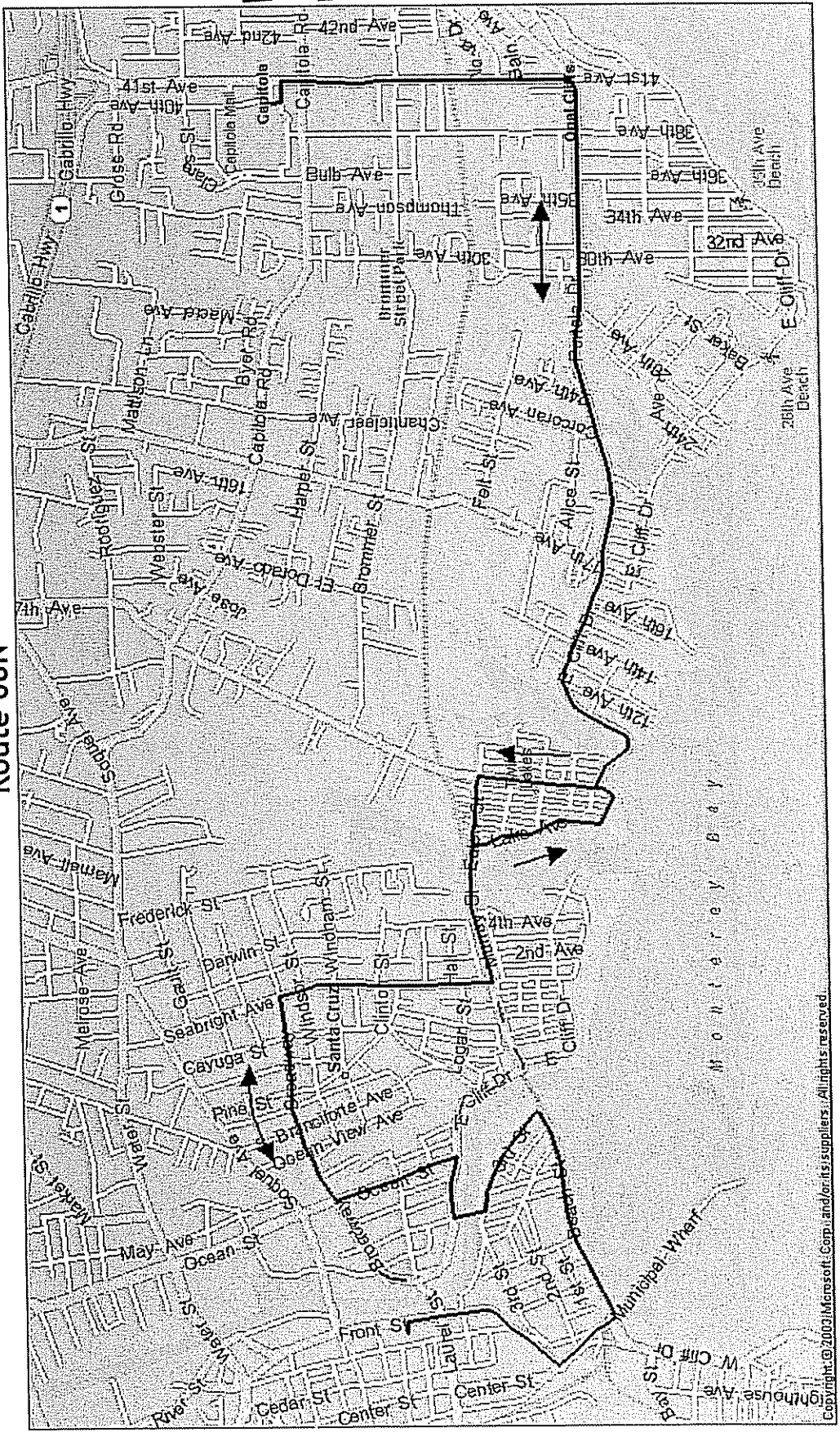


Attachment **A**

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**REVISÉ**

Route 68N



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**REVISÉ**

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# 53 Capitola/Dominican



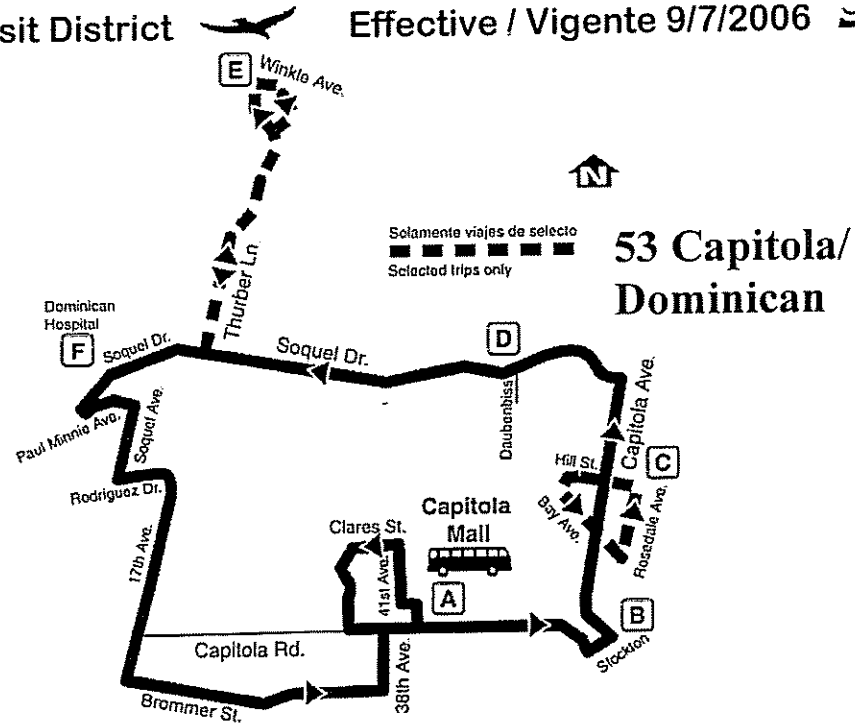
Bus Leaves from Capitola Mall Lane 2	Bus Leaves from Stockton & Esplanade	Bus Leaves from Rosedale & Hill	Bus Leaves from Soquel Drive & Daubenbiss	Bus Leaves from Thurber & Winkle	Bus Leaves from Soquel Drive & Dominican Hospital	Bus Arrives at Capitola Mall
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**A B C D E F A**

**MON-FRI**

9:05 am	9:12	9:15	9:23	9:30	9:35	9:55
11:05	11:12	11:15	11:23	—	11:28	11:48
1:05 pm	1:12	1:15	1:23	—	1:28	1:48
3:05	3:12	3:15	3:23	3:30	3:35	3:55
5:05	5:12	5:15	5:23	5:30	5:35	5:55

All Metro buses are wheelchair accessible, while some stops on this route may not be.



7.e1

Attachment

# 54 Capitola/Aptos/La Selva Beach

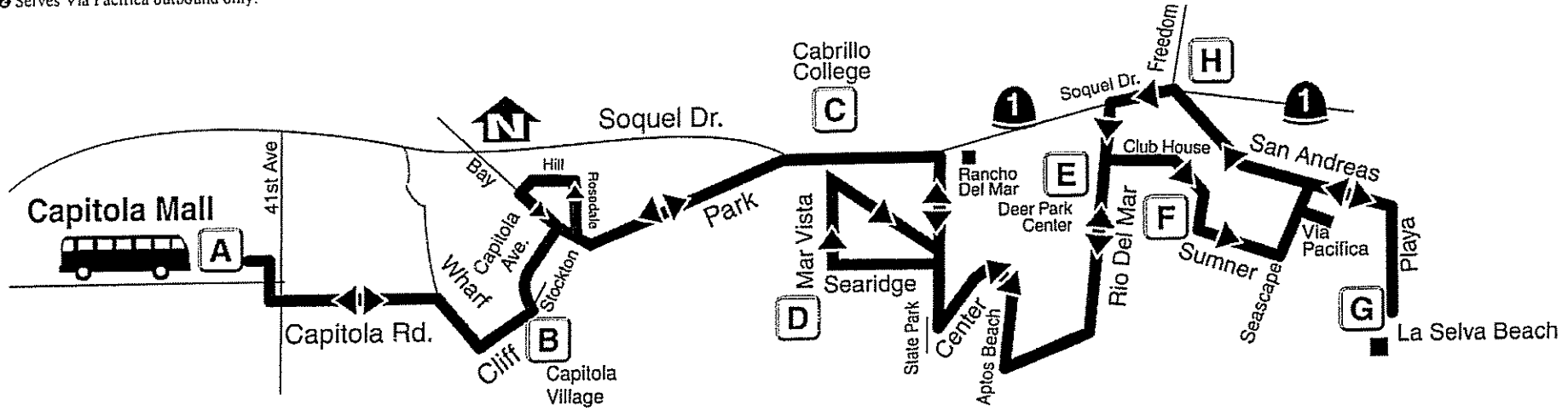


NOTE: Car/Tram service is available weekdays at Cabrillo College to individuals with disabilities. Call 479-6379 See Headways page 64 for details.

Bus Leaves from Capitola Mall Lane 2	Bus Leaves from Stockton & Esplanade	Bus Leaves from Cabrillo College	Bus Leaves from Searidge & Mar Vista	Bus Leaves from Rio Del Mar & Clubhouse	Bus Leaves from Sumner & Clubhouse	Bus Leaves from Playa & Estrella	Bus Leaves from Freedom Blvd. & Soquel Drive	Bus Leaves from Searidge & Mar Vista	Bus Leaves from Cabrillo College	Bus Leaves from Stockton & Esplanade	Bus Arrives at Capitola Mall
<b>A</b>	<b>B</b> <sup>o</sup>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b> <sup>e</sup>	<b>G</b>	<b>H</b>	<b>D</b>	<b>C</b> <sup>o</sup>	<b>B</b>	<b>A</b>
<b>MON - FRI</b>											
5:30 pm	5:34	5:50	5:52	6:01	6:06	6:15	6:25	—	7:05	7:15	7:25
<b>SAT - SUN</b>											
7:30 am	7:34	7:50	—	7:58	8:01	8:08	8:17	8:30	8:40	8:50	9:00
9:30	9:34	9:50	—	9:58	10:01	10:08	10:17	10:30	10:40	10:50	11:00
11:30	11:34	11:50	—	11:58	12:01	12:08	12:17	12:30	12:40	12:50	1:00
1:30 pm	1:34	1:50	—	1:58	2:01	2:08	2:17	—	2:40	2:50	3:00
3:30	3:34	3:50	—	3:58	4:01	4:08	4:17	—	4:40	4:50	5:00
5:30	5:34	5:50	—	5:58	6:01	6:08	6:17	—	6:40	6:50	7:00

All Metro buses are wheelchair accessible, while some stops on this route may not be.

- <sup>o</sup> Serves the Rosedale-Hill-Bay loop in both directions.
- <sup>e</sup> Serves Via Pacifica outbound only.



54 Capitola/Aptos/La Selva Beach

7.P.1

Attachment



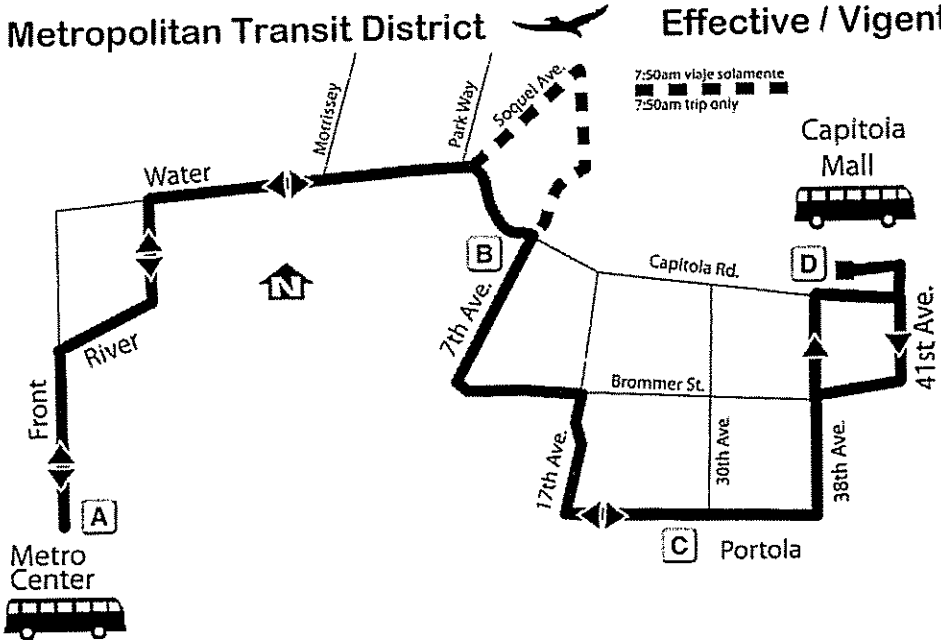
# 66 Live Oak via 17th

Bus Leaves from Santa Cruz Metro Lane 4	Bus Leaves from Capitola Road & 7th Ave.	Bus Leaves from Portola & 30th	Bus Arrives at Capitola Mall
A	B	C	D
7:00am	7:10	7:18	7:30
8:00	8:10	8:20	8:33
9:00	9:10	9:20	9:33
10:00	10:10	10:20	10:33
11:00	11:10	11:20	11:33
12:00pm	12:12	12:22	12:35
1:00	1:12	1:23	1:37
2:00	2:12	2:23	2:37
3:00	3:12	3:23	3:37
4:00	4:14	4:25	4:40
5:00	5:15	5:26	5:45
6:00	6:14	6:25	6:40
7:00	7:10	7:20	7:30
8:00	8:10	8:20	8:30
9:00	9:10	9:20	9:30
10:00	10:10	10:20	10:30

## SAT-SUN

7:00am	7:10	7:17	7:25
8:00	8:10	8:20	8:30
9:00	9:10	9:20	9:30
10:00	10:10	10:20	10:30
11:00	11:10	11:20	11:30
12:00pm	12:12	12:23	12:35
1:00	1:12	1:23	1:35
2:00	2:12	2:23	2:35
3:00	3:12	3:23	3:35
4:00	4:13	4:25	4:40
5:00	5:13	5:25	5:40
6:00	6:11	6:22	6:35
7:00	7:10	7:20	7:30
8:00	8:10	8:20	8:30
9:00	9:10	9:20	9:30
10:00	10:10	10:20	10:30

All Metro buses are wheelchair accessible, while some stops on this route may not be.



# 66 Live Oak via 17th

# 66 Live Oak via 17th

Bus Leaves from Capitola Mall Lane 1	Bus Leaves from Portola & 30th	Bus Leaves from Capitola Road & 7th Ave.	Bus Arrives at Santa Cruz Metro Center
D	C	B	A
6:15am	6:20	6:28	6:40
7:15	7:21	7:31	7:52
7:50	7:56	8:06	8:27
8:15	8:21	8:31	8:50
9:15	9:22	9:32	9:48
10:15	10:22	10:32	10:48
11:15	11:22	11:32	11:48
12:15pm	12:22	12:33	12:52
1:15	1:22	1:33	1:52
2:15	2:22	2:33	2:52
3:15	3:22	3:33	3:52
4:15	4:22	4:33	4:55
5:15	5:22	5:33	5:55
6:15	6:22	6:32	6:53
7:35	7:42	7:50	8:05
8:35	8:42	8:50	9:05
9:35	9:42	9:50	10:05
10:40	10:45	10:52	11:05

## SAT-SUN

7:15am	7:20	7:28	7:40
8:15	8:21	8:30	8:45
9:15	9:21	9:30	9:45
10:15	10:22	10:32	10:48
11:15	11:22	11:32	11:48
12:15pm	12:22	12:32	12:50
1:15	1:22	1:32	1:50
2:15	2:22	2:32	2:50
3:15	3:22	3:32	3:50
4:15	4:22	4:32	4:50
5:15	5:22	5:32	5:50
6:15	6:22	6:32	6:50
7:35	7:41	7:49	8:05
8:35	8:41	8:49	9:05
9:35	9:41	9:49	10:05
10:40	10:45	10:52	11:05

All Metro buses are wheelchair accessible, while some stops on this route may not be.

7.e1

# 68 Live Oak via Broadway/Portola

Bus Leaves from Santa Cruz Metro Lane 4	Bus Leaves from Broadway & Seabright	Bus Leaves from East Cliff Village	Bus Leaves from Portola & 30th	Bus Arrives at Capitola Mall
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>

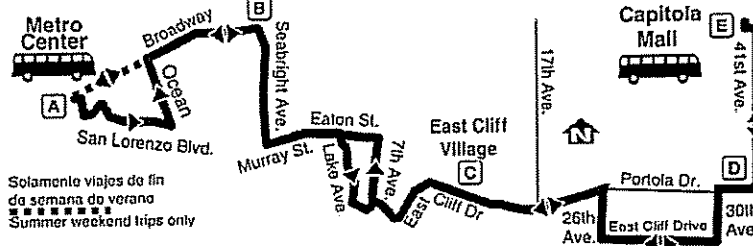
## MON-FRI

6:30 am	6:34	6:38	6:46	6:55
7:30	7:35	7:41	7:49	8:00
8:30	8:35	8:41	8:49	9:00
9:30	9:36	9:42	9:50	10:03
10:30	10:36	10:42	10:50	11:03
11:30	11:36	11:42	11:50	12:03
12:30 pm	12:38	12:45	12:55	1:08
1:30	1:38	1:45	1:55	2:08
2:30	2:38	2:45	2:55	3:08
3:30	3:38	3:45	3:55	4:08
4:30	4:38	4:45	4:55	5:08
5:30	5:38	5:45	5:55	6:08

## SAT-SUN

8:30 am	8:35	8:41	8:50	9:00
9:30	9:35	9:41	9:50	10:00
10:30	10:35	10:41	10:50	11:00
11:30	11:37	11:44	11:53	12:03
12:30 pm	12:37	12:44	12:53	1:05
1:30	1:37	1:44	1:53	2:05
2:30	2:37	2:44	2:53	3:05
3:30	3:37	3:44	3:53	4:05
4:30	4:37	4:44	4:53	5:05
5:30	5:37	5:44	5:53	6:05

All Metro buses are wheelchair accessible, while some stops on this route may not be.



# 68 Live Oak via Broadway/Portola

# 68 Live Oak via Broadway/Portola

Bus Leaves from Capitola Mall Lane 1	Bus Leaves from Portola & 30th	Bus Leaves from East Cliff Village	Bus Leaves from Broadway & Seabright	Bus Arrives at Santa Cruz Metro Center
<b>E</b>	<b>D</b>	<b>C</b>	<b>B</b>	<b>A</b>

## MON-FRI

6:45am	6:49	6:58	7:04	7:15
7:45	7:50	8:00	8:07	8:18
8:45	8:51	9:02	9:09	9:20
9:45	9:51	10:02	10:09	10:20
10:45	10:51	11:02	11:09	11:20
11:45	11:51	12:02	12:09	12:20
12:45pm	12:51	1:02	1:11	1:23
1:45	1:51	2:02	2:11	2:23
2:45	2:51	3:02	3:11	3:20
3:45	3:51	4:02	4:11	4:20
4:45	4:51	5:03	5:12	5:23
5:45	5:51	6:03	6:12	6:23
6:45	6:51	7:02	7:09	7:20

## SAT-SUN

8:45	8:50	9:00	9:07	9:15
9:45	9:51	10:01	10:10	10:18
10:45	10:51	11:01	11:10	11:18
11:45	11:51	12:01	12:10	12:18
12:45	12:51	1:02	1:11	1:20
1:45	1:51	2:02	2:11	2:20
2:45	2:51	3:02	3:11	3:20
3:45	3:51	4:02	4:11	4:20
4:45	4:51	5:02	5:11	5:20
5:45	5:51	6:02	6:11	6:20
6:45	6:51	7:02	7:11	7:20

All Metro buses are wheelchair accessible, while some stops on this route may not be.

7.41

Attachment F

# 69 69/69A/69W/69N Capitola Road/Cabrillo/Watsonville

# 69 69/69A/69W/69N Capitola Road/Cabrillo/Watsonville

Route	Bus Leaves from Santa Cruz Metro Lane 4	Bus Leaves from Capitola Road & 7th Ave.	Bus Leaves from Capitola Mall	Bus Leaves from Cabrillo College	Bus Leaves from Neilson & Watsonville Hospital	Bus Leaves from Airport Blvd. & Freedom Centre	Bus Leaves from Main & Green Valley	Bus Leaves from Watsonville Transit Center
	A	B	C	D	E	F	G	H

## MON-FRI

69W	6:37 am	6:46	7:00	7:15	—	—	7:27	7:34
69A	7:07	7:16	7:30	—	7:45	7:48	—	8:07
69W	7:37	7:46	8:00	8:15	—	—	8:27	8:34
69A	8:07	8:16	8:30	—	8:45	8:48	—	9:07
69W	8:37	8:46	9:00	9:15	—	—	9:27	9:34
69A	9:07	9:16	9:30	—	9:45	9:48	—	10:04
69W	9:37	9:46	10:00	10:15	—	—	10:27	10:34
69	9:52	10:01	10:15	—	—	—	—	—
69A	10:07	10:16	10:30	—	10:45	10:48	—	11:04
69	10:22	10:31	10:45	—	—	—	—	—
69W	10:37	10:46	11:00	11:15	—	—	11:27	11:34
69	10:52	11:01	11:15	—	—	—	—	—
69A	11:07	11:16	11:30	—	11:45	11:49	—	12:07
69	11:22	11:31	11:45	—	—	—	—	—
69W	11:37	11:46	12:00	12:15	—	—	12:29	12:40
69A	12:00 pm	12:11	12:30	—	12:45	12:49	—	1:07
69	12:15	12:26	12:38	—	—	—	—	—
69W	12:30	12:41	1:00	1:15	—	—	1:29	1:37
69	12:45	12:56	1:08	—	—	—	—	—
69A	1:00	1:11	1:30	—	1:45	1:49	—	2:07
69	1:15	1:26	1:38	—	—	—	—	—
69W	1:30	1:41	2:00	2:15	—	—	2:29	2:37
69	1:45	1:56	2:08	—	—	—	—	—
69A	2:00	2:11	2:30	—	2:45	2:49	—	3:07
69	2:15	2:26	2:42	—	—	—	—	—
69W	2:30	2:41	3:00	3:17	—	—	3:32	3:40
69	2:45	2:56	3:12	—	—	—	—	—

All Metro buses are wheelchair accessible, while some stops on this route may not be.

more pm times continued on right

**NOTE:** Car/Tram service is available weekdays at Cabrillo College to individuals with disabilities. Call 479-6379 See Headways page 64 for details.

Route	Bus Leaves from Santa Cruz Metro Lane 4	Bus Leaves from Capitola Road & 7th Ave.	Bus Leaves from Capitola Mall	Bus Leaves from Cabrillo College	Bus Leaves from Neilson & Watsonville Hospital	Bus Leaves from Airport Blvd. & Freedom Centre	Bus Leaves from Main & Green Valley	Bus Leaves from Watsonville Transit Center
	A	B	C	D	E	F	G	H

## MON-FRI

69A	3:00 pm	3:11	3:30	—	3:47	3:52	—	4:17
69	3:15	3:26	3:42	—	—	—	—	—
69W	3:30	3:41	4:00	4:17	—	—	4:32	4:40
69	3:45	3:56	4:12	—	—	—	—	—
69A	4:00	4:11	4:30	—	4:47	4:52	—	5:13
69	4:15	4:26	4:42	—	—	—	—	—
69W	4:30	4:41	5:00	5:17	—	—	5:32	5:40
69	4:45	4:56	5:12	—	—	—	—	—
69A	5:00	5:11	5:30	—	5:47	5:50	—	6:10
69	5:15	5:26	5:42	—	—	—	—	—
69W	5:30	5:41	6:00	6:15	—	—	6:30	6:37
69	5:45	5:56	6:10	—	—	—	—	—
69A	6:00	6:11	6:30	—	6:47	6:50	—	7:10
69	6:15	6:26	6:40	—	—	—	—	—
69W	6:30	6:41	7:00	7:15	—	—	7:30	7:37
69N	7:00	7:07	7:20	7:35	—	—	—	—
69N	7:30	7:37	7:50	8:05	—	—	—	—
69N	8:00	8:07	8:20	8:35	—	—	—	—
69N	8:30	8:37	8:50	9:05	—	—	—	—
69N	9:00	9:07	9:20	9:35	—	—	—	—
69N	9:30	9:37	9:50	—	—	—	—	—

All Metro buses are wheelchair accessible, while some stops on this route may not be.

① Arrives at Cabrillo Upper Campus.

② Trip ends at Soquel Drive & 41st Avenue 5 min. later

7.91

**69** 69/69A/69W/69N  
**Cabrillo/Capitola Road/Santa Cruz**



Route	Bus Leaves from Watsonville TC Lane 1	Bus Leaves from Main & Green Valley	Bus Leaves from Airport Blvd. & Freedom Centre	Bus Leaves from Neilson & Watsonville Hospital	Bus Leaves from Cabrillo College	Bus Leaves from Capitola Mall	Bus Leaves from Capitola Road & 7th Ave.	Bus Leaves from Santa Cruz Metro Center
	(H)	(G)	(F)	(E)	(D)	(C)	(B)	(A)
<b>MON - FRI</b>								
69	—	—	—	—	—	6:05	6:10	6:20
69W	6:20 am	6:25	—	—	6:40	7:00	7:05	7:20
69	—	—	—	—	—	7:15	7:20	7:35
69A	6:45	—	6:55	7:00	—	7:30	7:35	7:55
69	—	—	—	—	—	7:45	7:50	8:05
69W	7:15	7:20	—	—	7:40	8:00	8:05	8:25
69	—	—	—	—	—	8:15	8:20	8:38
69A	7:45	—	7:55	8:00	—	8:30	8:35	8:55
69W	8:20	8:25	—	—	8:40	9:00	9:05	9:25
69A	8:50	—	9:00	9:05	—	9:30	9:35	9:55
69W	9:20	9:25	—	—	9:40	10:00	10:05	10:23
69A	9:50	—	10:00	10:05	—	10:30	10:35	10:55
69W	10:20	10:25	—	—	10:40	11:00	11:05	11:23
69	—	—	—	—	—	11:15	11:20	11:38
69A	10:50	—	11:00	11:05	—	11:30	11:35	11:55
69	—	—	—	—	—	11:45	11:50	12:08
69W	11:20	11:25	—	—	11:40	12:00	12:05	12:23
69	—	—	—	—	—	12:15	12:21	12:40
69A	11:50	—	12:00	12:05	—	12:30	12:35	12:55
69	—	—	—	—	—	12:45	12:51	1:10
69W	12:20 pm	12:25	—	—	12:40	1:00	1:06	1:30
69	—	—	—	—	—	1:15	1:21	1:38
69A	12:50	—	1:00	1:05	—	1:30	1:36	1:55
69	—	—	—	—	—	1:45	1:51	2:08
69W	1:20	1:25	—	—	1:40	2:00	2:06	2:25
69	—	—	—	—	—	2:15	2:21	2:38
69A	1:50	—	2:00	2:05	—	2:30	2:36	2:55

All Metro buses are wheelchair accessible, while some stops on this route may not be.

more pm times continued on right

**NOTE:** *Cart/Tram service is available weekdays at Cabrillo College to individuals with disabilities. Call 479-6379 See Headways page 64 for details.*

**69** 69/69A/69W/69N  
**Cabrillo/Capitola Road/Santa Cruz**



Route	Bus Leaves from Watsonville TC Lane 1	Bus Leaves from Main & Green Valley	Bus Leaves from Airport Blvd. & Freedom Centre	Bus Leaves from Neilson & Watsonville Hospital	Bus Leaves from Cabrillo College	Bus Leaves from Capitola Mall	Bus Leaves from Capitola Road & 7th Ave.	Bus Leaves from Santa Cruz Metro Center
	(H)	(G)	(F)	(E)	(D)	(C)	(B)	(A)
<b>MON - FRI</b>								
69	—	—	—	—	—	2:45	2:51	3:08
69W	2:20 pm	2:25	—	—	2:40	3:00	3:06	3:25
69	—	—	—	—	—	3:15	3:21	3:38
69A	2:50	—	3:00	3:05	—	3:30	3:36	3:55
69	—	—	—	—	—	3:45	3:51	4:08
69W	3:20	3:25	—	—	3:40	4:00	4:07	4:30
69	—	—	—	—	—	4:15	4:22	4:40
69A	3:50	—	4:00	4:05	—	4:30	4:36	4:55
69	—	—	—	—	—	4:45	4:52	5:10
69W	4:20	4:25	—	—	4:40	5:05	5:12	5:38
69	—	—	—	—	—	5:15	5:22	5:43
69A	4:50	—	5:00	5:05	—	5:35	5:42	6:00
69	—	—	—	—	—	5:45	5:52	6:13
69W	5:20	5:25	—	—	5:40	6:00	6:07	6:30
69	—	—	—	—	—	6:15	6:20	6:33
69A	5:50	—	6:00	6:05	—	6:30	6:35	6:48
69	—	—	—	—	—	6:45	6:50	7:03
69W	6:20	6:25	—	—	6:40	7:00	7:05	7:18
69A	6:50	—	7:00	7:05	—	7:30	7:35	7:48
69N	—	—	—	—	7:40 Ⓢ	8:00	8:05	8:20
69N	—	—	—	—	8:10 Ⓢ	8:30	8:35	8:50
69N	—	—	—	—	8:40 Ⓢ	9:00	9:05	9:20
69N	—	—	—	—	9:10 Ⓢ	9:30	9:35	9:50
69N	—	—	—	—	9:40 Ⓢ	10:00	10:05	10:20

All Metro buses are wheelchair accessible, while some stops on this route may not be.

Ⓢ Departs from Cabrillo Upper Campus, and Serves Capitola Village en route to Capitola Mall.

7.92





# 69 69/69A/69W Capitola Road/Cabrillo/Watsonville



Route	Bus Leaves from Santa Cruz Metro Lane 4	Bus Leaves from Capitola Road & 7th Ave.	Bus Leaves from Capitola Mall	Bus Leaves from Cabrillo College	Bus Leaves from Neilson & Watsonville Hospital	Bus Leaves from Airport Blvd. & Freedom Centre	Bus Leaves from Main & Green Valley	Bus Leaves from Watsonville Transit Center
	A	B	C	D	E	F	G	H

## SAT-SUN

69	7:37 am	7:46	8:00	—	—	—	—	—
69A	8:07	8:16	8:30	—	8:45	8:48	—	9:07
69W	8:37	8:46	9:00	9:15	—	—	9:25	9:34
69A	9:07	9:16	9:30	—	9:45	9:48	—	10:07
69W	9:37	9:46	10:00	10:15	—	—	10:25	10:34
69A	10:07	10:16	10:30	—	10:45	10:48	—	11:07
69W	10:37	10:46	11:00	11:15	—	—	11:25	11:34
69A	11:07	11:16	11:30	—	11:45	11:48	—	12:07
69W	11:37	11:46	12:00	12:15	—	—	12:27	12:37

All Metro buses are wheelchair accessible, while some stops on this route may not be.

pm times continued on right

# 69 69/69A/69W Capitola Road/Cabrillo/Watsonville



Route	Bus Leaves from Santa Cruz Metro Lane 4	Bus Leaves from Capitola Road & 7th Ave.	Bus Leaves from Capitola Mall	Bus Leaves from Cabrillo College	Bus Leaves from Neilson & Watsonville Hospital	Bus Leaves from Airport Blvd. & Freedom Centre	Bus Leaves from Main & Green Valley	Bus Leaves from Watsonville Transit Center
	A	B	C	D	E	F	G	H

## SAT-SUN

69A	12:07 pm	12:16	12:30	—	12:45	12:48	—	1:10
69W	12:37	12:46	1:00	1:15	—	—	1:27	1:37
69A	1:07	1:16	1:30	—	1:45	1:48	—	2:10
69W	1:37	1:46	2:00	2:15	—	—	2:27	2:37
69A	2:07	2:16	2:30	—	2:45	2:48	—	3:10
69W	2:37	2:46	3:00	3:15	—	—	3:27	3:37
69A	3:07	3:16	3:30	—	3:45	3:48	—	4:10
69W	3:37	3:46	4:00	4:15	—	—	4:27	4:37
69A	4:07	4:16	4:30	—	4:45	4:48	—	5:10
69W	4:37	4:46	5:00	5:15	—	—	5:27	5:37
69A	5:07	5:16	5:30	—	5:45	5:48	—	6:10
69W	5:37	5:46	6:00	6:15	—	—	6:27	6:37
69A	6:07	6:16	6:30	—	6:45	6:48	—	7:10
69W	6:37	6:46	7:00	7:15	—	—	7:27	7:37
69A	7:37	7:46	8:00	8:15	—	—	8:25	8:34
69W	8:37	8:46	9:00	9:15	—	—	9:25	9:34

All Metro buses are wheelchair accessible, while some stops on this route may not be.

7.93

# 69 69/69A/69W Capitola Road/Cabrillo/Santa Cruz



Route	Bus Leaves from Watsonville TC Lane 1	Bus Leaves from Main & Green Valley	Bus Leaves from Airport Blvd. & Freedom Centre	Bus Leaves from Neilson & Watsonville Hosptial	Bus Leaves from Cabrillo College	Bus Leaves from Capitola Mall	Bus Leaves from Capitola Road & 7th Ave.	Bus Leaves from Santa Cruz Metro Center
	H	G	F	E	D	C	B	A

## SAT-SUN

69	—	—	—	—	—	8:00	8:05	8:18
69A	7:50am	—	8:00	8:05	—	8:30	8:35	8:48
69A	8:50	—	9:00	9:05	—	9:30	9:35	9:48
69A	9:50	—	10:00	10:05	—	10:30	10:35	10:48
69W	10:20	10:25	—	—	10:40	11:00	11:05	11:18
69A	10:50	—	11:00	11:05	—	11:30	11:35	11:48
69W	11:20	11:25	—	—	11:40	12:00	12:06	12:25
69A	11:50	—	12:00	12:05	—	12:30	12:35	12:55

All Metro buses are wheelchair accessible, while some stops on this route may not be.

pm times continued on right

# 69 69/69A/69W Capitola Road/Cabrillo/Santa Cruz



Route	Bus Leaves from Watsonville TC Lane 1	Bus Leaves from Main & Green Valley	Bus Leaves from Airport Blvd. & Freedom Centre	Bus Leaves from Neilson & Watsonville Hosptial	Bus Leaves from Cabrillo College	Bus Leaves from Capitola Mall	Bus Leaves from Capitola Road & 7th Ave.	Bus Leaves from Santa Cruz Metro Center
	H	G	F	E	D	C	B	A

## SAT-SUN

69W	12:20 pm	12:25	—	—	12:40	1:00	1:06	1:25
69A	12:50	—	1:00	1:05	—	1:30	1:35	1:55
69W	1:20	1:25	—	—	1:40	2:00	2:06	2:25
69A	1:50	—	2:00	2:05	—	2:30	2:35	2:55
69W	2:20	2:25	—	—	2:40	3:00	3:06	3:25
69A	2:50	—	3:00	3:05	—	3:30	3:35	3:55
69W	3:20	3:25	—	—	3:40	4:00	4:06	4:25
69A	3:50	—	4:00	4:05	—	4:30	4:35	4:55
69W	4:20	4:25	—	—	4:40	5:00	5:06	5:25
69A	4:50	—	5:00	5:05	—	5:30	5:35	5:55
69W	5:20	5:25	—	—	5:40	6:00	6:06	6:25
69A	5:50	—	6:00	6:05	—	6:30	6:35	6:48
69W	6:20	6:25	—	—	6:40	7:00	7:05	7:18
69A	6:50	—	7:00	7:05	—	7:30	7:35	7:48
69	—	—	—	—	—	9:00	9:05	9:18

All Metro buses are wheelchair accessible, while some stops on this route may not be.

7.94

# 71 Santa Cruz to Watsonville



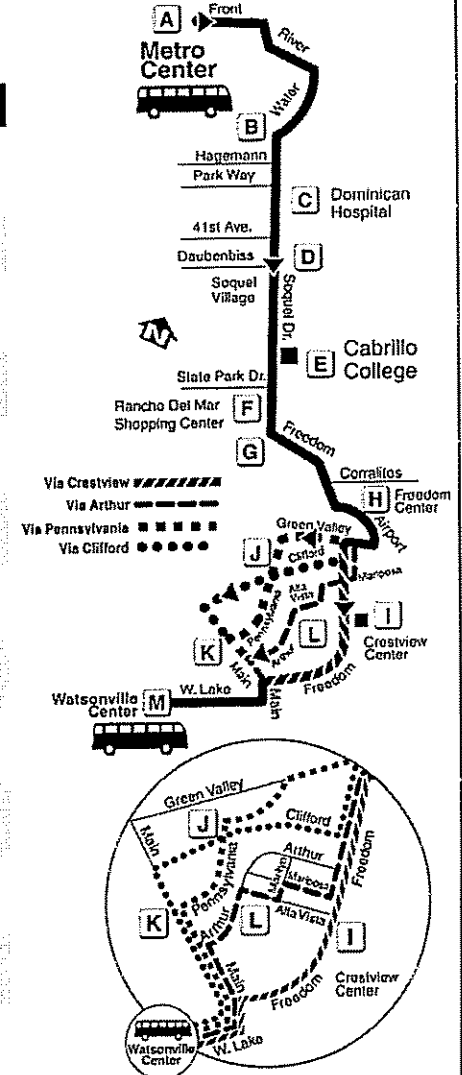
Bus Leaves from Santa Cruz Metro Lane 4	Bus Leaves from Soquel Ave & Hageman	Bus Leaves from Soquel Drive & Dominican Hospital	Bus Leaves from Soquel Drive & Daubenbiss	Bus Leaves from Cabrillo College	Bus Leaves from Soquel & Rancho Del Mar	Bus Leaves from Freedom Blvd. & Soquel Drive	Bus Leaves from Airport Blvd. & Freedom Centre	Bus Leaves from Crestview Center	Bus Leaves from Clifford & Pennsylvania	Bus Leaves from Pennsylvania & Main	Bus Leaves from Alta Vista & Arthur Road	Bus Arrives at Watsonville Transit Center
A	B	C	D	E	F	G	H	I	J	K	L	M

## MON-FRI

6:10am	6:16	6:21	6:26	6:33	6:36	6:42	6:54	7:01	—	—	—	7:13
6:45	6:54	7:00	7:06	7:15	7:18	7:25	7:39	—	7:47	7:53	—	8:00
7:15	7:24	7:30	7:36	7:45	7:48	7:55	8:10	8:17	—	—	—	8:30
7:45	7:54	8:00	8:06	8:15	8:18	8:25	8:39	—	8:47	8:53	—	9:00
8:15	8:24	8:30	8:36	8:45	8:48	8:55	9:10	9:17	—	—	—	9:30
8:45	8:54	9:00	9:06	9:15	9:18	9:25	9:39	—	9:47	9:53	—	10:00
9:15	9:24	9:30	9:36	9:45	9:48	9:55	10:10	10:17	—	—	—	10:30
9:45	9:54	10:00	10:06	10:15	10:18	10:25	10:39	—	10:47	10:53	—	11:00
10:15	10:24	10:30	10:36	10:45	10:48	10:55	11:10	11:17	—	—	—	11:30
10:45	10:54	11:00	11:06	11:15	11:18	11:25	11:39	—	11:47	11:53	—	12:00
11:15	11:26	11:32	11:38	11:47	11:50	11:57	12:12	12:20	—	—	—	12:35
11:45	11:56	12:02	12:08	12:17	12:20	12:27	12:42	—	12:50	12:56	—	1:05
12:15pm	12:26	12:32	12:38	12:47	12:50	12:57	1:12	1:20	—	—	—	1:35
12:45	12:56	1:02	1:08	1:17	1:20	1:27	1:41	—	1:49	1:54	—	2:00
1:15	1:26	1:32	1:38	1:47	1:50	1:57	2:11	2:18	—	—	—	2:30
1:45	1:56	2:02	2:08	2:17	2:20	2:27	2:41	—	2:49	2:54	—	3:00
2:00	2:11	2:17	2:23	2:32	2:35	2:42	2:58	—	—	3:06	—	3:15
2:15	2:26	2:32	2:38	2:47	2:50	2:57	3:11	3:18	—	—	—	3:30
2:30	2:41	2:47	2:53	3:02	3:05	3:12	3:28	—	—	—	3:35	3:50
2:45	2:56	3:02	3:08	3:17	3:20	3:27	3:43	—	3:51	3:57	—	4:05
3:00	3:11	3:17	3:23	3:32	3:35	3:42	3:58	—	—	4:06	—	4:15
3:15	3:26	3:32	3:38	3:47	3:50	3:57	4:11	4:18	—	—	—	4:30
3:30	3:41	3:47	3:53	4:02	4:05	4:12	4:28	—	—	—	4:35	4:45
3:45	3:56	4:02	4:08	4:17	4:20	4:27	4:43	—	4:51	4:57	—	5:05
4:00	4:11	4:17	4:23	4:32	4:36	4:43	4:59	—	—	5:07	—	5:20
4:15	4:26	4:32	4:38	4:47	4:50	4:57	5:13	5:21	—	—	—	5:35
4:30	4:41	4:47	4:53	5:02	5:05	5:12	5:28	—	—	—	5:35	5:50
4:45	4:56	5:02	5:08	5:17	5:20	5:27	5:43	—	5:51	5:57	—	6:05
5:00	5:11	5:17	5:23	5:32	5:36	5:43	5:59	—	—	6:07	—	6:20
5:15	5:26	5:32	5:38	5:47	5:50	5:57	6:13	6:21	—	—	—	6:35
5:30	5:41	5:47	5:53	6:02	6:05	6:12	6:28	—	—	—	6:35	6:50
5:45	5:54	6:00	6:06	6:15	6:18	6:25	6:38	—	6:46	6:50	—	6:55
6:00	6:09	6:15	6:21	6:30	6:33	6:40	6:51	—	—	6:59	—	7:10
6:15	6:24	6:30	6:36	6:45	6:48	6:55	7:08	7:15	—	—	—	7:25
6:45	6:54	7:00	7:06	7:15	7:18	7:25	7:38	—	7:46	7:50	—	7:55
7:15	7:22	7:27	7:33	7:40	7:43	7:49	8:00	8:06	—	—	—	8:15
7:45	7:53	7:58	8:03	8:11	8:13	8:18	8:29	—	8:36	8:40	—	8:45
8:15	8:22	8:27	8:33	8:40	8:43	8:49	9:00	9:06	—	—	—	9:15
8:45	8:53	8:58	9:03	9:11	9:13	9:18	9:29	—	9:36	9:40	—	9:45
9:15	9:22	9:27	9:33	9:40	9:43	9:49	10:00	10:06	—	—	—	10:15
9:45	9:53	9:58	10:03	10:11	10:13	10:18	10:29	—	10:36	10:40	—	10:45
10:45	10:53	10:58	11:03	11:11	11:13	11:18	11:29	—	11:36	11:40	—	11:45
11:45	11:53	11:58	12:03	12:11	12:13	12:18	12:29	—	12:36	12:40	—	12:45

7.41

# 71 Santa Cruz to Watsonville Monday - Friday



## ROUTES 70 & 71

Santa Cruz Metro Headways - Effective September 07, 2006

Attachment H 55

# 71 Watsonville to Santa Cruz



Bus Leaves from Watsonville TC Lane 2	Bus Leaves from Crestview Center	Bus Leaves from Clifford & Pennsylvania	Bus Leaves from Pennsylvania & Main	Bus Leaves from Alta Vista & Arthur Road	Bus Leaves from Airport Blvd. & Freedom Centre	Bus Leaves from Freedom Blvd. & Soquel Drive	Bus Leaves from Soquel & State Park	Bus Leaves from Cabrillo College	Bus Leaves from Soquel Drive & Daubenbiss	Bus Leaves from Soquel Drive & Dominican Hospital	Bus Leaves from Water & Poplar	Bus Arrives at Santa Cruz Metro Center
(M)	(I)	(J)	(K)	(L)	(H)	(G)	(F)	(E)	(D)	(C)	(O)	(A)

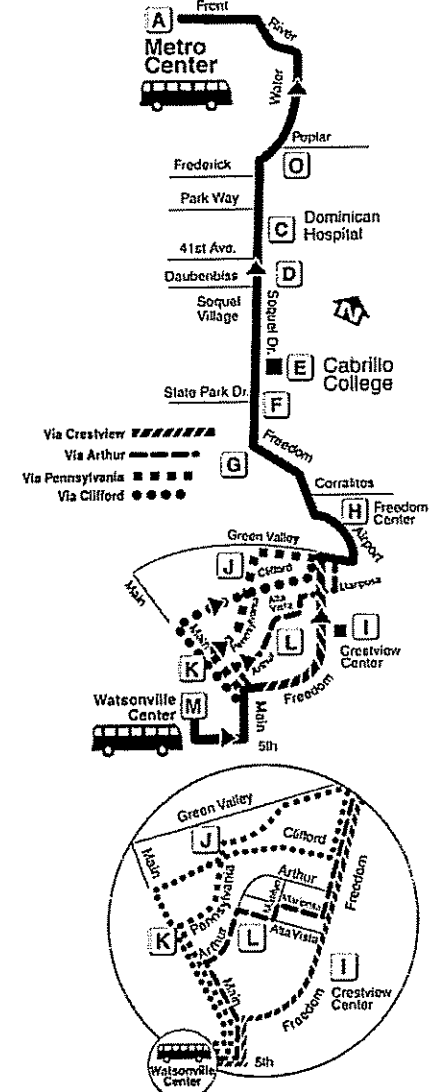
## MON-FRI

5:40 am	—	5:47	—	—	5:55	6:05	6:10	6:15	6:19	6:24	6:28	6:40
6:10	6:15	—	—	—	6:25	6:40	6:46	6:50	6:57	7:03	7:08	7:25
6:40	—	6:49	—	—	6:58	7:11	7:17	7:22	7:28	7:34	7:39	7:55
6:55	—	—	—	7:01	7:11	7:25	7:31	7:38	7:44	7:50	7:55	8:10
7:10	7:16	—	—	—	7:27	7:42	7:49	7:54	8:02	8:08	8:15	8:35
7:25	—	—	7:32	—	7:42	7:57	8:04	8:09	8:17	8:23	8:30	8:50
7:40	—	7:49	—	—	7:58	8:11	8:17	8:22	8:28	8:34	8:39	8:55
7:55	—	—	—	8:01	8:11	8:25	8:31	8:38	8:44	8:50	8:55	9:10
8:10	8:16	—	—	—	8:27	8:41	8:47	8:52	8:58	9:03	9:08	9:25
8:40	—	8:49	—	—	8:58	9:11	9:17	9:22	9:28	9:34	9:39	9:55
9:10	9:16	—	—	—	9:27	9:41	9:47	9:52	9:58	10:03	10:08	10:25
9:40	—	9:49	—	—	9:58	10:11	10:17	10:22	10:28	10:34	10:39	10:55
10:10	10:16	—	—	—	10:27	10:41	10:47	10:52	10:58	11:03	11:08	11:25
10:40	—	10:49	—	—	10:58	11:11	11:17	11:22	11:28	11:34	11:39	11:55
11:10	11:16	—	—	—	11:27	11:41	11:47	11:52	11:58	12:03	12:08	12:25
11:40	—	11:49	—	—	11:58	12:11	12:17	12:22	12:28	12:34	12:39	12:55
12:10 pm	12:16	—	—	—	12:27	12:41	12:47	12:52	12:58	1:03	1:08	1:25
12:40	—	12:49	—	—	12:58	1:11	1:17	1:22	1:28	1:34	1:39	1:55
1:10	1:16	—	—	—	1:27	1:41	1:47	1:52	1:58	2:03	2:08	2:25
1:40	—	1:49	—	—	1:59	2:13	2:19	2:24	2:31	2:37	2:44	3:00
2:10	2:17	—	—	—	2:28	2:42	2:49	2:54	3:00	3:06	3:12	3:30
2:40	—	2:49	—	—	2:59	3:13	3:19	3:24	3:31	3:37	3:44	4:00
3:10	3:17	—	—	—	3:28	3:42	3:49	3:54	4:00	4:07	4:13	4:25
3:40	—	3:49	—	—	3:59	4:13	4:19	4:24	4:31	4:37	4:44	5:00
3:55	—	—	—	4:01	4:11	4:25	4:31	4:36	4:43	4:49	4:54	5:05
4:10	4:17	—	—	—	4:28	4:42	4:49	4:54	5:00	5:07	5:13	5:25
4:25	—	—	4:30	—	4:43	4:56	5:02	5:07	5:13	5:19	5:25	5:43
4:40	—	4:49	—	—	4:59	5:13	5:19	5:24	5:31	5:37	5:44	5:58
4:55	—	—	—	5:01	5:11	5:25	5:31	5:38	5:44	5:50	5:55	6:10
5:10	5:16	—	—	—	5:26	5:40	5:46	5:51	5:57	6:02	6:08	6:20
5:25	—	—	5:30	—	5:43	5:55	6:00	6:05	6:11	6:16	6:21	6:35
5:40	—	5:49	—	—	5:58	6:10	6:16	6:21	6:27	6:32	6:37	6:50
6:10	6:16	—	—	—	6:26	6:40	6:46	6:51	6:57	7:02	7:08	7:20
6:40	—	6:49	—	—	6:58	7:10	7:16	7:21	7:27	7:32	7:37	7:50
7:00	7:05	—	—	—	7:13	7:25	7:31	7:36	7:40	7:44	7:48	8:00
7:30	—	7:37	—	—	7:45	7:55	8:01	8:06	8:11	8:15	8:19	8:30
8:00	8:05	—	—	—	8:13	8:25	8:31	8:36	8:40	8:44	8:48	9:00
8:30	—	8:37	—	—	8:45	8:55	9:01	9:06	9:11	9:15	9:19	9:30
9:00	9:05	—	—	—	9:13	9:25	9:31	9:36	9:40	9:44	9:48	10:00
9:30	—	9:37	—	—	9:45	9:55	10:01	10:06	10:11	10:15	10:19	10:30
10:30	—	10:37	—	—	10:45	10:55	11:01	11:06	11:11	11:15	11:19	11:30

All Metro buses are wheelchair accessible, while some stops on this route may not be.

Ⓞ This trip connects with the Highway 17 Express at the Soquel Park & Ride.

# 71 Watsonville to Santa Cruz Monday - Friday



## ROUTE 71

7.42

**68N Beach Night**   
**Capitola Mall**

Bus Leaves from Santa Cruz Metro Lane 4	Bus Leaves from Beach & Pacific	Bus Leaves from Seabright & Broadway	Bus Leaves from East Cliff Village	Bus Leaves from Portola & 30th	Bus Arrives at Capitola Mall
A	B	C	D	E	F

**DAILY**

6:30 pm	6:33	6:40	6:44	6:46	7:00
7:30	7:33	7:40	7:44	7:46	8:00
8:30	8:33	8:40	8:44	8:46	9:00
9:30	9:33	9:40	9:44	9:46	10:00
10:40	10:43	10:48	10:51	10:53	11:01

All Metro buses are wheelchair accessible, while some stops on this route may not be.

**68N Beach Night**  
**(formerly 7N)**

**68N Beach Night**   
**Metro Center**

Bus Leaves from Capitola Mall Lane 1	Bus Leaves from Portola & 30th	Bus Leaves from East Cliff Village	Bus Leaves from Broadway & Seabright	Bus Arrives at Santa Cruz Metro Center
F	E	D	G	A

**DAILY**

7:05	7:09	7:11	7:15	7:30
8:05	8:09	8:11	8:15	8:30
9:05	9:09	9:11	9:15	9:30
10:05	10:09	10:11	10:15	10:30
11:05	11:09	11:11	11:15	11:30

All Metro buses are wheelchair accessible, while some stops on this route may not be.

7:11

Attachment I



**16** University via Laurel  
**Night Owl Service**  **SCHOOL TERM ONLY**

Bus Leaves from	Bus Leaves from	Bus Leaves from	Bus Leaves from	Bus Arrives at
Santa Cruz Metro Lane 1	Bay & Mission	Science Hill	Bay & Mission	Santa Cruz Metro Center
A	B	C	B	A


**FRI-SAT**

11:45pm	11:50	11:59	12:08	12:20
12:00am	12:05	12:14	12:23	12:35
12:40	12:45	12:54	1:03	1:15
1:20	1:25	1:34	1:43	1:55
2:00	2:05	2:14	2:23	2:35
2:40	2:45	2:54	3:03	3:15

All Metro buses are wheelchair accessible, while some stops on this route may not be.


7.31

Attachment 5


**16** University via Laurel   
**Night Owl Service** **SCHOOL TERM ONLY**

Bus Leaves from	Bus Leaves from	Bus Leaves from	Bus Leaves from	Bus Arrives at
Santa Cruz Metro Lane 1	Bay & Mission	Science Hill	Bay & Mission	Santa Cruz Metro Center
(A)	(B)	(C)	(B)	(A)

**SUN - THU**

12:00 am	12:05	12:14	12:23	12:35
12:20	12:25	12:34	12:43	12:55
12:40	12:45	12:54	1:03	1:15
1:20	1:25	1:34	1:43	1:55
2:00	2:05	2:14 	—	—

All Metro buses are wheelchair accessible, while some stops on this route may not be.

 Trip ends at Bay & High 5 min. later

7.12

*NOTE: School term services are subject to route and/or schedule changes.*

## 19 University via Lower Bay Night Owl Service

SCHOOL TERM ONLY

Bus Leaves from	Bus Leaves from	Bus Leaves from	Bus Leaves from	Bus Leaves from	Bus Arrives at
Santa Cruz Metro Lane 1	Bay & Mission	Science Hill	Bay & Mission	Cliff & Beach	Santa Cruz Metro Center
<b>A</b>	<b>B</b>	<b>C</b>	<b>B</b>	<b>D</b>	<b>A</b>

SAT - SUN

—	—	11:45	11:54	11:56	12:06
12:20 am	12:25	12:34	12:43	12:45	12:55
1:00	1:05	1:14	1:23	1:25	1:35
1:40	1:45	1:54	2:03	2:05	2:15
2:20	2:25	2:34	2:43	2:45	2:55
3:00	3:05	3:14	—	—	—

All Metro buses are wheelchair accessible, while some stops on this route may not be.

7.33



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006  
**TO:** Board of Directors  
**FROM:** Mark J. Dorfman, Assistant General Manager  
**SUBJECT:** **CONSIDERATION OF ADOPTING AN ANNUAL DBE PARTICIPATION RATE OF 1.57% FOR FEDERALLY FUNDED PROCUREMENTS IN FY2007.**

## I. RECOMMENDED ACTION

**Adopt an annual DBE participation rate of 1.57% for Fiscal Year 2007.**

## II. SUMMARY OF ISSUES

- The Department of Transportation requires the District to have a Disadvantaged Business Enterprise (DBE) Program and to set an annual goal to ensure that small, minority- and women-owned businesses are not discriminated against in District procurements.
- Code of Federal Regulations Title 49, Part 26 (49 CFR 26) prescribes the annual DBE goal calculation method.
- The proposed FY 2007 goal establishes an adjusted DBE participation rate of 1.57% for METRO procurements. The lower base rate was increased to compensate for the smaller number of DBEs in construction and transportation in the METRO market area.
- The District will accept public comments on the proposed goal until August 25, 2005.

## III. DISCUSSION

In 1983, the United States Congress enacted the first Disadvantaged Business Enterprise statutes to end discrimination contract awards funded with Federal assistance. As required by the Department of Transportation since then, the Santa Cruz Metropolitan Transit District annually establishes a goal and tracks DBE participation in its own procurement activities. The intent of the goal is to attain the same rate of participation by small, minority and women-owned business in procurements which could be expected in the absence of discrimination.

The Code of Federal Regulations (49 CFR 26) prescribes the method for calculating the annual goal for DBE participation. Both the US Bureau of Census and the California Department of Transportation's Unified Certification Program maintain extremely specific and uniform data on business activity and ownership by county. Both data sources use the North American Industry Classification System (NAIC), which categorizes business activities into hundreds of six-digit

classification codes. Caltrans also uses the NAIC in its DBE Vendor Directory, enabling METRO staff to accurately calculate a DBE goal conforming to a preferred method.

METRO staff increased the base DBE participation rate indicated using the June, 2005 DBE Vendor Directory to account for large construction contract opportunities in building MetroBase. Caltrans' June, 2005 DBE vendor directory yielded a base rate of 1.16% for overall DBE participation from within the 14-county area which furnishes most of METRO's vendors. Because of the large MetroBase construction procurement, contractors and subcontractors may be drawn from outside the typical market area. To accommodate this wider appeal, staff increased the rate of DBE participation in construction activities from 1.20%, the portion of DBE vendors in the METRO market area, to 1.64%, the portion of DBE vendors statewide. This adjustment increased the overall DBE goal from 1.16% to 1.57%.

In 2004, The Federal Transit Administration conducted a triennial review of METRO's federal program administration and found METRO's DBE program to comply with the federal requirements.

In April, 2006, the Ninth Circuit Court of Appeals ruled that absent evidence of specific racial discrimination in contract awards, procurements could no longer specify contract-specific, or "race-conscious" goals for contracts. The California Department of Transportation on May 1, 2006, instituted a "race-neutral" DBE program, and Santa Cruz METRO will continue to implement a race-neutral DBE program in accordance with guidance from Caltrans.

The District will accept public input for 45 days after announcing the new goal. Public comments and the District's response will be included in the annual goal statement submitted to the Federal Transit Administration for ultimate approval. Staff will accept comments through August 25, 2005.

The attached *Annual DBE Program Goal Fiscal Year 2007* contains the methodology for setting the DBE participation rate at 1.57%. Adopting the goal commits the District's procurement efforts to attain a DBE participation rate of 1.57% for the Federal Fiscal Year beginning October 1, 2006.

### III. FINANCIAL CONSIDERATIONS

Adopting the *Annual DBE Program Goal Fiscal Year 2007* has no financial impact; however, contracts funded with FTA assistance will be monitored for DBE goal achievement.

### V. ATTACHMENTS

**Attachment A:** *Santa Cruz Metropolitan Transit District Annual DBE Program Goal Fiscal Year 2007*

**Santa Cruz Metropolitan Transit District**

Annual DBE Program Goal  
**Fiscal Year 2007**

July, 2006

8.91

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## ***Introduction***

The Santa Cruz Metropolitan Transit District (METRO) maintained a Disadvantaged Business Enterprise (DBE) Program in accordance with the U.S. Department of Transportation (DOT) as required in 49 CFR Part 23. The purpose of the METRO DBE program is to ensure that small firms competing for DOT sponsored contracts were not disadvantaged by unlawful discrimination. Initially, the program applied to minority owned businesses. In 1987, Congress expanded the DBE program to include small women-owned businesses as well.

In February 1999, the U.S. Congress passed a new regulation for Disadvantaged Business Enterprises in response to the Supreme Court's 1995 opinion (*Adarand vs. Pena*) that affirmative action programs must be narrowly tailored to serve a compelling government interest. In order to streamline DBE program administration and to incorporate the new rules, the Department of Transportation codified the revised DBE requirements in a new section, 49 CFR 26.

The Santa Cruz Metropolitan Transit District DBE Program - 49 CFR Part 26 contains the complete DBE program including policies, requirements, remedies, and records except for the amount of DBE participation to be determined each year. The Program conforms to Participation by Disadvantaged Business Enterprises in Department of Transportation Programs; Final Rule as published in the Federal Register of February 2, 1999. The METRO Board of Directors adopted the Program on July 21, 2000 and submitted it to the Federal Transit Administration for approval on July 25, 2000. The complete Program is available upon request from District's DBE Liaison Officer at the address listed on the last page of this Annual Update.

The Santa Cruz Metropolitan Transit District Annual DBE Program Goals FY2007 is the annually updated part of the comprehensive DBE Program. Each year, the Santa Cruz Metropolitan Transit District will review its goal accomplishment for Disadvantaged Business Enterprise participation in DOT assisted contracts and recalculate the goal for the coming year, if indicated, based upon demonstrable evidence relevant to the District's marketplace. This document presents the annual goal, describes the methodology behind it and discusses race-neutral and race-conscious measures that the District anticipates using to reach the goal.

## ***Declarations***

The Santa Cruz Metropolitan Transit District receives Federal financial assistance from the Department of Transportation, and, as a condition of receiving this assistance, has signed an assurance that it will comply with 49 CFR Part 26. The Santa Cruz Metropolitan District will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, or national origin.

In administering its DBE Program, the Santa Cruz Metropolitan Transit District will not, directly or through contractual or other arrangements use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

**Annual Goal Methodology**

METRO's annual goal-setting methodology follows the prescribed method in 49 CFR §26.45 and draws upon relevant market data particular to the geographic area in which METRO typically contracts. In step one, METRO uses the US Bureau of Census County Business Patterns and the California Department of Transportation's statewide directory of eligible DBE vendors in its Unified Certification Program to estimate the number of DBEs which might be available in METRO's contracting area. Step two narrowly tailors the estimate to the actual market conditions for DBEs in METRO's procurement areas.

METRO's annual goal calculation is based upon very specific data available on business ownership in the area and is narrowly tailored to the characteristics of the market area in which METRO contracts. Since 2005, Caltrans has identified its certified DBE vendors by county using the 6-digit North American Industry Classification System, which corresponds exactly to the classification system used by the U.S. Census Bureau's County Business Pattern data. METRO now derives its goal from the actual count of DBE vendors within a narrow range of industrial classification codes and compares it to the count of all businesses in the exact same classifications in the County Business Patterns. METRO's DBE goal is more accurate and better tailored to the relevant market area than those calculated before 2005.

In order to be considered a Disadvantaged Business Enterprise for the purpose of participating in federally funded procurements, a firm must be certified by an agency receiving assistance from one of the federal transportation agencies. In California, each certified firm is catalogued in the statewide DBE directory, which Caltrans updates weekly, giving an accurate count of certified DBE firms in the market area.

Apparently, few minority and women owned businesses register for DBE certification. Whether for privacy, excessive income or other unknown reasons, minority and women-owned businesses do not apply for DBE status at the rate which might be expected, and the DBE Directory represents a portion of all businesses estimated to be owned by a minority or woman. While other small, minority- or woman-owned businesses may exist, this goal-setting methodology accounts only for those businesses certified and listed in the directory to calculate the annual participation goal.

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STEP 1: ESTABLISHING THE BASE FIGURE

In order to estimate the potential DBE participation rate in the absence of discrimination, staff first categorized previous METRO contracts according to the North American Industry Classification System (NAIC), which classifies business activity in Canada, Mexico and the United States into distinct groups for purposes of statistical comparison<sup>1</sup>. Each business activity is assigned a 2 to 6 digit number within a hierarchy of increasing specificity based upon the number of digits. For example, construction activity is grouped generally under the 2-digit category "23". Special construction trades are further categorized in "235", with Paint and Drywall contractors organized as NAIC code "23521" and electrical contractors as code "23531". Other groupings follow the same pattern.

Examination of METRO's previous DOT assisted contracts revealed that contract work occurs in construction, paratransit service, wholesale procurement and business services such as finance, planning environmental consulting and engineering. To achieve the greatest specificity and eliminate related areas in which METRO has not contract opportunities, METRO staff sometimes chose the full 6-digit code and at other times used only 3 or 2 digits when all related subcategories also had contract opportunities. The NAIC codes incorporating relevant contract areas would be: Construction, 233; Heavy Construction, 234; Special trade contractors, 235; Paratransit and special passenger transportation, 485; Wholesale goods, 42, 441, 442, 444; and Business Services, 5133, 5241, 5324, 54, 561, 621111, 621511 and 812331. Disadvantaged Business Enterprises (DBEs) could then be compared with all firms by NAIC by county using US Census Data and the California Department of Transportation's (Caltrans) certified DBE Vendor Directory maintained for the statewide Unified Certification Program.

In the next step, staff defined a market area to represent the likely area in which most procurement contracts would be awarded. With proximity to San Francisco and San Jose, many contracts are awarded in the San Francisco and Monterey Bay Areas. In order to establish geographic consistency with the Caltrans DBE vendor directory, staff expanded the market area definition to include all of Caltrans Districts 04 and 05, which extends the market area boundary north to Sonoma and south to Santa Barbara Counties. For this exercise, METRO's market area includes the following counties: Alameda, Contra Costa, Marin, Monterey, Napa, San Benito, San Francisco, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, Santa Cruz, Solano and Sonoma. While a fraction of contracts may lie beyond, this area includes the second and fourth largest cities in the State, San Jose and San Francisco, both of which have diverse economies with strong service, retail and wholesale sectors.

The June, 2005 Caltrans DBE Vendor Directory maintained for the California Unified Certified Program lists DBE certified firms within the market area. The percentage of DBEs in the geographic area and in the NAICs in which METRO contracts can be computed by simply dividing the number of DBE firms listed in the relevant categories in Caltrans Districts 4 and 5 by the number of all firms in those counties in the same categories as counted by US Bureau of Census County Business Patterns for 2002. The following table calculates the percentage of DBE firms in each contract area in each county.

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<sup>1</sup> <http://www.census.gov/epcd/www/naics.html>

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**Table 1. METRO Market Area Firms by NAIC and DBEs in UCP Directory**

	Construction 233,234,235	Transport. 485	Wholesale 42,441,442,44 3,444	Services 5133,5241,5324,54, 561, 621111,621511, 812331	#Firms in NAICs
County					
<b>Caltrans District 04</b>					
Alameda	2,784	43	4,375	9,000	16,202
Contra Costa	2,315	39	1,932	6,397	10,683
Marin	1,054	11	874	2,992	4,931
Napa	507	13	332	828	1,680
San Francisco	1,539	73	2,224	8,755	12,591
San Mateo	1,906	62	1,991	5,216	9,175
Santa Clara	3,337	60	4,630	13,038	21,065
Solano	740	19	648	1,259	2,666
Sonoma	2,003	25	1,241	3,047	6,316
<b>Caltrans District 05</b>					
Monterey	982	12	907	1,835	3,736
San Benito	184	2	93	213	492
San Luis Obispo	1,031	19	652	1,597	3,299
Santa Barbara	1,087	21	981	2,613	4,702
Santa Cruz	866	9	623	1,630	3,128
<b>District 04 &amp; 05 TOTAL</b>	<b>20,335</b>	<b>408</b>	<b>21,503</b>	<b>58,420</b>	<b>100,666</b>
<b>Certified DBE Firms</b>					
Market Area	Construction NAICs	Transport. NAICs	Wholesale NAICs	Services NAICs	SUM DBEs
Districts 04 & 05	244	0	6	749	999
<b>%DBE</b>	<b>1.20%</b>	<b>0.00%</b>	<b>0.03%</b>	<b>1.28%</b>	<b>0.99%</b>

Sources: US Bureau of the Census, County Business Patterns, 2002  
 CA Dept. of Transportation, UCP Directory of DBEs, June, 2005.

This table enables the percentage of DBE vendors within the METRO marketplace to be calculated. From the last row of Table 1, the DBE vendor participation rate which could be expected in each of the four NAIC groups in the absence of discrimination would be: 1.20% for construction trades; 0.0% for contract transportation services; 0.03% for wholesale goods; and 1.28% for services. Overall, DBEs represent approximately one percent of all firms in the NAICs in which METRO contracts.

The base figure for the DBE goal is determined by multiplying the percentage of contract procurements in each category (total procurements=100%) by the DBE participation rate expected in each category and summing the four products. Table 2 below shows the data used to calculate the base figure for the overall DBE goal.

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**Table 2: Base DBE Contract Goal**

	Construction NAICs	Transport. NAICs	Wholesale NAICs	Services NAICs	SUM TOTAL
%DBE in Market Area	1.200%	0.000%	0.028%	1.28%	2.51%
Fed Assisted Contract \$	\$8,409,246	\$27,750	\$284,902	\$275,577	\$8,997,475
% of Contract Funds	93.46%	0.31%	3.17%	3.06%	100%
<b>% Contracts * %DBE</b>	<b>1.12%</b>	<b>0.00%</b>	<b>0.001%</b>	<b>0.04%</b>	<b>1.16%</b>
METRO Ops Budget:	\$36,072,000	FTA Ops.:	\$3,229,078		
METRO Ops. Procurement:	\$5,621,570	Procurable	\$503,229		
METRO Cap Budget: (non-veh)	\$30,067,809	FTA Cap	\$8,494,246		
Procurement TOTAL	\$35,689,379	total FTA:	\$8,997,475		
construction [CAPITAL]	\$30,067,809	1.00000	\$8,409,246		
transportation	310,000	0.05514	\$27,750		
wholesale	3,182,635	0.56615	\$284,902		
business services	2,128,935	0.37871	\$275,577		
	35,689,379	1.000000000	\$8,997,475		

Applying the same four categories to METRO's FY2007 budget, the proportion of FTA operating assistance available for procurement is first determined using the same ratio of procurement dollars to the overall operating budget shown in the first two rows of the first column of the grid under Table 3. Next, FTA capital assistance is allocated to contract procurement according to project description, with all FTA capital allocated the construction category with the exception of \$85,000 allocated to business services for the Short Range Transit Plan. Then, FTA procurement assistance dollars are distributed across the remaining 3 categories in the same proportion as non-construction procurements in the operating budget as shown in the bottom three rows of the grid under Table 3. The resultant percentage is applied to the amount of FTA procurement assistance in order to calculate federal dollars available for DBE vendor contracting.

The percentage of FTA procurement dollars in each of the four categories was multiplied by the estimated percentage of available DBEs from Table 2 to determine a percentage participation rate in each NAIC group. Finally these four percentages were added to arrive at the un-adjusted base goal of 1.16% for DBE participation in FY 2007.

**STEP 2: ADJUSTMENT TO THE BASE DBE CONTRACT GOAL**

In reviewing the coming year's contract opportunities, the greatest amount by far of FTA funds will be spent in construction. METRO's past experience shows that on large engineering contractors tend to subcontract tasks to specialists in each construction area, yielding more opportunities for small businesses to participate, which in turn increases the opportunity for DBEs since they are by definition small

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businesses. Also, MetroBase construction may attract contractors from beyond the typical market area due to its size. Rather than using 1.20% for the market share in construction for the level of DBE participation anticipated in the absence of discrimination, this amount is increased to 1.64%, the statewide percentage of DBEs in construction trades as shown in Table 3 (below). Also, the DBE Directory indicates no DBE firms within Transportation NAICs within the market area. Statewide, 336 establishments are indicated, 0.37% of the total number. The two numbers for percentage of Construction and Transportation firms statewide, will be substituted for the local market percentage of anticipated DBE participation to determine the adjusted in goal in Table 4.

**Table 3. Statewide Certified DBE Firms**

	Construction NAICs	Transport. NAICs	Wholesale NAICs	Services NAICs	SUM DBEs
State Total	69,093	1,430	91,050	174,140	335,713
Certified DBEs in State	1,130	18	336	2,226	3,710
%DBE	1.64%	1.26%	0.37%	1.28%	1.11%

**Annual Goal**

The annual goal is adjusted to consider the impact of large construction projects which could attract contractors from beyond the typical market area for METRO contracts. Increasing the anticipated DBE participation rate for construction contracts increases the overall DBE goal from 1.16% to 1.57% to compensate for the smaller number of construction and transportation firms in the market area.

**Table 4: Adjusted DBE Contract Goal**

Available DBEs	Construction NAICs	Transport. NAICs	Wholesale NAICs	Services NAICs	All Contract Opportunity
METRO Market Area	1.64%	1.26%	0.03%	1.28%	
Federal Contract \$ FY07	\$8,409,246	\$27,750	\$284,902	\$275,577	\$8,997,475
% of FTA Funds	93.46%	0.31%	3.17%	3.06%	6.54%
% Contracts * %DBE	1.53%	0.00%	0.00%	0.04%	1.57%
				=DBE	\$ 141,493

Santa Cruz Metropolitan Transit District's overall goal for FY 2007 is to extend 1.57% of its Federal financial assistance to Disadvantaged Business Enterprises in DOT-assisted contracts, excluding FTA funds used to purchase rolling stock. Santa Cruz Metropolitan Transit District expects to spend \$141,493 federal dollars with DBE vendors during the fiscal year.

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### **Race-Neutral Measures**

The U.S. DOT Regulations require that the maximum feasible portion of the DBE overall annual goal be met by using race-neutral methods. Race neutral methods include efforts made to assure that bidding and contracting requirements facilitate participation by DBE's and other small businesses by unbundling large contracts to make them more accessible, encouraging prime contractors to subcontract portions of the work, and providing technical assistance, outreach and communications programs. Race-neutral DBE participation includes any time a DBE wins a prime contract through customary competitive procurement procedures, a DBE is awarded a subcontract on a prime contract that does not carry a DBE goal, or a DBE wins a subcontract, even if there is a DBE goal, from a prime contractor that did not consider its DBE status in making the award.

During the past year, the Ninth Circuit Court of Appeals ruled that absent evidence of specific racial discrimination in contract awards, procurements could no longer specify contract-specific, or "race-conscious" goals in the award of contracts. The California Department of Transportation on May 1, 2006, instituted a "race-neutral" DBE program, and Santa Cruz METRO will continue to implement a race-neutral DBE program in accordance with guidance from Caltrans.

### **Process**

METRO will publish a notice of the proposed annual DBE goal to inform the public that the proposed goal and its rationale are available for inspection for 30 days following the date of the notice. METRO will accept comments on the goals for 45 days from the date of the notice. This notice will be published in the Santa Cruz Sentinel newspaper and in Passenger Transport. For FY 2007, public comments will be accepted through August 25, 2005. The goal and methodology will be available at the Main Branch of the Santa Cruz Public Library and during business hours at 370 Encinal Street, Suite 100, Santa Cruz, California.

METRO's annual goal submission to the Federal Transit Administration will include a summary of comments received during this public participation process and METRO's responses.

METRO will monitor this year's overall goal for DBE participation in procurement contracts beginning October 1.

### **Comments**

Please direct comments on the Annual DBE Goals or the METRO DBE Program to:

Thomas Hiltner, Grants/Legislative Analyst  
Santa Cruz Metropolitan Transit District  
370 Encinal, Suite 100  
Santa Cruz, CA 95060  
831-426-6080  
[thiltner@scmtid.com](mailto:thiltner@scmtid.com)

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# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

## STAFF REPORT

**DATE:** July 28, 2006

**TO:** Board of Directors

**FROM:** Margaret Gallagher, District Counsel

**SUBJECT:** CONSIDERATION OF RESPONSIVE COMMENTS TO THE DEPARTMENT OF TRANSPORTATION'S (DOT) NOTICE OF PROPOSED RULEMAKING DATED FEBRUARY 27, 2006 RE REQUEST FOR COMMENTS ON OTHER ISSUES

### I. RECOMMENDED ACTION

**Authorize METRO Staff to submit Comments re DOT proposed rulemaking re other issues.**

### II. SUMMARY OF ISSUES

- On February 27, 2006, the Department of Transportation (DOT), Office of the Secretary issued a Notice of Proposed Rulemaking (NPRM) re reasonable modification and other issues and is seeking comments regarding its proposal.
- At the April 28, 2006 Board of Directors regular meeting, the Board of Directors adopted a letter of comment regarding the DOT proposal regarding "reasonable modifications". That letter was submitted in accordance with the NPRM.
- Included within the February 27, 2006 NPRM was a section entitled "Request for Comment on Other Issues".
- At the June Board meetings METRO staff received input from the public and the Board of Directors regarding the "Other Issues" in order to prepare responsive comments.
- A final response was prepared after receipt of input from the Board, MAC, the public and METRO staff for consideration by the Board of Directors at the second meeting in July.
- Leslie White, General Manager, and I attended the MAC meetings on June 21, 2006 and July 19, 2006 and obtained valuable information regarding this matter.

### III. DISCUSSION

The DOT is seeking comments on several issues that the current ADA regulations do not explicitly address. Some of these issues do not pertain to METRO and its operation; therefore no response is necessary. However, there are issues that do pertain to METRO and, therefore,

METRO staff prepared comments regarding those issue after receipt of input from the Board of Directors, MAC and the public. Attachment A is a letter to the Acting Secretary of Transportation, Maria Cino, with METRO's proposed comments. This letter was reviewed at the MAC meeting on July 19, 2006.

#### **IV. FINANCIAL CONSIDERATIONS**

None, if the DOT adopts METRO's position.

#### **V. ATTACHMENTS**

**Attachment A:** Draft letter to Acting Secretary of Transportation, Maria Cino



July 28, 2006

Maria Cino, Acting Secretary of Transportation  
Docket Management Facility  
U.S. Department of Transportation  
400 Seventh Street, S.W.  
Nassif Building, PL-401  
Washington, DC 20590-0001

Re: February 27, 2006 – Notice of Proposed Rulemaking  
49 C.F.R. Parts 27, 37 and 38  
Docket OST – 2006 - 23985

Dear Ms. Cino:

On behalf of the Santa Cruz Metropolitan Transit District (METRO), I am writing to you to provide comments on the U.S. Department of Transportation (DOT) Notice of Proposed Rulemaking (NPRM) concerning Transportation for Individuals with Disabilities, published February 27, 2006, at 71 FR 9761. These comments on the "other issues" have been adopted by METRO's Board of Directors, which consists of eleven elected and ~~non-elected~~ appointed representatives from throughout the County of Santa Cruz. Additionally, METRO's Advisory Committee (MAC) has worked diligently with METRO's staff in preparing and recommending adoption of these comments by the Board of Directors. MAC is composed of ~~transit-orientated individuals~~ users, advocates and, a third of whom have disabilities.

METRO is a small-sized public transportation agency with an annual operating budget of \$32 million. It provides fixed route bus service and paratransit service throughout the County of Santa Cruz and its regional area. METRO has demonstrated a strong commitment to providing accessible fixed route and paratransit services throughout its history. METRO led the nation in advocating for lift equipped fixed-route buses. From 1978 to the present METRO has only purchased buses that were lift or ramp equipped. This action was before the requirements imposed by the American with Disabilities Act (ADA) by twelve years!

METRO utilizes 113 buses in its fixed route service. All buses are accessible through lifts or ramps. Indeed, METRO was one of the first public transportation agencies to have a fully accessible fleet in the United States. METRO recently purchased Talking Bus Technology and utilizes it to the maximum extent possible, ~~by programming it to call out each bus stop that is at least 600 feet from the preceding bus stop.~~ In order to fund this technology for its fleet, METRO purchased two ~~less~~ fewer buses in a recent bus



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acquisition. Approximately 6 million annual trips are provided by METRO's fixed route service with over 500,000 taken by passengers with disabilities.

Over 10% of METRO's budget is utilized to fund its paratransit service known as METRO ParaCruz. METRO ParaCruz' shared-ride service performs 87,000 rides annually. It is operated in compliance with the ADA and its implementing regulations. Through a local planning process, it was determined that the Santa Cruz County community would best be served through the utilization of door-to-door paratransit service, which METRO has provided and continues to provide.

METRO's bus and van operators are specifically and continually trained on all equipment utilized for passengers with disabilities in order to sustain maximum utilization of such equipment and provide a fully accessible fleet. METRO involves members of the community with disabilities in the training classes to ensure that bus and van operators are aware of passenger needs. METRO's maintenance personnel consistently maintain the fleet including the accessible features.

METRO's Board of Directors monitors METRO's fixed route and ParaCruz service on a monthly basis through various Ridership Reports including a-Reports on the fixed route service which include information about-~~on~~ Passenger Lift/Ramp Problems and, Dropped Service and ParaCruz Operating Statistics.

METRO sustains high ridership, by providing good customer service, including offering fixed route and paratransit services which meet or exceed that which is required by law and/or industry standards. Fixed-route passengers are able to board and deboard at "courtesy stops" which are stops that are requested by the passenger and are determined by the bus operator to be safe and accessible. ParaCruz riders are provided with additional service at times and dates ~~in~~ during which the fixed route service is not in operation. METRO ParaCruz provides same-day will-call trips (open return) for its riders. In addition to making eligibility decisions within seven days instead of the required 21 days, METRO ParaCruz also authorizes temporary eligibility on an immediate needs basis.

METRO works hard to sustain viable fixed route and paratransit services for the community it serves and continues to meet or exceed the requirements of the ADA and its implementing regulations. METRO has reviewed the Department of Transportation's NPRM Docket OST-2006-23985 regarding the "other issues" and submits the following comments:

1. ISSUE:

The Federal Transit administration has expressed the view that Bus Rapid Transit (BRT) vehicles should be treated like buses for ADA purposes and that ramp slopes should be measured from the height of the surface of the boarding platform.



**COMMENT:**

**Although METRO does not currently utilize BRT for its transit service, METRO has always had a strong commitment to accessibility of its fleet and believes that to the greatest extent practicable public transportation should be accessible.**

2. ISSUE:

When a rail station is not originally identified on the list of Key Station, and circumstances change bringing that station within one of the criteria listed for Key Stations, should the transit operator be required to make modifications to the station to making it accessible?

**COMMENT:**

**No comment is being submitted at this time.**

3. ISSUE:

Is it acceptable to have completely inaccessible heritage (vintage) trolley systems? If not, what, if any changes in the regulation should be made to address accessibility issues in these systems.

**COMMENT:**

**Although METRO does not currently have a heritage trolley system, METRO supports accessibility of a sufficient number of vintage trolleys in order to allow those with disabilities to access the service.**

4. ISSUE:

What, if any, changes to the regulations should the DOT contemplate in order to require appropriate accessibility in rail service between cities by transit providers other than Amtrak.

**COMMENT:**

**No comment is being submitted at this time.**

5. ISSUE:

The DOT is seeking comment on any issue concerning vehicle acquisition by public entities operating demand responsive systems for the general public. Unlike public fixed route operators (see Section 37.73), operators of demand responsive systems for the



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general public are not required, (under Section 37.77) to make good faith efforts to find accessible vehicles when acquiring used vehicles. DOT is requesting comment on whether the absence of such a provision has been a problem, and on whether we should add a used vehicle provision of this kind to §37.77.

**COMMENT:**

**METRO does not operate a demand response service for the general public but believes that good faith efforts to find, acquire and utilize accessible vehicles should be the minimum standard.**

**6. ISSUE:**

The DOT is seeking comment on how best to accommodate changes in mobility devices used by individuals with disabilities. This would include newer wheelchair designs, which could have different numbered wheels, or may be longer or heavier than the current definition.

**COMMENT:**

**METRO urges the DOT to retain the current definition of the "common wheelchair" and permit public transit agencies to continue to limit their vehicles to carrying "common wheelchair" users only. Public transit agencies, passengers and the taxpayers -need certainty in the procurement of the vehicles they operate in public transit. Public transit agencies expend hundreds of thousands of public dollars in the purchase of transit buses that are generally used for 15-20 years in active transit service. To change the definition and to require carriage of wheelchairs that exceed the standards of the "common wheelchair" definition would create chaos in the public transportation industry.**

**Additionally, DOT should work with the federal and state agencies that fund wheelchair/scooter purchases to disseminate the "common wheelchair" definition and public transit's inability to carry wheelchairs/scooters that do not meet this definition. Requiring wheelchair/scooter manufacturers, distributors and sellers to provide their customers with an "informed consent" which sets forth that the purchase of a wheelchair/scooter that does not meet the "common wheelchair" definition will preclude it from being transported on public transportation would assist with the dissemination of this information. Further, a manufacturer should be required not only to label each wheelchair/scooter it builds as to whether it meets the "common wheelchair" definition but also to notify the public in any advertisement or informational brochure as to whether or not it meets the definition.**



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7. ISSUE:

The DOT is seeking comment on whether any provisions of §37.167 concerning the implementation of priority seating provisions should be modified. This would pertain to requirements for the designation and signage of priority seating for individuals with disabilities in several modes: buses, light rail, rapid rail and commuter rail. There are currently no parallel requirements for intercity rail and over-the-road bus.

COMMENT:

**No comment is being submitted at this time.**

8. ISSUE:

The DOT is seeking comment on the matter of how providers of ADA paratransit should count trips. This issue concerns how missed or denied trips should be counted, in order to provide a consistently applied measure to all FTR-assisted transit systems. From the passenger service perspective, a missed or denied trip should be viewed as any trip that an eligible passenger seeks to take that, as a practical matter, he or she is unable to take because of the action of the transit provider.

COMMENT:

**At this juncture, METRO believes that more information is necessary in order to better resolve this issue. METRO believes that treating fixed-route and paratransit trips “comparably” is required. Therefore, it is requested that a Study be performed to better conform the National Transit Database (NTD) information, processes, definitions, and reporting of paratransit and fixed—route services. The Study should, at a minimum, result in the identification of a method that uniformly calculates total trips, trip denials, missed trips and no-shows of both services. The Study should make constructive recommendations to improve the quality of service in all communities. This would allow a review of this matter consistent with the original Congressional intent.**

CONCLUSION:

METRO understands the importance of maintaining accessibility of its transit services to the greatest extent possible. Its commitment to accessibility will continue unabated. However, because it is a transportation provider, it understands the difficulties in providing accessible transportation to a large group of people with differing needs and abilities. Thus, it cannot support a change in the definition of the “common wheelchair.” METRO must be able to anticipate the dimensions of the mobility devices it will carry before it meets its rider at the point of service if it truly intends to provide accessible service. Ensuring that the user has the necessary information on what mobility devices



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Maria Cino, Acting Secretary of Transportation  
Docket Management Facility  
July 28, 2006  
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can or cannot be carried on public transportation is critical to ensuring accessibility of transit services.

Studying the issue of how to count missed or denied trips is important and necessary for both fixed route and paratransit services. The problems facing these services must be identified and understood before penalties are imposed for non-compliance.

Thank you for your consideration of METRO's comments in this matter.

Very truly yours,

Leslie R. White  
General Manager

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006  
**TO:** Board of Directors  
**FROM:** Steve Paulson, Paratransit Administrator  
**SUBJECT:** CONSIDERATION OF RESPONSE TO RECOMMENDATIONS OF THE PARATRANSIT COORDINATION TASK FORCE

## I. RECOMMENDED ACTION

**Staff recommends that the Board direct staff to forward responses to the recommendations of the Paratransit Coordination Task Force to the Regional Transportation Commission.**

## II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door next day transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- During the Spring of 2004, the Santa Cruz County Regional Transportation Commission (RTC) established a Paratransit Coordination Task Force (PCTF) to address issues regarding the network of specialized transportation services in Santa Cruz County.
- The PCTF focused on four goals. Issues were determined both in advance of the Task Force meetings and through discussion by the Task Force.
- At the conclusion of the PCTF meetings, recommendations were forwarded to various entities identified by the Task Force as responsible for specific recommendations.
- The Board of Directors referred the PCTF recommendations that had been identified as METRO's responsibility to the METRO Advisory Committee (MAC) for review. MAC presented their recommended responses to the Board, dated March 9, 2006.
- At the Board of Directors meeting on June 23, 2006, members of the Board requested staff to review the more controversial recommendations of the PCTF and provide more detailed responses.

## III. DISCUSSION

During the Spring of 2004, the Santa Cruz County Regional Transportation Commission (RTC) established a Paratransit Coordination Task Force (PCTF) to address issues regarding the network of specialized transportation services in Santa Cruz County.

At the Board of Directors meeting on June 23, 2006 staff provided a response to each of the PCTF recommendations for which METRO was identified as responsible. Members of the Board requested staff to review the more controversial recommendations of the PCTF and provide more detailed responses.

***PCTF Recommendation: Redefine the RTC's advisory committee to empower it to play a stronger role in the oversight of paratransit services so that the committee's recommendations are taken seriously by both the RTC and METRO.***

- a. ***Create a structure that works mutually, where staffs can work together, where interested parties can work together to deal with issues that may arise that concern both of these services, whether it's the E&D TAC as its formed now or a revised E&D TAC or some other entity altogether.***
- b. ***Establish a structure that assures that the efficiency and duplication issues are dealt with effectively so problems are solved. This structure needs to have the respect and credibility with both the RTC and METRO. This would provide continuity with the work that the Task Force has started.***

Advisory bodies play a valuable role in public process. The METRO Advisory Committee (MAC), comprised exclusively of volunteer consumers of either fixed-route service, ADA paratransit service, or both, after educating themselves, give careful consideration to a wide variety of issues confronting METRO. The diversity of MAC membership ensures that differing interests are represented. Seniors and people with disabilities, rural fixed route riders, UCSC students, HWY 17 commuters and others advocate for their positions while listening to the needs of others. Once MAC has defined a position on an issue, it makes recommendations to the METRO Board of Directors. When the issue comes before the Board of Directors, MAC's recommendations are considered, along with other public input and staff's recommendations. Whatever action is taken is at the will of the Board. This may or may not be consistent with the recommendation from MAC.

The major concern with this recommendation from the PCTF is one of definition of function. In this context, the term "advisory" is defined as: "having or exercising power to advise <an advisory council>". This recommendation seeks to empower the committee with "oversight of paratransit services". "Oversight" meaning "watchful and responsible care" or "regulatory supervision <congressional oversight>" (source: Merriam-Webster Online).

Would this suggested oversight body be empowered to determine funding allocations? If so, would they be allowed to attach conditions to funding allocations? ADA paratransit and fixed route bus service share the same funding resources. Members of this advisory body, focused on paratransit issues, would not necessarily consider the impact of their decisions on fixed route service. As an unintended consequence, fixed route service could to be reduced to fund mandatory paratransit service, in turn, reducing the ADA paratransit service area.

**Staff recommends that METRO oppose this recommendation.**

***PCTF Recommendation: On an ongoing basis encourage the two main service providers, METRO and Community Bridges, to implement contract agreements when necessary and when feasible to minimize the inefficiency of both providers providing rides to the same location.***

This recommendation was primarily related to “co-mingling” rides funded by Medi-Cal with ADA paratransit rides. It has been METRO’s position since 2002 that this was not was not an appropriate practice.

The Medi-Cal transportation benefit is limited by the California Code of Regulations, Title 22, Section 51323: “Ambulance, litter van and wheelchair van medical transportation services are covered when the beneficiary's medical and physical condition is such that transport by ordinary means of public or private conveyance is medically contraindicated, and transportation is required for the purpose of obtaining needed medical care.”

The Manual for Medi-Cal Authorization includes this language: (section 533 Scope of Benefits, Transportation)

Medical transportation services are defined as the transportation of the sick, injured, invalid, convalescent, infirm or otherwise incapacitated persons by ambulances, litter vans, or wheelchair vans licensed, operated and equipped in accordance with applicable state or local statutes, ordinances, or regulations. Medical transportation services do not include transportation of beneficiaries by passenger car, taxi cabs, or other forms of public or private conveyances. (§51151)

METRO ParaCruz is a public conveyance. If a passenger is eligible for ParaCruz and not prevented from traveling on ParaCruz due to their medical condition, regulations suggest they would not be eligible for the Medi-Cal transportation benefit.

**Staff recommends that METRO oppose this recommendation.**

***PCTF long term recommendation: Look into providing free bus passes for conditional riders of ADA Paratransit as a way to reduce paratransit use, cut costs and encourage long term transit use.***

Paratransit users with conditional eligibility are **expected** to use the fixed route service whenever they can. Paratransit eligibility entitles the customer to ride fixed route for seventy-five cents (\$.75) versus three dollars (\$3.00) on ParaCruz. Providing free bus passes could result in the unintended consequence of encouraging people to apply for ADA paratransit eligibility in order to ride the bus for free.

**Staff recommends that METRO oppose this recommendation.**

***PCTF long-term recommendation: Consider the creation of a single agency which would, at a minimum, administer the allocation of paratransit services and/or potentially be the provider of an integrated system of paratransit services.***

ADA paratransit is unique among specialized transportation services. Other specialized transportation programs are limited to specific destinations (e.g., Elderday), specific types of riders (e.g., participants of the Skills Center), or both. Each program has its own funding sources eligibility criteria and operating regulations. Some, like the San Andreas Regional Center, have long chosen to function independently of other programs. Others, like Elderday, have recently found more cost-effective solutions for their transportation needs and switched away from the consolidated services model. The Alliance for Health uses multiple providers for their transportation needs, including private for-profit operators. If such an agency were created, what entity would oversee its functions? Would this agency take upon itself the liabilities inherent in providing ADA paratransit service?

**Staff recommends that METRO oppose this recommendation.**

***PCTF short-term recommendation: Request that METRO consider the option of designating appropriate individuals at particular facilities to determine eligibility for ADA paratransit services using METRO's criteria/standards and operating under METRO's supervision.***

Regardless of who is involved in determining eligibility, METRO and the Board of Directors will continue to be legally responsible for ADA paratransit. There is no benefit to METRO from this proposed arrangement and there is significantly increased liability from others being overly conservative or overly generous with eligibility determinations.

**Staff recommends that METRO oppose this recommendation.**

***PCTF short-term recommendation: Request that all paratransit providers consider adopting policies to allow same-day changes under criteria that they may adopt.***

In addition to their own manifest, METRO ParaCruz Operators are provided with print outs of all rides to be provided on that day, including ready windows, pick up and drop off locations. Manifests are crafted with the goal of transporting passengers with the fewest number of vehicles traveling the least number of miles possible. Allowing modifications to rides that have already been scheduled would be problematic. Operating efficiency would be decreased. The existing ride would be canceled, a new ride would be created, one or more drivers would need to be contacted as the ride is removed from one manifest and assigned to another. If a return ride is needed, the printed information that the Operators have will not be accurate. This creates added potential of difficulties in successfully accomplishing the ride.

Same day service is not a requirement of the ADA. Some other entities provide same day service as a premium service at an added cost. For instance, in Santa Clara County, same day service is available at four times the regular paratransit fare. Even at this premium rate, the increased cost to METRO of providing this option could be more than double what the customer is charged.

**Staff recommends that METRO oppose this recommendation.**

#### **IV. FINANCIAL CONSIDERATIONS**

Many of the PCTF recommendations, especially those related to eligibility determination, program oversight, and service integration would have very dramatic economic consequences for METRO's operating budget.

#### **V. ATTACHMENTS**

NONE



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006  
**TO:** Board of Directors  
**FROM:** Leslie R. White, General Manager  
**SUBJECT:** **CONSIDERATION OF THE CREATION OF THE POSITION OF FINANCE MANAGER DESIGNATE FOR THE PERIOD OF SEPTEMBER 1, 2006 THROUGH DECEMBER 31, 2006.**

## I. RECOMMENDED ACTION

**That the Board of Directors approve the creation of the temporary position of Finance Manager Designate for the period of September 1, 2006 through December 31, 2006.**

## II. SUMMARY OF ISSUES

- Elisabeth Ross has served in various capacities at the Santa Cruz Metropolitan Transit District (METRO) in since 1976.
- Currently Elisabeth Ross serves as the Finance Manager for METRO.
- Elisabeth Ross has indicated that it is her desire to retire from METRO by December 31, 2006, or sooner if possible.
- The position of Assistant Finance Manager is currently vacant due to the retirement of Marilyn Fenn.
- The position of a public agency Finance Manager is both crucial and complex. Therefore it is anticipated that it will require some time to fill and that an "overlap" of time with the new Finance Manager and Elisabeth Ross would be beneficial.
- Staff recommends that the Board create the position of Finance Manager Designate for the period of September 1, 2006 through December 31, 2006 in order to provide for an orderly transition in the Finance department.

## III. DISCUSSION

The position of Finance Manager is critical to the stability of any public agency. METRO has been fortunate to have the services of Elisabeth Ross in this position. Ms. Ross has served METRO in a variety of positions, including Assistant General Manager, since 1976. Ms. Ross has indicated that she would like to retire prior to December 31, 2006. The loss of the services of Elisabeth Ross creates a vacuum that will be very difficult to fill. Additionally, the recent retirement of Marilyn Fenn as Assistant Finance Manager makes it even more critical for METRO that an orderly transition in leadership in the Finance Department takes place.

In order to provide an opportunity for an orderly transition in the Finance Department I am proposing that we recruit and employ a new Finance Manager prior to the retirement of Elisabeth Ross. To provide a mechanism for the "overlap" of Finance Managers I am recommending that the Board of Directors create the position of Finance Manager Designate for the period of September 1, 2006 through December 31, 2006. The cost of the Finance Manager Designate position will be approximately \$28,000 plus benefits for the four-month period of time. Salary savings from the open Assistant Finance Manager position will offset funding requirements for the position. The delay of the appointment of the Assistant Finance Manager will allow the new Finance Manager Designate to participate in the selection process for this position.

#### **IV. FINANCIAL CONSIDERATIONS**

It is anticipated that the Finance Manager will require \$28,000 plus benefits for the September 1, 2006-December 31, 2006 period. This position, if approved, would be funded from the savings from the open Assistant Finance Manager position.

#### **V. ATTACHMENTS**

**Attachment A:** None

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006  
**TO:** Board of Directors  
**FROM:** Tom Stickel, Manager of Fleet Maintenance  
**SUBJECT:** **REQUEST AUTHORIZATION TO USE THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF ONE EACH SERVICE TRUCK**

## I. RECOMMENDED ACTION

**District staff is recommending that the Board of Directors authorize the General Manager to use the State of California, Department of General Services contract for the purchase of one each service truck from Downtown Ford Sales.**

## II. SUMMARY OF ISSUES

- The District has funding for the purchase of one service truck for use by Fleet Maintenance.
- The State of California, Department of General Services has issued a cooperative vehicle procurement contract for the purchase of this truck.
- The Federal Circular that governs procurement for federally funded purchases encourages joint purchasing when the procurement includes the applicable federally mandated clauses.
- The District requests the use State of California vehicle contracts for this procurement as a means of streamlining the procurement process.
- District staff recommends that the Board of Directors authorize the General Manager to use the State of California, Department of General Services contract for trucks, vans and utility vehicles for the purchase of one each service truck from Downtown Ford Sales.

## III. DISCUSSION

The District has funding for the purchase of one each service truck for Fleet Maintenance. Each year the State of California prepares bids for vehicles, trucks, vans and utility vehicles. The resulting cooperative purchasing contracts allow smaller public agencies to purchase vehicles based on statewide government agency requirements. This process allows for better pricing than the District would normally obtain due to the greater quantities requested in the state bid.

The FTA encourages grant recipients to utilize cooperative purchasing agreements whenever it is practical as a means of saving money. The State of California charges a contract usage fee of

2.48 % based on the purchase order total before tax or any offered cash discounts with a maximum charge of \$7,500.

It is recommended that the Board authorize the General Manager to use the State Procurement Process for the purchase of one each service truck for Fleet Maintenance from Downtown Ford Sales for a total amount not to exceed \$ 62,000.

#### **IV. FINANCIAL CONSIDERATIONS**

Funding for this contract is contained in the Capital Improvement Program under District Funded Projects.

#### **V. ATTACHMENTS**

**Attachment A:** Cost Summary for Service truck with Options required

## THIS IS YOUR QUOTE

DF0707065

DOWNTOWN FORD SALES  
 525 N16th Street, Sacramento, CA. 95814  
 916-442-6931 fax 916-491-3138

### QUOTATION

**Customer**

Name SANTA CRUZ METRO TRANSIT DISTRICT  
 Address \_\_\_\_\_  
 City CA  
 Phone LLOYD LONGNECKER 831-469-1958

Date 7/7/2006  
 REP FORBESS  
 Phone 916-442-6931  
 FOB \_\_\_\_\_

Qty	Description	Unit Price	TOTAL
1	2007 FORD F550 CAB CHASSIS 4X2 GAS	\$24,575 00	\$24,575 00
1	POWER WINDOWS/LOCKS/MIRRORS	\$667 00	\$667 00
1	DAYTIME RUNNING LAMPS	\$42 00	\$42 00
1	VINYL SEAT TRIM	\$70 00	\$70 00
1	SCELZI BODY PER SCMTD SPECIFICATIONS	\$31,600.00	\$31,600.00

**NOTE: ORDER CUTOFF DATE IS AUGUST 15**

**Payment Details**

- 
- 
- 

Taxes	SHIPPING	\$56,954 00
		\$150 00
	TIRE FEE	\$4,556 32
	TOTAL	\$12.25
		\$61,672.57

Office Use Only

**TERMS: \$500 DISCOUNT FOR PAYMENT WITHIN 20 DAYS**

PRICING BASED UPON STATE OF CALIFORNIA CONTRACT  
 1-06-23-20

15.a.1

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** July 28, 2006  
**TO:** Board of Directors  
**FROM:** Tom Stickel, Manager of Fleet Maintenance  
**SUBJECT:** **CONSIDERATION OF AWARD OF CONTRACT FOR FURNISHING HEAVY DUTY BRAKE DRUMS**

## I. RECOMMENDED ACTION

**District staff is recommending that the Board authorize the General Manager to enter into a contract with Orion Bus Industries, Inc. for the purchase of heavy-duty brake drums.**

## II. SUMMARY OF ISSUES

- At the August 15, 1997 board meeting, the Board of Directors authorized the District's participation in the Regional Transit Coordinating Council (RTCC) cooperative purchase agreements.
- The RTCC Procurement Committee released a bid for heavy-duty brake drums on April 25, 2006. The District is a participating transit agency in this bid.
- Bids were opened on May 25, 2006.
- The RTCC Procurement Committee recommends that RTCC Contract No. 2006-957RTCC be awarded to Orion Bus Industries, Inc. for the purchase of heavy-duty brake drums as the lowest responsive bidder.
- District staff recommends that the Board authorize the General Manager to enter into a contract with Orion Bus Industries, Inc. for the purchase of heavy-duty brake drums in reference to the RTCC contract.

## III. DISCUSSION

In order to obtain the best prices by combining annual quantities from several participating transit agencies, the RTCC Procurement Committee actively participates in joint procurements for commodities that are commonly used by all RTCC member agencies.

RTCC bid documents were prepared and mailed out on April 25, 2006 to prospective bidders and was legally advertised. On May 25, 2006, six (6) bids were received and opened. All bids were evaluated and the RTCC Procurement Committee recommended that the contract for heavy duty brake drums be awarded to Orion Bus Industries, Inc. as the lowest responsive bidder.

District staff recommends that the Board authorize the General Manager to enter into a contract with Orion Bus Industries, Inc. for the purchase of heavy-duty brake drums in reference to RTCC contract number 2006-957RTCC.

#### IV. FINANCIAL CONSIDERATIONS

The necessary funds for the procurement of heavy-duty brake drums are contained within the Fleet Maintenance operating budget. Annual estimated budget for brake drums is \$30,000.

#### V. ATTACHMENTS

Attachment A: Contract with Orion Bus Industries, Inc.

**Note: The RFP (or IFB) along with its Exhibits and any Addendum(s) are available for review at the Administration Office of METRO or online at [www.scmtd.com](http://www.scmtd.com)**

## 2006-957RTCC

### CONTRACT FOR HEAVY DUTY BRAKE DRUMS

THIS CONTRACT is made effective on August 1, 2006, between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, a political subdivision of the State of California ("District"), and ORION BUS INDUSTRIES, INC., ("Contractor").

#### 1. RECITALS

##### 1.01 District's Primary Objective

District is a public entity whose primary objective is providing public transportation and has its principal office at 370 Encinal Street, Santa Cruz, California 95060.

##### 1.02 District's Need for Heavy Duty Brake Drums

District requires the purchase of heavy-duty brake drums to be used for standard purposes. In order to obtain said goods, the District entered into a covenant with the Regional Transit Coordinating Council (RTCC), on May 25, 2006, to obtain said goods for a period of two (2) years. This agreement, 2006-957RTCC, is attached hereto and incorporated herein by reference as Exhibit A.

##### 1.03 Contractor's Bid Form

Contractor is a supplier of goods desired by the District and whose principal place of business is 165 Base Road, Oriskany, New York. Contractor was chosen as the lowest responsive, responsible bidder by AC Transit District, in a fair and open bid. The results of said Bid are attached hereto and incorporated herein by reference as Exhibit B. A copy of Contractor's Bid Form is attached hereto and incorporated herein by reference as Exhibit C.

##### 1.04 Selection of Contractor and Intent of Contract

On June 1, 2006, AC Transit District, the lead procuring agency for this Bid, selected Contractor as the lowest responsive, responsible bidder to provide said goods. The purpose of this Contract is to set forth the provisions of this procurement.

##### 1.05 Contractor and Supplier Synonymous

For the purposes of this Contract, the terms "contractor" and "supplier" are synonymous.

District and Contractor agree as follows:

#### 2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

##### 2.01 Documents Incorporated in This Contract

The documents below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties' Contract, and it is a complete and exclusive statement of the provisions of that Contract.

a) Exhibit A - RTCC's Governing Contract.

16.21



- b) Exhibit B - Bid Abstract
- c) Exhibit C – Contractor’s Bid Form
- d) Exhibit D- Invitation for Bid, Contract No. 2006-957RTCC

2.02 Conflicts

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

2.03 Recitals

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

3. TIME OF PERFORMANCE

3.01 General

Contractor shall provide materials under this Contract at such times as deemed necessary by the District.

3.02 Term

The term of this Contract commences on the date of execution and shall remain in force through July 31, 2008.

4. COMPENSATION

4.01 Terms of Payment

Upon written acceptance, District agrees to pay Contractor as identified in the Bid Form, Exhibit C. Upon satisfactory delivery of materials under the terms and provisions of this Contract, District agrees to pay Orion Bus Industries, Inc. within thirty (30) days thereof. Contractor understands and agrees that if he/she exceeds the scheduled amounts payable under this contract, that it does so at its own risk.

4.02 Invoices

Contractor shall submit invoices referencing the District supplied Purchase Order number.

Invoice records shall be kept up-to-date at all times and shall be available for inspection by the District (or any grantor of the District, including, without limitation, any State or Federal agency providing project funding or reimbursement) at any time for any reason upon demand for not less than four (4) years after the date of expiration or termination of the contract. Under penalty of law, Contractor represents that all amounts billed to the District are (1) actually incurred; (2) reasonable in amount; (3) related to this contract; and (4) necessary for performance of the services. The District shall pay no expenses unless specifically allowed by this contract.

16. a 2

5. NOTICES

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

DISTRICT

Santa Cruz Metropolitan Transit District  
370 Encinal Street,  
Santa Cruz, CA 95060

Attention: Lloyd Longnecker  
District Buyer

CONTRACTOR

Orion Bus Industries, Inc.  
165 Base Road  
Oriskany NY 13424

Attention: Mark Brager  
Vice President of Sales

6. AUTHORITY

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

Signed on \_\_\_\_\_

DISTRICT--SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

\_\_\_\_\_  
Leslie White  
General Manager

CONTRACTOR-- ORION BUS INDUSTRIES, INC.

By \_\_\_\_\_  
Mark Brager  
Vice President of Sales

Approved as to Form:

\_\_\_\_\_  
Margaret Rose Gallagher  
District Counsel

16.a3



INVITATION FOR BIDS

CONTRACT PROPOSAL NO. 2006-957RTCC

AC TRANSIT DISTRICT  
Purchasing Department  
10626 International Blvd.  
Oakland, CA 94603

Date: April 25, 2006

TITLE: Heavy Duty Brake Drums

BIDS WILL BE OPENED at 10626 International Blvd. by 2 P.M. May 25, 2006

DO NOT INCLUDE SALES OR EXCISE TAXES in Bid prices.

Sign the bid, put it in an envelope, and write the Contract Bid number and Title on the outside. Sign and return this page. Retain Bidder's Duplicate copy for your files.

ALL BIDDERS COMPLETE THIS SECTION:

May 17 / 2006 2006

Upon execution of a Contract Acceptance form, the undersigned agrees to furnish, subject to provisions on the reverse of this form, all articles or services within the dates specified, in the manner and at the prices stated, in accordance with the advertisement, specifications, proposal, special conditions and general conditions, all of which are made part of the contract proposal, when authorized by Purchase Order, Contract Order, or Letter of Agreement issued by the District.

Name under which business is conducted: Orion Bus Industries Inc.

Business street address: 165 Base RD Telephone: 1800 668 2871  
ORISKANY City NEW YORK State 13424 Zip Code

IF SOLE OWNER, sign here:

I sign as sole owner of the business named above:

Signed \_\_\_\_\_ Typed Name \_\_\_\_\_

F PARTNERSHIP OR JOINT VENTURE, sign here:

The undersigned certify that we are partners in the business (joint venture) named above and that we sign this contract proposal with full authority to do so (one or more partners sign):

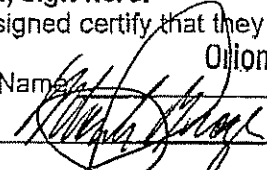
Signed \_\_\_\_\_ Typed Name \_\_\_\_\_

Signed \_\_\_\_\_ Typed Name \_\_\_\_\_

F CORPORATION, sign here:

The undersigned certify that they sign this contract proposal with full authority to do so:

Corporate Name Orion Bus Industries Inc.

Signed X  Typed Name MARK BRABEL Title VICE PRESIDENT SALES SUPERVISOR

Signed  Typed Name ROB MEDEIROS Title CONTRACTS

Incorporated under the laws of the State of NEW YORK

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

OPTION  
BID FORM SHEET  
U.S. MANUFACTURED BRAKE DRUMS

Price Quotation

Santa Cruz Transit will purchase new heavy-duty brake drums. Quantities are based on the Santa Cruz Transit's prior annual purchase history. Approximate quantities are listed below. Santa Cruz Transit does not guarantee any specific quantities.

Est. Yearly Quantity Each	Santa Cruz Transit	O.E.M. For Webb Wheel	Alternative U.S. Manufacturer	Drum Description	Price Per Drum
76		64089F	WEBB	REAR, STD.	125.67
4		64040B	WEBB	FRONT, STD.	109.86
2		64015B	WEBB	REAR, STD.	129.05
2		64115B	WEBB	REAR, STD.	120.80
2		64117B	WEBB	FRONT, STD.	83.07
4		65169B	WEBB	FRONT, STD.	128.30
2		66812B	WEBB	REAR, STD.	287.99

PAYMENT TERMS:  
DISCOUNTS:

NET 30 Days  
N/A

**SIGN AND RETURN THIS PAGE**

**INVITATION FOR BIDS**

**CONTRACT PROPOSAL NO. 2006-957RTCC**

**AC TRANSIT DISTRICT  
Purchasing Department  
10626 International Blvd.  
Oakland, CA 94603**

**Date: April 25, 2006**

**TITLE: Heavy Duty Brake Drums**

**BIDS WILL BE OPENED at 10626 International Blvd. by 2 P.M. May 25, 2006**

**DO NOT INCLUDE SALES OR EXCISE TAXES in Bid prices.**

Sign the bid, put it in an envelope, and write the Contract Bid number and Title on the outside. Sign and return this page. Retain Bidder's Duplicate copy for your files.

**ALL BIDDERS COMPLETE THIS SECTION:**

2006

Upon execution of a Contract Acceptance form, the undersigned agrees to furnish, subject to provisions on the reverse of this form, all articles or services within the dates specified, in the manner and at the prices stated, in accordance with the advertisement, specifications, proposal, special conditions and general conditions, all of which are made part of the contract proposal, when authorized by Purchase Order, Contract Order, or Letter of Agreement issued by the District

Name under which business is conducted: \_\_\_\_\_

Business street address: \_\_\_\_\_ Telephone: \_\_\_\_\_

\_\_\_\_\_ City

\_\_\_\_\_ State

\_\_\_\_\_ Zip Code

**IF SOLE OWNER, sign here:**

I sign as sole owner of the business named above:

Signed \_\_\_\_\_ Typed Name \_\_\_\_\_

**IF PARTNERSHIP OR JOINT VENTURE, sign here:**

The undersigned certify that we are partners in the business (joint venture) named above and that we sign this contract proposal with full authority to do so (one or more partners sign):

Signed \_\_\_\_\_ Typed Name \_\_\_\_\_

Signed \_\_\_\_\_ Typed Name \_\_\_\_\_

**IF CORPORATION, sign here:**

The undersigned certify that they sign this contract proposal with full authority to do so:

Corporate Name: \_\_\_\_\_

Signed \_\_\_\_\_ Typed Name \_\_\_\_\_ Title \_\_\_\_\_

Signed \_\_\_\_\_ Typed Name \_\_\_\_\_ Title \_\_\_\_\_

Incorporated under the laws of the State of \_\_\_\_\_

# GENERAL CONDITIONS, INSTRUCTIONS AND INFORMATION FOR BIDDERS

## 1. EXPLANATIONS, CLARIFICATIONS AND CHANGES

Bidders shall request any explanation, clarification or changes to specifications in writing. Any reply and/or change to specifications will be made by written addendum which shall become a part of the bid documents.

## 2. BID SUBMISSION

To receive consideration, bids must be delivered prior to the date and time for bid opening. All bids shall be in a sealed envelope properly endorsed as to the bid number and opening date. Submission of a bid shall constitute a firm offer to the District for ninety (90) days from the last day for receipt of bids.

Unauthorized conditions, limitations or provisos attached to a bid will render it non-responsive and may cause its rejection. No telegraphic or facsimile bids or modifications will be considered unless otherwise stated.

A bidder may withdraw his bid prior to bid opening, without prejudice, by submitting a written request for its withdrawal to the Purchasing Manager. The bidder must be able to identify its Bid, show proper identification, and show proper authorization to withdraw the Bid.

At the hour specified in the notice, the District will open, examine and publicly declare all bids received. Bidders, their representatives, and others interested, are invited to be present at the opening of bids. Awards will be made or bids rejected by the District within a reasonable time after bids have been opened.

## 3. APPROVED EQUALS

When the name of a manufacturer, brand or make, with or without a model number, is used in describing any item in this document, bids for similar articles will be considered unless otherwise stated. The District shall be the sole judge whether such alternate articles are acceptable. Unless the bidder states to the contrary, articles offered are assumed to be the specific articles named in this document and that articles offered are in accordance with the specifications. If not offering the specific articles named, bidder should enclose with bid full information, specifications and descriptive data on items offered. The District reserves the right to permit deviations from the specifications if any article offered is substantially in accord with the specifications and is deemed by the District to be as good quality and as fully satisfactory for its intended use as an article fully meeting specifications.

## 4. CONDITION OF ARTICLES

Articles offered and furnished must be new and previously unused and of manufacturer's latest model unless otherwise specified herein.

## 5. TAXES

The supplies, materials or equipment called for under the specifications will be used by the District in the performance of a governmental function and are exempt from taxation by the United States Government.

Unless otherwise stated bidder shall exclude applicable California State and local sales or use taxes in the total price in his bid. Said tax, wherever applicable, will be paid by the District to the Contractor, if licensed to collect same, or otherwise directly to the State.

## 6. AWARD AND REJECTION OF BIDS

The District may reject any and all bids, may waive any minor irregularities or informalities in any bid or in the bidding procedure, and must reject a bid of any party who has been delinquent or unfaithful in any former contract with the District. If an award is made, it shall be made to the lowest responsible bidder.

## 7. DELIVERIES

FOB destination in Oakland, freight prepaid and allowed. Unless otherwise stated in the specification or bid forms, bidder shall include freight or delivery charges in the total price in its proposal.

## 8. SEPARATE ITEMS OR IN THE AGGREGATE

Any bidder may bid separately for any item unless otherwise provided. The District may make awards on separate items or in an aggregate of several or all items unless otherwise provided.

## 9. CASH DISCOUNTS

Cash discount (discount for prompt payment) will be taken into consideration in determining the low bid under the following conditions:

- Discount period must be at least 30 days.
- The discount period will start on the date of completion of delivery of all items on any Purchase Order or other authorization or upon date of properly prepared invoices covering such deliveries, whichever is later.

- Payment is deemed to be made, for the purpose of claiming the discount, on the date of mailing the District's warrant or check.

## 10. ACCEPTANCE, BILLING AND PAYMENT

Acceptance by the District of any equipment, supplies, or materials furnished under the contract to be awarded shall occur only subsequent to the final inspection by authorized employees of the District. Defective or nonconforming equipment, supplies or materials shall be rejected by the District and the contract price adjusted accordingly unless acceptable replacement is made.

Invoices shall be rendered in triplicate to AC Transit District, P.O. Box 28507, Oakland, California 94604. Invoices shall include all applicable state, city and special district sales taxes at time of delivery. Invoices shall identify the Contract and Purchase Order Numbers. Unless otherwise stated, the District will make payment within thirty (30) days of the date of completion of delivery of all items on any Purchase Order or other authorization or upon date of properly prepared invoices covering such deliveries, whichever is later.

## 11. WARRANTY OF TITLE

The Contractor warrants and agrees that title to all materials and equipment furnished under this contract and accepted by the District will pass to the District free and clear of all liens, claims, security interests or encumbrances.

## 12. PERFORMANCE WARRANTY

Contractor shall supply his standard warranty(ies) on defects in workmanship and material applicable to the materials, supplies or equipment furnished hereunder. The standard warranties should be no less than the minimum requirements stated in the Specifications. All warranties to commence after acceptance of delivery by the District unless otherwise stated. It is understood and agreed that the District does not waive any warranty either expressed or implied or any liability of the manufacturer or contractor as may be determined by a decision of any court of the State of California or the United States.

## 13. INDEMNIFICATION

Contractor shall indemnify, keep and save harmless the District, its Board of Directors, officers, officials, employees, agents and volunteers from and against any and all liability, loss, damage, expense, costs (including, without limitation, costs and fees of litigation) of every nature arising out of or in connection with Contractor's performance of work hereunder or its failure to comply with any of its obligations contained in the Agreement, except such loss or damage caused by the sole negligence or willful misconduct of the District.

## 14. TERMINATION AND TERMINATION FOR CONVENIENCE

In the event the Contractor fails to perform any of his obligations under this contract, this contract may be terminated effective after 10 days written notice and all of contractor's rights hereunder ended. No new work will be undertaken and no new deliveries will be made after the date of receipt of such notice.

The District may terminate this Agreement for the District's convenience and without cause at any time by giving Contractor written notice of termination. In the event of termination, Contractor will be paid for those services performed or deliveries made pursuant to this Agreement to the satisfaction of the District up to the date of termination. In no event will the District be liable for costs incurred by Contractor after receipt of notice of termination.

## 15. NON-DISCRIMINATION

In connection with the execution of any contract hereunder, the Contractor shall not discriminate against any applicant or employee on the grounds of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex or age as defined in Section 12926 Government Code.

## 16. GOVERNING LAW

This contract shall be governed by the laws of the State of California.

## 17. PROHIBITED INTERESTS

By submitting a bid, the bidder represents and warrants that neither the General Manager nor any Director, officer employee of the District is in any manner interested directly or indirectly in the bid or in the contract which may be awarded under it, or in any expected profits to arise therefrom (State of California Government Code section 1090 et Seq.). No member, officer or employee of the District, during his/her tenure or for one year thereafter, shall have an interest, direct or indirect, in this Contract or the proceeds thereof.

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

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**SPECIAL CONDITIONS**

The Alameda Contra-Costa Transit District, acting on behalf of the Regional Transit Coordinating Council Procurement Committee (RTCC), is soliciting bids for heavy-duty brake drums. The contract provides for purchase and delivery of heavy-duty brake drums to participating RTCC agencies, as specified in the Technical Specifications of this bid.

These terms and conditions supplement the District's General Conditions, and Instructions and information for Bidders. In the event of a conflict between these conditions and the preceding General Conditions, these conditions take precedence.

**18. CONTRACT TYPE/TERM**

This is a two (2) year, firm fixed price, indefinite quantity contract.

The contract with each RTCC Agency shall be for two (2) years. Bid prices shall be firm for the term of the Contract.

The contract commencement date shall be three (3) days after execution of the written contract or Purchase Order with each RTCC Agency. Notification of award shall be made to the successful bidder in writing by the Alameda Contra-Costa Transit District for the Alameda Contra-Costa Transit District only.

The rights and obligations offered in the Contract shall be offered equally to all RTCC Agencies. Except for those provisions relating to the initial award of Contract by the District to the lowest responsive, responsible bidder, all references to the District shall mean each RTCC Agency. Each RTCC Agency shall issue individual contracts or Purchase Orders that shall specify quantity and delivery requirements and shall make payments directly to the Contractor who agrees to look solely to such agency for compensation. Any termination or modification of contractual commitments, in whole or in part, with individual RTCC agencies whether mutually agreed to or by remedy at law, shall in no way relieve the contractor of any such contractual obligations to the remaining RTCC Agencies.

**19. QUANTITIES**

The quantities listed are the estimated annual requirements based on current usage. The RTCC does not guarantee, either expressed or implied, to purchase these quantities, but the right is reserved to purchase any greater or lesser quantities. The RTCC also reserves the right to buy these or other products from other Contractors. Contractor shall be bound to the prices on the submitted Bid Form for the duration of the contract term.



HEAVY DUTY BRAKE DRUMS  
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SPECIAL CONDITIONS

20. DELIVERY

Delivery of all items required within thirty (30) days of placement of orders.

21. DELIVERY LOCATIONS FOR PARTICIPATING RTCC AGENCIES

Time and place of Delivery:

AC Transit District  
Receiving Dock, Central Maintenance Facility  
10626 International Boulevard  
Oakland, CA 94603  
Monday – Friday, 7:00 a.m. to 2:00 p.m.

Central Contra Costa Transit Auth. (CCCTA)  
2477 Arnold Industrial Way  
Concord, California 94520  
Monday – Friday, 7:00 a.m. to 11:00 p.m.

Golden Gate Transit District (GGT)  
1011 Andersen Drive  
San Rafael, California 94901  
Monday – Friday, 7:00 a.m. to 2:00 p.m.

Monterey –Salinas Transit (MST)  
One Ryan Ranch Road  
Monterey, California 93940  
Monday – Friday, 8:00 a.m. to 2:00 p.m.

Santa Cruz Metro (SCMTD)  
138 Golf Club Drive  
Santa Cruz, California 95060  
Monday – Friday, 8:00 a.m. to 12:00 p.m.  
Monday – Friday, 1:00 p.m. to 2:30 p.m.

Vallejo Citizens Transit Corporation  
1850 Broadway  
Vallejo, California 94589  
Monday – Friday, 7:00 a.m. to 2:00 p.m.

San Joaquin Regional Transit District  
1533 E. Lindsay Street  
Stockton, California 95205  
Monday – Friday, 7:00 a.m. to 2:00 p.m.

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

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SPECIAL CONDITIONS

22. **BILLING AND INVOICING FOR PARTICIPATING RTCC AGENCIES**

Contractor shall render invoices in triplicate to participating RTCC Agencies billing addresses listed below:

AC Transit District  
P.O. BOX 28507  
Oakland, CA 94603

Central Contra Costa Transit Auth. (CCCTA)  
2477 Arnold Industrial Way  
Concord, California 94520

Golden Gate Transit District (GGT)  
P.O. BOX 9000, Presidio Station  
San Francisco, California 94129

Monterey –Salinas Transit (MST)  
One Ryan Ranch Road  
Monterey, California 93940

Santa Cruz Metro (SCMTD)  
370 Encinal Street, Suite 100  
Santa Cruz, California 95060

Vallejo Citizens Transit Corporation  
1850 Broadway  
Vallejo, California 94589

San Joaquin Regional Transit District  
1533 E. Lindsay Street  
Stockton, California 95205

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**SPECIAL CONDITIONS**

**23. COST AND PRICING DATA**

In the event that there is only one (1) bid, cost and pricing data may be required to be submitted to the District by Contractor.

**24. CONTRACT AWARD/EVALUATION**

Award will be made to the lowest responsive and responsible bidder, and award may be made by individual item or in the aggregate, whichever is the most advantageous to the District.

**25. MODIFICATION OF CONTRACT**

This contract may not be modified, nor may compliance with any of its terms be waived, except by written instrument executed and approved in the same manner as this agreement.

**26. BRAND, MANUFACTURER OR PRODUCT NAMES**

Whenever brand, manufacturer or product names are indicated in these specifications, they are included **ONLY** for the purpose of establishing identification and a general description of the item. Whenever such names appear, the term, "or Approved Equal" is considered to follow. Specifying a brand name, components and/or equipment in the specification shall not relieve the supplier from his/her responsibility to produce the product in accordance with the warranty and contractual requirements.

The Contractor is responsible for notifying the District of any inappropriate brand name, components and/or equipment that may be called for in the specification, and to propose a substitute for consideration.

**27. PROTEST PROCEDURES**

A. Protest Before Bid Opening

Protests based upon restrictive specifications or alleged improprieties in the bidding procedure shall be filed, in writing, with the Procurement and Materials Director, ten (10) days prior to the bid opening date. The protest must clearly specify the grounds on which the protest is based and include any supporting information.

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FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

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**SPECIAL CONDITIONS**

B. Protest of Award

A bidder (or other interested party as defined under the District's Protest Procedures) may file a protest with the District alleging a violation of applicable federal or state law and/or District policy or procedure relating to seeking, evaluating and/or awarding of a procurement contract. Such protest must be filed no later than ten (10) days after the date of notice of award or non-award of the contract by the District.

- C. Copies of the District's Procurement Procedures should be obtained from the Districts Procurement and Materials Director. The Procurement Protest Procedures will be provided immediately upon request. **FAILURE TO COMPLY WITH ANY OF THE REQUIREMENTS SET FORTH IN THE DISTRICT'S WRITTEN PROTEST PROCEDURES MAY RESULT IN REJECTION OF THE PROTEST.**

28. **INSURANCE**

Vendor must have General Liability Insurance, coverage to be equal to Insurance Services Office Commercial General Liability Occurrence Form CG 0001, including contractual liability, severability of interests and products/completed operations. Limits shall be no less than \$1,000,000 per occurrence. Vendor's insurance is primary as respects to any claims relating to this contract. The policy must be endorsed to add the District as additional insured. **Coverage must be placed with insurers with a current A.M. Best rating of "A:-VII".** The District must be provided proof acceptable to the District of vendor's coverages prior to any work under this contract.

29. **CORRESPONDENCE**

All correspondence must show **Contract Bid Number 2006-957RTCC**.

30. **VENDOR REGISTRATION**

If you are not already an AC Transit registered vendor, an online Vendor Registration is required prior to contract award. Bidders should access [www.actransit.org](http://www.actransit.org), select: purchasing, online purchasing, and register as an Online Purchasing User. To complete the process, include a W-9, Request for Taxpayer Identification Number and Certification – containing original signature – in proposals. If online access is not available, contact the Purchasing Department for instructions.

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SPECIAL CONDITIONS

31. FURTHER INFORMATION

Perspective bidders may contact James A. Bonds, (510) 577-8842, between the hours of 7:00 a.m. and 3:30 p.m., Monday through Friday, holidays excepted, for further information.

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FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

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**SUPPLEMENTAL FEDERAL REQUIREMENTS FOR FTA RECIPIENTS**

**1. NO OBLIGATION BY THE FEDERAL GOVERNMENT**

- A. The Purchaser and Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the District, Contractor or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.
- B. The Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

**2. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS AND RELATED ACTS**

- A. The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.
- B. The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

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**SUPPLEMENTAL FEDERAL REQUIREMENTS FOR FTA RECEIPIENTS**

C. The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

**3. ACCESS TO RECORDS**

Access to Records of Recipients and Subrecipients. Upon request, the Recipient agrees to permit and require its Subrecipients to permit the Secretary of Transportation, the Comptroller General of the United States, and, if appropriate, the State, or their authorized representatives, to inspect all Project work, materials, payrolls, and other data, and audit the books, records, and accounts of the Recipient and its Subrecipients pertaining to the Project.

**4. FEDERAL CHANGES**

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Agreement between the District and FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

**5. CIVIL RIGHTS REQUIREMENTS**

A. Nondiscrimination-In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

B. Equal Employment Opportunity The following equal employment opportunity requirements apply to this contract:

1. Race, Color, Creed, National Origin, Sex - In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60

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**SUPPLEMENTAL FEDERAL REQUIREMENTS FOR FTA RECEIPIENTS**

et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

2. Age - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § 623 and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
3. Disabilities - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
4. The Contractor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

**6. TERMINATION**

Supplementing Paragraph 14 of the General Conditions, Instructions and Information for Bidder, in the event that the Contractor breaches the terms or violates the conditions of the contract to be awarded, and does not within ten (10) days of written notice from the District cure such breach or violation, the District may immediately terminate the contract, and shall pay the Contractor only its allowable costs to date of termination.



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FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

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**SUPPLEMENTAL FEDERAL REQUIREMENTS FOR FTA RECEIPIENTS**

A. Termination for Convenience

The District may terminate this contract, in whole or in part, at any time by written notice to the Contractor when it is in the District's best interest. The Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to District to be paid the Contractor. If the Contractor has any property in its possession belonging to the District, the Contractor will account for the same, and dispose of it in the manner the District directs.

B. Termination for Default [Breach or Cause]

If the Contractor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, the District may terminate this contract for default. Termination shall be effected by serving a notice of termination on the contractor setting forth the manner in which the Contractor is in default. The Contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

If it is later determined by the District that the Contract had an excusable reason for not performing s, such as a strike, fire or flood, events which are not the fault of or are beyond the control of the Contractor, the District, after setting up a new delivery of performance schedule, may allow the Contractor to continue work, or treat the termination as a termination for convenience.

C. Opportunity to Cure

The District in its sole discretion may, in the case of termination for breach or default, allow the Contractor ten (10) days in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions.

If the Contractors fails to remedy to District's satisfaction the breach or default or any other terms, covenants, or conditions of this Contract within ten (10) days after receipt by Contractor or written notice from District setting forth the nature of said breach or default, District shall have the right to terminate the Contract without any further obligation to Contractor. Any such termination for default shall not in any way operate to preclude District from also pursuing all available remedies against the Contractor

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FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

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**SUPPLEMENTAL FEDERAL REQUIREMENTS FOR FTA RECEIPIENTS**

and its sureties for said breach or default.

D. Waiver of Remedies for any Breach

In the event that District elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this Contract, such waiver by District shall not limit District's remedies for any succeeding breach of that or of any other term, covenant or condition of this Contract.

E. Termination for Default (Supplies and Service)

If the Contractor fails to deliver supplies or to perform the services within the time specified in this contract or any extension or if the Contractor fails to comply with any other provisions of this contract, the District may terminate this contract for default. The District shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of the default. The Contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner or performance set forth in this contract.

If, after termination for failure to fulfill contract obligations, it is determined that the Contractor's was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the District

**7. DISADVANTAGED BUSINESS ENTERPRISES (DBE) POLICY**

A. It is the policy of the District to ensure nondiscrimination in the award and administration of all contracts and to create a level playing field on which disadvantaged Business Enterprises (DBEs) can compete fairly for contracts and subcontracts relating to the District construction, procurement and professional services activities. To this end, the District has developed procedures to remove barriers to DBE participation in the bidding and award process, and to assist DBEs to develop and compete successfully outside the DBE program. In connection with this contract, the Contractor will cooperate with the District in meeting these commitments and objectives.

B. The District, a recipient of federal financial assistance from the Federal Transit Administration (FTA), is committed to and has adopted a DBE program in accordance with federal regulations 49 CFR Part 26, issued by the US Department of Transportation (U.S.DOT).

HEAVY DUTY BRAKE DRUMS  
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**SUPPLEMENTAL FEDERAL REQUIREMENTS FOR FTA RECEIPIENTS**

- C. Pursuant to 49 CFR 26.13, the Contractor is required to make the following assurance in its agreement with the District and to include this assurance in any agreements it makes with Subcontractors in the performance of this contract:
- D. "The Contractor or Subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the Contractor or Subcontractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the District deems appropriate."
- E. Additionally, all of the requirements described in the DBE Program shall be met. A contract that has a specific DBE participation goal will be described in the Special Conditions. Any bidder who would like to request additional information or ask questions regarding the DBE Program may contact the District's DBE Administrator at (510) 577-8812.
- F. Prompt Payment to Subcontractors. In accordance with the District's DBE Program, the Contractor shall pay all subcontractors approved by the District for work that has been satisfactorily performed no later than thirty (30) days from date of Contractor's receipt of progress payments made by the District. Within sixty (60) days of satisfactory completion of all work required of the subcontractor, Contractor shall release any retainage payments withheld to the subcontractor.

**8. INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS**

The following provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by the DOT, as set forth in FTA Circular 4220.1D, dated April 15, 1996, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in the Contract. The Contractor shall not perform ant act, fail to perform any act, or refuse to comply with any AC TRANSIT requests which would cause AC TRANSIT to be in violation of the FTA terms and conditions.

**09. DEBARRMENT AND SUSPENSION REQUIREMENTS**

- A. The prospective lower tier participant certifies, by submission of this bid or proposal, that neither it nor its "principals" [as defined at 49 C.F.R. § 29.105(p)] is presently debarred, suspended, proposed for debarment,

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**SUPPLEMENTAL FEDERAL REQUIREMENTS FOR FTA RECEIPIENTS**

declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

- B. When the prospective lower tier participant is unable to certify to the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**10. CARGO PREFERENCE - USE OF UNITED STATES FLAG VESSELS**

The contractor agrees: a. to use privately owned United States-Flag commercial vessels to ship at least 50 percent of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners and tankers) involved, whenever shipping any equipment, material, or commodities pursuant to the underlying contract to the extent such vessels are available at fair and reasonable rates for United States-Flag commercial vessels; b. to furnish within 20 working days following the date of loading for shipments originating within the United States or within 30 working days following the date of leading for shipments originating outside the United States, a legible copy of a rated, "on-board" commercial ocean bill- of-lading in English for each shipment of cargo described in the preceding paragraph to the Division of National Cargo, Office of Market Development, Maritime Administration, Washington, DC 20590 and to the District (through the contractor in the case of a subcontractor's bill- of-lading.) c. to include these requirements in all subcontracts issued pursuant to this contract when the subcontract may involve the transport of equipment, material, or commodities by ocean vessel.

**11. ENERGY CONSERVATION**

The Contractor shall recognize mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. Section 6321 et seq.).

Waterfowl Refuges, and Historic Sites," 23 C.F.R. Part 1420 and 49 C.F.R. Part 623

**12. ENVIRONMENTAL PROTECTION**

The Recipient agrees to comply with all applicable requirements on the National Environmental Policy Act of 1969, as amended, 42 U.S.C. §§ 4321 et seq., Executive Order No. 11514, as amended, "Protection and Enhancement of Environmental Quality," 42 U.S.C. §§ 4321 note,; FTA statutory requirements at 49 U.S.C. § 5324(b); Council on Environmental Quality regulations pertaining to compliance with the National Environmental Policy Act of 1969, as amended, 40 C.F.R. Part 1500 et seq.; the joint FHWA/FTA regulations, "Environmental Impact

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**SUPPLEMENTAL FEDERAL REQUIREMENTS FOR FTA RECEIPIENTS**

And Related Procedures, "23 C.F.R. Part 771 and 49 C.F.R. Part 622, and, when promulgated, FHWA/FTA joint regulations, "NEPA and Related Procedures for Transportation Decision-making, Protection of Public Parks, Wildlife and Waterfowl Refuges, and Historic Sites," 23 C.F.R. Part 1420 and 49 C.F.R. Part 623.

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SUPPLEMENTAL FEDERAL REQUIREMENTS FOR FTA RECEIPIENTS

DISADVANTAGED BUSINESS ENTERPRISE (DBE) CERTIFICATION

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Company Name

---

Street /Mailing Address

---

City/State/Zip Code

TAX I.D. \_\_\_\_\_

**I. PRIME CONTRACTOR**

- The Bidder/Proposer is a CalTrans certified DBE under the CalTrans Uniform Certification Program.

Certification No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

- The Bidder/Proposer has applied for DBE status through the CalTrans Uniform Certification Program.

Application Date \_\_\_\_\_ Status of application \_\_\_\_\_

- The Bidder/Proposer is not a CalTrans certified DBE under the CalTrans Uniform Certification Program.

**II. SUB-CONTRACTOR (if proposed in bid or proposal)**

Attach a separate sheet for each sub-contractor to be used in the performance of services under a proposal specifying the sub-contractor DBE status as stated under section I listed above.

If not already registered, sub-contractors should access [www.actransit.org](http://www.actransit.org), and complete an online vendor registration form by selecting purchasing, online purchasing, and registering as an Online Purchasing User. A W-9, Request for Taxpayer Identification Number and Certification is required to complete the process.

Prime Contractor's are requested to explain the DBE program and encourage sub contractors to apply for certification.

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SUPPLEMENTAL FEDERAL REQUIREMENTS FOR FTA RECEIPIENTS

Prime Signature

Date

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(Position/Title)

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TECHNICAL SPECIFICATIONS

1. Introduction

It is the intent of the District to purchase various new **Webb** heavy-duty brake drums, or "Approved Equal" for the District's fleets.

2. Purpose

This specification prescribes minimum acceptable requirements for heavy-duty brake drums, which will provide maximum safety and reliability for the District; while taking advantage of the latest advancements in the field, particularly with regard to reliability of operation. The absence of specifications regarding detail implies that the best general practice will prevail and that first quality material and workmanship are to be used.

The heavy-duty brake drum procurement will result in a contract, where product must be delivered from Contractor's existing shelf stock within **thirty (30)** days after issuance of a Purchase Order.

3. Requirement

All heavy-duty brake drums shall be delivered F.O.B. to the following addresses listed below, in accordance with this specification:

AC Transit District  
Receiving Dock, Central Maintenance Facility  
10626 International Boulevard  
Oakland, CA 94603  
Monday – Friday, 7:00 a.m. to 2:00 p.m.

Central Contra Costa Transit Auth. (CCCTA)  
2477 Arnold Industrial Way  
Concord, California 94520  
Monday – Friday, 7:00 a.m. to 11:00 p.m.

Golden Gate Transit (GGT)  
1011 Andersen Drive  
San Rafael, California 94901  
Monday – Friday, 7:00 a.m. to 2:00 p.m.

Monterey –Salinas Transit (MST)  
One Ryan Ranch Road  
Monterey, California 93940  
Monday – Friday, 8:00 a.m. to 2:00 p.m.

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TECHNICAL SPECIFICATIONS

Santa Cruz Metro (SCMTD)  
138 Golf Club Drive  
Santa Cruz, California 95060  
Monday – Friday, 8:00 a.m. to 12:00 p.m.  
Monday – Friday, 1:00 p.m. to 2:30 p.m.

Vallejo Citizens Transit Corporation  
1850 Broadway  
Vallejo, California 94589  
Monday – Friday, 7:00 a.m. to 2:00 p.m.

San Joaquin Regional Transit (SJRTD)  
1533 E. Lindsay Street  
Stockton, California 95205  
Monday – Friday, 7:00 a.m. to 2:00 p.m.

4. **Conformity**

All units or parts not specified shall be manufacturer's standard units. In all cases, material must be furnished as specified, but if the term "Approved Equal", is used, the General Manager of the District, or his designee, must approve any material or equipment substituted for specified material or equipment.

Each heavy-duty brake drum shall be delivered as a complete functional unit ready for operation, including all accessory items as may be required for the type of service herein specified. **No advantage** shall be taken by the **Contractor** if there are omissions in this specification of components, parts or installations, which are essential to the proper complete and safe operation of the equipment.

5. **Submission with Bid**

Bidder shall submit with their bid, Manufacturer's Specifications or literature covering heavy-duty brake drums and/or accessories or equipment offered to meet the requirements of this specification.

6. **Responsibility**

Heavy-duty brake drum manufacturer shall assume responsibility for all material used in the construction and fabrication of heavy-duty brake drums, whether same is made by heavy-brake drum manufacturer or purchased ready-made from an outside source.

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

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**TECHNICAL SPECIFICATIONS**

**7. Approved Tested Heavy Duty Brake Drum Manufacturer**

- (a) Webb Heavy Duty Brake Drums are the only approved heavy-duty brake drums for the participating RTCC Agencies that receive Federal Funds, **Alameda Contra-Costa Transit District is the only agency that will purchase Non U.S. Manufactured brake drums.**
- (b) Heavy-duty brake drums must certify to **Air Brake Standard FMVSS 121.**
- (c) Heavy-duty brake drum surface should be free of scoring, excessive heat checks and free of cracks.
- (d) Heavy-duty brake drum surface diameter should be within the maximum diameter cast or stamped on the drum.
- (e) Heavy-duty brake drum mounting and pilot holes must be round and true.
- (f) Heavy-duty brake drum mounting surface must be clean and flat.

**CAUTION: IF ANY OF THE ABOVE CONDITIONS ARE NOT MET, THE BRAKE DRUMS ARE TO BE REPLACED FREE OF CHARGE BY THE CONTRACTOR.**

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HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

BID FORM SHEET  
U.S. MANUFACTURED BRAKE DRUMS

Price Quotation

AC TRANSIT and participating RTCC agencies will purchase **new heavy-duty brake drums**. Quantities are based on the District's prior annual purchase history. Approximate quantities are listed below, the District and participating RTCC agencies do not guarantee any specific quantities.

Est. Yearly Quantity Each	A.C. Transit In-House No.	O.E.M. For Webb Wheel	Alternative U.S. Manufacturer	Drum Description	Price Per Drum
840	020004	64115B		REAR, STD.	
300	020011	64117B		FRONT, STD.	
60	552079	66812B		REAR, STD.	
80	604454	64125B		DRIVE AXLE MCI, STD	
120	604396	65051		REAR, NABI LOW FLOOR	
80	604461	65153B		TAG AXLE, MCI, 2 <sup>ND</sup> SER.	
90	604357	65600B		FRONT, STD.	
60	604435	65600C		FRONT, MCI DRILLED	
80	604358	65551B		TAG, STD	
180	604419	66374B		FRT., NABI LOW FLR, 2ND.	

PAYMENT TERMS: \_\_\_\_\_  
DISCOUNTS: \_\_\_\_\_

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

OPTION  
BID FORM SHEET  
NON-U.S. MANUFACTURED BRAKE DRUMS

Price Quotation

AC TRANSIT and participating RTCC agencies will purchase **new heavy-duty brake drums**. Quantities are based on the District's prior annual purchase history. Approximate quantities are listed below, the District and participating RTCC agencies do not guarantee any specific quantities.

Est. Yearly Quantity Each	A.C. Transit In-House No.	O.E.M. For Webb Wheel	Alternative Manufacturer KIC REYCO PART NO.	Drum Description	Price Per Drum
840	020004	64115B	52336-108	REAR, STD.	
300	020011	64117B	52824-138	FRONT, STD.	
60	552079	66812B	52918-048	REAR, STD.	
80	604454	64125B		DRIVE AXLE MCI, STD	
120	604396	65051		REAR, NABI LOW FLOOR	
80	604461	65153B		TAG AXLE, MCI, 2 <sup>ND</sup> SER.	
90	604357	65600B	54233-018	FRONT, STD.	
60	604435	65600C		FRONT, MCI DRILLED	
80	604358	65551B	54259-018	TAG, STD	
180	604419	66374B	54268-018	FRT., NABI LOW FLR, 2ND.	

PAYMENT TERMS: \_\_\_\_\_  
DISCOUNTS: \_\_\_\_\_

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

OPTION  
BID FORM SHEET  
NON-U.S. MANUFACTURED BRAKE DRUMS

Price Quotation

AC TRANSIT and participating RTCC agencies will purchase **new heavy-duty brake drums**. Quantities are based on the District's prior annual purchase history. Approximate quantities are listed below, the District and participating RTCC agencies do not guarantee any specific quantities.

Est. Yearly Quantity Each	A.C. Transit In-House No.	O.E.M. For Webb Wheel	Alternative Manufacturer DURA BRAKE PART NO.	Drum Description	Price Per Drum
840	020004	64115B	14523	REAR, STD.	
300	020011	64117B		FRONT, STD.	
60	552079	66812B	16070	REAR, STD.	
80	604454	64125B	16125	DRIVE AXLE MCI, STD	
120	604396	65051		REAR, NABI LOW FLOOR	
80	604461	65153B		TAG AXLE, MCI, 2 <sup>ND</sup> SER.	
90	604357	65600B	16600	FRONT, STD.	
60	604435	65600C		FRONT, MCI DRILLED	
80	604358	65551B	14569	TAG, STD	
180	604419	66374B	16474	FRT., NABI LOW FLR, 2ND.	

PAYMENT TERMS: \_\_\_\_\_  
DISCOUNTS: \_\_\_\_\_

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

OPTION  
BID FORM SHEET  
U.S. MANUFACTURED BRAKE DRUMS

Price Quotation

Central Contra-Costa Transit Authority will purchase new heavy-duty brake drums. Quantities are based on the Central Contra-Costa Authority's prior annual purchase history. Approximate quantities are listed below. Central Contra-Costa Transit Authority does not guarantee any specific quantities.

Est. Yearly Quantity Each	Central Contra-Costa Transit	O.E.M. For Webb Wheel	Alternative U.S. Manufacturer	Drum Description	Price Per Drum
100		64115B		REAR, STD.	
20		64119B		FRONT, STD.	
40		65600B		FRONT, STD.	
20		66884			
20		69150			

PAYMENT TERMS: \_\_\_\_\_  
DISCOUNTS: \_\_\_\_\_

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

OPTION  
BID FORM SHEET  
U.S. MANUFACTURED BRAKE DRUMS

Price Quotation

Golden Gate Transit will purchase **new heavy-duty brake drums**. Quantities are based on the Golden Gate Transit's prior annual purchase history. Approximate quantities are listed below. Golden Gate Transit does not guarantee any specific quantities.

Est. Yearly Quantity Each	Golden Gate Transit	O.E.M. For Webb Wheel	Alternative U.S. Manufacturer	Drum Description	Price Per Drum
30		64048B		REAR, STD.	
30		64046B		FRONT, STD.	
100		64119B		FRONT, STD.	
100		64115B		REAR, STD.	

PAYMENT TERMS: \_\_\_\_\_  
DISCOUNTS: \_\_\_\_\_



HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

OPTION  
BID FORM SHEET  
U.S. MANUFACTURED BRAKE DRUMS

Price Quotation

Monterey Salinas Transit will purchase **new heavy-duty brake drums**. Quantities are based on the Monterey Salinas Transit's prior annual purchase history. Approximate quantities are listed below. Monterey Salinas Transit does not guarantee any specific quantities.

Est. Yearly Quantity Each	Monterey Salinas Transit	O.E.M. For Webb Wheel	Alternative U.S. Manufacturer	Drum Description	Price Per Drum
40		64015B		REAR, STD.	
26		64117B		FRONT, STD.	
12		64051		FRONT, STD.	

PAYMENT TERMS: \_\_\_\_\_  
DISCOUNTS: \_\_\_\_\_

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

OPTION  
BID FORM SHEET  
U.S. MANUFACTURED BRAKE DRUMS

Price Quotation

Santa Cruz Transit will purchase **new heavy-duty brake drums**. Quantities are based on the Santa Cruz Transit's prior annual purchase history. Approximate quantities are listed below. Santa Cruz Transit does not guarantee any specific quantities.

Est. Yearly Quantity Each	Santa Cruz Transit	O.E.M. For Webb Wheel	Alternative U.S. Manufacturer	Drum Description	Price Per Drum
76		64089F		REAR, STD.	
4		64040B		FRONT, STD.	
2		64015B		REAR, STD.	
2		64115B		REAR, STD.	
2		64117B		FRONT, STD.	
4		65169B		FRONT, STD.	
2		66812B		REAR, STD.	

PAYMENT TERMS: \_\_\_\_\_  
DISCOUNTS: \_\_\_\_\_

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

OPTION  
BID FORM SHEET  
U.S. MANUFACTURED BRAKE DRUMS

Price Quotation

Vallejo Citizens Transit Corporation will purchase **new heavy-duty brake drums**. Quantities are based on Vallejo Citizens Transit's prior annual purchase history. Approximate quantities are listed below. Vallejo Citizens Transit Corporation does not guarantee any specific quantities.

Est. Yearly Quantity Each	Vallejo Citizens Transit Corp.	O.E.M. For Webb Wheel	Alternative U.S. Manufacturer	Drum Description	Price Per Drum
		64115B		REAR, STD.	
10		64115F		FRONT, STD.	
		64119B		REAR, STD.	
10		64115F		DRIVE AXLE MCI, STD	
		64125B		REAR, NABI LOW FLOOR	
36		64125F		TAG AXLE, MCI, 2 <sup>ND</sup> SER.	
18		65153B		FRONT, STD.	
12		16.5" X 6" Q SERIES			

PAYMENT TERMS: \_\_\_\_\_  
DISCOUNTS: \_\_\_\_\_

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

OPTION  
BID FORM SHEET  
U.S. MANUFACTURED BRAKE DRUMS

Price Quotation

San Joaquin Regional Transit District will purchase **new heavy-duty brake drums**. Quantities are based on the San Joaquin Regional Transit District's prior annual purchase history. Approximate quantities are listed below. San Joaquin Regional Transit District does not guarantee any specific quantities.

Est. Yearly Quantity Each	San Joaquin Transit	O.E.M. For Webb Wheel	Alternative U.S. Manufacturer	Drum Description	Price Per Drum
50		64115B		REAR, STD.	
100		64048B		REAR, STD.	
50		66853			
50		65153			
50		65600		FRONT, STD.	
30		61958			
30		61567			
50		61989			

PAYMENT TERMS: \_\_\_\_\_  
DISCOUNTS: \_\_\_\_\_

**HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008**

**SAMPLE CONTRACT**

This CONTRACT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2006, by and between the Alameda-Contra Costa Transit District (hereinafter referred to as "District"), a special transit district established pursuant to California Public Utilities Code, Section 24501 et seq., and \_\_\_\_\_ (hereinafter referred to as "CONTRACTOR").

**1. SCOPE OF WORK**

Contractor shall furnish the District all labor, equipment, supplies, material and services as specified in and in full accordance with the Contract Documents issued by the District entitled:

**HEAVY DUTY BRAKE DRUMS  
CONTRACT NO. 2006-957RTCC**

**2. COMPONENT PARTS OF THE CONTRACT**

This Contract shall consist of the following documents, each of which is on file with the District, and is incorporated into and made a part of the Contract by reference:

- A. This Contract
- B. Invitation for Bid No. 2006-957-RTCC and any Addenda thereto
- C. Bidder/Supplier's submitted Bid Forms

**3. PERIOD OF PERFORMANCE**

The Contractor shall furnish heavy-duty brake drums as specified in the Contract Documents from June 1, 2006 and ending May 31, 2008, for a two year period.

**4. CONTRACT PRICE**

The District agrees to pay the Contractor \_\_\_\_\_ (\$\_\_\_\_.00) per brake drum for a not – to – exceed (NTE) contract total of (\$\_\_\_\_.00) in accordance with prices as shown on submitted bid forms dated \_\_\_\_\_. The District and the Contractor must mutually agree upon any adjustments in payment. Invoices should be submitted to AC Transit Accounts Payable, P.O. Box 28507, Oakland, California 94604. **Please reference the Contract Number and the Purchase Order Number on the invoices. Failure to do so could delay payment.**

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

SAMPLE CONTRACT

5. NOTICES

Any notices which may be required under this Contract shall be in writing, shall be effective when received and shall be given by personal service, or by certified or registered mail, return receipt requested, to the addresses set forth below, or to such other addresses which may be specified in writing by the parties.

District: Alameda-Contra Costa Transit District  
Purchasing and Materials Manager  
10626 International Boulevard  
Oakland, California 94603

and

Contractor

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. ATTORNEY'S FEES

In the event that it becomes necessary for either party to bring a lawsuit to enforce any of the provisions of the Contract, the parties agree that the court having jurisdiction over such dispute shall have the authority to determine and fix reasonable attorney's fees to be paid to the prevailing party.

7. SEVERABILITY

If any provision of this Contract is declared void or unenforceable, such provisions shall be deemed severed from this agreement, which shall otherwise remain in full force and effect.

8. BINDING EFFECT

All of the terms, provisions, and conditions of the Contract hereunder, shall be binding upon and inure the parties hereto and their respective successors, assigns, and legal representatives.

HEAVY DUTY BRAKE DRUMS  
FOR THE TERM JUNE 1, 2006 THROUGH MAY 31, 2008

SAMPLE CONTRACT

9. ENTIRE AGREEMENT

This Contract represents the entire agreement of the parties with respect to the subject matter hereof, and all such agreements entered into prior hereto are revoked and superseded by this Contract, and no representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein, or in other contemporaneous written agreements.

This Contract may not be changed, modified or rescinded except in writing, signed by all parties hereto, and any attempt at oral modification of this agreement shall be void and of no effect.

**IN WITNESS WHEREOF**, the parties have executed this CONTRACT on the dates set forth below.

ALAMEDA-CONTRA COSTA TRANSIT:

CONTRACTOR:

\_\_\_\_\_ Date \_\_\_\_\_  
Rick Fernandez  
General Manager

\_\_\_\_\_ Date \_\_\_\_\_  
(Signature)

Approved as to form:

\_\_\_\_\_ Date \_\_\_\_\_  
Kenneth C. Scheidig  
General Counsel

\_\_\_\_\_  
(Print Name and Title)

SAMPLE CONTRACT