



DES MOINES AREA REGIONAL TRANSIT AUTHORITY
NOTICE OF COMMISSION MEETING AND AGENDA
MAY 6, 2014 – 12:00 p.m.
DART MULTIMODAL ROOM, 620 CHERRY STREET

	PAGE #
1. CALL TO ORDER	
2. ROLL CALL AND ESTABLISHMENT OF QUORUM	
3. NOTICE OF MEETING	
4. APPROVAL OF MAY 6, 2014 AGENDA	
5. PUBLIC COMMENT (Limit 3 minutes)	
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12. OTHER – Communications	
13. NEXT MEETING: Regular DART Meeting Tuesday, June 3, 2014 – 12:00 p.m.	
14. ADJOURN	

Language, visual, hearing and transportation services are available at meetings upon request. For requests, please call DART at 515.283.8100 at least 48 hours in advance of the meeting.

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES**

**620 Cherry Street – Des Moines, Iowa 50309
April 1, 2014**

ROLL CALL

Commissioners Present: Skip Conkling, Tom Gayman, Gaye Johnson, Bob Mahaffey, Joann Muldoon, Steve Peterson and Steve Van Oort

Commissioner Absent: Angela Connolly, Christine Hensley

Alternates Present: Larry Hulse, Mark Wandro

CALL TO ORDER

The meeting was called to order by Chair, Steve Van Oort at 12:00pm. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Mr. Van Oort called for approval of the April 1, 2014 meeting agenda.

It was moved by Mr. Peterson and seconded by Ms. Johnson to approve the April 1, 2014 Agenda. The motion carried unanimously.

Staff Introduction

Mr. Van Oort introduced and welcomed Steve Hansen, DART's new Human Resources Director who started March 17th.

PUBLIC COMMENT

No comments

COMMISSIONER REGOGNITION

The Commission recognized former Commissioner Steve Brody and presented him with a plaque for his contribution to DART and the Community as a member of the DART Commission. Mr. Brody's term on the Commission was July 2009 – December 2013.

TRANSIT RIDERS ADVISORY COMMITTEE UPDATE

TRAC Chair, Greg Boeschen provided the Commission an update on the Committee's March meeting. Their agenda and topics of discussion included:

- Adopted TRAC Recommended Goals for 2014
- Implement Year 3 Service Expansions
- Implement the Real Time Information and Trip Planner Alerts
- Develop Open Feeds for 3rd Party Vendors
- Develop Recommendation for New Fare Policy
- Shelter Expansion in DART Service Area
- FY 2015 Service Enhancements

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES**

APRIL 1, 2014

- Windsor Heights Wal-Mart Project
- Younker's Fire – Commended the early e-mail communication that went out

CONSENT ITEMS

8A – FY 2015 State Application & PTIG

8B – March 4, 2014 Minutes

It was moved by Mr. Peterson and seconded by Ms. Johnson that the consent items be approved. The motion carried unanimously.

ACTION ITEMS

9A – Equal Employment Opportunity (EEO) Policy

Steve Hansen, Human Resources Director provided the Commission an overview on the revised EEO policy. HR staff is in the process of reorganizing the information in an effort to enhance the readability of the document.

It was moved by Mr. Mahaffey and seconded by Mr. Conkling that the Commission approve the Equal Employment Opportunity (EEO) Policy. The motion carried unanimously.

9B – City of Des Moines – SW 9th Street Memorandum of Understanding

Ethan Standard, Transit Planner provided background to the Commission on the MOU with the City of Des Moines for the revitalization of SW 9th Street.

It was moved by Mr. Mahaffey and seconded by Ms. Johnson that the Commission approve the SW 9th Street Memorandum of Understanding with the City of Des Moines. The motion carried unanimously.

9C – February 2014 Financials

Amber Dakan, Finance Manager provided a presentation on the February 2014 financials to the Commission. Operating expenses are lower than budget for Fixed Route, Paratransit and RideShare.

It was moved by Mr. Peterson and seconded by Mr. Mahaffey that the Commission approve the February 2014 Financials. The motion carried unanimously.

DISCUSSION ITEM

10A – Drake Service Proposal

Gunnar Olson, Public Affairs Manager provided the Commission a presentation on the background regarding the proposal for service to Drake University. Drake is currently an Unlimited Access Partner with DART. The Commission had discussion regarding the need, demographics of the service area, cost and the term of the contract.

The Commission approved staff to move forward with negotiations with Drake.

10B – FY 2015 DART Service Enhancements

Jim Tishim, Planning Director provided the Commission with a presentation on proposed service enhancements for FY 2015. A large focus of the presentation was on expanding service for the Urbandale Business Park that has been discussed at previous Commission Meetings.

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES**

APRIL 1, 2014

10C – Affiliate Chamber Memberships

Elizabeth Presutti, General Manager presented to the Commission regarding the possibility of DART becoming a member of the Chamber of Commerce of each of DART’s affiliates. Ms. Presutti provided the Commission a handout with estimated costs. The Commission had discussion and agreed that it would be a great opportunity for DART.

The Commission unanimously agreed for Ms. Presutti to begin the process of becoming a member of the Chamber of Commerce of each of DART’s affiliates. The Commission requested to revisit this in a year to see how it is going.

10D – February 2014 Performance Report

Ms. Presutti updated that Fixed Route Ridership is up 8% over last February. Year to date ridership is up over 6%. Preliminary numbers for March are showing the same trend.

MONTHLY REPORTS

11A – Operations Report

Tony Lafata, Chief Operations Officer introduced Carl Saxon, DART’s new Operations Instructor. Mr. Lafata also made note of the refurbished bus parked in front that is available for viewing following the meeting and would appreciate any feedback on the bus.

Mr. Lafata discussed the effects of the water main break from the previous weekend, and the Younker’s fire this past weekend. 22 of the 26 routes have been rerouted due to the road closures from the fire. Mr. Lafata commended staff, the City of Des Moines, police and city traffic engineers. He also acknowledged Customer Service and Operations staff for providing quality customer service while all of this was going on.

11B – Marketing Report

Kirstin Baer-Harding updated the Commission on the April promotion for Routes 51 and 91.

11C – Planning Report

No update

11D – Procurement

Mike Tiedens, Procurement Manager gave an update on a couple of upcoming procurement projects. Both the banking and legal services RFP’s are out and would like to have the Executive Committee involved in the process prior to bringing the contracts to the Commission for approval. The Executive Committee does not need to meet in person; however it is part of the review process for all of our service contracts per the triennial review required by FTA.

11E – General Manager

Ms. Presutti updated that we have signed the Teamsters Contract. The Privacy Bill has been passed through both houses and is being routed to the Governor’s office for signature. Ms. Presutti also thanked Commissioner Conkling for attending the DART update at the Carlisle City Council Meeting last week. Presentations are also scheduled in Pleasant Hill and Grimes for the month of April.

FUTURE AGENDA ITEMS

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES**

APRIL 1, 2014

COMMISSIONER ITEMS

Mr. Van Oort updated that Elizabeth, Gunnar and himself attended the APTA Legislative Conference in Washington. Meetings were scheduled with Senator Branstad, Senator Harkin and Congressman Latham.

OTHER - Communications

NEXT MEETING

May 6, 2014 at 12:00pm

ADJOURNMENT

A motion by Mr. Gayman and second by Ms. Johnson to adjourn the regular Commission Meeting was made at 1:24pm. The motion carried unanimously.

Future 2014 Meeting Dates

May 6, Jun 3, Jul 1, Aug 5,
Sep 2, Oct 7, Nov 4, Dec 2

Chair

Clerk

Date

CONSENT ITEM



6B: Authorizing Resolution

Action: Approve a change to DART's authorizing resolution for FTA

Staff Resource: Debra Meyer, Financial Analyst

Background:

FTA legal is requesting a change to our authorizing resolution to reflect separation of powers for grant authority.

An individual can be assigned up to three tasks under grant authority, but the fourth must be delegated to someone else. DART's internal controls already account for this in that the General Manager does not have ECHO authority, but this was not stated in the authorizing resolution that was approved in 2013.

Recommendation:

Approve the revised authorizing resolution as presented.

DES MOINES REGIONAL TRANSIT AUTHORITY
AUTHORIZING RESOLUTION

Upon MOTION MADE by _____ and SECONDED by
_____ the following resolution was duly adopted.

Resolution authorizing the filing of applications with the Federal Transit Administration, an operating administration of the United States Department of Transportation, for Federal transportation assistance authorized by 49 U.S.C. chapter 53, title 23 United States Code and other Federal statutes administered by the Federal Transit Administration.

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE DES MOINES METROPOLITAN TRANSIT AUTHORITY

1. The General Manager OR Interim General Manager or his/her designee is authorized to execute and file application for Federal assistance on behalf of Des Moines Regional Transit Authority with the Federal Transit Administration for Federal Assistance authorized by 49.U.S.C. chapter 53, and other Federal statutes authorizing a project administered by the Federal Transit Administration, and the Applicant is the Designated Recipient as defined by 49 U.S.C Section 5302(4).
2. The General Manager OR Interim General Manager or his/her designee is authorized to execute and file with its application the annual certification and assurances and other document the Federal Transportation Administration requires before awarding a Federal assistance grant or cooperative agreement.
3. The General Manager OR Interim General Manager or his/her designee is authorized to execute grant and cooperative agreements with the Federal Transit Administration on behalf of the Des Moines Regional Transit Authority.
4. The Chief Financial Officer OR Interim Chief Financial Officer or his/her designee has authority to draw against available grant funding using the ECHO web system.

DES MOINES REGIONAL TRANSIT AUTHORITY
CERTIFICATE

The undersigned duly qualified and acting Secretary/Treasurer of the Des Moines Regional Transit Authority certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the DART Commission held on May 6, 2014.

ATTEST: Bob Mahaffey, Secretary/Treasurer

Steve Van Oort, Chair

May 6, 2014
Date

ACTION ITEM



7A:	Bus Barn Portals Construction Contract
Action:	Approve a Contract with Edge Commercial Construction for the Bus Barn Portal Project for the amount of \$575,000.

Staff Resource: Mike Tiedens, Procurement Manager

Background:

As part of the ongoing rehabilitation to portions of the facilities at 1100 DART Way, DART has prioritized rehabilitation to the portals, thresholds, and overhead doors of the bus barn.

The work for this project includes:

- Demolition of existing thresholds and removal of concrete to expose the steel columns that support the bus barn.
- Clean up to damage to the columns if necessary.
- Replacement of the steel pipe thresholds and concrete.
- Modification to existing precast concrete to allow door height to be increased.
- New doors and operators.

Procurement:

- DART conducted an Invitation for Bid for the Bus Barn Portal Rehab Construction Project. The IFB was published on March 24, 2014 and bids were opened on April 14, 2014.
- Three bids were received:
 - Breiholz Construction
 - Edge Commercial Construction
 - AZCon Construction
- Edge Commercial Construction submitted the lowest bid at \$504,200.
- After review, Edge Commercial Construction's bid was deemed responsive and responsible.

Funding:

- Funding is from 2012 and 2013 state PTIG grants, FTA Formula Funds and the required local match.

Recommendation:

- The approval of a Contract with Edge Commercial Construction for the Bus Barn Portal Project for the amount of \$575,000. This amount includes the total lump sum for construction and any contingencies.

ACTION ITEM



7B: On-Call Technology Services Contract

Action: Approve five (5) On-Call Technology Services contracts for a three (3) year term with two one year options in an aggregate total amount not to exceed \$2,000,000. The individual contracts will be with McGladrey LLC, SWC Technology Partners, Tribridge, CH2M Hill, and Information Resource Group.

Staff Resource: Mike Tiedens, Procurement Manager

Background:

On occasion, DART may require resources exceeding DART's available IT staff and technical resources. It is the intent of these contracts to provide DART with the capability and flexibility to supply the agency with highly skilled consultants that will be available to respond to Information Technology projects that arise. These awards will be for professional services. The specified work was divided into 5 different categories. DART intends to award up two contracts for the following categories:

Category A – Information Management and Network Infrastructure

- Network Monitoring Tools
- Network Storage Virtualization

Category B – Enterprise System Services

- Greenshades Employee Portal
- Great Plains Accounting Software

Category C – ITS Projects

- Fare Collection System
- Paratransit and Fixed Route Scheduling Systems

Category D – Business Continuity and Risk Management

- Disaster Recovery
- HIPAA Compliance

Category E – Communications

- Mobile Computing
- Carrier Support and Management

Procurement:

- DART conducted a Request for Proposals for the above IT services.
- Thirty-one proposals were received over the 5 categories.
- Contract Terms are three (3) years, with two (2), one (1) year options for maximum of five (5) years.

ACTION ITEM

7B: On-Call Technology Services Contract



- After evaluations, the following firms scored highest and were deemed as having the best value to DART:
 - Category A – McGladrey LLC, SWC Technology Partners
 - Category B – McGladrey LLC, TriBridge
 - Category C – CH2M Hill, Information Resource Group
 - Category D – McGladrey LLC, SWC Technology Partners
 - Category E – McGladrey LLC, SWC Technology Partners

Funding:

- Various sources depending on the details of the type of project (capital, special grant or operating funds).

Recommendation:

- Approve five (5) On-Call Technology Services contracts for a three (3) year term with two one year options in an aggregate total amount not to exceed \$2,000,000. The individual contracts will be with McGladrey LLC, SWC Technology Partners, Tribridge, CH2M Hill, and Information Resource Group.

ACTION ITEM



7C: FY 2015 Service Recommendations

Action: Approve the FY 2015 Service Recommendations.

Staff Resource: James Tishim, Planning Director

Background:

- The DART Forward 2035 Transit Services Plan outlines the ongoing expansion of public transit service throughout Greater Des Moines.
- In March 2014, the DART Commission adopted its FY 2015 budget which included funding for Year 3 service improvements.
- The FY 2015 service recommendations were presented to the DART Commission at the April meeting.
- DART received an ICAAP Grant to expand service on the #92 Hickman Rd and #93 NW 86th St Expresses by two additional morning and evening trips, and #98 Ankeny Express by three additional morning and evening trips.
- Urbandale/Windsor Heights Flex and Urbandale Business Park Planning Studies were completed to provide data for analysis to make an appropriate recommendation for service to these areas.
- Public participation was provided to allow for public input into the development of the service recommendations. A series of five public meetings, a special meeting with the stakeholders in the Urbandale Business Park area, as well as on-line and paper surveys was provided on April 14-17, 2014.
- The following service enhancements are recommended:
 - #8 Fleur Dr – One additional morning trip
 - #17 Hubbell Ave/Altoona – Additional morning and evening trips to Altoona Wal-Mart
 - #3 University Ave – Increase night service frequency from 60 to 40 minutes
 - #6 Indianola Ave - Increase night service frequency from 60 to 30 minutes
 - #16 Douglas Ave - Increase night service frequency from 60 to 30 minutes
 - #92 Hickman Rd Express – Two additional morning and evening trips. No change to current routing recommended at this time.
 - #93 NW 86th St Express – Two additional morning and evening trips
 - #98 Ankeny Express – Three additional morning and evening trips
 - #73 Urbandale/Windsor Heights Flex:
 - Separate into two distinct routes; Ice Arena to Gloria Dei and Valley West to Urbandale Business Park
 - Reduce and restrict flex zones, and incorporate point deviations
- The enhancements on Route #3 may be delayed or postponed pending on a decision from Drake University on an outstanding service enhancement proposal.

Staff Recommendation:

- Approve the FY 2015 Service Recommendations.

ACTION ITEM



7D:	August 2014 Service Change Service Equity Analysis
Action:	Approve the August 2014 Service Change Service Equity Analysis

Staff Resource: Ethan Standard, Transit Planner

Background:

- DART's Title VI Program defines a Major Service Change as any change that affects 25% or more riders of a route that is planned for headway reduction, route realignment, or headway improvements.
- The August 2014 service changes were determined to be a Major Service Change, impacting 25% or more of the riders on routes 92 and 93 on weekdays.
- A Service Equity Analysis was prepared to compare the benefits of the added service between non-minority riders and minorities riders; also comparing the benefits between low-income riders and non-low-income riders.
- The finding of the Service Equity Analysis is that minority and low-income populations will not experience a disparate impact or disproportionate burden by the implementation of the August 2014 Service Changes.
- Attached is the Service Equity Analysis for the August 2014 Service Changes.

Recommendation:

- Approve the August 2014 Service Change Service Equity Analysis.

DART Forward 2035 – Year 3 Service Equity Analysis

PREPARED BY: DART

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DART Forward 2035 Year 3 Title VI Analysis

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Purpose

Title VI of the Civil Rights Act of 1964 ensures that “no person in the United States shall, on the basis of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” Des Moines Area Regional Transit Authority (DART) has committed to the Federal Transit Administration (FTA) Title VI objectives set forth in Circular 4702.1, ensuring that FTA-assisted benefits and related services are made available and are equitably distributed without regard to race, color or national origin.

This analysis was conducted in compliance with 49 CFR Section 21.5 (b) (7) Appendix C to 49 CFR Part 21 and FTA Circular 4702.1B that was issued on October 1, 2012. As required by these FTA requirements, DART evaluated its service changes to comply with Title VI requirements and to receive financial assistance from the FTA.

Background

DART Today

As the largest public transit agency in Iowa, DART has a service area including nineteen cities and unincorporated areas in Polk County. DART utilizes approximately 95 peak vehicles, operates roughly 160,526 annual revenue hours, and 2,151,166 annual vehicle revenue miles.

DART Forward 2035 Transit Services Plan

Overview

Des Moines has recently begun to reinvest in transit, envisioning the development of a robust regional network. Along these lines, DART developed and adopted the *DART Forward 2035 Transit Services Plan*, a blueprint for building better public transit system in Greater Des Moines.

The *DART Forward 2035* recommendations were based on data analysis, stakeholder input, and public participation to create a truly regional transit system. The recommendations aim to both increase the availability of public mobility for customers and build a financial sustainability network for the region by accomplishing the following objectives:

- Create a faster travel experience with less waiting time.
- Introduce new services and invest in successful established services.
- Build a network for non-downtown transfer opportunities.
- Serve more places and more customers.
- Invest in future enhanced transit service.

Plan Approach and Recommendation Development

The *DART Forward 2035* plan is the result of collaboration between DART and the community. The combination of data-driven market research and an extensive public outreach campaign drove development of a planning context for the Greater Des Moines region which in turn informed the final *DART Forward 2035* plan.

Development of the *DART Forward 2035* plan included market analysis, evaluation of existing DART service, extensive public outreach, collaborative development of guiding principles and design guidelines, network and route design recommendations, and a corresponding financial plan.

Data-Driven Plan

In order to assess and evaluate current market conditions and DART's existing services, a wide variety of data was collected about the Greater Des Moines metropolitan area and the DART system. Data and reports reviewed included 2000 census (at the time of data collection, 2010 numbers were not yet available), population and employment projections from Des Moines Area Metropolitan Planning Organization (DMAMPO), travel demand data from Iowa Department of Transportation (IDOT), system-wide ridership counts (collected in Fall 2010), and an on-board survey (conducted in Fall 2010), as well as previous studies provided by DART.

Market

An assessment of the market for transit in Greater Des Moines provided a market context for the DART system in addition to identifying opportunities for DART to increase system ridership. Understanding of the new regional development paradigm and emerging regional growth patterns will better position DART to capture additional ridership potential for transit service.

Service

The Service Evaluation provided comprehensive analysis of the DART network prior to February 2011, with separate analyses of fixed-route and on-call services, in order to identify opportunities to increase ridership and revenue for DART, while preparing for expanded service options should new opportunities arise.

Outreach

Public participation played a key role in the development and review of the *DART Forward 2035* plan. The *DART Forward 2035* plan included two stages of participation to inform and seek input from the public and key stakeholders. DART received comments and suggestions from nearly 1,500 citizens during two rounds of public meetings held throughout the metro area and through an online survey. The first stage of public meetings, in conjunction with the online survey, collected more than 1,300 comments. The second stage of public meetings generated attendance in excess of 200 individuals and collected more than 160 comments. Input from elected officials and business leaders was also incorporated into the recommendations.

Proposed Service Changes

DART is planning to implement the Year Three service change recommendations outlined in DART Forward 2035 with some modifications following system performance and public participation. The following chart reflects the Year Three service changes.

Route	Proposed Service Changes
Route 1	No changes.
Route 3	Increase night service frequency from 60 minutes to 40 minutes.
Route 4	No changes.
Route 5	No changes.
Route 6	Increase night service frequency from 60 minutes to 30 minutes.
Route 7	No changes.
Route 8	Add one additional trip in the morning.
Route 11	No changes.
Route 13	No changes.
Route 14	No changes.
Route 15	No changes.
Route 16	Increase night service frequency from 60 minutes to 30 minutes.
Route 17	Extend existing select peak trips to Altoona Walmart.
Route 51	No changes.
Route 52	No changes.
Route 60	No changes.
Route 72	No changes.
Route 73	Route split into two flex routes. Route 73 discontinued west of NW 86 th Street. New flex route along NW 100 th Street and NW Urbandale Drive between Valley West Mall and Urbandale Business Park.
Route 91	No changes.
Route 92	Add two morning and afternoon trips.
Route 93	Add two morning and afternoon trips.
Route 94	No changes.
Route 95	No changes.

DART Forward 2035 Year 3 Title VI Analysis

Route 96	No changes.
Route 98	Add three morning and afternoon trips.
Route 99	No changes.
D-Line	No changes.
LINK	No changes.
Ankeny On-Call	No changes.
Allemen/Bondurant/Mitchelville On-Call	No changes.
Carlisle/Easter Lake On-Call	No changes.
Granger/Grimes/Polk City On-Call	No changes.
Grimes/NW Johnston On-Call	No changes.

Definition of a Major Service Changes

Compliance with Title VI regulations requires a comprehensive review of any service reductions or additions considered to be “major service changes.” DART defines a major service change as one affecting 25 percent of a route’s ridership. In addition to a required review of major service changes, Title VI regulations also mandate an analysis of any changes in fares or fare structures.

All recommended *DART Forward 2035* Year 3 service changes were assessed individually by route to determine if they constituted a “Major Service Change”. Ridership impacts were calculated based on alignment changes, frequency reductions, and frequency improvements on an absolute basis.

- **Alignment Changes:** Ridership impacts were assessed on a stop-by-stop basis. Riders were considered to be impacted if the stop was no longer located directly on the route’s alignment as a result of the service change. Alternative service options within walking distance were not considered at this stage of the analysis.
- **Frequency Reductions:** Where a service change would result in a reduction in frequency ridership loss was calculated based on a frequency elasticity which captures the impact of reduced service levels.
- **Frequency Improvements:** Where a service change would result in an improvement in frequency additional ridership was calculated by adding the existing average number of boardings per trip multiplied by the number of additional trips.
- **On Call / Flex:** Existing boardings in areas outside the new flex service area were defined as impacted ridership.

DART Forward 2035 Year 3 Title VI Analysis

Figure 1 outlines the ridership determined to be potentially impacted by service changes categorized by route. This takes into account those affected by alignment changes based on existing ridership by stop, as well as the number of people affected by frequency reductions or improvements based on average daily route ridership. Average daily route ridership is taken from total farebox counts by route, divided by the number of days the route operated during the month.

Based on DART's 25 percent affected ridership threshold, routes 92, and 93 were classified as major service changes.

Year 3 Service Changes
Major Service Change Determination

		DART Ridership Impacts											
		Weekday				Saturday				Sunday			
Current route	Proposed route	Number of Existing Riders	Number of Riders Impacted	% of Riders Impacted	Number of Existing Riders	Number of Riders Impacted	% of Riders Impacted	Number of Existing Riders	Number of Riders Impacted	% of Riders Impacted	Number of Existing Riders	Number of Riders Impacted	% of Riders Impacted
1	1	835	0	0%	199	0	0%	121	0	0%	474	0	0%
3	3	1403	117	8%	676	0	0%	224	0	0%	136	0	0%
4	4	694	0	0%	224	0	0%	268	0	0%	200	0	0%
5	5	181	0	0%	400	0	0%	273	0	0%			
6	6	969	114	12%									
7	7	1351	0	0%									
8	8	229	38	17%									
11	11	118	0	0%									
13	13	283	0	0%									
14	14	814	0	0%	251	0	0%	156	0	0%			
15	15	995	0	0%	335	0	0%	177	0	0%			
16	16	1503	154	10%	370	0	0%	221	0	0%			
17	17	659	8	1%	249	0	0%	206	0	0%			
51	51	69	0	0%									
52	52	387	0	0%	224	0	0%	128	0	0%			
60	60	1006	0	0%	277	0	0%	203	0	0%			
91	91	52	0	0%									
92	92	153	57	38%									
93	93	164	64	39%									
94	94	62	0	0%									
95	95	95	0	0%									
96	96	136	0	0%									
98	98	408	82	20%									
99	99	89	0	0%									
Ankeny	Ankeny	23	0	0%									
Grimes/Johnston	Grimes/Johnston	32	0	0%									
72	72	116	0	0%	56	0	0%	39	0	0%			
73	73	36	8	22%									
40	40	44	0	0%									
42	42	812	0	0%									

Key:
 Refers to a new route
 Refers to a discontinued route
100.00% Indicates that further Title VI analysis is necessary

Figure 1 Major Service Change Determination

Effects of Major Service Changes on Minority and Low-Income Populations:

Service Equity Analysis

DEFINITIONS

Minority populations were defined by people who are American Indian and Alaska Native, Asian, Black or African American, Hispanic or Latino, native Hawaiian and other Pacific Islander. Low-income populations were defined as being populations identified as falling below federal poverty thresholds as defined by the U.S. Census 2010.

Identification of Geographic Concentrations of Minority and Low-Income

Demographic analysis of the service area and individual route assessment is done using 2010 Census data at the Census Tract level. Geographic concentrations of minority and low-income populations were assessed at the modal level, with separate analysis for local service, express service, on-call services, and shuttle services. Census tracts were selected for the analysis if they met any of the following criteria: within a half-mile of local route alignments excluding interstate travel, half-mile of open door service along an express route, or within the one-mile flex/on-call zone.

Results of the analysis are presented on a route-by-route basis below, with any concentrations of minority or low-income populations above the modal network average highlighted in red. Figure 2 shows the ridership demographic for current routes in the system by service group. Figure 3 shows the ridership demographic for new or changed routes in the system.

In all of the maps, localized rates of poverty and of minority ethnicities at the census tract level were compared to DART's service area averages. The following maps illustrate the census tracts with concentrations of minority and low-income populations above the service area average with an overlay of the system network with service improvements highlighted.

- Figure 4 – Routes identified as a Major Service Change with Title VI Census Tracts
- Figure 5 – Routes with service changes with Title VI Census Tracts
- Figure 6 – Route 73 Realignment Illustration
- Figure 7 – Route 92 Realignment Illustration

Existing Network Demographics						
Route	Total Population	Population "In Poverty"	Population "In Poverty" - % of total population	Minority Population	Minority Population - % of total population	
Entire System	454,690	43,527	9.6%	86,110	18.9%	
Local Network	314,314	38,295	12.2%	74,131	23.6%	
1	70,464	10,917	15.5%	18,668	26.5%	
3	81,260	14,066	17.3%	26,344	32.4%	
4	55,731	11,025	19.8%	18,479	33.2%	
5	61,977	12,008	19.4%	21,998	35.5%	
6	59,899	10,600	17.7%	18,262	30.5%	
7	57,241	9,410	16.4%	15,293	26.7%	
8	56,337	7,981	14.2%	12,872	22.8%	
11	54,307	7,582	14.0%	11,738	21.6%	
13	31,437	4,317	13.7%	9,850	31.3%	
14	78,307	13,032	16.6%	24,390	31.1%	
15	51,909	12,923	24.9%	22,943	44.2%	
16	75,860	12,625	16.6%	24,602	32.4%	
17	77,348	14,699	19.0%	26,273	34.0%	
51	76,863	11,575	15.1%	26,274	34.2%	
52	76,842	11,764	15.3%	23,393	30.4%	
60	63,846	12,971	20.3%	23,042	36.1%	
Express Network	297,057	22,775	7.7%	47,556	16.0%	
91	98,183	13,347	13.6%	26,731	27.2%	
92	106,078	12,188	11.5%	25,215	23.8%	
93	108,700	14,437	13.3%	29,390	27.0%	
94	91,523	14,321	15.6%	27,890	30.5%	
95	84,108	13,458	16.0%	25,793	30.7%	
96	104,310	14,508	13.9%	28,863	27.7%	
98	89,975	11,245	12.5%	20,556	22.8%	
99	52,135	6,812	13.1%	9,811	18.8%	
Flex/On-Call Network	322,681	20,151	6.2%	40,050	12.4%	
Ankeny	73,174	3,108	4.2%	5,253	7.2%	
Grimes/Johnston	32,832	1,357	4.1%	2,850	8.7%	
72	103,236	6,210	6.0%	14,471	14.0%	
73	75,469	3,794	5.0%	9,750	12.9%	
Shuttle Network	34,951	8,616	24.7%	16,410	47.0%	
LINK	19,693	6,361	32.3%	10,530	53.5%	
D-Line	28,653	6,729	23.5%	11,943	41.7%	

*Includes census tracts within a half-mile buffer of each route alignment, and in the case of flex and on-call services, this includes tracts within the flex or on-call service area.

Figure 2 Existing Network Demographics

Proposed Network Demographics					
Route	Total Population	Population "In Poverty"	Population "In Poverty" - % of total population	Minority Population	Minority Population - % of total population
Entire System					
<i>Compare to Existing Network Averages</i>					
Local Network					
1			Service Unchanged		
3			No Change in Alignment		
4			Service Unchanged		
5			Service Unchanged		
6			No Change in Alignment		
7			Service Unchanged		
8			No Change in Alignment		
11			Service Unchanged		
13			Service Unchanged		
14			Service Unchanged		
15			Service Unchanged		
16			No Change in Alignment		
17			No Change in Alignment		
51			Service Unchanged		
52			Service Unchanged		
60			Service Unchanged		
Express Network					
<i>Compare to Existing Network Averages</i>					
91			Service Unchanged		
92	115,565	13,120	11.4%	26,423	22.9%
93			Service Unchanged		
94			Service Unchanged		
95			Service Unchanged		
96			Service Unchanged		
98			Service Unchanged		
99			Service Unchanged		
Flex/On-Call Network					
<i>Compare to Existing Network Averages</i>					
Ankeny			Service Unchanged		
Grimes/Johnston			Service Unchanged		
72			Service Unchanged		
73	101,457	5,171	5.1%	9,133	9.0%
Shuttle Network					
<i>Compare to Existing Network Averages</i>					
LINK			Service Unchanged		
D-Line			Service Unchanged		

Including census tracts within a 1/2 mile of the route alignment

Including census tracts within a 1/2 mile of an express route excluding closed door service

Including census tracts with any part inside the 1-mile flex or within the on-call zone

*Includes census tracts within a half-mile buffer of each route alignment, and in the case of flex and on-call services, this includes tracts within the flex or on-call service

Figure 3 Proposed Network Demographics

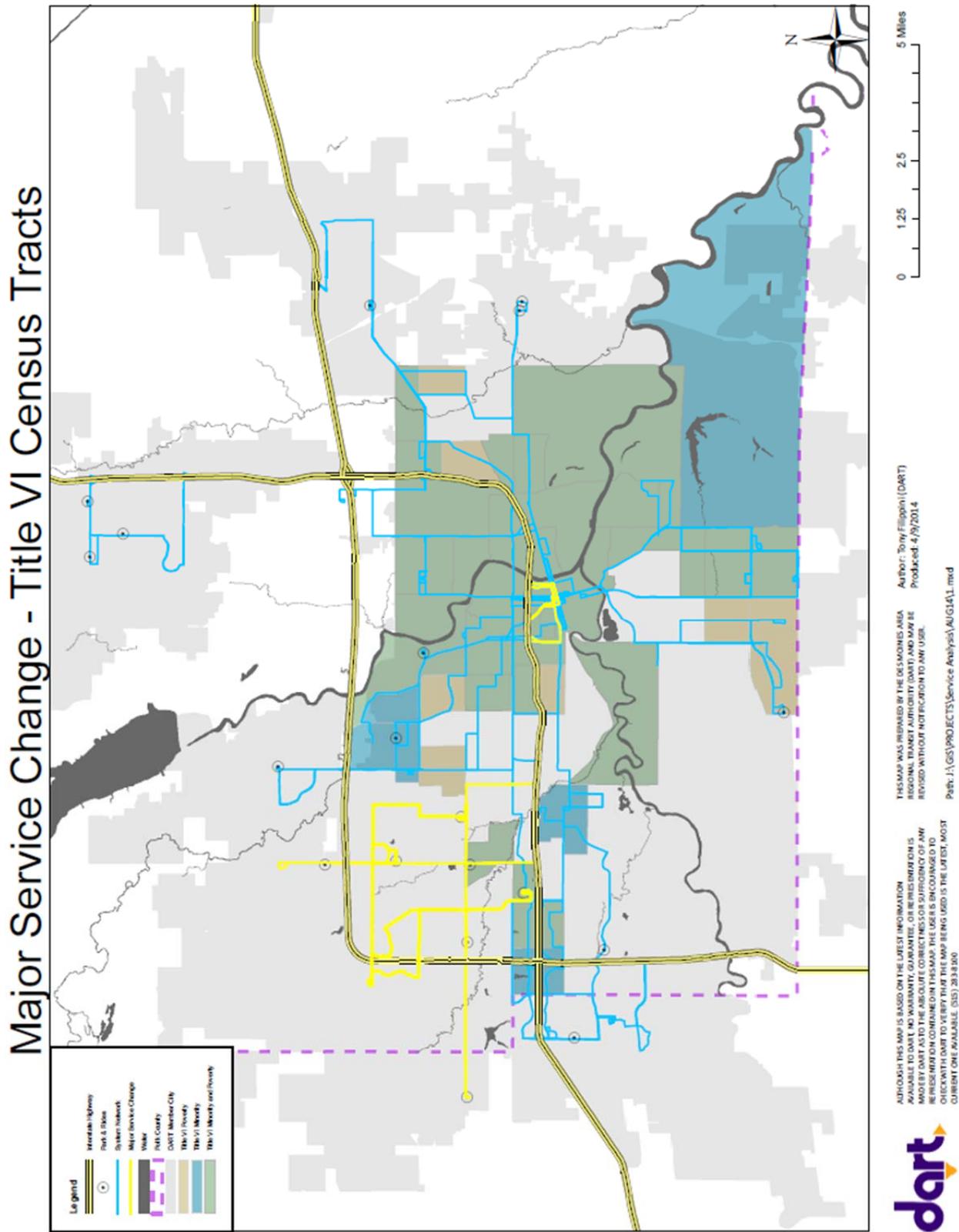


Figure 4 Routes Identified as a Major Service Change with Title VI Census Tracts

Service Improvements - Title VI Census Tracts

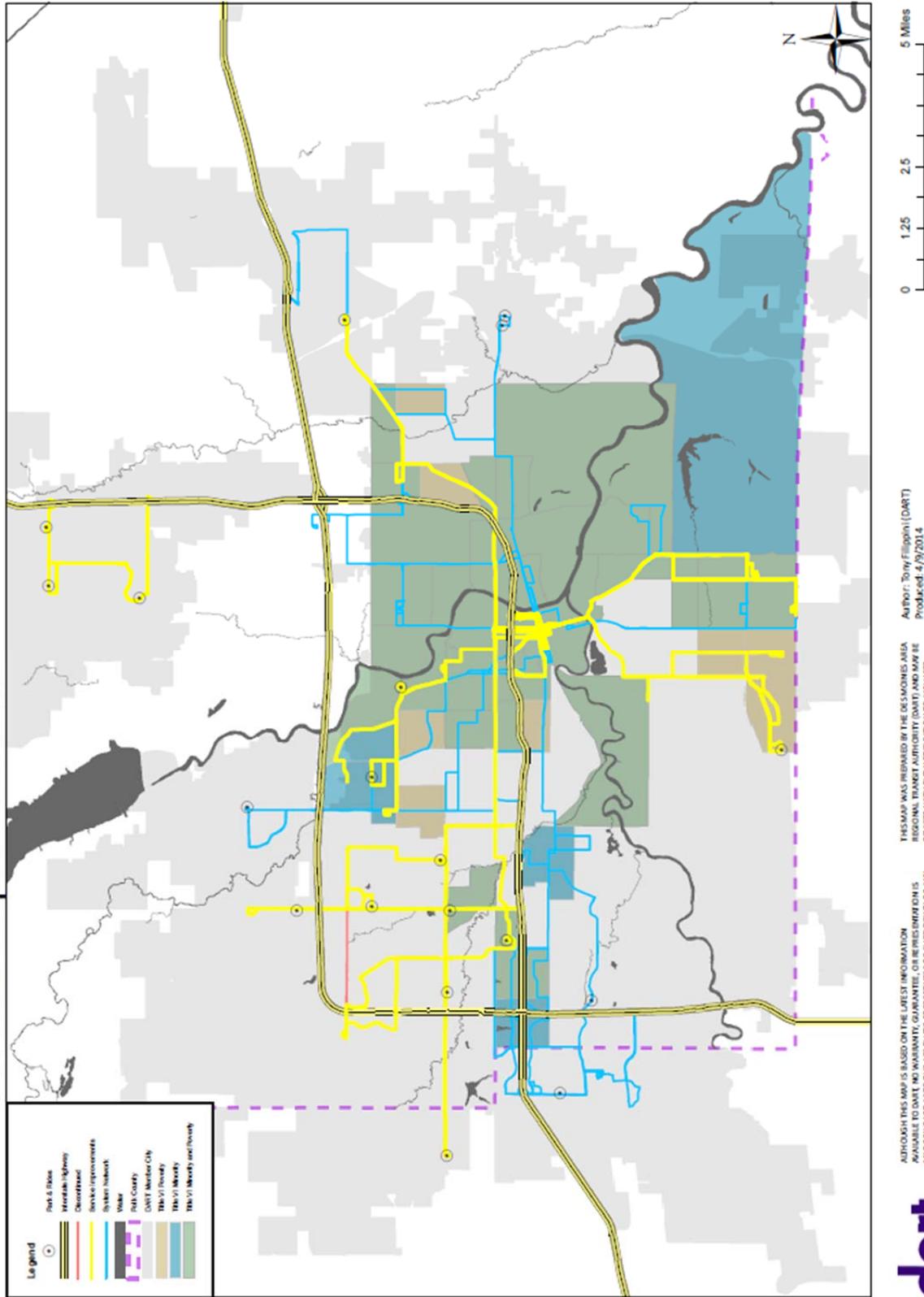


Figure 5 Routes with Service Improvements with Title VI Census Tracts

Route Realignment

The proposed Year 3 service improvements include two route realignments: Route 73 Urbandale/Windsor Heights Flex and Route 92 Hickman Express.

Route Analysis

ROUTE 73 Urbandale/Windsor Heights Flex

Route 73 Flex service is expanding into two branches to provide faster service to Urbandale Business Park and to local Park & Ride facilities. These routes are designed to flex off of the base route

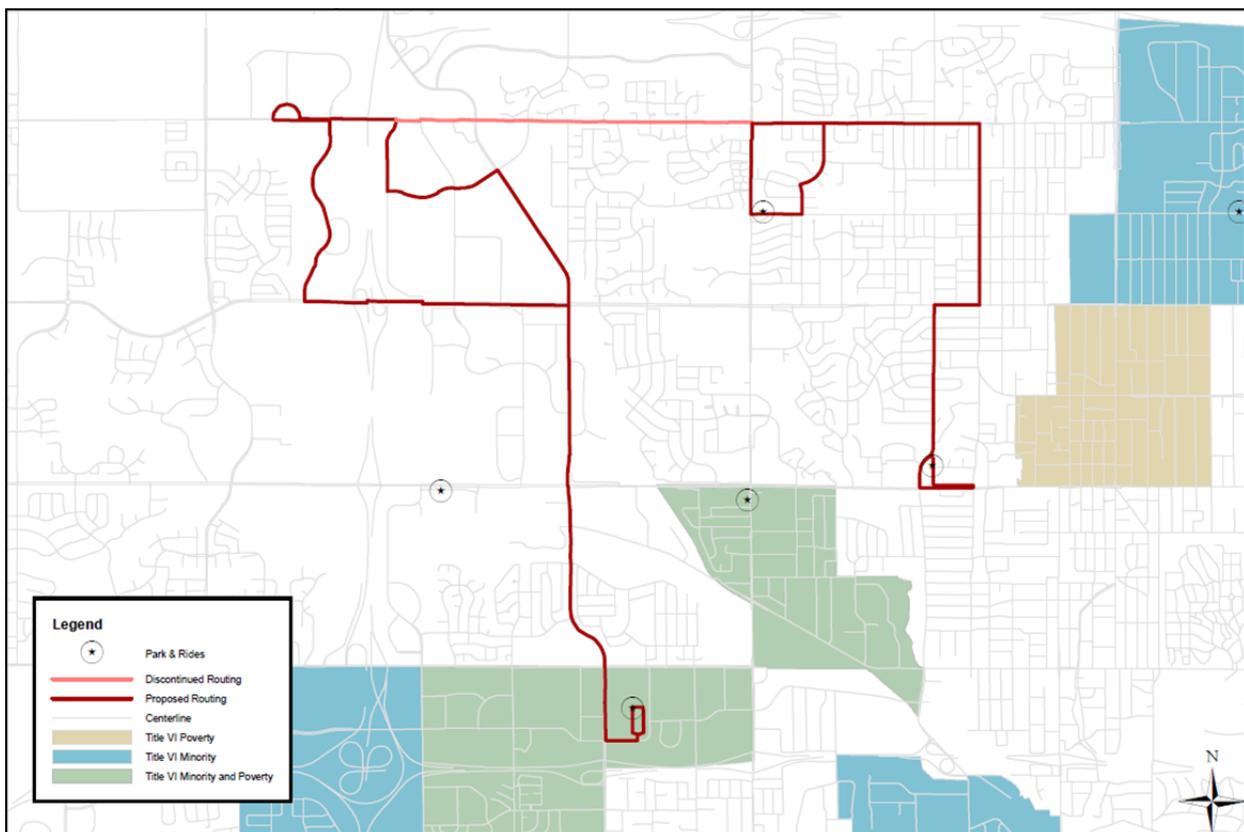


Figure 6 Route 73 Realignment Illustration

	Existing Network Demographics					
	Route	Total Population	Population "In Poverty"	Population "In Poverty" - % of total population	Minority Population	Minority Population - % of total population
Entire System	Entire System	454,690	43,527	9.6%	86,110	18.9%

DART Forward 2035 Year 3 Title VI Analysis

Route 73				
Type of Service Change	Minority Proportion of Population		Low-Income Proportion of Population	
	Census tracts along route	Average population in service area	Census tracts along route	Average population in service area
Changes in Routing	9.0%	18.9%	5.0%	9.6%
Route discontinuation	7.2%	18.9%	3.7%	9.6%

Minority populations in the affected area are below the service area average. The portion of Route 73 that will be discontinued will not affect minority populations more adversely than the population as a whole. The low-income population in the affected area is also below the service area average. It is determined that the low-income population will not be affected more adversely than the population as a whole.

ROUTE 92 Hickman Express

Route 92 Hickman Express is proposed to move the downtown alignment onto Ingersoll / High Street, 7th/6th Street instead of Keo Way and 9th/8th Street. The new alignment will match the alignment used by Express routes 91, 93, 94, 95, and 96. The former length along Keo Way and 9th/8th Street will still be served by Local Routes 5 and 16.

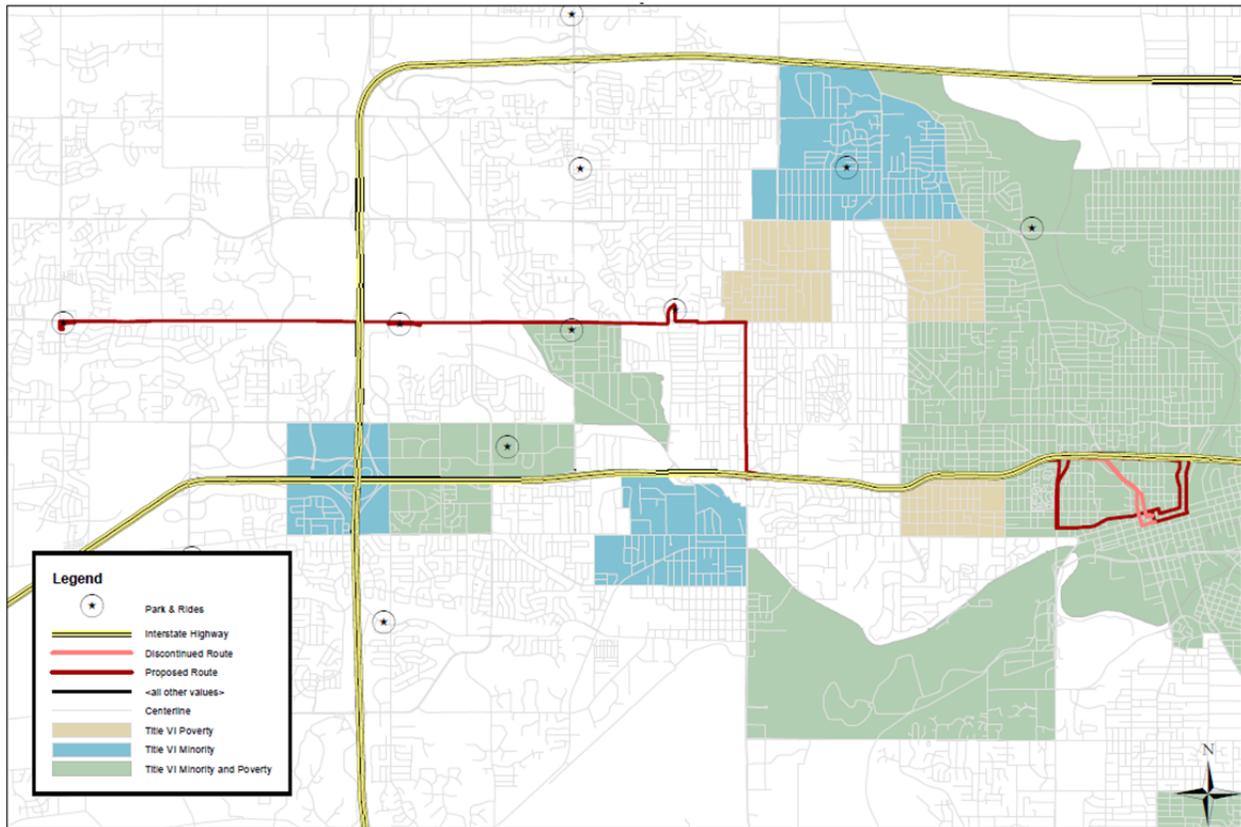


Figure 7 Route 92 Realignment Illustration

Existing Network Demographics						
	Route	Total Population	Population "In Poverty"	Population "In Poverty" - % of total population	Minority Population	Minority Population - % of total population
Entire System	Entire System	454,690	43,527	9.6%	86,110	18.9%

The bus stops along Keo Way and 9th/8th Street are within a ½ mile of current and additional bus stops along the proposed Ingersoll/High Street alignment. Although the discontinued segment is within Census tracts with both above-average minority and low-income populations, the stops are either served by other routes or have existing or new bus stop for Route 92 available within ½ mile. It is determined that the realignment will have no adverse impact on Title VI populations greater than the whole population.

Demographic Comparisons

The proposed Year 3 service changes consist of service additions in terms frequency on routes 3, 6, 8, 16, 17, 73, 92, 93, and 98 and no reduction in the number of trips. Route 92 and 93 have service changes that will impact at least 25 percent of their riders and are classified as “major service change” routes. Comparison of minorities and non-minorities in figure 6, shows that the routes with a “major service change” serve minorities at a lower percentage than the system-wide total. The difference does not meet the DART threshold as a disparate impact of 5 percent.

DART Ridership by Ethnicity				
<i>Current Route</i>	<i>White/Caucasian</i>	<i>Minority Total</i>	<i>Overall % of Minorities</i>	<i>Overall Totals</i>
3	54,916	26,344	32.4%	81,260
6	41,637	18,262	30.5%	59,899
8	43,465	12,872	22.8%	56,337
16	51,258	24,602	32.4%	75,860
17	51,075	26,273	34.0%	77,348
73	92,324	9,133	9.0%	101,457
92	89,142	26,423	22.9%	115,565
93	79,310	29,390	27.0%	108,700
98	69,419	20,556	22.8%	89,975
Percent of minority population in combined "Major Service Change" Area				
92 & 93	165,673	25,817	15.6%	191,490
Percent of minority population in DART Service Area			18.9%	

Figure 8 Ridership by Ethnicity

A comparison of low-income and non-low-income populations on the routes with a major service adjustment shows that the “major change” routes serve low-income populations at a higher percentage than the system-wide total.

DART Ridership by Income				
<i>Current Route</i>	<i>Not Low-Income</i>	<i>Low-Income Total</i>	<i>Overall % Low-Income</i>	<i>Overall Totals</i>
3	67,194	14,066	17.3%	81,260
6	49,299	10,600	17.7%	59,899
8	48,356	7,981	14.2%	56,337
16	63,235	12,625	16.6%	75,860
17	62,649	14,699	19.0%	77,348
73	96,286	5,171	5.1%	101,457
92	102,445	13,120	11.4%	115,565
93	94,263	14,437	13.3%	108,700
98	78,730	11,245	12.5%	89,975
Percent of minority population in combined "Major Service Change" Area				
92 & 93	165,673	17,461	10.5%	183,134
Percent of minority population in DART Service Area			9.6%	

Figure 9 Ridership by Income

Local Mode Discussion

ROUTE 3

Route 3 is a local service connecting Valley West Mall to Downtown Des Moines by way of Westown Parkway in West Des Moines and University Avenue in Windsor Heights and Des Moines. The improvements are designed to alleviate load issues on evening trips, improve recovery, and improve on time performance. The frequency will increase from 60 minutes to 40 minutes.

ROUTE 6

Route 6 is a local service connecting Southridge Mall to Downtown Des Moines by way of SE 5th Street, SE 14th Street, and Indianola Road in Des Moines. Evening frequency will be increased from 60 minutes to 30 minutes to provide enhanced headways on the route branches, currently with service every 2 hours. The improvements will provide service on the branches every 60 minutes and improve frequency at Southridge Mall and Indianola Road from 60 minutes to 30 minutes.

ROUTE 8

Route is a peak-hour only local service along Fleur Drive and SW 14th Street between DART Central Station and Airport South Park and Ride. A single morning round trip will be added to enhance capacity and improve connections downtown.

ROUTE 16

Route 16 is a local service connecting Merle Hay Mall to Downtown Des Moines by way of Douglas Avenue in Des Moines. Evening frequency will be increased from 60 minutes to 30 minutes. The improvements are designed to alleviate load issues on evening trips, improve recovery, improve on time performance, and increase connections at DART Central Station.

ROUTE 17

Route 17 is a local service connecting Altoona Walmart to Downtown Des Moines by way of Hubbell Avenue and E. University Avenue in Des Moines. Morning and afternoon peak trips will be extended from E 29th & Euclid Avenue to Altoona Walmart, a service currently only available during the midday.

Express Mode Discussion

ROUTE 92: Hickman Road Express

Route 92 will be realigned downtown onto Ingersoll Ave/High Street to follow the alignment used by Express Routes 91, 93, 94, 95, and 96. Two morning and afternoon trips will be added to improve route frequency.

ROUTE 93: NW 86th Street Express

Express Route 93 to Johnston via NW 86th Street will be improved with two more morning and afternoon trips to improve route frequency.

ROUTE 98: Ankeny Express

Express Route 98 to Ankeny and DMACC Urban and Ankeny campuses will be improved with three additional morning and afternoon trips to improve route frequency.

Assessment of Service Improvements

These system changes improve service throughout the network improving frequencies along major corridors within the system. DART Forward 2035 represents an overall increase in investment in DART's network. Based on the data and analysis, DART concludes that the Year 3 service changes were determined to not be a disparate impact on minority passengers or a disproportionate burden on low-income passengers when applied to DART's policy.

ACTION ITEM



7E: March FY2014 Consolidated Financial Report

Action: Approve the March FY2014 Consolidated Financial Report

Staff Resource(s): Amber Dakan, Finance Manager
Jamie Schug, Chief Financial Officer

Year-to-Date Budget Highlights:

Revenue:

- Fixed Route Operating Revenue comes in at 0.34% lower than budget expectations year to date. Cash fares moved slightly below budget levels while School Funding and Other Contracted Services remained strong.
- Fixed Route Non-Operating Revenue year to date is 1.66% lower than budget. The difference is being seen primarily in Advertising Revenue and the timing of the Municipal Operating Assistance revenue.
- Paratransit Operating Revenue is 7.52% lower than budget for the month of March year to date. Cash fares are above target while Polk County Funding continues to be the driver for the below budget performance.
- Rideshare Revenues are 10% below budgeted levels year to date. Rideshare expense savings year to date continue to offset the decrease in revenue.

Operating Expense:

- Fixed Route Budget Summary – Operating expenses for Fixed Route are 6.4% below budget year to date. Savings continue to be seen in multiple categories including Salaries, Wages, and Fringes, Insurance, and Fuel and Lubricants.
- Paratransit Budget Summary – Year to date, Paratransit expenses are 5.29% under projected levels. Fuel and Salaries, Wages, and Fringes are the two categories experiencing savings.
- Rideshare Expenses are below budgetary expectations by 11.6%. Fuel and Equipment Repair Parts are the two main categories contributing to the savings.

Recommendation:

- Approve the February FY2014 Consolidated Financial Report.

**** TOTAL Un-Audited Year-End February FY2014 as Compared to Budget:**

Fixed Route	\$	836,419	Reserve For Accidents (See Balance Sheet):	
Paratransit	\$	4,541	FY2014	\$185,810.01
Rideshare	\$	<u>11,314</u>		
Total	\$	852,274		

FY2014 Financials:

March 2014

FIXED ROUTE	March 2014			Year-To-Date-(9) Months Ending 03/31/2014		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	316,100	375,033	(58,934)	3,363,870	3,375,297	(11,427)
Non-Operating Revenue	1,519,582	1,526,571	(6,989)	13,511,092	13,739,139	(228,047)
Subtotal	1,835,682	1,901,604	(65,922)	16,874,962	17,114,436	(239,474)
Operating Expenses	1,749,591	1,876,725	127,134	15,814,629	16,890,521	1,075,893
Gain/(Loss)	86,091	24,880	61,211	1,060,334	223,915	836,419

PARATRANSIT	March 2014			Year-To-Date-(9) Months Ending 03/31/2014		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	155,546	173,750	(18,204)	1,446,138	1,563,750	(117,612)
Non-Operating Revenue	52,917	68,833	(15,917)	614,230	619,500	(5,270)
Subtotal	208,463	242,583	(34,121)	2,060,368	2,183,250	(122,882)
Operating Expenses	264,083	267,405	3,321	2,279,220	2,406,643	127,423
Gain/(Loss)	(55,621)	(24,821)	(30,799)	(218,852)	(223,393)	4,541

RIDESHARE	March 2014			Year-To-Date-(9) Months Ending 03/31/2014		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	72,603	85,685	(13,082)	690,301	771,169	(80,868)
Non-Operating Revenue	-	-	-	2,748	-	2,748
Subtotal	72,603	85,685	(13,082)	693,049	771,169	(78,120)
Operating Expenses	69,150	85,685	16,535	681,734	771,169	89,434
Gain/(Loss)	3,453	-	3,453	11,314	-	11,314

DISCUSSION ITEM



8A:	FY 2015 Capital Improvement Program
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Staff Resource: Amber Dakan, Financial Manager

- A presentation on DART's FY 2015 Capital Improvement Program will be provided at the meeting.

DISCUSSION ITEM



8B:	DART Procurement Manual
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Staff Resource: Mike Tiedens, Procurement Manager

- A presentation on DART's Procurement Manual will be provided at the meeting.

DISCUSSION ITEM



8C:	Fare Policy Update
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Staff Resource: Gunnar Olson, Public Affairs Manager

- A presentation on staff's recommended new fare policy will be provided at the meeting.

DISCUSSION ITEM



8D:	Open Data Update
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Staff Resource: Gunnar Olson, Public Affairs Manager
Todd Struthers, Information Technology Manager

- A presentation on open data for schedule and real-time information will be provided at the meeting.

DISCUSSION ITEM



8E:	Real-Time Data Rollout
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Staff Resource: Kirstin Baer-Harding, Marketing Director

- A presentation on the roll-out of the Real-Time data products will be provided at the Commission meeting.

DISCUSSION ITEM



8F: Quarterly Safety Report

Staff Resource: Mike Kaiser, Lead Supervisor

Analysis of Accidents for the 3rd Quarter of FY2014:

ACCIDENTS BY ROUTE:	<u>3rd QTR</u> <u>FY14</u>	<u>3rd QTR</u> <u>FY13</u>	<u>YTD</u> <u>FY14</u>	<u>YTD</u> <u>FY13</u>
#1 - FAIRGROUNDS	0	1	2	2
#3 - UNIVERSITY	2	4	6	10
#4 - 14TH	1	3	4	4
#5 - FRANKLIN AVE	0	0	0	2
#6 - INDIANOLA AVE	3	0	6	3
#7 - SW 9 th ST	2	0	6	1
#8 - FLUER DR	0	0	1	1
#9 - EXPRESSES	6	3	10	8
#11 - INGERSOLL/VALLEY JCT	2	2	4	4
#12 - ON PROPERTY	3	0	6	5
#13 - PARK AVE	1	0	1	1
#14 - BEAVER AVE	1	4	2	4
#15 - 6 th AVE	2	1	10	1
#16 - DOUGLAS AVE	7	3	14	5
#17 - HUBBELL AVE/ALTOONA	1	3	6	3
#51 - MERLE HAY/CROSTOWN	0	0	1	0
#52 - VALLEY WEST/JORDAN CR	2	1	5	1
#60 - INGERSOLL/UNIVERSITY	4	1	7	1
#40 - LINK	0	2	0	4
#42 - STATE CAPITAL/D-LINE	2	1	7	2
#SS - SCHOOL ROUTES	1	2	4	2
#20 - PARATRANSIT	7	5	24	14
#R - RIDESHARE	3	2	14	4
#A - ADMIN	0	0	1	2
#M - MAINTENANCE	1	0	1	0
SF- STATE FAIR	0	0	0	0
TRAINING	0	0	1	3
TOTALS	51	38	143	87

DISCUSSION ITEM
8F: Quarterly Safety Report



<i>ACCIDENTS BY TYPE:</i>	3 rd QTR	3 rd QTR	YTD	YTD
	<u>FY14</u>	<u>FY 13</u>	<u>FY14</u>	<u>FY 13</u>
BUS INTO FIXED OBJECT	18	13	47	33
PERSONAL INJURY	0	0	2	1
BUS INTO VEHICLE	8	6	18	12
VEHICLE INTO BUS	23	17	66	38
OTHER	1	1	8	2
MAINTENANCE	0	0	0	0
VANDALISM	1	1	2	1
TOTALS	51	38	143	87

<i>ACCIDENTS BY CHARGEABILITY</i>	3 rd QTR	3 rd QTR	YTD	YTD
<i>CODE:</i>	<u>FY14</u>	<u>FY13</u>	<u>FY14</u>	<u>FY13</u>
NON PREVENTABLE	24	18	69	37
PREVENTABLE	24	18	60	45
NOT GRADED	3	2	14	5
TOTALS	51	38	143	87



System Summary Performance Report March 2014

	September 2013	October 2013	November 2013	December 2013	January 2014	February 2014	March 2014	March 2013	Percent Change 2014/2013	FY14 Year To Date	FY13 Year To Date	Percent YTD Change 2014/2013
DART Fixed Route												
Total Ridership	369,520	430,464	349,845	316,984	330,804	331,061	345,246	315,315	9.49%	3,278,417	3,073,376	6.67%
OTT Ridership	23,163	19,194	23,121	22,903	23,582	22,830	26,461	17,157	54.23%	204,931	156,525	30.93%
Unlimited Access Ridership	37,430	37,702	32,135	27,739	31,293	31,786	32,555	37,267	-12.64%	301,452	325,816	-7.48%
Bike Rack Usage	6,707	6,618	3,804	2,260	1,565	1,031	2,026	2,106	-3.80%	37,477	30,801	21.67%
Passengers/Revenue Hour	21.51	22.70	21.39	18.29	18.46	20.03	19.66	19.40	1.35%	20.18	21.59	-6.55%
Avg. Passengers Weekday	16,710	17,197	16,467	13,610	13,701	15,100	14,625	13,688	6.84%	15,719	15,031	4.58%
Avg. Passengers Weekend Day	3,925	4,368	3,698	3,465	3,674	3,633	3,813	2,786	36.85%	3,693	3,094	19.36%
Complaints/100,000 Riders	32.47	30.66	23.15	26.50	33.25	33.83	29.54	32.98	-10.43%	3.84	26.78	-85.67%
Commendations/100,000 Riders	2.16	4.41	3.43	4.42	4.23	3.02	6.08	5.71	6.55%	3.81	3.55	7.51%
Accident Frequency Rate by Service:												
Preventable/100,000 Miles	1.67	2.97	0.85	2.75	2.65	1.22	2.31	1.37	68.75%	1.97	1.81	8.71%
Non-Preventable/100,000 Miles	3.33	2.23	2.13	3.93	2.27	4.89	1.16	0.91	26.56%	1.68	1.07	56.24%
Maintenance:												
Total Miles Operated	240,203	269,550	234,669	254,515	264,090	245,360	259,466	218,919	18.52%	2,234,686	1,987,685	12.43%
Road Calls/100,000 Miles	16.24	18.18	16.19	13.75	23.10	18.75	15.03	11.42	31.62%	16.65	18.11	-8.09%
Active Vehicles in Fleet	96	126	126	126	126	126	126	118	6.78%	115	112	2.18%
DART Paratransit												
Total Ridership	11,274	12,700	10,658	11,307	11,090	10,708	11,487	12,060	-4.75%	103,784	104,154	-0.36%
Passengers/Revenue Hour	3.02	2.99	2.92	2.89	2.93	2.91	2.98	3.10	-3.87%	2.98	2.99	-0.33%
Average Trip Length	5.91	6.16	6.04	6.02	5.94	5.87	5.81	5.71	1.74%	5.94	6.01	-1.21%
Accident Frequency Rate by Service:												
Preventable/100,000 Miles	4.51	2.56	0.00	1.47	3.03	1.59	4.50	0.00	0.00%	2.60	1.28	103.16%
Non-Preventable/100,000 Miles	3.00	0.00	1.55	5.88	0.00	0.00	1.50	0.00	0.00%	1.30	0.80	62.53%
Maintenance:												
Total Miles Operated	66,581	78,271	64,422	68,060	65,917	62,857	66,726	68,858	-3.10%	616,129	625,871	-1.56%
Active Vehicles in Fleet	25	26	20	20	23	20	20	29	-31.03%	24	29	-18.77%
DART RideShare												
Total Ridership	20,520	23,660	19,066	18,922	21,658	19,574	20,064	22,546	-11.01%	186,168	194,376	-4.22%
Total Vans in Circulation	93	93	93	93	94	93	92	94	-2.13%	93	93	0.00%
Total RideShare Customers	772	784	758	744	732	739	714	805	-11.30%	758	820	-7.58%
Accident Frequency Rate by Service:												
Preventable	1.28	1.14	0.00	0.64	0.00	1.32	0.00	0.00	0.00%	0.69	0.14	393.89%
Non-Preventable	0.00	0.57	1.34	0.64	0.60	0.00	0.62	0.00	0.00%	0.55	0.00	0.00%
Maintenance:												
Total Miles Operated	156,758	176,158	148,730	155,563	166,124	151,071	161,329	163,869	-1.55%	1,454,846	1,437,075	1.24%
Active Vehicles in Fleet	120	120	93	100	108	100	100	100	0.00%	107	100	6.78%



System Performance Ridership Report March 2014

	September 2013	October 2013	November 2013	December 2013	January 2014	February 2014	March 2014	March 2013	Percent Change 2014/2013	FY14 Year To Date	FY013 Year To Date	Percent YTD Change 2014/2013
DART Fixed Route Ridership	369,520	430,464	349,845	316,984	330,804	331,061	345,246	315,315	9.49%	3,278,417	3,073,376	6.67%
Local Routes:												
#1 - Fairgrounds	23,428	27,437	21,386	18,126	19,135	20,355	19,836	18,375	7.95%	387,491	363,194	6.69%
#3 - University	37,389	42,962	35,274	32,258	31,503	31,738	34,426	32,326	6.50%	317,108	489,685	-35.24%
#4 - Urbandale	20,006	22,938	18,682	16,787	17,632	16,126	17,405	16,531	5.29%	159,714	205,565	-22.30%
#5 - Clark	3,898	4,906	3,438	3,375	3,269	3,298	2,972	4,725	-37.10%	28,987	97,631	-70.31%
#6 - Indianola	26,097	31,025	24,401	22,622	21,519	20,639	23,453	20,058	16.93%	212,432	332,065	-36.03%
#7 - Ft. Des Moines	34,965	41,626	34,116	31,574	33,777	32,147	32,818	30,748	6.73%	292,603	352,966	-17.10%
#8 - South Union	5,456	6,014	5,288	4,784	4,641	5,174	4,629	4,427	4.56%	43,169	88,499	-51.22%
#11 - Ingersoll Ave.	2,451	2,545	2,199	2,410	1,788	1,998	1,788	2,291	-21.96%	20,958	101,660	-79.38%
#13 - SE Park Ave.	7,108	7,715	6,154	5,173	6,166	6,244	4,846	5,255	-7.78%	46,978	50,727	-7.39%
#14 - Beaver Ave.	22,780	26,073	21,784	19,383	20,850	22,198	22,182	18,498	19.92%	189,284	78,911	139.87%
#15 - 6th Ave.	29,748	34,102	27,181	24,661	25,594	26,197	26,331	23,019	14.39%	236,268	96,151	145.73%
#16 - Douglas Ave.	37,277	45,586	36,082	32,541	32,752	33,385	36,547	34,422	6.17%	314,296	143,099	119.64%
#17 - Hubbell Ave.	18,545	22,772	18,955	16,831	17,641	17,583	18,935	15,510	22.08%	161,859	66,356	143.93%
#51 - Merle Hay Crosstown	1,876	2,611	1,987	1,904	2,248	2,307	2,506	0	0.00%	16,133	0	0.00%
#52 - Valley West/Jordan Creek	11,380	14,073	12,220	11,228	10,644	10,648	12,580	10,544	19.31%	104,997	38,573	172.20%
#60 - Ingersoll/University	30,260	35,040	28,983	26,354	31,034	31,934	34,152	21,261	60.63%	264,771	80,485	228.97%
#71 - Ankeny/Delaware**	0	0	0	0	0	0	0	0	0.00%	0	3,294	-100.00%
Shuttle Routes:												
Link Shuttle	652	857	676	871	1,008	1,037	1,118	981	13.97%	7,759	9,991	-22.34%
Dline	18,241	18,585	14,886	12,612	13,142	12,507	14,423	17,332	-16.78%	155,183	151,541	2.40%
Lincoln/McCombs	10,977	11,304	9,491	7,295	8,871	9,326	6,961	8,408	-17.21%	67,885	70,099	-3.16%
Express Routes:												
#91 - Merle Hay Express	849	1,065	859	771	722	794	1,007	1,187	-15.16%	8,055	8,603	-6.37%
#92 - Hickman Express	2,936	3,498	3,016	2,905	3,113	3,141	2,983	3,356	-11.11%	27,586	27,467	0.43%
#93 - NW 86th Express	3,002	3,421	2,584	2,814	2,873	2,766	2,816	3,458	-18.57%	27,056	32,749	-17.38%
#94 - Westtown	1,176	1,338	1,144	1,114	1,064	1,018	1,214	1,230	-1.30%	10,557	12,965	-18.57%
#95 - Vista	1,830	2,089	1,830	1,615	1,930	2,013	2,150	2,090	2.87%	17,522	18,800	-6.80%
#96 - E.P. True	2,614	3,078	2,405	2,634	2,585	2,729	3,068	3,065	0.10%	24,677	24,578	0.40%
#98 - Ankeny	8,892	10,121	8,104	7,369	8,620	7,588	7,729	9,605	-19.53%	75,908	73,191	3.71%
#99 - Altoona	1,697	2,110	1,704	2,263	1,885	1,780	1,719	1,976	-13.01%	16,572	17,822	-7.01%
On-Call/Flex Routes (Operated by Paratransit):												
On-Call: Ankeny	181	234	167	160	253	181	199	185	7.57%	1,899	1,499	26.68%
On-Call: Des Moines	0	0	0	0	0	0	0	271	-100.00%	422	2,763	-84.73%
On-Call: Johnston/Grimes	471	531	415	417	502	383	334	662	-49.55%	4,089	5,360	-23.71%
#73 Flex: Urbandale/Windsor Heights	621	791	667	598	558	565	620	792	-21.72%	5,532	7,270	-23.91%
#72 Flex: West Des Moines/Clive	2,644	3,886	3,682	3,451	3,379	3,167	3,391	2,605	30.17%	29,566	18,300	61.56%
On-Call: REGIONAL	73	131	85	84	106	95	108	122	-11.48%	1,101	1,517	-27.42%
DART Paratransit Ridership	11,274	12,700	10,658	11,307	11,090	10,708	11,487	12,060	-4.75%	103,784	104,154	-0.36%
Bus/Van	10,584	11,879	9,888	10,584	10,426	10,103	10,802	11,431	-5.50%	97,423	99,498	-2.09%
Cab	690	821	770	723	664	605	685	629	8.90%	6,361	4,656	36.62%
DART RideShare Ridership	20,520	23,660	19,066	18,922	21,658	19,574	20,064	22,546	-11.01%	186,168	194,376	-4.22%
TOTAL RIDERSHIP	401,314	405,880	379,569	347,213	363,552	361,343	376,797	349,921	7.68%	3,568,369	3,371,906	5.83%

9A: Operations Department

Staff Resources: Anthony Lafata, Chief Operating Officer

Transportation - Randy McKern, Manager

- Fixed Route's Safety Meeting was held on April 9, 2014. Carl Voss, bicycle advocate, presented bicycle safety and sharing the road to our Operators.
- Along with the COO, met with officials at the State Capitol on Monday, April 14, 2014 to finalize the location for the ticket booth on Capitol grounds. The booth will be located in Lot 19 at the southeast corner of the lot near the Liberty Bell.

Maintenance - Scott Reed, Manager

- Maintenance Safety Meeting was held on April 11th, 2014. Key items covered were, distracted driving, vehicle dynamics and glare safety.
- Two technicians were sent to Thermo King in Bloomington Minnesota for Transit Bus Air Conditioning Training. The training was held the week of April 7th. Both technicians successfully completed the course and are now certified for both Repair and Freon handling.
- The maintenance department in conjunction with the Transportation Learning Center will administer a skills gap analysis involving all technicians. The results of the analysis will be utilized to identify training needs within the department.

Paratransit - Georgia Parkey, Manager

- For the April Paratransit Safety Meetings we discussed Emergency Management Procedures, which covered Seven Basic Steps to Follow in the event of a robbery, assault or high-jacking.
- Big congratulations to Paratransit operators, they have earned themselves a BBQ for working another 120 days without a reportable injury. They have worked injury free for over one (1) year.

Training - Greg Schmitt, Manager

- Operations Instructor Carl Saxon participated in the US DOT Transportation Safety Institute's Instructor Course in Bus/Paratrasit Operator Training course in Garden City, NY on April 7 - 10, 2014. Completing this course qualifies Carl to teach DART's classroom training for new Operators.
- Lead Supervisor Mike Kaiser, Route Instructor Ken Murphy, Route Instructor Justin Hazebroek, and Operations Instructor Carl Saxon participated in Smith System's Driver Trainer course. All will be certified to teach the Smith System defensive driving course for two years.
- Currently we have three Fixed Route Operators in training. Next classes are scheduled for April 28th, May 12th, and May 26th.

Facilities - Matt Pitstick, Manager

- We have started spring cleanup at the 1100 site and DCS. We have new mulch at both locations and we have begun some landscaping at the 1100 site.

MONTHLY REPORT

9A: Operations Department



- We are ready to award the Barn Portal project to Edge Commercial pending Commission approval. We are awarding the Money Room Addition to be completed by the end of June.
- Making the transition from heating to cooling soon. Cooling units are receiving preventive maintenance to ensure proper operation.

Service Management - Mike Kaiser

- Service staff has been working diligently to keep ahead of the many Detours in the downtown metro area as well as surrounding DART service areas.
- Construction sites in the downtown arteries, along with the Grand Blue Mile Race held April 22nd and the continued street closings at 7th and 8th Streets between Mulberry and Walnut, promoted additional man hours by the team. Staff was available to assist riders with questions regarding the multiple reroutes as well as supporting the operators directly affected by the continued changes.
- Swift communication by the team attributed to the minimal interruption of service caused by the Younkers fire on March 31st. Buses ran within 5 minutes of their scheduled time Saturday and leading into the first week following the fire.

9B: Marketing, Communications, Customer Service and RideShare Departments

Staff Resources: Kirstin Baer-Harding, Marketing Director
Gunnar Olson, Public Affairs Manager
PJ Sass, Customer Service and RideShare Manager

Marketing Updates:

- Route 51 and 91 ridership campaigns kicked off April 1 with free rides through the entire month. Marketing efforts include direct mail, email notifications, business and apartment complex mailings, flyers, social media, community outreach, bus advertising and bus stop signage. Staff hopped on several 51 and 91 trips and handed out "Thanks for Riding" gifts to riders and presented several riders with a "Reason I Ride" Chalkboard coffee mug when they provided their reasons they ride DART.
- DART was a co-sponsor for the Polk County Housing Trust Fund Landlord Breakfast on Tuesday, April 22. Gunnar Olson presented to the group on DART services and staff was available for route and schedule information.
- Hosted a DART Date Night on Friday, April 25 to assist in marketing efforts for the kick-off of the Des Moines MPO's "Do One Thing Campaign". The Des Moines MPO presented the "Do One Thing" campaign during the Tomorrow Plan launch party on Earth Day, April 22.
- Staff continues working through final details for DART's new website. The new design will launch in the second quarter of 2014.
- Staff continues working with Trapeze on product development for the upcoming technology deployment which includes MyDART Phones, Real Time Map and MyDART Alerts (TransitNow).
- Staff has been coordinating with the RideShare department on a brand awareness campaign which promotes reason's to ride in a vanpool and all the benefits. The campaign launched April 1 and materials continue to be distributed in May.
- Staff has been coordinating with Human Resources on developing a hiring marketing campaign for immediate needs and ongoing efforts. Marketing efforts include bus advertising, newspaper ads, radio and mobile advertising.
- Staff met with Carl Voss and Beth Hicks on a partnership with a Bike, Bus and Car Challenge for this year's Bike to Work Week, May 12 - 16. DART will be offering free rides to all cyclists with a working bicycle.

Advertising Program:

New April Advertiser

- Greater Des Moines Convention & Visitor Bureau

Communication Updates - Gunnar Olson:

- Staff prepared General Manager Elizabeth Presutti with presentations to give to the Pleasant Hill City Council and the Grimes City Council on April 15 and April 22, respectively.

MONTHLY REPORT

9B: Marketing and Communications, Customer Service and RideShare



- Staff participated in a day-long educational session on the findings to date of the American Bus Benchmarking Group.
- Staff spoke to Greenwood Elementary students as part of a field trip on April 21.
- Staff gave a presentation April 22 on DART for a group of landlords that was hosted by the Polk County Housing Trust Fund.
- Staff gave a presentation April 22 for The Tomorrow Plan launch party at the Des Moines Social Club.
- Along with Chief Financial Officer Jamie Schug and Customer Service Manager PJ Sass, staff has continued to meet with representatives of social service agencies to discuss fare policy. This is part of staff's ongoing efforts to engage the public in a dialogue about how best to shape the fare policy for the new smart-card payment system in a way that meets the many needs of DART's diverse ridership. Staff is making its recommendation to the Commission this month.
- Staff led the production of a short video on the need to change the transportation network to adapt to the area's changing demographics. The video will be shown May 8 to an audience of regional business and civic leaders as part of the Greater Des Moines Partnership's annual trip to Washington, D.C. DART and the MPO are sponsors of the lunch.
- Staff worked with the Planning Department to hold five public meetings in April to collect public feedback on DART's proposed 2014 service changes.
- Along with Chief Financial Officer Jamie Schug, staff presented a proposal on April 11 to Drake University to potentially expand service in the Drake area.
- Staff worked with the Operations, Customer Service, Planning and Marketing departments to alert the public to emergency routing changes in downtown Des Moines as a result of the Younkers fire that required the temporary closure of Locust Street and the extended closure of 7th Street. Staff also provided multiple interviews to media outlets including The Des Moines Register and WHO-TV.

Customer Service Report – PJ Sass:

March Employer and Group Presentations:

- Principal Orientation (4 visits)
- Lindsay Olson Bus Training (8 attendees)
- DART How to Ride Training (6 attendees)
- Heartland AEA Diverse Learners Resource Fair

Website Communication and Messages

Bus Stop/Shelter Requests = 2

Contact/Feedback Form = 47

Customer Service Request = 38

Other/Misc. = 42

Voicemails = 94 (29 required response)

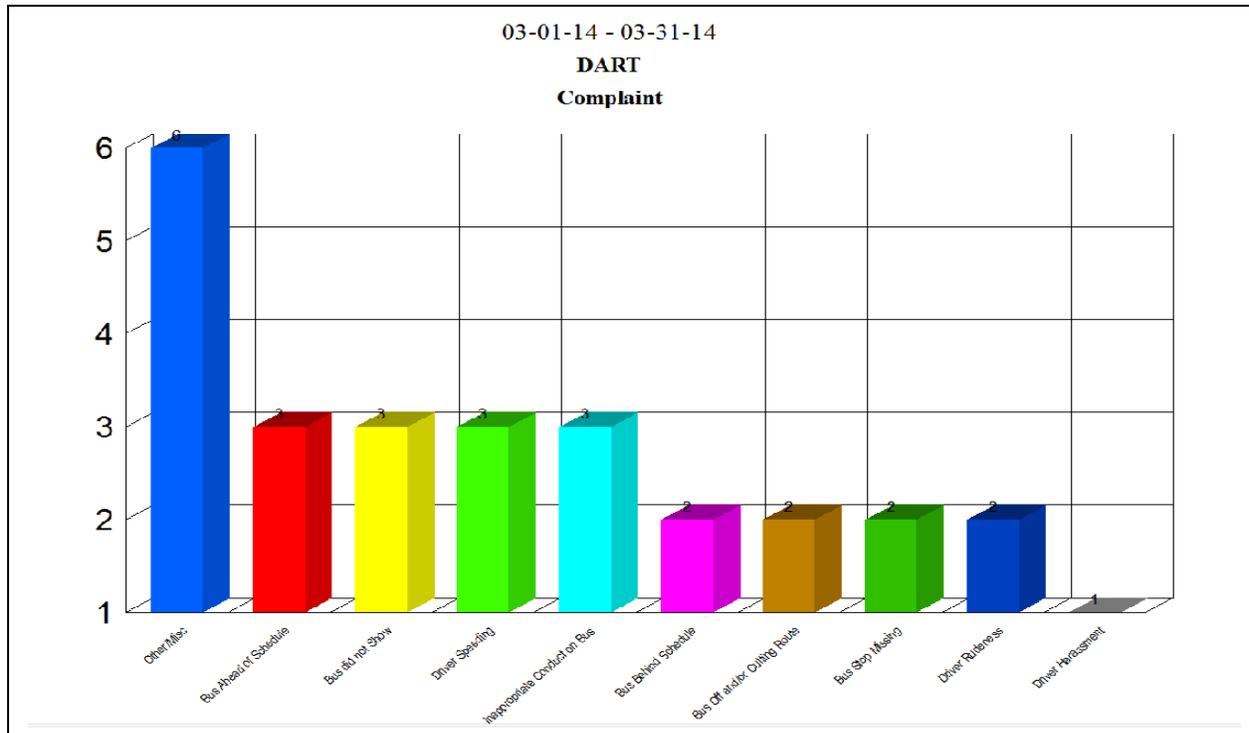
Total Calls for March 2014

MONTHLY REPORT

9B: Marketing and Communications, Customer Service and RideShare



- Schedule Information – 10,871
- Spanish Line – 88
- Receptionist – 497
- RideShare – 340



The top five comments for March were: Other Misc., Bus Behind Schedule, Bus Did Not Show, Driver Speeding and Inappropriate Conduct on a Bus.

In summary we had 102 complaints, 21 commendations and 13 suggestions. Out of the 102 complaints 16 are still being investigated, 30 complaints were founded which is about 29% of the total completed complaints for the month of February.

Travel Training:

- Travel Training class was held on April 15th with 4 attendees. The next class will be held on May 15, 2014.

RideShare – Jennifer Long:

- Staff worked with Marketing to place advertisements on gas pumps as Casey's stores in Carlisle and Winterset. The ads are set to run from April 1 to June 30.
- Staff worked with Marketing on a Spring Special. All new riders who join a vanpool in April or May will receive 25% off their first three month's fare. Content created for the special will be advertised on the DART website, social media, select newspapers, RideShare News lists, and at Unlimited Access businesses.

MONTHLY REPORT

9B: Marketing and Communications, Customer Service and RideShare



Staff Commendations:

DART had several comments in March recognizing DART staff:

- A lady wanted to come up and tell us how great Brit Perdue is. There was an incident on the bus with a lady in a wheelchair and he and the passenger really helped her out. Very helpful and kind. I didn't get this driver's name however I've seen him before and he is always thoughtful and friendly. In the past, especially during inclement weather he positions his bus to make it easier to get on. He always has a smile and a good word. This morning he had dropped off a pedestrian and apparently she had asked for directions. Once she headed the wrong way he honked at her, opened the door and pointed her in the right direction. I just wanted you to know that he has made a great impression and is an excellent representative of DART. Great job Randy Flemming!
- I wanted to take the opportunity to commend one of your drivers and to thank you for having him on your staff. I do not know the gentleman's name, but he drives the #3 University route on the cycle the ends at DART station at 8:40. I was fortunate to ride his bus on numerous times and found him to be always delightful, helpful and friendly to all. I looked forward to seeing him in the mornings. I have had a slight change in my work schedule which cause me to take an earlier bus. I will miss this friendly driver. I just wanted to thank Paratransit for the service you have provided my father. The bus drivers, Steve and Leroy along with the reservationist's have been very kind and compassionate. I am truly thankful for all that you have done. Thank you Les Gunn!
- Driver William Smith saved our lives with his quick thinking and paying close attention to the other traffic we. We had the right away and two electrical trucks turned right in front of us. Kudos to him!! Thank You!!
- A big thank you to my afternoon driver of the #73 On Call, Demetrius. He always has a smile and gets me home safely no matter the weather.

MONTHLY REPORT



9C: Planning Department

Staff Resource: Jim Tishim – Planning Director

Transit Master AVL/RTIS & Trip Planner Update:

- INFO-IVR System (Integrated Voice Response) Move: The INFO-IVR system installation was completed on April 22. DART is now testing the program.
- Real-Time Map: Trapeze completed the development required to resolve problems occurring with the Real-Time Map not incorporating and predicting layover times properly. Trapeze downloaded the fix required to resolve the problems. DART is in the process of testing and validating they have been resolved.
- TransitMaster Automatic Passenger Counter (APC) Subsystem & Public Announcement (PA) System Updated: Trapeze has been working to resolve two difficult TransitMaster AVL/RTIS program problems with the APC Subsystem and PA system for some time. A mobile patch was downloaded to resolve the problems. DART is in the process of testing the programs.
- Trapeze Program Spanish Conversions: DART's Spanish interpreters have completed the first review of the Spanish versions of the new Trapeze programs; Info-Web/Mobile (MyDART Trip Planner), TransitNOW (MyDART Alerts) and Real-Time Map. DART will send Trapeze the changes for implementation and final review.

Planning Department Projects:

- FY 2015 Service Enhancements: The Planning Department held five public meetings April 14-17, 2014 to present the proposed FY 2015 Service Enhancements. A special meeting was held specifically for the stakeholders in the Urbandale Business Park area to present the proposed changes to the #73 Urbandale/Windsor Heights Flex route and the new proposed flex service from Valley West Mall to the Urbandale Business Park area. On-line and paper surveys were available to provide additional public input into the proposed changes to #8 Fleur Dr, #92 Hickman Rd Express and the #93 NW 86th St Express. The FY 2015 Service Enhancements will be presented as an Action Item for final approval at the May 6, 2014 Commission Meeting.
- Title VI Analysis: The Title VI Analysis was completed for the FY 2015 Service Enhancements and will be presented as an Action Item at the May 6, 2014 Commission Meeting.
- Tony Filippini Resigned; DART Transit Planner, Tony Filippini has resigned. Tony has taken a position as a Transportation Planner with the Ames, Iowa Metropolitan Planning Organization. Tony's last day with DART was April 18, 2014.
- Johnston Survey: DART has been asked by the City of Johnston to evaluate the area of new development north of Johnston City Hall for possible expansion of the #91 Merle Hay Rd Express to the area. A special survey was designed to focus on residents in the study area. The survey has been completed and ready for mailing to the residence, as well as an on-line survey.
- Iowa State Fair Service Planning: DART has been granted approval by the State Capitol to begin using E 12th Street between Grand Avenue and Walnut Street to board passengers at the Liberty Bell all day. In the past we had to remain on Grand Avenue until 5:00 p.m., before moving to the Liberty Bell boarding area. The State Capitol has also approved the use of a ticket booth at the Liberty Bell to sell advanced boarding tickets to passengers like we have done for several years

MONTHLY REPORT

9C: Planning Department



at the SE Polk Park & Ride location. The route change requires the Planning Department to change our route structure in the FX Scheduling database and built new schedules for the State Capitol and Center Street Park & Ride routes. In addition, an evaluation of all Iowa State Fair Park & Ride services was completed for the past two years. The evaluation allowed us to find further service improvements to implement this year.

- Drake Service Proposal: The Planning Department assisted in developing the Drake service cost proposals.
- On-Call Planning Request for Proposal (RFP): The Planning Department worked with General Manager, Elizabeth Presutti and Procurement Manager, Mike Tiedens to complete the Scope of Work for the On-Call Planning RFP.

9D:	Procurement Department
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Staff Resources: Mike Tiedens, Procurement Manager

Procurements in Process:

On-Call Planning Services – *Planning services above and beyond staff capacity, including but not limited to, strategic plan development, update to DART Forward 2035, customer satisfaction surveys, and others.*

- RFP was released on April 10, 2014.
- Proposals are due on May 7, 2014.
- Staff intends to present their recommendation to the Commission for approval in June.

Legal Services – *General legal counsel services to support DART staff and the DART Commission.*

- RFP was released on April 7, 2014.
- Proposals were due on May 2, 2014.
- Proposals are currently being evaluated.
- Staff intends to present their recommendation to the Commission for approval in June.

Bus Advertising Production and Installation Services – *Printing, delivery, installation, and/or removal of large format advertising material on vehicles.*

- RFP will be released the week of May 6th.
- Proposals are due in June, 2014.

Money Room Addition – *Environmentally controlled room/transfer area where the new fareboxes will interface with the new vault.*

- Bid opening was held on April 16, 2014.
- Contract awarded to Breiholz Construction.
- Construction is set to begin on May 12, 2014 (approximately).

Contracts and Task Orders Approved in March:

Substance Architecture, Architecture & Engineering Task Order Contract

- Fuel Distribution / Piping Replacement – *Develop the details and specifications for removal and replacement of the fuel piping and related equipment required to bring the fueling station up to current codes and standards.*
 - Original Task Order was approved on January 17, 2014 for the amount of \$30,855.
 - A Change Order to the original Task Order in the amount of \$5,000 for the detailed civil engineering specs for concrete demolition and replacement was approved.
 - The total value of the Task Order is \$35,855.

MONTHLY REPORT
9D: Procurement Department



Upcoming Procurements:

- Drug and Alcohol Testing Services
- Taxi Cab Services
- Fuel Piping Replacement
- Banking Services
- Advertising Services
- Employee Benefit Broker Services
- Heavy Duty Bus Manufacturer
- Remanufactured Articulated Bus Manufacturer

MONTHLY REPORT



9E:	General Manager
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Staff Resource: Elizabeth Presutti, General Manager

- **American Bus Benchmarking Group (ABBG)** – Alex Barron and Mark Trompet from the Imperial College of London and the American Bus Benchmarking Group presented to staff regarding the program and how DART benchmarks amongst the other ABBG group members. It was a very productive and informative meeting.
- **Celebrate Spring Celebration** – Leadership staff members thanked employees for their hard work this winter with ice cream and popcorn on Wednesday, April 23, 2014.
- **City Council Presentations** – Staff along with Commissioner Mahaffey presented an update on DART to the Pleasant Hill City Council on April 15, 2014. In addition, staff along with Commissioner Van Oort and Gayman presented to the Grimes City Council on April 22, 2014.



FUTURE DART COMMISSION ITEMS MAY 6, 2014

June 3, 2014 - 12:00 P.M. ANNUAL MEETING	
Action Items	Information Items
<ul style="list-style-type: none"> - Replacement Farebox System Contract - Operator Uniforms - On-Call Planning Services - Fuel Line Replacement - Bus Cameras - Legal Services - FY2015 Capital Plan - Procurement Manual - Open Data - Sheldahl Withdrawal 	<ul style="list-style-type: none"> - Fare Policy Update - FY 2015 Marketing Plan - Advertising Policy - Financial Policies - DART Commission Conflict of Interest Policy
July 1, 2014 - 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> - Taxi Cab Contract - Banking Services - Drug and Alcohol Testing - Bus Advertising Contract - Fare Policy Recommendation - DART Commission Conflict of Interest Policy - Advertising Policy 	
August 5, 2014 - 12:00 P.M.	
Action Items	Information Items
September 2, 2014 - 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> - FY 2015 State Application & PTIG - 5-Year Heavy Duty Bus Contract - Remanufactured Articulated Bus Contract 	<ul style="list-style-type: none"> - Open Records Policy - Records Retention Policy
October 7, 2014 - 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> - RideShare Van Contract 	<ul style="list-style-type: none"> - FY 2016 Budget
November 4, 2014 - 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> - Benefits Administration Services - Insurance Broker Services 	<ul style="list-style-type: none"> - FY 2016 Budget

Key Meetings/Dates:

- May 4-7, 2014: APTA Bus & Paratransit Conference, Kansas City, MO
- June 12-13: International Practicum on Innovative Transit Funding & Financing, Montreal, QC
- June 18-21, 2014: Iowa Public Transit Association Annual Meeting and State Bus Rodeo, Davenport, IA
- October 8-10, 2014: American Bus Benchmarking Group Annual Meeting, Austin, TX
- October 12-15, 2014: APTA Annual Meeting & EXPO, Houston, TX