STANISLAUS REGIONAL TRANSIT AUTHORITY

BOARD OF DIRECTORS SPECIAL MEETING
1111 I STREET, SUITE 308
STANCOG POLICY BOARD ROOM
THURSDAY, MARCH 27, 2025
2:00 P.M.

In addition to in-person attendance at the location identified above, the following options are available to members of the public to listen, observe and participate in real time in this meeting and provide comments to the Board of Directors during the meeting:

1. You are strongly encouraged to listen to the Board Meeting by joining the meeting from your computer or tablet.

   Please register in advance for the Stanislaus Regional Transit Authority Board Meeting at:

   https://us06web.zoom.us/meeting/register/tZItdOuppjIjH9UJ1bF6MbJVOpVS0B6Q4LXx

2. If you wish to make a comment on a specific agenda item, please wait for the Chair or Moderator to recognize you and you will be called on during the meeting.

   If you are participating via telephone only you will still need to register on Zoom using the link above. You can submit your comments via email to info@stanrta.org or by calling 209-477-7011 by 3:00 pm on March 26, 2025.

   Written Comments will be shared with Board Members and placed into the record at the meeting. Every effort will be made to read comments received during the meeting into the record, but some comments may not be read due to time limitations. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting.

Board Agendas and Minutes: Board agendas, minutes and copies of items to be considered by the Stanislaus Regional Transit Authority Board of Directors are available at least 72 hours prior to the meeting on the Authority's website www.stanrta.org and at the Authority office located at 912 11th Street, Modesto, CA during normal business hours. The documents are also available on the StanRTA website at www.stanrta.org.

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection at the address listed above during normal business hours. These documents are also available on the StanRTA website, subject to staff's ability to post the documents before the meeting.

Reasonable Accommodations: This Agenda shall be made available upon request in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Valerie Fabela at (209) 477-7011 during regular business hours at least

72 hours prior to the time of the meeting to enable the Stanislaus Regional Transit Authority to make reasonable arrangements to ensure accessibility to this meeting.

Notice Regarding Non-English Speakers: Stanislaus Regional Transit Authority Board meetings are conducted in English. Anyone wishing to address the Board of Directors is advised to have an interpreter or to contact Valerie Fabela at (209) 477-7011 during regular business hours at least 72 hours prior to the time of the meeting so that the Stanislaus Regional Transit Authority can provide an interpreter.

Aviso con Respecto a Personas que no Hablan el Idioma de Inglés: Las reuniónes de la Mesa Directiva del Consejo de Gobiernos de Stanislaus son conducidas en Inglés. Cualquier persona que desea dirigirse a la Mesa Directiva se le aconseja que traiga su propio intérprete o llame a Valerie Fabela al (209) 477-7011 durante horas de oficina regulares o a lo menos 72 horas antes de la reunión, para proporcionarle con un intérprete.

NOTICE, CALL AND AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PUBLIC COMMENTS

Members of the public may address the Board on any item not on the agenda. Comments shall be limited to three minutes unless the Chair of the Board sets a different time limit. The Board cannot take action on matters not on the agenda, unless the action is authorized by Section 54954.2 of the Government Code.

5. PRESENTATIONS

A. Recognition of Drivers/Employees of the Month

6. CONSENT CALENDAR

A. Motion to Approve the Stanislaus Regional Transit Authority Meeting Minutes of February 27, 2025

B. Motion to Approve the Stanislaus Regional Transit Authority Special Meeting Minutes of February 27, 2025

C. Motion to Adopt Resolution 2025-180 Approving the Annual Update (Fiscal Year 2025) to the Public Transportation Agency Safety Plan and Authorizing the CEO to Execute the Same

D. Motion to Adopt Resolution 2025-181 Approving the Transit Asset Management Plan Annual Update and Authorize the CEO to Execute and Implement the Same

E. Motion to Adopt Resolution 2025-182 Approving the Submission of a Grant Application for the Low Carbon Transit Operations Program (LCTOP) for the Free Fares Project in the Amount of $1,349,408

F. Motion to Adopt Resolution 2025-183 Authorizing the CEO to Execute an Amendment with Brown Armstrong Accountancy Corporation Exercising Extension Terms and Increasing the Budget by $106,160

G. Motion to Adopt Resolution 2025-184 Approving Submission of the Transportation Development Act (TDA) Claim to StanCOG for FY 2025-2026 in the Amount of $28,078,166 and a Regional Transit Claim in the Amount of $1,855,621

7. DISCUSSION/ACTION ITEMS

A. Motion to Adopt Resolution 2025-185 Approving the Fiscal Year 2025-2026 Operating and Capital Budgets and Authorize the CEO to Implement the Same

B. Operations and Maintenance Facility Space Program

8. INFORMATION ITEMS

A. Key Performance Indicators
B. Marketing Report

9. CEO REPORT

10. DIRECTOR REPORTS

11. ADJOURN TO CLOSED SESSION

A. Conference with Real Property Negotiators pursuant to Government Code section 54956.8
Property: APN: 056-055-014
Agency Negotiator: Chief Executive Officer Adam Barth; Phillip Bonina and Mark Mendoza with Paragon Partners
Negotiating Parties: 3807 Crows Landing, LLC
Under Negotiation: Price and terms of payment

12. RECONVENE FROM CLOSED SESSION

A. Report from Closed Session

13. ADJOURNMENT

Next Regularly Scheduled Stanislaus Regional Transit Authority Meeting:
Thursday, May 1, 2025, at 1:00 p.m.

STANISLAUS REGIONAL TRANSIT AUTHORITY

PRESENTATION

5A. Recognition of Drivers/Employees of the Month

STANISLAUS REGIONAL TRANSIT AUTHORITY

CONSENT CALENDAR

Agenda Item [6A]

STANISLAUS REGIONAL TRANSIT AUTHORITY

BOARD OF DIRECTORS MEETING

Minutes of February 27, 2025
(Thursday) 1:00 p.m.

DIRECTORS PRESENT: Channce Condit (Stanislaus County); Steven Morrow (Citizen Member); George Carr (City of Hughson); David Wright (City of Modesto); Terry Withrow (Stanislaus County); Jeremiah Williams (City of Modesto)

DIRECTORS ABSENT: Chris Ricci (City of Modesto); Andrea Wilson (Citizen Member);

STAFF PRESENT: Adam Barth (CEO); Valerie Fabela; Simon Herrera; Angela Swanson, Nicole Hensley, Letti Ortiz

ALSO PRESENT: Monica Streeter (General Counsel); James Pratt (Information Technology); Gary Machado, Ron McMurtry, Mark Frailey, Steven Evans, Simarpal Sangha, Gilbert Rodriguez, Jason Helton

1. **CALL TO ORDER**

   Chair Carr opened the meeting at 1:00 pm

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

   A Quorum of the Directors was present.

4. **PUBLIC COMMENTS**

   Members of the public may address the Board on any item not on the agenda. Comments shall be limited to three minutes unless the Chair of the Board sets a different time limit. The Board cannot take action on matters not on the agenda, unless the action is authorized by Section 54954.2 of the Government Code.

   Written public comment came from Cynthia Prieto-Diaz which was read by the Transit Board Administrator (TBA), Valerie Fabela. The comment addressed litter near transit stops and her interest in collaborating with StanRTA to keep the stops clean of litter.

Ron McMurtry addressed the Board regarding route 33 and his safety suggestions.

5. **PRESENTATIONS**

A. Recognition of Drivers/Employees of the Month

Transdev employees Simarpal Sangha and Gilbert Rodriguez was recognized as the January and February employees of the month.

6. **CONSENT CALENDAR**

A. Motion to Approve the Stanislaus Regional Transit Authority Meeting Minutes of January 23, 2025

***By Motion, (Director Morrow, Director Wright), and a 6-0 vote, the Stanislaus Regional Transit Authority Board Approved 6A of the Consent Items**

7. **DISCUSSION/ACTION ITEMS**

A. Motion to Accept the Fiscal Year Ended June 30, 2024, Audited Financial Statements and the Independent Auditor's Report.

Adam Barth introduced Eric Xin the Brown Armstrong auditor who completed the audits. Eric Xin explained to the board the audit process and the results of the audit which came back with no findings.

***By Motion, (Director Wright, Director Morrow), and a 6-0 vote, the Stanislaus Regional Transit Authority Board Approved 7A of the Discussion Items.**

B. Fiscal Year 2024-2025 Mid-Year Financial Report

Director of Finance introduced Financial Analyst Nicole Hensley who gave a report of the Mid-Year Financial Report which included the period of July 1st through December 31st, 2024.

8. **INFORMATION ITEMS**

A. Key Performance Indicators
B. Investment Report
C. Report on RFP's and Grants Applications/Awards
D. Marketing Report

9. **CEO REPORT**

CEO Adam Barth shared the upcoming Go Green Week from March 16-22 on all modes of service. Adam shared the ridership stats from FY 2019-2025.

10. DIRECTOR REPORTS

No Director Reports

11. ADJOURNMENT

Adjournment: Meeting adjourned at 1:25 pm

Next Regularly Scheduled Stanislaus Regional Transit Authority Meeting: **Thursday, March 27, 2025, at 1:00 p.m.**

Agenda Item [6B]

STANISLAUS REGIONAL TRANSIT AUTHORITY

BOARD OF DIRECTORS SPECIAL MEETING

Minutes of February 27, 2025
(Thursday) 1:00 p.m.

DIRECTORS PRESENT: Channce Condit (Stanislaus County); Steven Morrow (Citizen Member); George Carr (City of Hughson); David Wright (City of Modesto); Terry Withrow (Stanislaus County); Jeremiah Williams (City of Modesto)

DIRECTORS ABSENT: Chris Ricci (City of Modesto); Andrea Wilson (Citizen Member);

STAFF PRESENT: Adam Barth (CEO); Valerie Fabela;

ALSO PRESENT: Monica Streeter (General Counsel); James Pratt (Information Technology)

1. **CALL TO ORDER**

   Chair Carr opened the meeting at 1:27 pm

2. **ROLL CALL**

   A Quorum of the Directors was present.

3. **PUBLIC COMMENTS**

   Members of the public may address the Board on any item not on the agenda. Comments shall be limited to three minutes unless the Chair of the Board sets a different time limit. The Board cannot take action on matters not on the agenda, unless the action is authorized by Section 54954.2 of the Government Code.

   No public comment

4. **ADJOURN TO CLOSED SESSION**

   A. Conference with Real Property Negotiators pursuant to Government Code section 54956.8
   Property: APN: 056-055-014
   Agency Negotiator: Chief Executive Officer Adam Barth; Phillip Bonina and Mark Mendoza with Paragon Partners
   Negotiating Parties: 3807 Crows Landing, LLC

Under Negotiation: Price and terms of payment

5. **RECONVENE FROM CLOSED SESSION**

   A. Report from Closed Session

   No reportable action.

6. **ADJOURNMENT**

   Adjournment: Meeting adjourned at 1:54 pm

Next Regularly Scheduled Stanislaus Regional Transit Authority Meeting: **Thursday, March 27, 2025, at 1:00 p.m.**

Ride the

STANISLAUS REGIONAL TRANSIT AUTHORITY

DATE: **March 27, 2025**

TO: **Board of Directors**

FROM: **Roland Fecteau, Transit Analyst**

RE: **Public Transit Agency Safety Plan (PTASP) Annual Update**

Agenda Item: [6C]

Background

On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule. This requires certain public transportation operators that receive federal funds under FTA's Urbanized Area Formula Grants (5307) to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS). On March 24, 2022, the Board of Directors of the Stanislaus Regional Transit Authority (StanRTA) approved its original Agency Safety Plan (ASP) in compliance with FTA requirements. In response to regulatory changes introduced by the Bipartisan Infrastructure Law (BIL) in 2022, an update to the plan was required and completed in December 2022. The BIL also instituted an annual review and update of the plan as a condition of continued funding.

Discussion:

The BIL, which has authorized $108 billion for public transportation over five years, resulted in new safety requirements for transit agencies. The BIL included the mandate for transit agencies to establish a Safety Committee composed of frontline employees from various disciplines.

Safety in Transit Industry

StanRTA, our contracted operator Transdev, and the City of Modesto as our maintenance contractor, work diligently to employ qualified staff in safe workplaces using quality tools and the best in technology. The public transportation industry remains among the safest surface transportation modes in terms of total reported safety events, fatalities, and injuries. Nonetheless, the public transportation industry remains vulnerable to catastrophic accidents. That is why the FTA has required this new safety program.

Safety Committee

As a large urban transit agency, StanRTA established a compliant Safety Committee comprising bus operators, supervisors, dispatchers, safety managers, a maintenance supervisor, a mechanic supervisor, and agency staff. The group represents all divisions within transit front-line service.

The group convenes at least once annually to review performance metrics and offer recommendations on performance targets and safety strategies.

Annual Updates to ASP Performance Targets

The ASP is updated annually to reflect the previous year's actual safety performance against the goals and to set safety targets for the coming year. Plan engagement relies on a collaboration with the operations contractor, Transdev, and the City of Modesto's maintenance. Overall, the ASP has helped to improve StanRTA's safety culture and identified critical areas for improvement. As part of the annual ASP review, additional revisions may be made to reflect changes in operations or regulations.

Updates made in this year's edition of the ASP are:

- Performance Metrics and Performance Targets added
- FTA General Directive 24-1 Required Actions for Agencies to Mitigate Assaults on Transit Workers

The following table shows the safety performance in FY 24 and the targets established for FY25.

FY 24 Performance	Safety Performance Measure	FY 25 Target
11	Major Events	8
7	Collisions	4
1	Pedestrian Collisions	0
115	Vehicular Collisions	65
0	Fatalities	0
0	Transit Worker Fatalities	0
1	Injuries	0
0	Transit Worker Injuries	0
1	Assaults on Transit Workers	0
272	System Reliability	250
3,873,206	Annual Vehicle Revenue Miles (VRM)	n/a

Fiscal Impact:

The implementation of the PTASP has no direct impact on the current or future year budgets, though a reduction in injuries, accidents, or other serious incidents will result in a safer system, better work performance and a reduction in repair costs.

Recommendation:

It is recommended that the Board of Directors:

Adopt Resolution 2025-180 approving the annual update (Fiscal Year 2025) to the Public Transportation Agency Safety Plan and authorizing the Chief Executive Officer to execute the document.

Attachments:

1. Fiscal Year 2025 Public Transportation Agency Safety Plan

STANISLAUS REGIONAL TRANSIT AUTHORITY
RESOLUTION 2025-180
RESOLUTION APPROVING THE ANNUAL UPDATE (FISCAL YEAR 2025) TO THE PUBLIC TRANSPORTATION AGENCY SAFETY PLAN AND AUTHORIZING THE CEO TO EXECUTE THE SAME

WHEREAS, the Stanislaus Regional Transit Authority ("Authority") is a joint powers agency whose members are the City of Modesto and the County of Stanislaus, and which was created to consolidate transit services countywide with the exception of the City of Turlock; and

WHEREAS, the Authority adopted the initial Public Transportation Agency Safety Plan ("PTASP") on March 24, 2022; and

WHEREAS, regulatory changes in 2022 required the Authority to renew the approval of the PTASP as a condition of continued federal funding; and

WHEREAS, the Bipartisan Infrastructure Law resulted in new safety requirements for transit agencies and requires transit agencies to establish a safety committee to address strategies to improve safety performance; and

WHEREAS, the Authority established a Safety Committee as required and the committee convenes at least once annually; and

WHEREAS, the annual review process helps improve safety culture and areas for improvement and this year resulted in new performance targets being added.

NOW, THEREFORE, BE IT RESOLVED, the Authority Board of Directors hereby adopts the Fiscal Year 2025 Public Transportation Agency Safety Plan, dated March 2025, and attached hereto as Exhibit "A".

BE IT FURTHER RESOLVED that the Chief Executive Officer is authorized to execute any and all required documents, to implement the Public Transportation Agency Safety Plan and to make administrative changes, as needed, to ensure that the plan is implemented in the most efficient and cost-effective manner possible.

The foregoing Resolution was introduced at a special meeting of the Stanislaus Regional Transit Authority, on the 27th day of March 2025. A motion was made and seconded to adopt the foregoing Resolution. The Motion was carried, and the Resolution was adopted.

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SPECIAL MEETING DATE: **March 27, 2025**

GEORGE CARR, CHAIR

ATTEST:

ADAM BARTH, CHIEF EXECUTIVE OFFICER

EXHIBIT A
FISCAL YEAR 2025 PUBLIC TRANSPORTATION AGENCY SAFETY PLAN
DATED MARCH 2025

Stanislaus Regional Transit Authority
Public Transportation Agency
Safety Plan

March 2025

Table of Contents

Executive Summary

On July 1, 2021, a Joint Powers Agency agreement was instituted consolidating the two largest transit providers in Stanislaus County – Modesto Area Express (MAX) and Stanislaus Regional Transit (StaRT), forming the Stanislaus Regional Transit Authority (StanRTA).

StanRTA provides the following transit services to Stanislaus County residents:

- Fixed Route: Local and regional fixed route service in Stanislaus County
- Americans with Disability Act (ADA) Paratransit: Complement to StanRTA Fixed Route Service and is available to individuals with disabilities.
- Medi-Van: Takes passengers from Modesto to designated Bay Area Medical Centers
- Commuter Service: Express Commuter Service to the Bay Area

StanRTA's fleet is comprised of seventy-eight fixed route buses, seven commuter buses, and fifty cutaways for demand response services.

StanRTA is committed to comprehensive safety planning. As an operator of a public transportation system that receives Federal financial assistance under Title 49 of the United States Code (USC) Chapter 53, the Transit Agency is subject to 49 CFR Part 625, 630, 670, 673, and this Safety Plan is fully compliant with that Rule as well as with the requirements of the National Public Transportation Safety Plan (NSP) as promulgated through 49 CFR 670.

Safety Policy

StanRTA and the Federal Transit Administration (FTA) have adopted the principles and methods of System Safety and of Safety Management Systems (SMS) as the basis for enhancing the safety of public transportation. All rules, regulations, policies, guidance, best practices, and technical assistance administered will, to the extent practical and consistent with legal and other applicable requirements, follow the principles and methods of SMS.

The StanRTA Safety Plan, hereafter referred to as the Agency Safety Plan (ASP) is an agency-wide safety plan that meets and is responsive to FTA's Public Transportation Agency Safety Program (PTASP). The ASP reflects the specific safety objectives, standards, and priorities of StanRTA. StanRTA has incorporated its System Safety

compliance into SMS principles and methods tailored to the size, complexity, and scope of its own public transportation system and the environment in which it operates.

Safety Plan

StanRTA has established an ASP that meets or exceeds the General Requirements of 49 CFR Part 625, 630, 670, 673, including the following required elements:

- The ASP, and subsequent updates, will be signed by the Accountable Executive- StanRTA's Chief Executive Officer (CEO) and approved by the StanRTA Board of Directors.
- StanRTA's Director of Operations and Planning serves as the agency's Chief Safety Officer. This position reports directly to the StanRTA CEO.
- The ASP documents the processes and activities related to SMS implementation.
- The ASP includes performance targets based on the safety performance criteria established under the NSP, and the state of good repair standards established in the regulations that implement the National Transit Asset Management (TAM) System and are included in the NSP.
- The ASP addresses all applicable requirements and standards as set forth in the NSP.
- The ASP will comply with the minimum safety performance standards authorized through the NSP.
- StanRTA will establish a process and timeline for conducting an annual review and update of the ASP.
- The ASP includes bus and demand response modes of service. StanRTA will maintain the ASP in accordance with the recordkeeping requirements in subpart D of Part 673.
- The ASP is consistent with Centers for Disease Control and Prevention and State health authority guidelines to minimize exposure to infectious diseases.
- StanRTA has composed a Safety Committee made up of representatives of frontline to assist with the development of the ASP.
- The ASP includes a risk reduction program for transit operations to improve safety by reducing the number of accidents, injuries, and assaults on transit workers based on data submitted to the National Transit Database (NTD).

- The ASP will set risk reduction performance targets using the previous year of the data submitted to NTD. StanRTA's first year of operation will be July 1, 2021-June 30, 2022. StanRTA will set risk reduction performance targets as required based on each year of service.

Certification of Compliance

On an annual basis StanRTA will certify through Board Resolution that it has established this ASP meeting the requirements of Part 673.

Coordination with Planning Processes

To aid in the planning process, StanRTA will make its safety performance targets available to the Department of Transportation and the Stanislaus Council of Governments (StanCOG) the region's Metropolitan Planning Organization (MPO).

Transit Agency Information

Transit Agency Name	Stanislaus Regional Transit Authority
Transit Agency Address	912 11th Street Ste.100 Modesto CA 95354
Name and Title of Accountable Executive	Adam Barth, Chief Executive Officer
Name of Chief Safety Officer or SMS Executive	Simon Herrera, Director of Operations and Planning
Mode(s) of Service Covered by This Plan	• Fixed Route • ADA Paratransit • Demand Response • Commuter
List All FTA Funding Types (e.g.,5307, 5310, 5311)	• 5307 • 5311 • 5339
Mode(s) of Service Provided by the Transit Agency (Directly operated or contracted service)	StanRTA operates the following transit services: • Fixed Route: Local and regional fixed route service in Stanislaus County • Americans with Disability Act (ADA) Paratransit: Complement to StanRTA Fixed Route Service and is available to individuals with disabilities. • Demand-Response Service: Special demand-response service for the general public in Oakdale, Riverbank and Patterson. • Medi-Van: Service from Modesto to designated Bay Area Medical Centers • Commuter service to ACE, BART and Stockton Transit Center

	StanRTA's fleet is comprised of seventy-eight fixed route buses, seven commuter buses, and fifty cutaways for demand response services.
Description of Contracted Services	• StanRTA provides the operation services above through its contractor Transdev North America, Inc., and maintenance services through the City of Modesto.
Name and Address of Transit Agency(ies) for Which Service is Provided	• Stanislaus Regional Transit Authority 912 11th Street Suite 100 Modesto CA 95354

Plan Development, Approval and Updates

Name of Entity That Drafted This Plan	Stanislaus Regional Transit Authority	
Signature by the Accountable Executive	**Signature of Accountable Executive**	**Date of Signature**
Approval by the Board of Directors or an Equivalent Authority	**Name of Individual/Entity That Approved This Plan**	**Date of Approval**
	Stanislaus Regional Transit Authority	
	Relevant Documentation (Title and Location)	
	Stanislaus Regional Transit Authority Resolution	
Certification of Compliance	**Name of Individual/Entity That Certified This Plan**	**Date of Certification**
	Stanislaus Regional Transit District	
	Relevant Documentation (Title and Location)	
	Stanislaus Regional Transit District Resolution	

Version Number and Updates

Record the complete history of successive versions of this plan.

Version Number	Section/Pages Affected	Reason for Change	Date Issued
2023	Page 7	Update for 2024	12/7/2023
2024	Page 7, 8, 9	Update for 2025	

Annual Review and Update of the Public Transportation Agency Safety Plan

Describe the process and timeline for conducting an annual review and update of the Public Transportation Agency Safety Plan.

The StanRTA PTASP is reviewed starting every August and finalized in October of each calendar year. The plan was reviewed by the Agency Safety Plan Sub-Committee, which was formed for this purpose.

The committee members met on February 28, 2025, and again on March 14, 2025. The sole agenda item was focused on reviewing the Agency Safety Plan and collecting their comments and feedback. The Safety Committee had no new notes for the Agency Safety Plan; there were some suggestions for the Transdev Safety Training Program only.

Safety Performance Targets

The new Safety Performance Targets added this year are specific numerical targets set by StanRTA as defined by the FTA in the National Safety Plan.

- Major Events
- Major Event Rate
- Collision Rate
- Pedestrian Collision Rate
- Vehicular Collision Rate
- Fatalities
- Fatality Rate
- Transit Worker Fatality Rate
- Injuries
- Injury Rate
- Transit Worker Injury Rate
- Assaults on Transit Workers
- Rate of Assaults on Transit Workers
- System Reliability

The table below is compliant with the National Safety Plan (NSP) and with the National Transit Database (NTD) reporting requirements. The Safety Performance Target Measures for FY2024 are as follows:

Table 1: FY2024 Safety Performance Measures

Safety Performance Measure	Total	Rate(Total/100kVRM)
Major Events	11	0.28
Collisions	7	0.18
Pedestrian Collisions	1	0.26
Vehicular Collisions	115	2.97
Fatalities	0	
Transit Worker Fatalities	0	
Injuries	1	0.26
Transit Worker Injuries	0	
Assaults on Transit Workers	1	0.26
System Reliability	272	7.02
Annual Vehicle Revenue Miles (VRM)	3,873,206	

The Safety Performance Target Metrics set for FY2025 are as follows:

Table 2. The Safety Performance Target Metrics set for FY2025 are as follows:

Safety Performance Measure	Total
Major Events	8
Collisions	4
Pedestrian Collisions	0
Vehicular Collisions	65
Fatalities	0
Transit Worker Fatalities	0
Injuries	0
Transit Worker Injuries	0
Assaults on Transit Workers	0
System Reliability	250

Communication of StanRTA safety performance is disseminated via email, memos, board report, in-service training, and safety boards.

FTA requires that StanRTA coordinate with FTA Region 9 and the StanCOG, the region's MPO. StanRTA provides StanCOG with the information in the table above as part of the Transportation Development Act process on an annual basis.

Safety Management Policy

It is StanRTA's policy to provide safe and reliable transportation services for the general public and individuals with disabilities, to maintain safe and healthy working conditions for our employees, and to comply with all applicable occupational and environmental laws and regulations.

Operational and safety training, accident investigation, Standard Operating Procedures (SOP), and audit/inspection programs are documented and referenced in the ASP. The purpose of this plan, among others, is to identify and address unsafe acts and conditions, promote safety awareness, and assist in preventing injuries, illnesses, and environmental harm.

Every StanRTA employee and any outside contractor who serves StanRTA has the duty to adhere to the ASP, to recognize, report, and correct hazards, to work in a safe manner, to promote safety awareness, and to assist in accident prevention actively.

StanRTA is committed to a comprehensive safety planning, and as an operator of a public transportation system that receives Federal financial assistance under Title 49 USC Chapter 53, it also complies with 49 CFR Part 673.

StanRTA has adopted the principles and methods of SMS as the basis for enhancing the safety of public transportation. All rules, regulations, policies, guidance, best practices, and technical assistance administered will, to the extent practical and consistent with legal and other applicable requirements, follow the principles and methods of SMS.

Safety Management Policy Statement

At StanRTA, safety is our credo — our core belief, our deepest conviction, and our highest priority. Our responsibility and accountability for safety extend to all StanRTA employees and contractors as we care for our customers, passengers, the general public, including motorists, cyclists, pedestrians, and one another.

Operational safety shall always serve as the guiding principle and paramount priority when developing any StanRTA operational policies, practices, and procedures. All decisions need to be viewed through the lens of safety.

The prevention of accidents, injuries, unsafe incidents, and illness is the responsibility of every StanRTA employee. All employees, from the Chief Executive Officer to the frontline employee, are expected to lead by example and:

- Provide a safe and healthy working environment;

- Abide by all safety policies, rules, and regulations;
- Expect and insist upon a total commitment to safety from fellow employees; and
- Immediately report any safety concerns to their supervisor or safety representative.

StanRTA is committed to:

Executive Management Commitment to Safety

Executive Management will lead the development of an organizational culture that promotes safe operations and provides the necessary resources to support this core management function. This will be achieved by fostering and ensuring safe practices, improving safety when needed, and encouraging effective employee safety reporting and communication. StanRTA will hold executives, managers, contractors, and employees accountable for safety performance.

Communication & Training:

Employee engagement is crucial to the functioning of an SMS. Communication systems will be implemented to enhance awareness of StanRTA's safety objectives and performance targets, as well as to facilitate ongoing safety communication throughout the organization. All levels of management must proactively engage employees and work to maintain honest and open lines of communication. All employees will be made aware of the importance of StanRTA's SMS and trained in safety reporting procedures. Communication protocols include:

- Training in SMS for all employees;
- Notices to all contracted personnel,
- E-mails to all StanRTA administrative staff;
- Signed receipt from all employees and new hires;
- Inclusion in employee Safety Briefings; and
- Posting on all general bulletin boards

The ASP will always be available to all employees. It will be maintained in an accessible electronic file by all key SMS personnel. Contractors will be directed to distribute a copy to each employee and future employees while in training and have a signature of receipt from employees documented and kept on file.

Responsibility & Accountability:

All levels of management will be responsible for delivering safe and quality transit services that represent StanRTA's performance of its SMS. Managers will take an active role in the Safety Risk Management process and ensure that Safety Assurance functions are supported. Managers are responsible for ensuring that Safety Risk Management is being performed in their operational areas of control to assure that the safety risk associated with safety hazards is assessed and mitigated. Safety performance will be an important part of performance evaluations for StanRTA.

Responsibility of Employees & Contractors:

All employees and contractors will support safety management by ensuring that hazards are identified and reported.

Employee Reporting: Executive management will establish a Safety Committee as a viable mechanism for employees to voice their safety concerns. All frontline employees will be responsible for utilizing this program as part of the SMS. No action will be taken against any employee who communicates a safety condition through the StanRTA safety reporting program unless such disclosure indicates the following: an illegal act, gross misconduct or negligence, or a deliberate or willful disregard of StanRTA rules, policies, and procedures.

Performance Monitoring and Measurement: StanRTA will establish realistic measures of safety performance and set safety performance targets to ensure continual improvement in safety. Managers will verify that the safety risk mitigations implemented are appropriate and effective.

Review & Evaluation: StanRTA will measure SMS performance by analyzing key safety performance indicators, reviewing inspections, investigations, and corrective action reports, as well as auditing the processes that support the SMS. These activities will become the basis for revising or developing safety objectives, safety performance targets, and plans with the goal of continuous safety improvement.

Safety Risk Management

The Safety Risk Management (SRM) objective is to identify hazardous conditions and/or behaviors, document them, develop and apply mitigation strategies, and assess if they can be eliminated or minimized to an acceptable risk status.

Safety Hazard Identification

StanRTA defines a hazard as any real or potential condition or behavior that can cause injury, illness, or death, damage or loss of facilities, equipment, rolling stock, or infrastructure of a transit system, or damage to the environment. The Chief Safety Officer is directly responsible for implementing and managing the Safety Hazard Identification on an ongoing basis. This includes:

- Identifying hazards and consequences of hazards;
- Developing, updating, and auditing the program;
- Training all designated transit employees and contractors on the hazards management process;
- Documenting and tracking all identified hazards up to resolution, and
- Communicating hazards to the CEO through written and verbal communications.

Hazard identification encompasses a set of methodologies that first searches throughout the system for anything with the potential to do harm. Identification of hazards is the responsibility of all divisions and is the key to system safety. Identified hazards are analyzed for severity, occurrence frequency, and cost feasibility of remedial action required to eliminate or reduce the hazard to the lowest practical level. All identified hazards will be reported immediately to the Chief Safety Officer for review and assessment of potential consequences.

Hazards can be identified in several ways, such as:

- Design Review
- Daily walk-throughs of facilities
- Monthly facility self-inspections
- Onboard in-cab cameras (e.g.: Event Vehicle Recorders)
- Accidents, Incidents, and System Reliability, and Failure Reports
- Ride Checks and Proficiency Checks

- System Inspections, Audits, and Regulatory Inspections
- Customer, Contractor, and Employee Complaints
- Safety Committee
- Employee Safety Reporting

Consequences of Safety Hazards are vetted through the Safety Risk Assessment and Safety Risk Mitigation procedures.

Safety Risk Assessment

StanRTA will use a hazard identification and analysis process before purchasing and accepting new equipment and/or modifications of existing facilities, systems or rolling stock, and infrastructure elements. FTA Directive 24-1 requires ALL Transit Agencies to conduct a Risk Assessment to mitigate the occurrence of Assaults on Transit Workers and report to FTA by 12/26/2024 (See Appendix D).

Safety Hazard Analysis Methods

Analysis of a hazard is based on both the probability of occurrence and the severity of an event. Hazards with the greatest potential to cause serious injury will take highest priority for immediate resolution. Hazard analysis also attempts to reduce the severity of events by introducing protective devices and equipment, procedures and/or forms, or system modifications that reduce the amount of human and property damage resulting from an accident.

While identifying every hazard is virtually impossible, there are two methods for orderly identification of hazards: inductive and deductive analysis.

- **The inductive hazard identification process** consists of an analysis of system components to identify their respective failure modes and the effects they may have on the total system. This process assumes the failure of single elements or events and, through analysis, determines the potential consequential effects on the system or subsystem.
- **The deductive hazard identification process** involves defining an undesired effect (e.g., collision, fire) and then deducing the possible conditions or system component faults (or combinations of them) necessary to cause the undesired effect.

The Chief Safety Officer will continually evaluate the project using the methods described above to identify new hazards. This will be documented as described in the PTASP document. In addition, the Chief Safety Officer utilizes a variety of software and

technologies (e.g.: Incident database, data visualization software) to assist in his/her analysis efforts.

Hazard Risk Assessment

Hazard Risk Assessment is a quantitative calculation based on largely subjective judgments used to determine the risk associated with each hazard and, thus the urgency for implementing corrective measures to eliminate or reduce risks to a level of acceptability. Hazard Risk Assessment is comprised of evaluating hazard severity (categorizing the hazard) and evaluating hazard probability. The factors considered in this analysis include system safety, schedule, and the impact on the public's perception of safety on the system in the community where the system operates.

Hazard Severity

Hazard severity is a subjective determination. As data is accumulated over time, an objective determination applicable specifically to StanRTA can be derived. The determination reflects a credible mishap that could be anticipated to result from human error, procedural deficiencies, design inadequacies, component failure, or malfunction. Hazard Severity is based on the U.S. Department of Defense Military Standard for Systems Engineering (MIL-STD-882-E) as follows:

Table 3: Definition of Severity Categories

SEVERITY CATEGORIES		
Description	**Severity Category**	**Criteria**
Catastrophic	1	Could result in one or more of the following: death, permanent total disability, irreversible significant environmental impact, or monetary loss equal to or exceeding $10 Million.
Critical	2	Could result in one or more of the following: Permanent or partial disability, injuries, or occupational illness that may result in hospitalization of at least three personnel, reversible significant environmental impact, or monetary loss equal to or exceeding $1M but less than $10 Million
Marginal	3	Could result in one or more of the following: Injury or occupational illness resulting in one or more lost workday(s), reversible moderate environmental impact, or monetary loss equal to or exceeding $100K but less than $1 Million.
Negligible	4	Could result in one or more of the following: Injury or occupational illness not resulting in a lost workday, minimal environmental impact, or monetary loss less than $100K.

The categorization of hazards is consistent with risk-based criteria for severity; it reflects the principle that not all hazards pose an equal amount of risk to personal or system safety. During the performance of hazard analyses, StanRTA will identify any Category 1 Catastrophic and Category 2 Critical hazards. These hazards will be addressed immediately.

Hazard Probability

The probability of an event or hazard occurring may be defined as a ratio of the number of times a specific event occurs to the total number of trials in which this event may occur during the planned life expectancy of a system. Generally, hazard probability is described qualitatively in potential occurrences per units of time, miles, trips/runs or passengers carried. Table 4 identifies the probability thresholds used by the StanRTA for hazard assessment. A hazard probability may be derived from the analysis of transit system operating experience, evaluation of safety data or from historical safety data from other passenger bus systems and/or demand response.

Table 4: Probability Thresholds

PROBABILITY THRESHOLDS			
Description	**Level**	**Specific Individual Item**	**Fleet or Inventory**
Frequent	A	Likely to occur often in the life of an item	Continuously experienced
Probable	B	Will occur several times in the life of an item	Will occur frequently
Occasional	C	Likely to occur sometime in the life of an item	Will occur several times
Remote	D	Unlikely, but possible to occur in the life of an item	Unlikely, but can Reasonably be expected to occur.
Improbable	E	So unlikely, it can be assumed occurrence may not be experienced in the life of an item	Unlikely to occur, but possible
Eliminated	F	Incapable of occurrence. This level is used when potential hazards are identified and later eliminated	Incapable of occurrence. This level is used when potential hazards are identified and later

Table 5: Risk Assessment Value

RISK ASSESSMENT MATRIX				
SEVERITY PROBABILITY	**Catastrophic (1)**	**Critical (2)**	**Marginal (3)**	**Negligible (4)**
Frequent (A)	High	High	Serious	Medium
Probable (B)	High	High	Serious	Medium
Occasional (C)	High	Serious	Medium	Low
Remote (D)	Serious	Medium	Medium	Low
Improbable (E)	Medium	Medium	Medium	Low
Eliminated (F)	Eliminated			

Safety Risk Mitigation

Safety Risk Mitigation can be applied throughout the five phases of the system life cycle, which are:

- Planning
- Design
- Construction
- Operations
- Decommissioning

Safety risk analysis attempts to determine the set of primary events in the hazard generation process. Upon identification of these events, StanRTA will undertake measures to mitigate, control, or eliminate the generation of hazards in ways that can reduce their risk to an acceptable level. Hazard resolution is the corrective action taken in response to the hazard identification and assessment process, but time and resource restrictions may determine the level of resolution that can be accomplished.

The following are actions addressed in hazard resolution:

- Eliminate the hazard, if possible;
- Implement training, procedural strategies, or technology approaches, as appropriate, to reduce the hazard; and
- Provide training to educate the workforce on possible hazards

Resolution of hazards utilizes the results of the Risk Assessment Process. The objectives of the hazard resolution process are to:

- Identify areas where hazard resolution requires a change in the system design, installation of safety devices, or development of special procedures;
- Verify hazards involving interfaces between two or more systems have been resolved; and
- Verify that the resolution of a hazard in one system does not create a new hazard in another system.

The following methodology to ensure system safety and security objectives to eliminate or control hazards. These controls are implemented throughout design, construction, procurement, and operations:

- Design out hazards or design to minimize hazard severity to the extent permitted by cost and practicality. Identified hazards are eliminated or controlled by the design of equipment, systems, and facilities.
- Develop mitigating provisions for hazards that cannot reasonably be eliminated or controlled through design which are controlled to an acceptable level using fixed, automatic, or other protective safety design features or devices. Provisions are made for periodic performance of functional checks of safety devices and employee training to meet system safety objectives.
- When design, training, and safety devices cannot reasonably nor effectively eliminate or control an identified hazard, safety warning devices are used (to the extent practicable) to alert persons of the hazard.
- Where it is impossible to reasonably eliminate or adequately control a hazard through design or the use of safety and warning devices, procedures and training are used to control the hazard. Cautionary notations are standardized for use by all persons involved and safety-critical issues will require certification of authorized personnel.

The Risk Matrix defines the magnitude of any specific hazard item without implementation of design, construction, procurement, or operational measures to control or mitigate the risk.

Risk Reduction Program for Transit Operations

The ASP incorporates Transdev's Safety Policies and Procedures (Appendix B) to improve safety by reducing the number and rates of accidents, injuries, and assaults on transit workers based on data submitted to NTD.

> *"Transdev will keep its employees, customers and surrounding public safe at all times. Given the risks involved with daily operations, Transdev seeks to implement a uniform, comprehensive set of safety policies and procedures to assist each employee in reducing the risk of collision, injury or other harm. These policies and procedures consist of a set of minimum standards, or operating procedures, to be implemented at every Transdev location."*

The Risk Reduction for Operations is completed using the following processes:

- Transdev provides through relevant and ongoing education and training for all employees to ensure that assigned duties are completed safely and effectively.

- Refresher and in-service training are provided when new duties or processes are introduced and following accidents or the identification of potential hazards.
- Transdev observes and evaluates the safety performance of all employees and provides meaningful feedback and re-establishes expectation for improvement when performance standards are compromised.
- Unsafe behaviors are immediately corrected to prevent accidents, injuries and near misses. Bus operators are monitored through on-board and trail check evaluations as well as regularly reviewing incidents.
- Transdev conducts prompt, accurate and thorough investigations of all accidents, injuries, illnesses and near misses, with the goal of promoting safety and preventing reoccurrences.
- Employees are subject to strict standards of accident preventability, undergo post-accident drug or alcohol testing in accordance with DOT requirements and participate in post-accident training to correct unsafe driving behaviors. Employees that do not report an accident immediately will be subject to disciplinary action up to and including termination.
- Driver assaults are mitigated through training such as Assault Awareness and Prevention for Transit Operators through Rutgers National Transit Institute (NTI) training.
- De-escalation training through a third-party will be offered for all operations staff.

Safety Accountability and Responsibility -Safety Committee

Transdev has established a Safety Committee as part of their Safety Policies and Procedures. The Safety Committee is comprised of at least four (4) members, and may include the Operations Manager, Operators, and Dispatch personnel. StanRTA's Chief Safety Officer coordinates the Safety Committee to ensure representation and inclusion from both the Operations and Maintenance Contractors.

- The Committee is made up of volunteers and assigned members chosen based on their safety record, attendance record, safety knowledge, leadership skill, overall safety attitude and willingness to help and contribute to the activities of the committee.
- The names of the Safety Committee members will be communicated to all employees and will be identifiable through some aspect of uniform or bulletin board posting.
- Safety Committee members will be provided with the proper training in order to be effective in promoting safety initiatives.

- Safety Committee meetings will be documented and posted promptly after each session.
- The Safety Committee will promote safety awareness and employee involvement through incentive programs, safety communications programs, and recognition of safety accomplishments.
- The Safety Committee will solicit feedback and suggestions from employees.

The Safety Committee is responsible for taking a proactive position in assisting StanRTA management to implement SMS and identify and control hazards to ensure the highest practical degree of safety for StanRTA riders and employees. The Safety Committee will identify, recommend, and analyze the effectiveness of risk-based mitigations or strategies to reduce consequences identified in the ASP Safety Risk Assessment.

As Chairman of the Safety Committee, the Chief Safety Officer bears the primary responsibility for coordinating implementation of the ASP and monitoring compliance.

The Safety Committee will be assigned to facilitate the incorporation of the System Safety Assurance Program into all aspects of transit operations and services. The Chief Safety Officer acts as a resource for the operations, maintenance, and administrative staff, and is responsible for the administration of the System Safety Program, with assistance from contractors as required.

The Chief Safety Officer will work with the Safety Committee to approve the ASP on an annual basis.

The Chief Safety Officer or their designee has the authority and responsibility to:

- Perform accident/incident investigations;
- Ensure all major accidents/incidents, hazards, and internal safety issues are reviewed and resolved;
- Ensure internal safety reviews and inspections are conducted;
- Report unacceptable hazardous conditions to the CEO as soon as possible;
- Work with operations and maintenance staff daily to ensure all System Safety Program requirements are implemented and Program goals and objectives are achieved;
- Develop Corrective Action Plans (CAP) that result from accident/incident investigations, hazard analyses, and safety reviews and audits, as well as tracking corrective actions through completion to ensure all identified deficiencies are adequately eliminated or mitigated;

- Ensure recommendations are followed upon and corrected;
- Review, approve, or recommend changes to the reports and CAPs, submitted to the Safety Committee for safety hazards, and threat and vulnerabilities audit findings and corrective actions, prior to submittal of the final reports to the responsible parties for implementation;
- Review, approve, or recommend changes to CAPs developed in response to recommendations of the Department of Transportation (DOT);
- Review, approve, or recommend changes to the annual reports of the internal safety review process required for submission to the DOT; and
- Review, approve, or recommend changes to transit safety rules and procedures established to implement the requirements and programs defined in the ASP. protection of themselves, co-workers, customers, and the public, considering the proper use of facilities and equipment.

Safety Assurances

Safety Performance Monitoring and Measurement

All StanRTA employees and its contractors are responsible for the prevention of accidents, identification of hazards, and resolution of such hazards. Reports of all accidents, incidents, occurrences, deficiencies, near misses and defects will be maintained by the Manager of the appropriate department.

Compliance with Procedures for Operations and Maintenance

Through its contractors, StanRTA is assigned the responsibility for the safe operation of vehicles. Responsibilities include:

- Preparation and implementation of safe operating policies, plans, rules and procedures;
- Development of safety policies, plans, rules, and procedures for safe operation and maintenance;
- Compliance with DOT work rules;
- Compliance with CDC and Prevention and State health authority guidance;
- Employees are provided copies of safety and emergency rules, procedures, and policies that affect them;
- Personnel, whose safety record requires follow-up, additional training or discipline, including discharge, are identified through maintenance of records;
- Through its contractors StanRTA has developed a Fleet Maintenance Plan, for each system hardware element, which is designed to maintain system safety. Reported deficiencies and defects in equipment and facilities are corrected and monitored to assure satisfactory resolution. Only equipment known to be free of safety-related defects are placed into service.

StanRTA, through its contractors, will ensure all systems, equipment and facilities operate as required, or in the event of failure or degradation of functionality, operational safety is not compromised. This aspect of maintenance directly pertains to the safety of transit customers, emergency response agencies, the public, employees and subcontractors of transit.

Safety Inspections

Safety inspections will be conducted by the contractors. The inspections will be unannounced and documented with checklists and photos. Safety inspections performed by the contractor will be done in accordance to their company guidelines and procedures.

Facilities Inspections

All operating, and maintenance facilities will undergo a complete inspection by the Chief Safety Officer at least once a year to ensure the safety and health of employees. Individual maintenance shops within the maintenance facilities are inspected monthly. Inspection reports are issued which list the hazards and the safety and health problems found during the inspection. Hazards identified during the inspection process are subject to the hazard management process. Follow-up inspections and reports are completed within 30 days. If the findings of the inspection can't be resolve within 24 hours, a work order will be opened and tracked until the finding is resolved.

Equipment Inspections

The contractor will ensure inspections of facility equipment are made in accordance with appropriate maintenance manuals and procedures. The contractor will ensure equipment and facilities are maintained at an optimum level of safety. Hazards identified during inspections are tracked until closure is achieved.

Vehicles – Preventive Maintenance

The contractor ensures all vehicles are maintained according to the Fleet Maintenance Plan. Most of the maintenance is mileage driven based maintenance. Maintenance is tracked and coordinated through mileage schedules, which are maintained by the contractor. All hard copies are kept and in independent books for each vehicle for 1 year. All work completed for each vehicle is tracked through assigned repair order numbers for all repairs, or, designated maintenance inspection intervals. StanRTA's contractors are responsible for document control.

Maintenance schedules will follow a progressive preventative maintenance cycle starting with the lowest mileage (routine inspection) through mid-level and major inspections. All vehicle inspections cover the equipment progressing at higher levels of detail for each inspection. Once the highest level of inspection is reached, the cycle starts again. In conjunction with the inspection cycle, mid-level and major overhauls are scheduled. These are time-based overhauls and rebuilds of major equipment per the manufacturer requirements.

The maintenance criteria described above is strictly followed. If a bus is at the mileage or time requirement and the scheduled maintenance is not complete, the bus must be removed from service until the required maintenance is complete. No vehicles can carry passengers in service with any DOT Out of Service violations/criteria.

Safety Risk Mitigations

Work Orders

Each facility inspection report is sent to create the appropriate work orders, if applicable It identifies specific areas and targets specific recommendations for corrective action. Unacceptable hazards identified are reported to the Chief Safety Officer.

The Contractor will generate Work Orders for defects identified during Fleet Maintenance, Facilities Management and Systems Maintenance inspections.

Hazardous Material & Local, State & Federal Regulations

The Occupational Safety and Health Act (OSHA) program is directed towards achieving a safe working environment for employees and minimizing the likelihood of accidents. The program emphasizes the recognition, evaluation, and control of hazards arising in and from the occupational environment.

Hazardous Materials Control

StanRTA and its contractors are fully aware of the importance of employee chemical safety programs and the duty to comply with legally mandated hazardous materials rules and regulations. StanRTA's Hazard Communication Programs complies with Title 29 Code of Federal Regulations Part 1910.1200, Hazard Communication Program. The Hazard Communication Program covers the procurement, receipt, storage, and disposal of hazardous materials. It also documents the maintenance of Safety Data Sheet (SDS) binders and employee training.

Hazardous waste/chemical safety inspections are included in the responsibilities for safety inspections. When necessary, consultants may be hired for special projects such as indoor air quality, chemical vapor, and particulate sampling.

The Chief Safety Officer reserves the right to reject a product if it is deemed either too hazardous for employee use or is unable to provide adequate safeguards or protection.

The SDS review/request procedure, which requires SDS review and approval by the Chief Safety Officer or designee or contractor is included in the Hazard Communication Program. These programs are the responsibility of the affected division and the Chief Safety Officer. Program effectiveness is reviewed via the Internal Safety Audit Process. SDS for all hazardous materials considered for purchase and use are reviewed by the contractor for approval. The user furnishes the manufacturer's SDS for hazardous products and information on the planned use and application methods. Follow-up is conducted on the field use of approved products to ensure safe/proper handling methods are utilized. The contractor is responsible for keeping current files of all SDS at the Bus Maintenance Facility.

Personal Protective Equipment

All personal protective equipment used by StanRTA personnel and contractors is reviewed and approved by the Chief Safety Officer or contractor staff in accordance with respiratory, hearing conservation, electrical gloves, and other applicable safety standards.

Safety/Industrial Hygiene Training and Education

StanRTA provides training to employees and directs contractors to provide training in basic, safe work practices and hazard identification. Employees/contractors exposed to chemicals and/or potentially overexposed to physical agents receive training in industrial hygiene principles, use and care of personal protective equipment and hazards and safe handling methods of chemicals.

Drug & Alcohol Program

StanRTA and its contractors are certified as a drug-free workplace and complies with all provisions of the U.S. Department of Transportation, Federal Transit Administration, 49 CFR Part 655, Prevention of Alcohol Misuse in Transit Operations and 49 CFR Part 40 Procedures for Transportation Workplace Drug and Alcohol Testing Programs.

Covered employees receive a minimum of 60 minutes of training on the effects and consequences of prohibited drug use and additional training on the effects of alcohol on personal health, safety, the work environment, and on the signs and symptoms that may indicate prohibited drug use. Supervisors will, in addition to the covered employee training, receive an additional 60 minutes of training on the physical, behavioral, speech and performance indicators of probable drug use.

StanRTA and its contractors are responsible for administering the FTA Drug and Alcohol-Free Workplace regulations. StanRTA contractors are responsible for administering the Substance Abuse Policy.

Employee Safety Reporting

Safety reporting is an essential part of SMS. StanRTA management fosters an atmosphere of trust that encourages and rewards employees for providing safety-essential information, even if it is self-incriminating, without fear of reprisal. An effective SMS empowers employees with the confidence to raise concerns that may lead to serious safety/quality error and assures them someone will listen to them and investigate their issues or concerns in a professional manner — all without fear they will face unduly harsh penalties for admitting to genuine mistakes.

Table 4. Guideline for Mitigation and Management of Safety Events

Human Error	At-Risk Behavior	Reckless
An inadvertent action – slip, lapse, mistake	A choice – risk not recognized or believed justified	Conscious disregard of unreasonable risk
Manage through: > Processes & procedures > Checklists > Training > Design	Manage through: > Increase situational awareness > Remove incentives for at risk behavior > Create incentives for safe behavior	Manage through: > Remedial action > Punitive action

What is important to emphasize is that any cultural change in the organization will take time to be fully implemented and see the results of these changes.

Investigation of Safety Events

All employees and contractors are expected to comply with StanRTA's accident and incident reporting procedures and use the forms prescribed. Roles, responsibilities, and accident reporting thresholds are outlined in the procedure, including accident notification, reporting, and investigation throughout the organization. The level of investigation required is dependent on the seriousness of the event.

Notification of Accidents and Incidents to External Agencies

Recordable accidents tracked by StanRTA and made available to DOT, MPO, and FTA:

- Fatality (occurring at the scene or within 30-days following the accident).
- One or more persons requiring immediate medical treatment away from the scene of the accident.
- One of more vehicles incurring disabling damage and needing to be towed from the scene of the accident as result of the accident.

Job related employee fatalities shall be reported to Occupational Safety and Health Administration within 8 hours of occurrence. In-patient hospitalization, amputation, or eye loss shall be reported within 24 hours.

Pursuant to the NTD Safety and Security Reporting Manual, **substantial damage** is defined as damage to any involved vehicles, facilities, equipment, rolling stock, or infrastructure that:

- Disrupts the operations of the transit agency

- Adversely affects the structural strength, performance, or operating characteristics of the vehicle, facility, equipment, rolling stock, or infrastructure, requires towing, rescue, on-site maintenance, or immediate removal prior to safe operation.

Substantial damage excludes damage limited to:

- Cracked windows
- Dents, bends, or small puncture holes in the body

Accident/Incident Reporting and Documentation

Each bus investigation conducted on behalf of DOT must be documented in a final report that includes a description of investigation activities, findings, identified causal factors, and a CAP, if applicable. All accident reports must follow the requirements established in the contractor's accident investigation plan. At its discretion, and as specified in its accident investigation plan, StanRTA or its contractors may separate its investigation report into two parts:

- Description of investigation activities, investigation findings, and determination of the most probable cause and additional contributing causes; and
- Recommendations to prevent recurrence, including a CAP which implements the recommendations.

StanRTA or its contractors prepares written accident and unacceptable hazardous condition reports on standard forms. Such written reports are maintained. Reports contain the most probable cause, other contributing causes, CAPs, and a schedule for implementing corrective actions.

The status investigation reports at a minimum shall include:

- Minutes of any meeting held by a local safety ad hoc reportable event investigation committee or contractor
- Disclosure of any immediate corrective actions of planned or completed principal issues or items currently being evaluated
- Overall progress and status of the investigation.

Written reports are filed for all occurrences that fall into the category of an accident, incident, or injury. The Chief Safety Officer files a monthly statement of all accidents, incidents, unacceptable hazardous conditions, and tracks open corrective action items through completion.

In addition, StanRTA maintains a file of the annual safety performance report in a format available for review by DOT at any time during an investigation. The report shall be prepared and a full briefing on the known circumstances of the event, status of StanRTA's investigation and investigation activities.

Reports and records of accident investigations submitted to DOT by StanRTA as well as related reports and records produced by both DOT and StanRTA, will be treated as confidential information and will not be released without concurrence by both DOT and StanRTA.

Internal Safety Reporting

StanRTA and its contractors have the responsibility to monitor the safety performance of operations. The Chief Safety Officer is responsible for compiling and analyzing all safety data to determine if safety performance meets established safety goals. This data includes injuries to passengers, contractor personnel, public; potentially hazardous equipment failures; unacceptable hazardous conditions, and rules as well as procedure violations. A closed-loop reporting system for identifying and monitoring safety-related items has been established. To close out each incident, safety verification activities and results are reviewed and audited by the contractor and reviewed by the Chief Safety Officer. The Chief Safety Officer is responsible for providing safety data to the contractor for review. The Chief Safety Officer monitors Safety Key Performance Indicators utilizing several tools and provides monthly progress updates to the CEO.

Tracking of hazard related data is used to identify trends. These trends are further analyzed and/or investigated to determine causal factors. Tools available to the Chief Safety Officer include Risk-Based Analysis, Monthly Performance reviews, EVR data, and data analysis and trends.

The Chief Safety Officer and its contractors are responsible for information regarding accidents, incidents, hazardous conditions, and operations which are obtained from different reporting mechanisms. These include but are not limited to: Accident/Injury Reports and Investigations, Incident Reports, Daily Operations Summaries, Operator and Supervisor Reports, Employee/Occupational Injury reports, mining of maintenance data, analysis of vehicle records, and procurement contracts.

Internal Audits

The purpose of internal system safety audits is to perform an official evaluation of accomplishments, problems, and trends related to safety and to evaluate the effectiveness of the implementation of the ASP. The Chief Safety Officer is responsible for the direction of the safety reviews and audits of its contractors to determine performance related to the Safety goals and objectives.

Organizational functions subject to the safety audit process include:

- Facility inspections
- Maintenance audits/inspections
- Review of rules, standard operating procedures, special bulletins, and orders
- Review of training/re-certification programs
- Emergency response planning, coordination, training
- Configuration Management
- Systems modifications (review and approval)
- Safety data analysis
- Employee safety programs
- Hazardous materials program
- Interdepartmental safety goals and objectives
- Occupational safety and health programs
- Contractor Safety
- Procurement and specification engineering
- Drug and Alcohol Testing Program
- Any aspect or responsibility as outlined in this document

StanRTA and contractors are subject to safety audits. The critical nature of certain operations requires rigorous development of reviews and audits. These include training, maintenance, and operations activities. Both periodic and no-notice inspections are undertaken to address all aspects of the activity including documentation, practices, and compliance with the ASP and other requirements. The Chief Safety Officer reviews training, practices, and procedures to correct deficiencies identified during the performance of audits or other safety activities, including inspections and emergency drills.

Safety Audit Process

The Chief Safety Officer is responsible for the management of the Internal Safety Audit Program. All StanRTA employees and contractors are required to cooperate fully with Safety and Security personnel. Contractors and senior managers ensure their areas participate fully in the safety audit process.

Integrity of the Process

To maintain the integrity of the review process, an external audit team is used to conduct safety audits. The Chief Safety Officer does not perform audits/reviews of those functions and elements for which it is directly responsible to implement. No team member shall audit a function or activity for which they are responsible.

Auditing Cycle

The Internal Safety Audit Process is intended to be an ongoing, continuous safety review process.

Over a three-year period, all elements of the ASP must be audited at least once. The Internal Safety Audit Process is intended to be an ongoing, continuous safety review process. It is intended that at least 2 components of the ASP will be audited per year. The schedule is revised as necessary to accommodate schedules for auditors and the audited divisions.

Table 5. Audit Schedule

Tentative Safety Plan Audit Schedule	
Year 1	Full SSPP (expected to be the last SSPP Audit)
Year 2	1. Safety Promotion: • Training Program • Safety Communication 2. General Requirements 3. Safety Policy • Safety Management Policy • Employee Safety Reporting • Key Management & Responsibilities
Year 3	Risk Management • Risk Management • Safety Hazard Identification • Safety Risk Assessment • Safety Mitigation • Safety Assurance: • Performance Monitoring and Measurement • Management of Change • Continuous Improvement

An annual audit schedule must be developed, reviewed, maintained, and updated to ensure all elements are reviewed during the three (3) year audit cycle.

The Chief Safety Officer notifies the division/organization a minimum of 30 days in advance of a scheduled safety audit.

Checklists and Performance of Safety Audits

Checklists are prepared during the review of the ASP section, documents referenced in the ASP section, previous audits, and corrective actions.

Pre-audit and post-audit conferences are held by the audit team with the entity being audited. The safety audits are comprised of record reviews, interviews, field observations, and inspections and measurements to verify the accuracy of documentation and spot inspections of facilities and equipment to verify compliance with the ASP, procedures, codes, and regulations.

Management of Change

Configuration Management requirements will be included in all contracts to ensure changes to the design of equipment and facilities, after design reviews, are adequately documented and approved. The configuration management process uses baseline management to ensure the technical baseline is defined and controlled throughout the maintenance and operation phase, and the end products satisfy the technical and operational requirements derived from the system needs.

Selected documentation, such as as-built drawings, manuals, procedures, and other documents, are formally designated and approved as part of the technical baseline and are under StanRTA control for future capital projects, all documents related to the segment/phase that are under the control of a contractor will be turned over for control and maintenance following completion of said phase.

For future capital or maintenance improvement projects, the designated contractor shall be responsible for quality control testing and inspections if required in accordance with an approved Quality Control Plan.

Additions or modifications to bus operations, and to the existing configuration of presently operating system fixed facilities, rolling stock, and equipment directly related to operation of rolling stock, are approved by the Chief Safety Officer. These reviews are established to ensure system and operational changes are approved prior to implementation, and drawings, manuals, and other related documents, including training programs, are updated to reflect these changes, which are also reflected in the Maintenance Management Plan.

Upon the approval of any system or operations change StanRTA will create Special Instructions or create and/or revise current SOPs to advise affected employees. Supervisors will distribute, individually to each employee, the new control document, ensuring each employee understands the operational change as it applies to their job. Each employee is required to sign for their copy and place the updated material into their SOP book.

Continuous Improvement

Continuous improvement is measured through monitoring safety performance indicators. Progress is related to the maturity and effectiveness of the SMS. Safety assurance processes support improvements to the SMS through continual verification and follow-up actions.

These objectives are achieved through the application of internal evaluations and independent audits of the SMS. Compliance of this requirement is indicated when:

- The Safety Committee has the necessary authority to make decisions related to the improvement and effectiveness of the SMS; or
- The SMS is periodically reviewed for improvements in safety performance.

This element is satisfied when the organization routinely monitors the SMS performance to identify potential areas of improvement and the outcomes of this process lead to improvements to the SMS, which includes inclusion of best practices as they come forth.

ASP Annual Review Process

StanRTA has the authority for the development, implementation, and management of the ASP. It also has the primary responsibility of implementing the ASP with oversight and review by the Chief Safety Officer. Annual review of the ASP is mandatory and StanRTA specific responsibilities within the ASP framework include, but are not limited to:

- By November of each year notify the Chief Safety Officer of any recommended changes to the ASP for review and approval by the CEO;
- Revisiting the ASP annually to reflect changes in organizational structure and new systems that require significant changes in operation;
- Review progress on goals and objectives;
- Refine and improve on the current goals and objectives of the SMS program;
- Identify new tasks or objectives to respond to system growth or any new regulations that effect safety and security;

- Identify any additional or emerging safety or fire/life safety-related tasks and responsibilities.

At every point of the review process the Chief Safety Officer will work with the Safety Committee for comments, suggestions, and revisions to the ASP. On-going review and revision of the ASP ensures the document remains current.

Safety Promotion

Safety training is conducted on facilities, equipment, and vehicles. Operating rules and SOPs will be prepared by StanRTA and provided to all personnel. The Chief Safety Officer and its contractors oversee the formulation of training programs and records.

Safety Training Program

StanRTA periodically conducts reviews and oversight activities related to the training program. Activities or functions deemed safety-critical may require specialized training and/or certification. This ongoing training is included in regular safety meetings, and all documentation is also kept at the facility.

Refresher training is conducted at least annually for operations and maintenance contractor employees and as needed when situations related to employee performance warrant it. Emergency responders are also trained during the pre-revenue period and through annual drills. These are also documented, and records are retained at the facility.

Operations Personnel Training

All bus operators will be required to successfully complete the contractor's Bus Operation Training Program (Operator Development Program). This course covers Standard Operating Procedures (SOPs) and Operator Rules that govern operational activities. New Operators are also provided with behind-the-wheel training by a certified Instructor.

New bus operators are also evaluated by establishing their contractors using an Observation Report Form. New Operators must meet all criteria satisfactorily; otherwise, they will receive additional training. The contractor, on a separate occasion before certification, will determine whether each Operator demonstrates safe control of the revenue vehicle or needs additional training. Each Operator is certified with both written and practical testing to validate operational readiness.

Annually, the contractor will ensure each operator is given a refresher course on the rules and procedures and will recertify with written and practical testing. The re-certification may consist of one or more of the following: a quiz, a checklist, a test, and a demonstration of troubleshooting techniques. Any person who fails the annual examination is given special retraining.

Updated training materials will be developed under coordination by the contractor in conjunction with the Chief Safety Officer prior to the opening of any new bus extension or major modification to the existing routes or introduction of new vehicles. Operations personnel will be certified by either written or practical testing.

Operators through their employer (contractor), are subject to periodic in-service evaluation or Operators by Route Supervisors who monitor their compliance to rules and

procedures outlined in the Rule Book and SOPs. Route Supervisors shall complete a Driver Evaluation Form after completion of the in-service evaluation and will review the information in the report with the Operator. Positive reinforcement is given as warranted. Operators observed violating rules or procedures may be subject to progressive discipline.

The contractor will maintain a Rule Violation Log that chronicle safety violations each month and administers all disciplinary actions, retraining, re-instructions, and determines the consequence of any rule violations. Which will be made available to the Chief Safety Officer upon request.

Maintenance Personnel Training

The contractor's maintenance requirements, methods, and procedures for the facility equipment and systems will be described in manuals, handbooks, and other documentation developed for the training and certification of maintenance personnel. Use of personal protective equipment, emergency equipment, and safety instructions are included within the training program. (The City of Modesto Injury and Illness Prevention Program follows in Appendix C.)

The contracted maintenance personnel are required to operate buses, heavy equipment, or other specialized vehicles/equipment/apparatus and will be certified by both written and practical testing to document the employee's knowledge of safety and operating procedures and skill in the proper and safe operation and procedures. Annually, each employee will re-certify the proper and safe use of the equipment/vehicles with written and practical testing. Any person who fails the annual examination will be given special retraining.

Safety Training

The contractor's safety information on approved methods and procedures are used in manuals, handbooks, and other documentation developed for the training and certification of operators and maintenance personnel. Identification of protective devices and emergency equipment are included in the training documentation and instruction. In addition, safety posters and notices are used, as appropriate, to enhance awareness during all phases of system operations. Proficiency demonstrations and certifications are required of all operators and maintenance personnel. Safety concerns are incorporated in briefings given to personnel prior to their working with hardware or facilities. The Chief Safety Officer will make reviews of the safety training program every six months to ensure training materials and programs remain consistent with employee needs.

Emergency Response Personnel Training

Training to familiarize fire, police, and emergency service personnel with facility requirements is coordinated through and conducted by StanRTA and its contractors. Emergency preparedness and response drills are developed by StanRTA and its

contractors. Training classes, drills, and after-action reviews are then conducted with emergency service personnel and StanRTA personnel to:

- Ensure the adequacy of emergency plans and procedures;
- Ensure readiness of the StanRTA's and contractor personnel to perform under emergency conditions; and
- Ensure effective coordination between the StanRTA, its contractors, and emergency response personnel and outside agencies.

Contractor Safety

Contractors, not part of operations activities associated with the facility must seek approval, in writing, from StanRTA to perform work on property and infrastructure. StanRTA must ensure the requesting party abides by StanRTA's safety requirements. Requirements include but are not limited to: reflective safety vests, safety signaling to operators, and an understanding of all unsafe conditions. StanRTA may require contractors to attend safety classes prior to approval and issuance of an Access Permit; this requirement depends on the work request. StanRTA will determine which contractors shall attend such classes and receive certification prior to the approval and issuance of an Access Permit when necessary.

Record Keeping

StanRTA contractors maintain personnel records for all training activities conducted by employees.

Compliance with Training Requirements

The internal audit process includes the means of determining that all necessary training is conducted and documented, including the proper qualification of operating and maintenance personnel. Training materials, testing, and grading processes are reviewed and evaluated for completeness and accuracy.

The audit process is guided by the following criteria related to training compliance:

- Identify training requirements for all personnel related to safety. This encompasses initial and refresher training of procedures, equipment uses, and manufacturers' training, retraining requirements identified due to accident or incident investigations.
- Review all training programs identified for safety adequacy.
- Assess the effectiveness of the training programs and on-the-job experience by conducting emergency scenarios, drills, audits, and

evaluations. These job evaluations are based on job performance, statistical trends, and public feedback.

- Review employee performance, including employee records and conduct in-person interviews to confirm technical knowledge and issues.
- Evaluate training provided to operations personnel and emergency response personnel when substantive operational changes are made, or with the introduction of new equipment, facilities, or specialty vehicles

Safety Communication

StanRTA and its contractors have a robust Safety Communications program consisting of:

- Monthly Safety Meetings Initiative
- Topic-specific videos, posters, bulletins addressing risk-prioritized defensive driving and injury prevention topics
- Safety Campaigns
- Local management communications
- Intranet Communications
- Safety Posters and Bulletins

FTA Issues General Directive to Protect Nation's Frontline Transit Workers from Assault

On September 26, 2024, the FTA issued a General Directive to protect our nation's frontline transit workers from assaults. General Directive 24-1: Required Actions Regarding Assaults on Transit Workers will require more than 700 transit agencies nationwide to take action and address ongoing incidents of assaults on transit workers. The directive reflects FTA's commitment to the safety of transit workers and the need to address at the federal level the problem of verbal and physical assaults they face while at work.

Assaults have increased more than 120 percent between 2013 and 2021. The General Directive requires all transit agencies subject to FTA's Public Transportation Agency Safety Plans (PTASP) regulation to complete a safety risk assessment. They are required to assess the risk of assaults on their workers using the Safety Management System processes outlined in their agency safety plans.

The directive, a significant and necessary next step in FTA's efforts to better protect frontline transit workers, requires transit agencies to assess the risk of assaults on the agency's transit workforce using the Safety Management System (SMS) processes outlined in its Agency Safety Plan (ASP).

- Conduct a safety risk assessment related to assaults on transit workers. If a transit agency's safety risk assessment shows an unacceptable level of risk of assaults on transit workers, they must identify strategies to mitigate that risk and improve transit worker safety.
    - If a transit agency's safety risk assessment shows an unacceptable level of risk of assaults on transit workers, they must identify strategies to mitigate that risk and improve transit worker safety.
        - For transit agencies serving large urbanized areas (with populations of 200,000 or more), they must comply with PTASP requirements to involve the joint labor-management Safety Committee when identifying safety risk mitigations and strategies.
- Provide information to FTA within 90 days on how they are assessing, mitigating, and monitoring the safety risk associated with assaults on transit workers.

This information will help FTA understand how transit worker assault safety risk assessments and safety risk mitigations vary throughout the industry, informing the agency of further activities that may be effective in reducing the risk of assaults on transit workers.

Terms and Abbreviations

The following definitions used in this document are consistent with 49 CFR Parts 625, 630, 670, 673, and 674 as of September 2016.

Accident: Any event involving a transit vehicle or taking place on transit-controlled property where one or more of the following occurs:

- A loss of life;
- A report of a serious injury to a person;
- A collision of a transit vehicles;
- A runaway of transit vehicle;
- An evacuation for life safety reasons; or
- Any transit vehicle, at any location, at any time, whatever the cause

An accident must be reported in accordance with the thresholds for notification and reporting set forth in Part 674.

Administrator: The Federal Transit Administrator or the Administrator's designee.

Advisory: a notice from FTA to recipients regarding an existing or potential hazard or risk in public transportation that recommends recipients take a particular action to mitigate the hazard or risk.

Agency Safety Plan (ASP): a document adopted by a Transit Agency detailing its safety policies, objectives, responsibilities, and procedures.

Assaults on Transit Workers: The number of assault incidents reported to the NTD

Assaults on Transit Workers Rate: The number of assault incidents reported to the NTD, divided by the VRM Vehicle Revenue Miles

Audit: an examination of records and related materials, including, but not limited to, those related to financial accounts.

BTW: Behind-The-Wheel, a type of required Operator training

CEL: Certifiable Elements List

CEO: Chief Executive Officer of the Transit Agency.

Chief Safety Officer (CSO): an adequately trained individual who has responsibility for safety and reports directly to a CEO, Chief Executive Officer, president, or equivalent officer. The CSO does not serve in other operational or maintenance capacities, [unless Transit Agency is a small public transportation provider as defined in Part 673, or a public transportation provider that does not operate a rail fixed guideway public transportation system].

CM: Construction Manager.

Collision Rate: All collisions reported to the NTD, divided by the annual VRM

Consequence: the potential outcome(s) of a hazard.

Continuous Improvement: a process by which a transit agency examines safety performance to identify safety deficiencies and carry out a plan to address the identified safety deficiencies.

Contractor: An entity that performs tasks on behalf of FTA, a State Safety Oversight Agency, or a Transit Agency, through contract or other agreement.

Corrective Action Plan (CAP): A plan developed by a Transit Agency that describes the actions the Transit Agency will take to minimize, control, correct, or eliminate risks and hazards, and the schedule for taking those actions. Either a State Safety Oversight Agency or FTA may require a Transit Agency to develop and carry out a CAP.

Direct Recipient: an entity that receives funds directly from the Federal Transit Administration.

Event: An Accident, Incident, or Occurrence

Facility: a building or structure that is used in the provision of public transportation.

FMLA: Family Medical Leave Act

FRA: The Federal Railroad Administration is an agency within the United States Department of Transportation

FTA: The Federal Transit Administration is an agency within the United States Department of Transportation.

Fatality: A loss of life resulting from an accident or incident as reported to the NTD

Fatality Rate: This includes all fatalities as defined by the NTD, divided by the annual VRM Vehicle Revenue Miles

Grade Crossing (as defined in the National Transit Database glossary): an intersection of roadways, railroad tracks, or dedicated transit rail tracks that run across mixed traffic situations with motor vehicles, streetcar, light rail, commuter rail, heavy rail or pedestrian traffic; either in mixed traffic or semi-exclusive situations.

Hazard: Any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a rail's fixed guideway public transportation system; or damage to the environment

Hazard Analysis: The method by which hazards are identified and analyzed as to their possible effects upon the safe operation of the entire system (i.e.: Failure Mode and Effect Analysis, Fault Tree Analysis, Stress Analysis, etc.)

Hazard Identification: formal activities to analyze potential consequences of hazards during operations related to provisions of service.

Hazardous Condition: An immediate condition that could cause an accident involving personal injuries or death.

Incident: An unforeseen event or occurrence that does not necessarily result in death, injury, contact, or property damage. As defined by the FTA, and Incident is:

A personal injury that is not a serious injury; one or more injuries requiring medical transport; or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of a transit agency.

Individual: Any person at the property of a transportation system.

Injury: Any physical damage or harm to persons because of an incident that requires immediate medical attention away from the scene.

Injury Rate: All injuries reported to the NTD in a given year, divided by the VRM Vehicle Revenue Miles

Investigation: The process of determining the causal and contributing factors of an accident, incident, or hazard, for preventing recurrence and mitigating risks

Lagging Indicators: provide evidence, through monitoring, that intended safety management outcomes have failed or have not been achieved.

Leading Indicators: provide evidence, through monitoring, that key safety management actions are undertaken as planned.

Major Event: Any safety or security incident where someone involved is transported to the hospital or significant damage or destruction of property occurs

Major Event Rate: This includes all safety and security major events as defined by the NTD, divided by the annual VRM or Vehicle Revenue Miles

Management of Change: a process for identifying and assessing changes that may introduce new hazards or impact the transit agency's safety performance. If a transit agency determines a change may impact its safety performance, then the transit agency must evaluate the proposed change through its Safety Risk Management process.

National Public Transportation Safety Plan: The plan to improve the safety of all public transportation systems that receives Federal Financial Assistance under 49 U.S.C. Chapter 53.

Near Miss: a safety event where conditions with potential to generate an accident, incident, or occurrence existed, but where an accident, incident, or occurrence did not occur because the conditions were contained by chance or by existing safety risk mitigations.

NTSB: National Transportation Safety Board, an independent federal agency.

Occurrence: An Event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure and does not disrupt the operations of the transit agency.

Person: A passenger, employee, contractor, pedestrian, trespasser, or any individual on the property of a public transportation system.

Performance criteria: categories of measures indicating the level of safe performance within a Transit Agency.

Performance Measure: a parameter used to assess performance outcomes.

Performance Target: a specific level of performance for a given performance measure over a specified timeframe.

PHA: Preliminary Hazard Analysis.

PPE: Personal Protective Equipment

Practical Drift: the slow and inconspicuous, yet steady uncoupling between written procedures and actual practices during the provision of services.

Program Standard: is a written document developed and adopted by a State that describes the policies, objectives, responsibilities, and procedures used to provide safety and security oversight of a transit agency.

Public Transportation Agency Safety Plan (PTASP): The comprehensive ASP for a transit agency that is required by 49 U.S.C. 5329(d) and based on a Safety Management System. Until one year after the effective date of FTA's PTASP Final Rule, a System Safety Program Plan (SSPP) developed pursuant to comply with 49 CFR part 659 will serve as the transit agency's safety plan.

Public Transportation Safety Certification Training Program: Either the certification training program for Federal and State employees, or other designated personnel, who conduct safety audits and examinations of public transportation systems, and employees of public transportation agencies directly responsible for safety oversight, established through interim provisions in accordance with 49 U.S.C. 5329(c)(2), or the program authorized by 49 U.S.C. 5329(c)(1).

Risk: The composite of predicted severity and likelihood of the potential effect of a hazard.

Risk mitigation: A method or methods to eliminate or reduce the effects of hazards.

Sabotage: The deliberate destruction of transit property or the slowing down of public transit operations by employees with the intention of damaging business or the economic condition of the transit agency.

Safety: the state in which potential of harm to persons or property damage during operations related to provision of reduced to and maintained at acceptable level through continuous hazard identification and safety risk management activities.

Safety Certification: The process used to verify the system meets criteria, codes, regulations, and contract requirements as they relate to safety, fire/life safety, and security.

Safety Performance: an organization's safety effectiveness and efficiency, as defined by safety performance indicators and safety performance targets, measured against the organization's safety objectives.

Safety Performance Indicator: a data-driven, quantifiable parameter used for monitoring and assessing safety performance.

Safety Performance Measurement: the assessment of non-consequential safety-related events and activities that provide ongoing assurance that safety risk mitigations work as intended.

Safety Performance Monitoring: the activities aimed at the quantification of an organization's safety effectiveness and efficiency during service delivery operations, through a combination of safety performance indicators and safety performance targets.

Safety Performance Monitoring and Measurement: activities a transit agency must Monitor its system for compliance with, and sufficiency of, the agency's procedures for operations and maintenance; monitor its operations to identify hazards not identified through the Safety Risk Management process; monitor its operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended; investigate safety events to identify causal factors.

Safety Assurances Reporting Program: a process that allows employees to report safety conditions to senior management, protections for employees who report safety conditions to senior management, and a description of employee behaviors that may result in disciplinary action.

Safety Review: a formal, comprehensive, on-site review by DOT or FTA of the transit agency's safety practices to determine whether the agency complies with the policies and procedures required under the Safety Plan.

Safety Risk Management: A process within an ASP for identifying hazards and analyzing, assessing, and mitigating safety risks.

Security and Emergency Preparedness Plan (SEPP): is defined as a document developed and adopted by the transit agency describing the application of operating, technical, and management techniques and principles to the security aspects of the system throughout its life to reduce threats and vulnerabilities and describing the emergency preparedness policies and procedures for mobilizing the system and other public safety resources to assure rapid, controlled, and predictable responses to various types of transportation and community emergencies.

Serious Injury: Any injury which: requires hospitalization for more than 48 hours, commencing within 7 days from the date of the injury was received;

results in a fracture of any bone (except simple fractures of fingers, toes, or nose); causes severe hemorrhages, nerve, muscle, or tendon damage; involves any internal organ; or involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface.

SMS Executive: A Safety Officer or an equivalent.

SSOC: Safety & Security Operations Committee

State: A State of the United States, the District of Columbia, Puerto Rico, the Northern Mariana Islands, Guam, American Samoa, and the Virgin Islands

State Safety Oversight Agency (SSO): An agency established by a State that meets the requirements and performs the functions specified by 49 U.S.C. 5329(e) and the regulations set forth in this part.

Subsystem: An element of a system that may constitute a system

System Reliability: The number of Major Mechanical System failures where the vehicle could not continue in service, divided by the annual VRM Vehicle Revenue Miles

System Safety Program Plan (SSPP): It is a document developed and adopted by the transit agency, describing its safety policies, objectives, responsibilities, and procedures. Until one year after the effective date of FTA's PTASP Final Rule, an SSPP developed pursuant to comply with 49 CFR part 659 will serve as the rail transit agency's safety plan.

System Security Plan (SSP): A document developed and adopted by the transit agency describing its security policies, objectives, responsibilities, and procedures.

Transit Worker Injury Rate: The number of Transit Worker injuries reported to the NTD in a given year, divided by the VRM Vehicle Revenue Miles

Transit Worker Fatality Rate: The number of Transit Worker Fatalities reported to the NTD in a given year, divided by the annual VRM Vehicle Revenue Miles

Vehicle: Any rolling stock used on a public transportation system, including, but not limited to, passenger and maintenance vehicles.

Vehicular Collision Rate: All collisions with a motor vehicle reported to the NTD, divided by the annual VRM Vehicle Revenue Miles

Appendix A - StanRTA Resolution

Appendix B - Transdev Services, Inc. Safety Policies and Procedures

On file at our StanRTA office

Appendix C - City of Modesto Injury and Illness Prevention Program

On file at our StanRTA office

Appendix D – FTA General Directive 24-1 Required Action Regarding Assaults on Transit Workers

https://www.federalregister.gov/documents/2024/09/25/2024-21923/general-directive-24-1-required-actions-regarding-assaults-on-transit-workers

Ride the

STANISLAUS REGIONAL TRANSIT AUTHORITY

DATE: **March 27, 2025**

TO: **Board of Directors**

FROM: **Roland Fecteau, Transit Analyst**

RE: **Transit Asset Management Plan Annual Update**

Agenda Item: [6D]

Background:

In 2015, the U.S. Department of Transportation (USDOT) found that approximately 40 percent of buses were in poor condition with a backlog of an estimated $90 billion in deferred maintenance and replacement. As this backlog continues to grow, the safety and ability of transit systems is adversely affected. In response, the Federal Transit Administration (FTA) has mandated that each transit system provide an asset management plan to prioritize funding needs for capital transportation assets.

In July of 2016, the FTA issued a final rule requiring transit agencies to maintain, document, and report minimum Transit Asset Management[1] (TAM) Plan standards. Federal law requires recipients of federal dollars to develop and implement a TAM plan. The TAM plan is a required part of the continued maintenance and purchase of new transit assets.

The FTA requires an initial report with annual updates to the approved plan to accommodate new vehicles, new construction, and other changes that would affect the planning of asset management.

Discussion:

According to the FTA, transit asset management is a set of strategic and systemic processes and practices for managing the performance, risks, and costs of transit assets across their lifecycle to deliver service reliably, safely, and cost-effectively. The TAM plan is a business model that prioritizes funding based on the condition of transit assets. Optimal prioritization of assets will keep transit systems in compliance with the State of Good Repair (SGR) benchmarks as determined by the FTA. An ideal TAM plan incorporates the people, processes, technology, data, and continual improvement to better support these assets over their lifecycle.

[1] Federal Transit Administration – Transit Asset Management: https://www.transit.dot.gov/TAM

The TAM Plan helps the StanRTA see the long-term investment needed to maintain the transit assets and make smart and sustainable investment decisions.
The benefits of a TAM Plan include:

- Improved transparency and accountability for safety, maintenance, asset use, and funding investments
- Optimized capital investment and maintenance decisions
- Data-driven maintenance decisions
- System safety and performance outcomes
- Maintaining eligibility for FTA funds and complying with current transportation legislation

The consequences of an asset not being in a state of good repair include but are not limited to:

- Safety risks (determined by accidents per 100,000 miles)
- Decreased system reliability (On-time performance)
- Higher maintenance costs
- Diminished system performance (Missed trips due to mechanical issues/breakdowns)

The StanRTA has worked to update its TAM plan based on the current vehicle fleet comprised of buses and paratransit vehicles. The TAM plan uses the minimum useful life benchmark for vehicles as determined by the FTA to develop a replacement schedule. The Performance Targets were updated for 2025.

The performance targets for this plan are included in Table 4.1.2 of the attached TAM plan.

Item Description	Actual FY24	Target FY25
All fixed route rolling stock at or beyond Useful Life Benchmark (ULB)	11%	10%
All demand response rolling stock at or beyond ULB	3%	3%
All support equipment at or beyond ULB	50%	50%
Annual Miles Between Mechanical Failures	14,240	17,000

Mechanical Failures are defined by the National Transit Database reporting requirements as failures that prevent the vehicle from continuing in service requiring a replacement vehicle.

Fiscal Impact:

There is no direct fiscal impact when implementing the TAM plan. The only foreseeable impact is the savings in abiding by the plan which will reduce maintenance costs when assets are repaired or replaced as specified. The StanRTA will seek grants and budget appropriately for vehicle replacements according to the TAM plan.

Recommendation:

Adopt Resolution 2025-181 approving the Transit Asset Management Plan annual update as required by the Federal Transit Administration and authorizing the Chief Executive Officer to sign the document and implement the plan.

STANISLAUS REGIONAL TRANSIT AUTHORITY

RESOLUTION 2025-181
RESOLUTION APPROVING THE TRANSIT ASSET MANAGEMENT PLAN ANNUAL UPDATE AS REQUIRED BY THE FEDERAL TRANSIT ADMINISTRATION

WHEREAS, in 2015, the U.S. Department of Transportation (USDOT) found that approximately 40 percent of buses were in poor condition with a backlog of an estimated $90 billion in deferred maintenance and replacement; and

WHEREAS, in July 2016, the Federal Transit Administration (FTA) issued a final rule requiring transit agencies to maintain, document and report minimum Transit Asset Management (TAM) Plan standards; and

WHEREAS, federal law requires recipients of federal dollars to develop and implement a TAM plan. The TAM plan is a required part of the continued maintenance and purchase of new transit assets; and

WHEREAS, transit asset management is a set of strategic and systemic processes and practices for managing performance, risks, and costs of transit assets across the entirety of their lifecycle in order to deliver service reliably, safely, and cost effectively, and

WHEREAS, the Transit Asset Management (TAM) plan is a business model that prioritizes funding based on the condition of transit assets, and

WHEREAS, the Authority developed the initial TAM plan in 2021 and developed this annual update based on the current vehicle fleet which uses the minimum useful life for vehicles as determined by the FTA to determine a replacement schedule.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Stanislaus Regional Transit Authority hereby approves the Transit Asset Management Plan Annual Udate attached hereto as Exhibit A.

BE IT FURTHER RESOLVED, the Chief Executive Officer is authorized to sign, make administrative changes as needed, and implement the provisions of the Transit Asset Management Plan in the most efficient and cost-effective manner possible.

The foregoing Resolution was introduced at a regular meeting of the Stanislaus Regional Transit Authority, on the 27th day of March, 2025. A motion was made and seconded to adopt the foregoing Resolution. Motion carried and the Resolution was adopted.

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SPECIAL MEETING DATE: **March 27, 2025**

GEORGE CARR, CHAIR

ATTEST:

ADAM BARTH, CHIEF EXECUTIVE OFFICER

EXHIBIT A
TRANSIT ASSET MANAGEMENT PLAN ANNUAL UPDATE (2025)

STANISLAUS REGIONAL TRANSIT

Transit Asset Management (TAM) Plan

2024

The Stanislaus Regional Transit Authority, in accordance with the Federal Transit Administration Transit Asset Management Plan (TAM) rule, is focused on the management of transit assets through the entirety of their lifecycles. This plan is a collection of transit asset inventory, condition assessments, and investment prioritization.

Table of Contents

EXECUTIVE SUMMARY

According to the Federal Transit Administration (FTA), Transit Asset Management (TAM) is a set of strategic and systemic processes and practices for managing the performance, risks, and costs of transit assets across the entirety of their lifecycle to deliver service reliably, safely, and cost effectively. The TAM plan is a business model that prioritizes funding based on the condition of transit assets. Optimal prioritization of assets will keep transit systems in compliance with the State of Good Repair (SGR) benchmarks as determined by the FTA. An ideal TAM plan incorporates the people, processes, technology, data, and continual improvement to better support these assets over their lifecycle. Smaller agencies are constantly challenged to do more with less; thus, ensuring assets are well taken care of and cost-effectively managed to deliver the service needed becomes critical. The TAM Plan will help the Agency see the long-term investment needed to maintain our assets and make smart and sustainable investment decisions. The benefits of implementing a TAM Plan include:

- Improved transparency and accountability for safety, maintenance, asset use, and funding investments;
- Optimized capital investment and maintenance decisions;
- Data-driven maintenance decisions; and
- System safety and performance outcomes.

The consequences of an asset not being in an SGR include but are not limited to:

- Safety risks (determined by accidents per 100,000 miles);
- Decreased system reliability (On-time performance);
- Higher maintenance costs; and/or
- Diminished system performance (Missed trips due to mechanical issues/breakdowns).

In July of 2016, the FTA issued a final rule requiring transit agencies to maintain, document, and report minimum TAM standards. Federal law requires recipients and sub-recipients of Federal dollars to develop a TAM plan that will be implemented by October 1, 2018. This document is the StanRTA TAM plan for 2024.

Accountable Executive	**Signature**	**Date**
Adam Barth, CEO		

Transit Asset Management Plan Policy:

The Stanislaus Regional Transit Authority staff has developed this TAM plan to aid in: (1) Assessment of the current condition of capital assets; (2) determine what condition and performance of its assets should be in according to FTA regulations if not currently in an SGR; (3) identify risks including safety risks, in continuing to use that asset if it is not in SGR; (4) deciding how to best balance and prioritize funding (revenues from all funding sources) to improve asset conditions and maintain performance standards within those fiduciary confines.

Agency Overview:

The Stanislaus Regional Transit Authority (StanRTA) was established on January 26, 2021, when the Modesto City Council and the Stanislaus County Board of Supervisors both unanimously approved the formation of the new agency to improve transit efficiencies and operations in the Stanislaus region.

The majority of StanRTA routes connect to the downtown Modesto Transportation Center. This Center provides a connection point to other regional and interregional transit services such as Greyhound, Taxi, and the Express Commuter buses to Stockton, BART and ACE. The Center is also designed to accommodate a future passenger ACE rail stop in Modesto. Apart from the transit connections offered at the Modesto Transportation Center, transfers to other regional transit services are offered at other locations within StanRTA system's routes.

StanRTA has an extensive inventory of core vehicles and capital assets, including:

- 35' Gillig buses
- 40' Gillig buses
- 40' MCI commuter bus
- 45' MCI commuter buses
- 40' Proterra Battery Electric Buses
- 40' NewFlyer CNG Buses
- 35' NewFlyer CNG Buses
- Cutaway Paratransit buses
- El Dorado

SECTION 1: Introduction and Approach

StanRTA staff will use the TAM Plan as a management tool that combines available funding, replacement, and rehabilitation processes, and performance measures with the outcome of operating and using assets within the SGR parameters.

1.1 Transit Asset Management Plan Elements:

StanRTA Fixed Route and Paratransit services are currently operating under *Tier II* guidelines as outlined by the FTA in compliance with (49 CFR 625.45 (b) (1). Tier II transit providers are defined as those transit agencies that do not operate rail fixed-guideway transportation systems and have either 100 or fewer vehicles in fixed route revenue service during peak regular service or have 100 or fewer vehicles in general demand response service during peak regular service hours.

As a Tier II entity, the StanRTA has four (4) TAM elements listed below that must be included in the final plan presented to the FTA:

- Inventory of Assets: A register of capital assets and information about those assets including rolling stock, facilities, and equipment
- Condition Assessment: A rating of the assets' physical state of those inventoried assets which StanRTA has direct ownership and capital responsibility
- Decision Support Tool: Analytic process/tool used to assist in capital investment prioritization needs
- Investment Prioritization: a prioritized list of projects or investments to manage or improve the SGR of capital assets

1.2 Asset Inventory and Condition Assessment:

This TAM plan includes objectives and strategies that will optimize fleet and facility management to ensure alignment with the FTA reporting guidelines for the National Transit Database (NTD). StanRTA fleet assets are categorized in a hierarchical system in which various categories and subsequent asset classes are listed. Table 1.2.1 illustrates the Agency's current asset categories and classes.

Table 1.2.1 Asset Hierarchy

Rolling Stock	Facilities	Systems
Buses	N/A	Revenue Collection
Paratransit		Communications/Monitoring
		Technology

During asset procurement and receipt or acceptance of the asset, specific asset identification, useful life, warranty, and maintenance interval information is collected from the original equipment manufacturer (OEM). The information is entered into the bus fleet computerized maintenance program, Asset Works, in order to ensure regular maintenance activities are scheduled and logged. This helps to ensure OEM standards and suggestions are met to prolong the life of the asset. This practice ensures asset data is properly recorded for effective lifecycle management.

Condition Assessment – Vehicles:

Condition rating for vehicles are expressed in terms of the percentage of assets that are at or beyond the useful life benchmark (ULB) based on FTA Circular 5010.1F, page IV-34. The ULB is defined as the expected lifecycle of a capital asset for the unique operating conditions of StanRTA including but not limited to: service frequency, weather, and geography. Because the ULB criteria are user-defined, staff has taken into account the historical maintenance records, manufacturer guidelines, and the default ULB derived from the FTA. See Table 1.2.2.

Table 1.2.2 FTA Default ULB

Property Type	Minimum Useful Life
Buses	
Large, heavy-duty transit buses including over-the-road buses (approximately 35' – 40' or larger including articulated buses)	At least 12 years of service or an accumulation of at least 500,000 miles.
Small size, heavy-duty transit buses	At least 10 years or an accumulation of at least 350,000 miles
Medium-size, medium-duty transit buses	At least 7 years or an accumulation of at least 200,000 miles
Medium-size, light-duty transit buses	At least 5 years or an accumulation of at least 150,000 miles
Light Duty Vehicles	
Light-duty vehicles used as equipment, employed in administrative and maintenance	At least 4 years or an accumulation of at least 100,000 miles

Condition Assessment – Facilities and Facility Equipment:

In order to determine a facility or facility piece of equipment condition, the FTA's Transit Economic Requirements Model (TERM) is used. A TERM scale condition rating ranges from (5) Excellent to (1) Poor. Per the FTA TAM Final Ruling, assets with a condition rating of 3.0 and above are considered to be in a state of good repair. Assets with a condition rating of 2.9 or below are not considered to be in a state of good repair and may require prioritization during capital funds budgeting to ensure safe, efficient and reliable transit service.

Decision Support Tools and Investment Prioritization:

Part of the asset management process is to optimize and allocate limited funds based on the asset inventory and condition assessment. These tools are used to help achieve and maintain all assets in a state of good repair.

State of Good Repair (SGR) Standards:

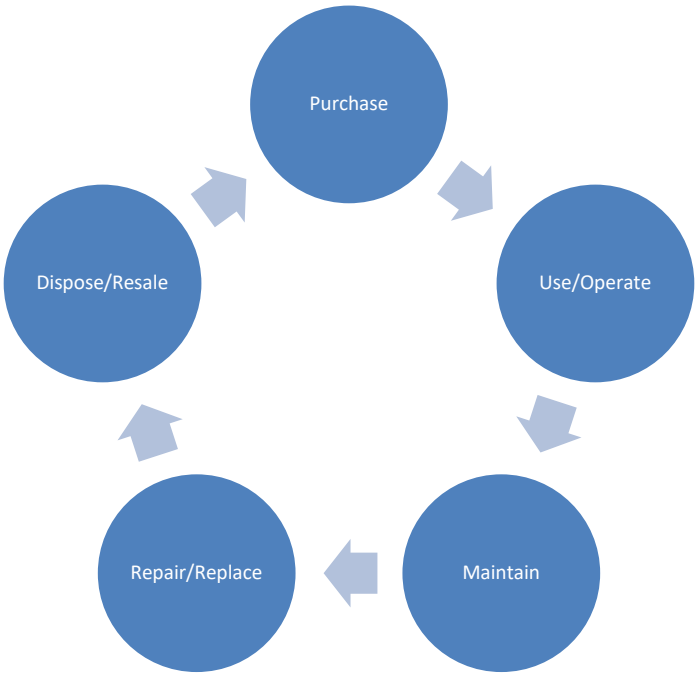
The StanRTA recognizes an asset as being in the state of good repair if the following standards are met:

1. The asset must be in a condition sufficient for the asset to operate at full level of performance.
2. The asset must be able to perform its manufactured design function.
3. The use of the asset in its current condition does not pose an identified unacceptable safety risk and/or deny accessibility.
4. The assets lifecycle investment needs have been met or recovered.

The focus of the StanRTA is to provide safe, reliable, and sustainable transportation options to the community. In order to accomplish this task, the StanRTA is always looking for opportunities to improve the management of our fleet and facilities. The TAM Plan is another tool which will allow the Authority to make informed and proper decisions by aligning all departments across all phases of Transit asset's lifecycle.

Figure 1.2.3 depicts a typical lifecycle of a transit asset.

Figure 1.2.3



1.3 Definitions:

Accountable Executive: Single, identifiable person who has the ultimate responsibility of carrying out the safety management system of a public transportation agency, responsibility for carrying out the transit asset management practices, and control or direction over the human and capital resources needed to develop and maintain both the agency's public transportation agency safety plan, in accordance with 49U.S.C.532 (d), and the agency's transit asset management plan in accordance with 49 U.S.C.5326.

Asset Category: A grouping of asset classes, including a grouping of equipment, a grouping of rolling stock, a grouping of infrastructure, and a grouping of facilities.

Asset Class: A subgroup of capital assets within an asset category. For example, buses, trolleys, and cutaway vans are all asset classes within the rolling stock asset category.

Asset Inventory: A register of capital assets, and information about those assets.

Capital Asset: A unit of rolling stock, a facility, a unit of equipment, or an element of infrastructure used for providing public transportation.

Decision Support Tool: An analytic process or methodology: (1) To help prioritize projects to improve and maintain the state of good repair of capital assets within a public transportation system, based on available condition data and objective criteria; or (2) To assess financial needs for asset investments over time.

Direct Recipient: An entity that receives Federal financial assistance directly from the Federal Transit Administration.

Equipment: An article of nonexpendable, tangible property having a useful life of at least one year.

Exclusive-Use Maintenance Facility: A maintenance facility that is not commercial and either owned by a transit provider or used for servicing their vehicles.

Facility: A building or structure that is used in providing public transportation.

Full Level of Performance: The objective standard established by FTA for determining whether a capital asset is in a state of good repair.

Horizon Period: The fixed period of time within which a transit provider will evaluate the performance of its TAM plan. FTA standard horizon period is four years.

Implementation Strategy: A transit provider's approach to carrying out TAM practices, including establishing a schedule, accountabilities, tasks, dependencies, and roles and responsibilities.

Infrastructure: The underlying framework or structures that support a public transportation system.

Investment Prioritization: A transit provider's ranking of capital projects or programs to achieve or maintain a state of good repair. An investment prioritization is based on financial resources from all sources that a transit provider reasonably anticipates will be available over the TAM plan horizon period.

Key Asset Management Activities: Lists of activities that a transit provider determines are critical to achieving its TAM goals.

Life-Cycle Cost: The cost of managing an asset over its whole life.

Participant: Tier II provider who participates in a group TAM plan.

Performance Measure: An expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets (*e.g.,* a measure for on-time performance is the percent of trains that arrive on time, and a corresponding quantifiable indicator of performance or condition is an arithmetic difference between scheduled and actual arrival time for each train).

Performance Target: A quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the Federal Transit Administration (FTA).

Public Transportation System: The entirety of a transit provider's operations, including the services provided through contractors.

Public Transportation Agency Safety Plan: A transit provider's documented comprehensive agency safety plan that is required by 49 U.S.C. 5329.

Recipient: An entity that receives Federal financial assistance under 49 U.S.C. Chapter 53, either directly from FTA or as a subrecipient.

Rolling Stock: A revenue vehicle used in providing public transportation, including vehicles used for carrying passengers on fare-free services.

Service Vehicle: A unit of equipment that is used primarily either to support maintenance and repair work for a public transportation system or for delivery of materials, equipment, or tools.

State of Good Repair (SGR): The condition in which a capital asset is able to operate at a full level of performance.

Subrecipient: An entity that receives Federal transit grant funds indirectly through a State or a direct recipient.

TERM Scale: The five (5) category rating system used in the Federal Transit Administration's Transit Economic Requirements Model (TERM) to describe the condition of an asset: 5.0—Excellent, 4.0—Good; 3.0—Adequate, 2.0—Marginal, and 1.0—Poor.

Tier I Provider: A recipient that owns, operates, or manages either (1) one hundred and one (101) or more vehicles in revenue service during peak regular service across all fixed route modes or in any one non-fixed route mode, or (2) rail transit.

Tier II Provider: A recipient that owns, operates, or manages (1) one hundred (100) or fewer vehicles in revenue service during peak regular service across all non-rail fixed route modes or in any one non-fixed route mode, (2) a subrecipient under the 5311 Rural Area Formula Program, (3) or any American Indian tribe.

Transit Asset Management (TAM): The strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation.

Transit Asset Management (TAM) Plan: A plan that includes an inventory of capital assets, a condition assessment of inventoried assets, a decision support tool, and a prioritization of investments.

Transit Asset Management (TAM) Policy: A transit provider's documented commitment to achieving and maintaining a state of good repair for all of its capital assets. The TAM policy defines the transit provider's TAM objectives and defines and assigns roles and responsibilities for meeting those objectives.

Transit Asset Management (TAM) Strategy: The approach a transit provider takes to carry out its policy for TAM, including its objectives and performance targets.

Transit Asset Management (TAM) System: A strategic and systematic process of operating, maintaining, and improving public transportation capital assets effectively, throughout the life cycles of those assets.

Transit Provider (provider): Recipient or subrecipient of Federal financial assistance under 49 U.S.C. Chapter 53 that owns, operates, or manages capital assets used in providing public transportation.

Useful life: Either the expected life cycle of a capital asset or the acceptable period of use in service determined by FTA.

Useful life benchmark (ULB): The expected life cycle or the acceptable period of use in service for a capital asset, as determined by a transit provider, or the default benchmark provided by FTA.

SECTION II: Asset Inventory

The Stanislaus Regional Transit Authority owns, operates and has a direct capital responsibility for the following assets. The TAM Plan is comprised of revenue vehicles and equipment (Table 2.1.1). Currently the Agency does not operate passenger rail service; therefore, there is no rail infrastructure in this listing.

Table 2.1.1: Capital Asset Inventory

Asset Category/Class	Total Number	Avg Age	Avg Mileage	Avg Value
Revenue Vehicles	**139**	**7.1**	**213,145**	**$431,605.97**
BR - Over-the-road Bus	6	8.3	324,798	$619,208.24
BU - Bus	84	9.0	234,953	$566,804.91
CU - Cutaway Bus	49	4.0	79,684	$108,804.75
Equipment	**5**	**4.8**	**32,310**	**$40,000.00**
Non-Revenue/Service Automobile	3	5.0	10,460	$31,880.39
Trucks and other Rubber Tire Vehicles	2	5.0	44,161	$67,830.65

Revenue Vehicles:

Revenue vehicles are used in providing public transportation to the community we serve. These vehicles are used to transport passengers. The StanRTA owns the buses which provide fixed route service to the community as well as paratransit.

For a full listing of revenue vehicles, please refer to Appendix I. It is important to note the cost value associated with each revenue vehicle includes the cost of the CAD/AVL, Genfare fareboxes, and radio system.

SECTION III: Asset Condition Assessment

The revenue vehicles condition assessment includes assigning a condition rating to all rolling stock assets for which StanRTA owns or has direct capital responsibility. The StanRTA is using the ULB in years to assess the condition of each revenue vehicle.

Table 3.1.1 Asset Condition Summary

Asset Category/Class	Count	Avg Age	Avg Mileage	Avg Value	% At or Past ULB
Revenue Vehicles	**139**	**7.1**	**213,145**	**$431,605.97**	**6.00%**
BR - Over-the-road Bus	6	8.3	324,798	$619,208.24	14.28%
BU - Bus	84	9.0	234,953	$566,804.91	7.00%
CU - Cutaway Bus	49	4.0	79,684	$108,804.75	2.00%
Equipment	**5**	**4.8**	**32,310**	**$40,000.00**	**40.00%**
Non-Revenue/Service Automobile	3	5.0	20,460	$31,880.39	33.00%
Trucks and other Rubber Tire	2	5.0	44,161	$67,830.65	50.00%

As illustrated in the previous table, 7% of the current fixed route buses have met or passed their useful life benchmark. The StanRTA is working to replace buses according to the fleet replacement model to meet plan targets.

SECTION IV: Decision Support/Explanation

Investment decision-making, including project selection, is a vital component to the continued growth and success of StanRTA. To this end, the following steps are taken in order to identify and prioritize projects, including but not limited to: maintenance, operations, IT, grants and finance, and procurement (Table 4.1.1)

Table 4.1.1 Decision Support Process

Step Number	Process
1	Review needs based on safety, deficiencies, asset ULB, customer demand, maintenance needs, new laws/regulations in place
2	Prioritize projects and identify funding sources for each
3	Develop official priority list and present to StanRTA Board if needed
4	Follow procurement, RFP or award process depending on funding sources used
5	StanRTA Board approval and contract awarded. Appropriate departments notified i.e. maintenance and fleet for new revenue vehicles
6	Project/program implementation and monitoring

The performance targets for this plan are included in Table 4.1.2

Table 4.1.2 Performance Targets

Item Description	Actual FY24	Target FY25
All fixed route rolling stock at or beyond ULB	11%	10%
All demand response rolling stock at or beyond ULB	3%	3%
All support equipment at or beyond ULB	50%	50%
Annual Miles between Mechanical Failures	14,240 MBMF	17,000

Mechanical Failures are defined by the National Transit Database reporting requirements as failures that prevent the vehicle from continuing in service requiring a replacement vehicle.

In addition to the decision support process, staff uses a variety of other tools to make investment decisions such as: investment planning, written policy manuals and the bus replacement schedule spreadsheet. Table 4.1.3 is an explanation of the decision support tools.

Table 4.1.3 Explanation of Decision Support Tools

Documents	Description
Fleet Management	The fleet maintenance plan includes PM schedules, work order process and fleet department responsibilities.
Procurement Manual	The procurement manual lists all FTA purchasing policies, contract/bidding requirements and regulations, asset purchasing procedures and asset disposal procedures.
TAM Plan	The StanRTA TAM plan contains the condition of assets (rolling stock, and equipment) used in providing public transportation. The plan is a guide to help plan optimal prioritization of funding in order to keep assets in a State of Good Repair (SGR). The TAM plan also includes capital asset inventory, asset condition, decision support tools and investment prioritization.

SECTION V: Investment Prioritization

Stanislaus Regional Transit Authority intends to do on-going investment prioritization analysis in order to;

1. Determine what capital investments are needed, the cost of each, and when they need to be implemented in order to maintain SGR.
2. Rank SGR projects in order of priority.

Currently the Authority has identified 1 major project that is high priority (Table 5.1).

Table 5.1 Investment Prioritization Projects

Project Year	Project Name	Asset Category	Asset Class	Cost	Priority
2024	Engine Replacement	BU	Bus	$2.2M	High

The bus replacement schedule can be found in Appendix II, complete with the timeframe and estimated cost associated with each purchase.

SECTION VI: Conclusion

The StanRTA's TAM plan is considered a "living" document, and it is important to review and revise it annually. The plan will help build the following fiscal year's budget by serving as a baseline of asset performance and management. As more data and information is collected and recorded, additional goals will be included to support asset maintenance and replacement.

The Stanislaus Regional Transit Authority TAM Plan will help the Authority to meet its goal of safe, efficient, reliable and accessible public transportation. Also, the TAM plan will also encourage and follow the State of Good Repair indicators and thus maintain or improve the condition of facility, rolling stock, and equipment assets.

The TAM plan will facilitate:

- Identifying and limiting safety risks
- Prioritizing investments
- Help to increase system reliability and accessibility
- Decrease in maintenance costs
- Increase of overall system performance

The accountable executive responsible for the implementation of the Transit Asset Management Plan is the StanRTA Chief Executive Officer.

Section VII: Appendices

Appendix I: Revenue Vehicles

Vehicle #	Mode	VIN	Year Model
20323	Fixed Route	15GGB201031074085	2003 Gillig Low Floor 35'
20324	Fixed Route	15GGB201231074086	2003 Gillig Low Floor 35'
20940	Fixed Route	15GGD271991177465	2009 Gillig Low Floor 40'
20942	Fixed Route	15GGD271291177467	2009 Gillig Low Floor 40'
20944	Fixed Route	15GGD271691177469	2009 Gillig Low Floor 40'
20946	Fixed Route	15GGD271491177471	2009 Gillig Low Floor 40'
21102	Demand Response	1FDFE4FS9BDB26876	2011 Ford E450
21217	Commuter Bus	1M8PDMBA8CP012622	2012 MCI Commuter 45'
21323	Fixed Route	5FYC8FB03DC042866	2013 New Flyer CNG XN40
21324	Fixed Route	5FYC8FB05DC042867	2013 New Flyer CNG XN40
21325	Fixed Route	5FYC8FB07DC042868	2013 New Flyer CNG XN40
21326	Fixed Route	5FYC8FB09DC042869	2013 New Flyer CNG XN40
21327	Fixed Route	5FYC8FB05DC042870	2013 New Flyer CNG XN40
21422	Fixed Route	1N9MNALG8EC084107	2014 El Dorado CNG EZ Rider II
21441	Fixed Route	5FYC8KB06EC044332	2014 New Flyer CNG XN35
21448	Fixed Route	15GGD2714E1184639	2014 Gillig Low Floor 40'
21449	Fixed Route	15GGD2710E1184640	2014 Gillig Low Floor 40'
21450	Fixed Route	15GGD2712E1184641	2014 Gillig Low Floor 40'
21451	Fixed Route	15GGD2714E1184642	2014 Gillig Low Floor 40'
21452	Fixed Route	15GGD2716E1184643	2014 Gillig Low Floor 40'
21453	Fixed Route	15GGD2718E1184644	2014 Gillig Low Floor 40'
21454	Fixed Route	15GGD2718F1184645	2014 Gillig Low Floor 40'
21528	Fixed Route	5FYC8FB0XFB047958	2015 New Flyer CNG XN40
21529	Fixed Route	5FYC8FB01FB047959	2015 New Flyer CNG XN40
21534	Fixed Route	5FYC8FB08FB047957	2015 New Flyer CNG XN40
21555	Fixed Route	15GGD271XF1184646	2015 Gillig Low Floor 40'
21556	Fixed Route	15GGD2711F1184647	2015 Gillig Low Floor 40'
21557	Fixed Route	15GGD2713F1184648	2015 Gillig Low Floor 40'
21558	Fixed Route	15GGD2715F1184649	2015 Gillig Low Floor 40'
21559	Fixed Route	15GGD2711F1184650	2015 Gillig Low Floor 40'
21560	Fixed Route	15GGD2713F1184651	2015 Gillig Low Floor 40'
21561	Fixed Route	15GGD2715F1184652	2015 Gillig Low Floor 40'
21562	Fixed Route	15GGD2717F1184653	2015 Gillig Low Floor 40'
21563	Fixed Route	15GGD2719F1184654	2015 Gillig Low Floor 40'
21564	Fixed Route	15GGD2710F1184655	2015 Gillig Low Floor 40'
21565	Fixed Route	15GGD2712F1184656	2015 Gillig Low Floor 40'
21566	Fixed Route	15GGB2717F1184657	2015 Gillig Low Floor 35'
21567	Fixed Route	15GGB2719F1184658	2015 Gillig Low Floor 35'
21568	Fixed Route	15GGB2710F1184659	2015 Gillig Low Floor 35'
21610	Demand Response	1FDFE4FS0GDC03948	2016 Ford Starcraft CNG
21611	Demand Response	1FDFE4FS3GDC03944	2016 Ford Starcraft CNG
21612	Demand Response	1FDFE4FS5GDC03945	2016 Ford Starcraft CNG

Vehicle #	Mode	VIN	Year Model
21613	Demand Response	1FDFE4FS1GDC03943	2016 Ford Starcraft CNG
21617	Demand Response	1FDFE4FS1GDC57064	2016 Ford Starcraft CNG
21619	Commuter Bus	1M8PDMBA7GP014089	2016 MCI D-4500
21630	Fixed Route	5FYC8FB05GC048835	2016 New Flyer CNG XN40
21631	Fixed Route	5FYC8FB09GC048837	2016 New Flyer CNG XN40
21638	Fixed Route	5FYC8FB07GC048836	2016 New Flyer CNG XN40
21660	Demand Response	1FDEE3FS3HDC25045	2017 Ford Econoline
21661	Demand Response	1FDEE3FS9HDC25017	2017 Ford Econoline
21662	Demand Response	1FDEE3FS1HDC25058	2017 Ford Econoline
21769	Commuter Bus	1M8PDMBA7HP014210	2017 MCI Commuter 45'
21770	Fixed Route	15GGD2715H1188302	2017 Gillig Low Floor 40'
21771	Fixed Route	15GGD2717H1188303	2017 Gillig Low Floor 40'
21772	Fixed Route	15GGD2719H1188304	2017 Gillig Low Floor 40'
21773	Fixed Route	15GGD2710H1188305	2017 Gillig Low Floor 40'
21874	Fixed Route	1M9TH16J4JL816296	2018 Proterra Catalyst E2
21875	Fixed Route	1M9TH16J6JL816302	2018 Proterra Catalyst E2
21876	Fixed Route	1M9TH16JXJL816299	2018 Proterra Catalyst E2
21877	Fixed Route	1M9TH16J1JL816305	2018 Proterra Catalyst E2
21878	Fixed Route	1M9TH16J5JL816307	2018 Proterra Catalyst E2
21939	Demand Response	1FDEE3FS1KDC65521	2020 Ford Starcraft 23'
21940	Demand Response	1FDEE3FS4KDC65514	2020 Ford Starcraft 23'
21941	Demand Response	1FDEE3FS2KDC65513	2020 Ford Starcraft 23'
21942	Demand Response	1FDEE3FSXKDC65520	2020 Ford Starcraft 23'
21943	Demand Response	1FDEE3FS3KDC65486	2020 Ford Starcraft 23'
21981	Demand Response	1FDFE4FS3KDC74246	2020 Ford Starcraft 26'
21982	Demand Response	1FDFE4FS2KDC74254	2020 Ford Starcraft 26'
21983	Demand Response	1FDFE4FSXKDC74311	2020 Ford Starcraft 26'
21984	Demand Response	1FDFE4FS3KDC74313	2020 Ford Starcraft 26'
21985	Demand Response	1FDFE4FS5KDC74362	2020 Ford Starcraft 26'
21986	Demand Response	1FDFE4FS8KDC74386	2020 Ford Starcraft 26'
21987	Demand Response	1FDFE4FS0KDC74270	2020 Ford Starcraft 26'
21988	Demand Response	1FDFE4FS2KDC74285	2020 Ford Starcraft 26'
21989	Demand Response	1FDFE4FS1KDC74360	2020 Ford Starcraft 26'
21990	Demand Response	1FDFE4FS9KDC74283	2020 Ford Starcraft 26'
21991	Demand Response	1FDFE4FS3KDC74392	2020 Ford Starcraft 26'
21992	Demand Response	1FDFE4FS0KDC74303	2020 Ford Starcraft 26'
21993	Demand Response	1FDFE4FSXKDC74292	2020 Ford Starcraft 26'
21994	Demand Response	1FDFE4FS5KDC74264	2020 Ford Starcraft 26'
21995	Demand Response	1FDFE4FS7KDC74265	2020 Ford Starcraft 26'
21996	Demand Response	1FDFE4FS3KDC74361	2020 Ford Starcraft 26'
21997	Demand Response	1FDFE4FS9KDC74347	2020 Ford Starcraft 26'
21998	Demand Response	1FDFE4FS7KDC74251	2021 Ford Starcraft Cutaway
21999	Demand Response	1FDFE4FSXKDC74244	2021 Ford Starcraft Cutaway

Vehicle #	Mode	VIN	Year Model
22033	Fixed Route	5FYC8FB05LF073792	2020 New Flyer CNG XN40
22035	Fixed Route	5FYC8FB02LF073796	2020 New Flyer CNG XN40
22036	Fixed Route	5FYC8FB07LF073793	2020 New Flyer CNG XN40
22037	Fixed Route	5FYC8FB00LF073795	2020 New Flyer CNG XN40
22040	Fixed Route	5FYC8FB09LF073794	2020 New Flyer CNG XN40
22105	Fixed Route	15GGD2718M3194772	2021 Gillig Low Floor 40'
22106	Fixed Route	15GGD271XM3194773	2021 Gillig Low Floor 40'
22107	Fixed Route	15GGD2711M3194774	2021 Gillig Low Floor 40'
22179	Commuter Bus	1M8PDMNA4MP016129	2021 MCI Commuter 45'
22180	Commuter Bus	1M8PDMNA0MP016130	2021 MCI Commuter 45'
22250	Fixed Route	15GGD2712N3198088	2022 Gillig Low Floor 40'
22251	Fixed Route	15GGD2714N3198089	2022 Gillig Low Floor 40'
22252	Fixed Route	15GGD2710N3198090	2022 Gillig Low Floor 40'
22253	Fixed Route	15GGD2712N3198091	2022 Gillig Low Floor 40'
22254	Fixed Route	15GGD2714N3198092	2022 Gillig Low Floor 40'
22255	Fixed Route	15GGD2716N3198093	2022 Gillig Low Floor 40'
22256	Fixed Route	15GGD2718N3198094	2022 Gillig Low Floor 40'
22257	Fixed Route	15GGD271XN3198095	2022 Gillig Low Floor 40'
22258	Fixed Route	15GGD2711N3198096	2022 Gillig Low Floor 40'
22259	Fixed Route	15GGD2713N3198097	2022 Gillig Low Floor 40'
22260	Fixed Route	15GGD2715N3198098	2022 Gillig Low Floor 40'
22261	Fixed Route	15GGD2717N3198099	2022 Gillig Low Floor 40'
22362	Fixed Route	15GGD271XP3199055	2023 Gillig Low Floor 40'
22363	Fixed Route	15GGD2711P3199056	2023 Gillig Low Floor 40'
22364	Fixed Route	15GGD2713P3199057	2023 Gillig Low Floor 40'
22365	Fixed Route	15GGD2715P3199058	2023 Gillig Low Floor 40'
22366	Fixed Route	15GGB271XP3199059	2023 Gillig Low Floor 35'
22367	Fixed Route	15GGB2716P3199060	2023 Gillig Low Floor 35'
22368	Fixed Route	15GGB2718P3199061	2023 Gillig Low Floor 35'
22369	Fixed Route	15GGB271XP3199062	2023 Gillig Low Floor 35'
22370	Fixed Route	15GGB2711P3199063	2023 Gillig Low Floor 35'
22371	Fixed Route	15GGB2713P3199064	2023 Gillig Low Floor 35'
22372	Fixed Route	15GGB2715P3199065	2023 Gillig Low Floor 35'
22373	Fixed Route	15GGB2717P3199066	2023 Gillig Low Floor 35'
22374	Fixed Route	15GGB2719P3199067	2023 Gillig Low Floor 35'
22375	Fixed Route	15GGB2710P3199068	2023 Gillig Low Floor 35'
22376	Fixed Route	15GGB2712P3199069	2023 Gillig Low Floor 35'
22401	Demand Response	1FDFE4FN2RDD45988	2024 Ford Glaval Bus 26'
22402	Demand Response	1FDFE4FN3RDD46079	2024 Ford Glaval Bus 26'
22403	Demand Response	1FDFE4FN0RDD42636	2024 Ford Glaval Bus 26'
22404	Demand Response	1FDFE4FN9RDD43283	2024 Ford Glaval Bus 26'
22405	Demand Response	1FDFE4FN7RDD45047	2024 Ford Glaval Bus 26'
22406	Demand Response	1FDFE4FN0RDD43642	2024 Ford Glaval Bus 26'
22407	Demand Response	1FDFE4FN5RDD42597	2024 Ford Glaval Bus 26'

Vehicle #	Mode	VIN	Year Model
22408	Demand Response	1FDFE4FN0RDD45116	2024 Ford Glaval Bus 26'
22409	Demand Response	1FDFE4FN0RDD42300	2024 Ford Glaval Bus 26'
22410	Demand Response	1FDFE4FN7RDD45095	2024 Ford Glaval Bus 26'
22411	Demand Response	1FDFE4FN0RDD45844	2024 Ford Glaval Bus 26'
22412	Demand Response	1FDFE4FN1RDD45061	2024 Ford Glaval Bus 26'
22413	Demand Response	1FDFE4FN9RDD43462	2024 Ford Glaval Bus 26'
22414	Demand Response	1FDFE4FN7RDD45775	2024 Ford Glaval Bus 26'
22415	Demand Response	1FDFE4FN4RDD42588	2024 Ford Glaval Bus 26'
22416	Demand Response	1FDFE4FNXRDD43678	2024 Ford Glaval Bus 26'
22481	Commuter Bus	1M8D4W911RP108329	2024 MCI Commuter 45'
31599	Non- Revenue	2C4RDGBG2FR664457	2015 Dodge Caravan
31910	Non- Revenue	2C4RDGEG6KR517662	2019 Dodge Caravan
32399	Non- Revenue	1FMSK7DH3PGA95016	2023 Ford Explorer
41706	Support Truck	1FD0X4GY8HED70265	2017 Ford F-350
42201	Support Truck	3C6UR5CJ2NG249189	2022 RAM 2500

Appendix II: Bus Replacement Schedule

YEAR	VEHICLE TYPE	QUANTITY	COST
2025	Fixed Route and Demand Response	5	$ 775,000.00
2026	Fixed Route and Demand Response	18	$ 16,122,200.00
2027	Fixed Route and Demand Response	24	$ 3,720,000.00
2028	Fixed Route and Demand Response	21	$ 31,164,000.00
2029	Fixed Route and Demand Response	21	$ 10,583,375.00
2030	Fixed Route and Demand Response	5	$ 8,508,543.75

Appendix III: Maintenance Plan

STANISLAUS REGIONAL TRANSIT AUTHORITY

FLEET MAINTENANCE PLAN

Updated August 2024

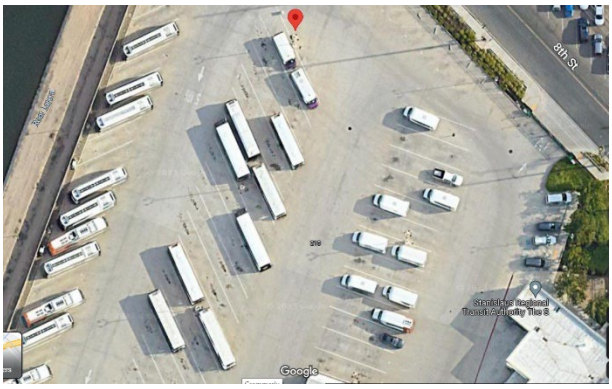
TABLE OF CONTENTS

FOREWARD

The Stanislaus Regional Transit Authority (StanRTA) was founded in January 2021 by the merger of the former Modesto Area Express (MAX) system with the County of Stanislaus's Regional Transit (StaRT) system. The combination of these two transit systems established StanRTA as agency serving the majority of Stanislaus County. The City of Turlock continues to operate its transit service within the confines of the city boundaries and nearby Denair. The StanRTA team, transferred from their home agencies to StanRTA in July 2021, dove in immediately, crafting management, operations, and maintenance structures needed for daily function. The new regional transit system adopted The S and the slogan Ride the S as its operating name.

Improved performance and ridership growth were an impetus to form the new agency. The StanRTA inherited an aging fleet of fixed-route and over-the-road vehicles and cutaway vehicles that are housed in the existing FTA-funded bus maintenance yard and facility owned by the City of Modesto.

The StanRTA, in its continuous development and concern for the safety of its staff and community members, has developed this maintenance plan. This living document will be updated "as needed" and reviewed annually for compliance with new rules, regulations, and laws. This plan is designed to keep all vehicles and related equipment in safe, reliable, and operational condition.



BUS MAINTENANCE FACILITY

As StanRTA acquired no transit facilities through the agency formation process, it must have a third-party contract for vehicle maintenance and storage. The StanRTA opted to contract with the City of Modesto to provide for the maintenance and storage of the active and contingency fleets. Until the StanRTA's formation, the City of Modesto's fleet maintenance division provided transit system maintenance activities in city-owned facilities.

The City of Modesto, as the owner of the Bus Maintenance Facility (BMF) and as an employer of the staff that maintains The S fleet, is responsible for maintaining a facility maintenance plan compliant with Federal Transit Administration (FTA) requirements.

MAINTENANCE PLAN OVERVIEW

INTRODUCTION

A well-maintained fleet is essential to providing a safe ride to consumers. Adherence to a preventative maintenance plan keeps the vehicle in a state of good repair, reduces breakdowns that may jeopardize passenger safety, and vehicle keeps all equipment, including ADA features, functioning appropriately. An agency must first have the appropriate number and class of vehicles to handle trip demand. Second, the backup vehicle ratio must be adequate to ensure minimal service disruption. Proper maintenance of those vehicles is critical to operations and the most significant opportunity for cost containment in a transit system. A well-maintained fleet reduces energy use and the cost of maintenance overall by avoiding major breakdowns, towing, and catastrophic failure of major vehicle components. Vehicle downtime is reduced, directly affecting the agency's budget and ability to perform needed services.

A solid maintenance program and a companion maintenance plan documenting the procedures for how agency employees should maintain vehicles are vital to the sustainability of a transit organization. One example of how a quality maintenance program achieves fleet function and cost containment is the approach to scheduling. By scheduling most activities during non-peak vehicle periods, the StanRTA minimizes service impacts from Out of Service (OOS) vehicles for maintenance.

The Fleet Maintenance Plan is an agency policy document that includes the StanRTA's goals and objectives of the maintenance program, an inventory of the vehicle assets; a description of maintenance responsibilities within the agency, encompassing management, supervision, drivers, and maintenance; a preventative maintenance plan; schedules for maintenance activities.

FLEET MAINTENANCE PLAN OBJECTIVES

The Fleet Maintenance Plan aims to optimize the value of the funded dollar while protecting stakeholder investment. The purpose of this Fleet maintenance program is to:

1. Ensure that the fleet is in a state of good repair and operating at peak efficiency.
2. Ensure that sufficient agency vehicles are available to meet daily service demands.
3. Ensure that agency vehicles are safe, serviced regularly, and clean.
4. Maximize vehicle life.

Significant components of an effective Fleet maintenance plan include:

- An established vehicle service preventative maintenance schedule that meets or exceeds the manufacturer's recommendations and warranty requirements.
- A thorough and documented inspection program, including daily driver pre-trip vehicle inspections.

- Mileage or based time-period-based periodic mechanical vehicle service and inspections and corrective actions as required.
- Required annual vehicle safety inspection schedule for each vehicle.
- A regular vehicle exterior and interior cleaning program
- Maintenance records of each vehicle's service and repair (invoices for performing services or parts). These records are kept throughout the life of the vehicle being used in transportation service and for three years following the end of the vehicle's useful life.

StanRTA subscribes to a philosophy of continuous improvement. The Fleet Maintenance Plan and its procedures will be constantly reviewed and revised. The plan will also be updated as the mix of rolling stock equipment changes over time.

MAINTENANCE ROLES

Owner. As the transit vehicle fleet owner and all OEM and after-market equipment, the StanRTA is responsible for ensuring that the City of Modesto Maintenance and the Transit Operations Contractors are fulfilling the responsibilities outlined in this plan.

Management. While the StanRTA contracts out for maintenance services, the City of Modesto's Director of Public Works ensures that all transit vehicle maintenance staff and mechanics are properly trained and certified as deemed appropriate to perform preventative maintenance on the vehicles and will document all maintenance-related activities.

Maintenance Staff. The City of Modesto, as a provider of the maintenance personnel servicing StanRTA fleet vehicles, is responsible for ensuring that its mechanics are certified and qualified to perform the inspections and maintenance work on all vehicle systems and equipment.

Vehicle Operators. The vehicle operator must know the proper starting, shifting, and braking procedures to extend the vehicle's life and be vigilant in reporting their observations. All operators should be completely familiarized with the vehicles, including the engine compartment, driver controls, and passenger safety devices. Drivers must be fully licensed and trained in the operation of each type of vehicle that is operated; drivers should also be able to recognize unusual noises and describe basic mechanical problems to a supervisor and/or mechanic.

MAINTENANCE PLAN OVERVIEW

The maintenance plan activities are broken down into several categories of activity. The categories are:

- Preventative Maintenance
- Inspections and Services
- Warranty Recovery Program
- Reactive Vehicle Maintenance
- Contingency Fleet
- Fueling, Cleaning, Storage, and Security
- Maintenance Recordkeeping

PREVENTATIVE MAINTENANCE (PM)

A regular preventative maintenance program improves vehicle performance and reliability, extends vehicle life, avoids costly breakdowns, and reduces the number of backup vehicles required. StanRTA instituted this preventative maintenance and inspection program to keep all vehicles safe, reliable, and functioning. Regular inspections are performed at different intervals to monitor all vehicle components and maintain product warranties.

The maintenance function is the responsibility of, and is performed by, StanRTA s maintenance contractor, the City of Modesto Fleet Services Division. Modesto's vehicle technicians, mechanics, equipment operators, and maintenance personnel are tasked with ensuring the safety of the public and vehicle operators, minimizing vehicle downtime, and preventing unexpected breakdowns.

A complete vehicle maintenance program includes preventative maintenance programs, proper equipment operation, safety and serviceability inspections, lubrication, and minor adjustments. It can be divided into these categories or levels: daily, preventative, and reactive. The nature of the maintenance and repair determines the category, the availability of repair parts, tools, time, personnel capabilities, and accumulated mileage. All maintenance and repair activities are performed with the assistance of Asset Works, a City of Modesto-owned, computerized Fleet Management Database.

DATA MANAGEMENT TOOLS

Asset Works was implemented in January 1996 by the City of Modesto. It has all the tracking and analysis capabilities required for effective decision-making based on complete and accurate data about equipment costs, workforce, and inventories. It produces data displays and reports for all levels of management in support of better decision-making processes. It also provides automated PM scheduling and tracking. It offers detail for repair and PM history on each unit. In addition, it provides an analysis of operational, repair, and PM activities.

DAILY MAINTENANCE

Daily maintenance involves both the vehicle operator and maintenance personnel. Each vehicle operator is required to perform daily preparation and safety inspections using the Daily Vehicle Inspection Report (DVIR). Operator inspections are performed to ensure early detection of malfunctions, which may lead to severe failure or an accident. Daily safety inspections are performed by maintenance personnel when each vehicle returns to the maintenance yard at the end of the day. Specifics of the daily maintenance tasks are covered later in this document.

SCHEDULED BUS SAFETY INSPECTIONS (PM-I)

Maintenance Personnel are responsible for ensuring that each vehicle operates safely. Bus Safety Inspections are performed by maintenance personnel and are more detailed than daily maintenance. Under the Bus Safety Inspection (PM-I) program, each StanRTA vehicle shall be inspected every 3,000 miles or 45 days, whichever comes first, with particular attention to safety-related items, such as, but not limited to, the wheelchair lifts and ramps, which are described below, ADA equipment in the vehicle, video surveillance systems, the CAD/AVL/APC system, farebox, and brake systems. See Appendix A for checklist.

SCHEDULED PREVENTATIVE MAINTENANCE (PM-A AND PM-B) FOR ALL VEHICLES

The manufacturer's recommended service intervals will be closely followed. Essential Preventive Maintenance Services have 2 levels- Level A and Level B on Commuter and Motor Buses, and 1 level- Level A on Demand-Response Buses. PM Inspections and maintenance are programmed in the Fleet Management Database to be performed to meet manufacturer's specifications. These activities will be performed every 15,000 miles on Commuter and Motor Buses, and every 7,500 miles on Demand-Response Buses.

- Level A – Conducted every 15,000 miles on Commuter and Motor Buses and every 7,500 miles on Demand-Response Buses. Change oil and filter, inspect tires, and electrical system, service all fluid levels, lubricate chassis and doors, check A/C, hoses, fire extinguisher, belts, brakes, lights, test drive, body damage, inspect and test vehicle lifts, etc. See Appendix B for checklist.
- Level B – Conducted every 60,000 miles. Includes all items in Level A plus change crankcase filter. See Appendix C for checklist.

WORK ORDER FILES

A Work Order (WO) file in the Assetworks history file will be accurately maintained for each vehicle. A separate history file is maintained for each vehicle. The following information will be recorded:

1. Type of PM Service performed.
2. Cumulative miles.
3. Technician comments and documentation of any corrective action completed as needed.

ACCESSIBILITY EQUIPMENT MAINTENANCE

- **Wheelchair lift/ramp** maintenance inspections are done every 3,000 miles or 45 days during the Bus Safety Inspection. This involves a detailed inspection of the wheelchair ramp or lift operation, controls, structural frame of the lift or ramp, the mounting point condition for the ramp or lift the wiring and hydraulic systems, and the ramp or lift safety systems. If any item of the wheelchair lift or ramp is defective, the vehicle will be removed from service until these items are fixed and signed off as safe to operate.

- **Public Address and Annunciator Systems** are tested and inspected every 3,000 miles or 45 days during the Bus Safety Inspection.

INSPECTIONS AND SERVICES

An essential aspect of preventative maintenance is the establishment of strong communication between operators and management. Daily pre-trip vehicle inspections can detect problems at an early stage and are crucial to a successful preventative maintenance program. Vehicle operators must record their pre-trip observations on the Daily Vehicle Inspection Report (DVIR). The operator should identify any defects and report them to maintenance.

The pre-and post-trip inspection forms shall be legibly completed and signed by the vehicle driver. A pre-trip inspection should include as a minimum*:*

- **Cleanliness** – Properly maintained and free of loose articles.
- **Lights and reflectors** – High/low beams, taillights, turn signals, 4-way hazard flashers, marker lights, license plate lights, and reflectors should be cleaned as needed.
- **Brakes** – Both foot and emergency brakes should be capable of effectively stopping or restraining the vehicle. The brake pedal should be firm after 1–2-inch free play on a single down stroke. No noises, vibration, or steering changes should result from applying the brakes while moving.
- **Horn** – Gives an adequate and reliable warning signal.
- **Windshield, washer, wipers, and defroster** – Surfaces must be clean and unobstructed, inside and outside. Washer reservoirs are to be filled as needed.
- **Mirrors** – All rear vision mirrors must be clean, properly adjusted, and unobstructed. Outside mirrors must be mounted on both sides.
- **Tires** – Must be of adequate load capacity when the vehicle is fully loaded. Tires shall be inflated to recommended pressures and compatible with each set (i.e., all radials or all bias ply; no mixed sets.) Tire wear surfaces and sidewalls shall be inspected daily for debris, damage, and wear. Tires shall be replaced before revealing the “wear bars” between the treads at the contact surface.

- **Seat Belts** – If the vehicle has seat belts, they must be in good operating condition.
- **Speedometer** – Shall be operational and accurately record speed.
- **Wheelchair lifts** – Check operating and structural conditions by operating through one complete cycle.
- **Wheelchair passenger restraints and securement systems** --Shall be fully operational.
- **Doors** – Capable of being opened, shut, and locked as required.
- **Fluids** – All fluid levels must be checked each time the vehicle is fueled and maintained at the manufacturer's recommended operating levels. (e.g., Engine coolant, oil, brake fluid, power steering fluid, transmission fluid, and washer solvent).
- **Emergency Equipment** – Should be present and operational.

DEFECTS

Identified defects with a repair estimate of more than $5,000 must be reported and approved by StanRTA whenever discovered by the maintenance team. Defects must be reviewed and repaired based on the categories listed:

- **Safety Defect** - The vehicle cannot be released until the repairs are completed, except in case of an emergency. Safety cannot be compromised.
- **Mechanical Defect** - A defect that will worsen and increase the cost. The vehicle cannot be released until the repairs are completed, except in case of an emergency.
- **Elective Mechanical Defect** - A defect that does not compromise safety will not cause further damage if operated but must be corrected before the next PM cycle. Repair should be scheduled. Due to transportation costs and disruption to operations, this decision should not be made lightly.
- **Elective or Cosmetic Defect** - The defect will not compromise safety or cause further damage or cost as it is an aesthetic defect. The vehicle should be scheduled for an off-peak repair time in the future, as determined by management, or at the next scheduled PM Service. (See Appendix D Reporting Defects sheet)

CONTINGENCY FLEET MAINTENANCE

The contingency fleet will be covered by the scheduled preventative maintenance plan (PM)

WARRANTY RECOVERY PROGRAM

Modesto will aggressively pursue warranty recovery when appropriate to ensure that equipment manufacturers bear the costs to repair defects and premature component failures, not the StanRTA or the FTA. StanRTA's warranty recovery program aims to recover as much cost as possible through manufacturer and vendor warranties.

While vehicles remain under warranty, Modesto's maintenance team will review the warranty terms before authorizing any substantial repairs or parts replacements. This is accomplished by tracking vehicle manufacturer warranties, sub-component warranties, and parts warranties. Following are examples of warranty recovery activities:

- **When vehicles are purchased**, in-service dates and sub-component serial numbers are logged into the EMS. This is used for the starting date for the warranty period. It also verifies the warranty status against the covered warranty papers.

- **When parts are suspected of being a warranty claim**, the part can be checked in the EMS system to see when it was installed to verify its warranty status.

- **Warranty cost recovery verification**. Recovery verification is tracked on the work order generated for the covered repair. If the covered warranty were repaired at a warranty dealer, the work order comments would reflect this, and there will be no charges to the work order.

- **A part or sub-component is returned for warranty**. The generated work order will show a charged item and a warrantied item being credited to the work order. If the part is supplied for warranty, the work order comments will reflect that the part was provided by the vendor under warranty for no charge.

REACTIVE VEHICLE REPAIR & MAINTENANCE

All other vehicle maintenance is performed in response to detected problems which is the responsibility of the maintenance department and is unscheduled. This maintenance is typically required to correct defects reported by vehicle operators, which may result in equipment failure or accidents. The extent of reactive maintenance encompasses the removal, replacement, repair, alteration, modification, rebuilding, and overhauling of individual assemblies, sub-assemblies, and components. Although the rebuilding and overhaul are included, only essential repairs shall be accomplished to ensure safe and serviceable equipment. Equipment that requires extensive repairs or numerous assembly rebuilding, or time-consuming and expensive overhauls will not be attempted without prior review by the Shop Supervisor and possible approval of the StanRTA if the repair exceeds $5,000.

Reactive maintenance cannot be eliminated and is often a function of vehicle miles, fleet age, and preventative maintenance intervals. This maintenance program intends to minimize this type of maintenance – including road calls. Constantly reviewing and improving upon this Fleet Maintenance Plan will accomplish this.

The reactive fleet maintenance policy is as follows:

- All problems are to be reported, no matter how minor.
- Maintenance personnel shall immediately determine whether the vehicle should be removed from service.
- Failures of accessibility equipment shall require prompt resolution. An alternate vehicle or immediate repair will be provided.
- The driver records all detected problems on the DVIR, and dispatch records all issues in TransTrack.
- All repairs are to be documented in maintenance records and Asset Works as required by the StanRTA.

FUELING, CLEANING, STORAGE, AND SECURITY

FUELING AND SERVICING

Maintenance personnel will perform the following daily fuel and fluids service on vehicles:

- Fuel equipment, check engine oil, transmission fluid level, and coolant. Fill as needed.
- Check tires for wear and correct air pressure. Fill as needed.
- Record on the daily fuel sheet all fuel, oil, and coolant used.
- Service windshield washers and fill as needed.
- Perform other services as directed.

Note: *The City of Modesto maintenance is required to fill the diesel vehicles and charge the battery electric vehicles. The operations contractor is responsible for fueling CNG and gasoline vehicles.*

CLEANING

Fleet Vehicle Exterior Cleaning - The maintenance staff shall clean and wash the exteriors of the vehicles a minimum of every other day.

Fleet Vehicle Interior Cleaning - The operations contractor's cleaning crew shall clean the interior of vehicles each night. Vehicle floors and seats shall be washed, and gum, graffiti, or other detritus removed.

VEHICLE STORAGE AND SAFETY

The StanRTA requires all vehicles to be stored at the Bus Maintenance Facility (BMF) at the end of each day. The facility is equipped with proper lighting, restricted access through keyed security fencing, and video surveillance. It is regularly patrolled by security and the local police. Proper storage also incorporates safety procedures such as no-exception brake setting and transmission-in-park requirements of drivers, and they are required to park in designated spaces. Vehicle keys are provided to each driver for the vehicle they are assigned daily.

MAINTENANCE RECORDKEEPING

The Assetworks System is designed for the maintenance department to record the types of preventative maintenance, repairs, hours, and materials required for repairs. Accumulating such data will provide a reliable source of information for budget planning, assisting in determining economic life expectancies and training requirements.

PROCEDURES FOR DOCUMENTING REPAIRS

Before diving into the recordkeeping aspects of repair work, let's first identify the categories of service.

A. **Repairs:** Repairs for each vehicle will be recorded on the Work Order for that vehicle.

B. **Road Calls:** All road calls will be recorded as such on the WO. The date and reason for each road call will be recorded. Repairs performed because of road calls will be recorded on the WO. Data collected shall conform to National Transit Database reporting requirements. NTD categorizes road repairs in two ways, Major and Other repairs.

C. **Night Services:** Night services are performed on equipment when returned to the equipment yard after completing the daily schedule. The night crew leader is responsible for completing the repairs required and supervising the servicing of all equipment.

D. **Preventative Maintenance:** The specific duties include:

1) Review all Operators' DVIRs for vehicles operated that day.
2) Determine the nature of repairs required.
3) Establish priorities for repairs to be made.
4) Assign work to subordinates.
5) Review all complete work to ensure that the proper documentation of repairs is made on WOs and DVIRs.

Documentation and evaluation of vehicle maintenance activities are the primary means by which the maintenance program can attain its goals. StanRTA utilizes the following documentation in its maintenance program:

- **Collective Data Maintenance Software:** A log of repairs segregated by unit number can be retrieved from Asset Works.
- **Driver Vehicle Inspection Report (DVIR):** As outlined previously, this form reports any mechanical problems to the maintenance staff.
- **Daily Commodities Usage:** Software records daily mileage, fuel, and fluid consumption. This data is also exported to Asset Works to track fuel and fluid use.
- **Road Call Log:** The Operations Contractor keeps track of all Road Calls; it is also tracked in the Assetworks.

- **Inspection Schedule:** Maintenance monitors and schedules preventative maintenance inspections.

OUT-OF-SERVICE LIST

The Modesto maintenance staff will prepare an Out of Service list daily. The list, prepared in an Excel spreadsheet, identifies the vehicles down grouped by service type (fixed, commuter, demand response) the date they went down, how long they have been down, and when they are expected to be back in service. A brief description of the reason that equipment is not available will be given in the remarks section (for example, PM due, soft brakes, etc.). All defects noted on DVIR will be inspected, and repairs made when possible.

When determining whether repairs will be made, the following will be considered:

- If not corrected, may the defect create a safety hazard to the operator or passengers?
- Will the defect develop into a costly major repair?
- Are parts/materials available?
- Is labor available?

Under no circumstances will the equipment be returned to service before correcting the below-listed defects:

- Soft brakes
- Steering problems
- Unsafe tires
- Inoperative taillights, brake lights, or headlights
- Any other defect which might affect the safe operation of the vehicle.
- Wheelchair lift is not fully functional.
- Wheelchair ramp that cannot be deployed either electronically or manually.
- Video surveillance system that is not fully functional.
- AVL system that is not fully functional.
- Radio communication system that is not fully functional.
- Farebox that is not fully functional.
- Other ADA equipment or systems that are not fully functional.

DAMAGE ESTIMATE

A damage estimate is required for all StanRTA equipment involved in a collision or incident to determine the necessary repairs.

ROLLING STOCK INVENTORY

The StanRTA maintains an asset inventory to register all the assets it owns or is responsible for maintaining. Asset inventory is the first step in organizing and managing asset information. The following is the list of vehicles to be maintained. This list will change over time as vehicles are added and removed.

Fixed Route Vehicles (Diesel)					Commuter Vehicles
21448	21561	22106	22261	22374	21217
21449	21562	22107	22362	22375	21619
21450	21563	22250	22363	22376	21769
21451	21564	22251	22364		22179
21452	21565	22252	22365		22180
21453	21566	22253	22366		22481
21454	21567	22254	22367		
21555	21568	22255	22368		
21556	21770	22256	22369		
21557	21771	22257	22370		
21558	21772	22258	22371		
21559	21773	22259	22372		
21560	22105	22260	22373		

Fixed Route Vehicles (CNG)		Fixed Route Vehicles (Electric)	Contingency Vehicles
21323	21534	21874	20323
21324	21630	21875	20324
21325	21631	21876	20940
21326	21638	21877	20942
21327	22033	21878	20944
21422	22035		20946
21441	22036		
21528	22037		
21529	22040		

Demand Response Vehicles		
21102	21983	22402
21610	21984	22403
21611	21985	22404
21612	21986	22405
21613	21987	22406
21614	21988	22407
21615	21989	22408
21617	21991	22409
21660	21992	22410
21661	21993	22411
21662	21994	22412
21940	21995	22413
21941	21996	22414
21942	21997	22415
21943	21998	22416
21981	21999	
21982	22401	

APPENDICES

The following appendices contain samples of the forms, checklists, and records maintained as part of this maintenance plan contained in the Transit Asset Maintenance (TAM) plan on pages 24-35. Those appendices include:

Appendix A	Bus Safety Inspection Checklist
Appendix B	PM-A Service Checklist
Appendix C	PM-B Service Checklist
Appendix D	DVIR Inspection
Appendix E	Work Order Detail Report

Appendix A Bus Safety Inspection Checklist

PM Checklist Items for Work Order Number BG-2024-7015

FLEET SERVICES DIVISION

PM Service(s): I

Work Order Number: BG-2024-7015 **WO Status:** OPEN **Work Order Delay:** None

Asset: 21332 - 2013 CHAMPION DEFENDER TRANSIT COACH 32` **License:**

Task	Completed by Employee	N/A	Failed	SR	Comments
PM/Inspection Service: PM INSPECTIONý SAFETY		**Exception PM:** No			
PZ1010 - INT/EXTERIOR - FIRE EXTINGUISHER		☐	☐		
PZ1070 - INT/EXTERIOR - HORN-DEFROST-GAUGES		☐	☐		
PM1015 - INT/EXTERIOR- INSPECT ALL SEATING		☐	☐		
PZ1030 - INT/EXTERIOR - MIRRORS- SUPPORTS- MUD FLAPS		☐	☐		
PZ1020 - INT/EXTERIOR - INSPECT ALL LIGHTING/REFLECTORS		☐	☐		
PZ1040 - INT/EXTERIOR - WIRING HARNESS		☐	☐		
PZ1080 - ENGINE - BATTERY WATER- TERMINALS- CABLES		☐	☐		
PZ1060 - INT/EXTERIOR- WARNING DEVICES AIR/OIL/TEMP/VAC		☐	☐		
PZ1090 - ENGINE - RADIATOR AND WATER HOSES		☐	☐		
PZ1100 - ENGINE - COMPRESSOR- W/PUMP- BELTS- FAN		☐	☐		
PZ1182 - BRAKES - BRAKE LINES- WHEEL SEALS- LEAKS		☐	☐		
PZ1120 - ENGINE - FUEL TANKS- LINES- PUMP		☐	☐		
PZ1130 - ENGINE - MANIFOLDS- GASKETS- EXHAUST		☐	☐		
PZ1140 - ENGINE - MOUNTS- OIL AND FUEL LEAKS		☐	☐		
PZ1180 - BRAKES - LININGS- CONDITION AND ADJUSTMENT		☐	☐		
PM3980 - CHASSIS - CHECK ALL FLUID LEVELS		☐	☐		
PM1035 - BRAKES - IN-CAB AIR BRAKE CHECK		☐	☐		

PM Checklist Items for Work Order Number BG-2024-7015

Work Order Number: BG-2024-7015 **WO Status:** OPEN **Work Order Delay:** None

Asset: 21332 - 2013 CHAMPION DEFENDER TRANSIT COACH 32` **License:**

Task	Completed by Employee	N/A	Failed	SR	Comments
PM/Inspection Service: PM INSPECTIONý SAFETY		**Exception PM:** No			
PZ1220 - BRAKES - #1 TANK- DRAIN & TEST CHECK VALVE		☐	☐		
PZ1230 - BRAKES-SECURE TANKS-DRAIN TANKS CHECK DOUBLE CHECK VALVE		☐	☐		
PZ1240 - BRAKES - TIRES- WHEELS- NUTS- CONDITION		☐	☐		
PZ1260 - BRAKES - EMERG. STOP LABEL AND CONDITION		☐	☐		
PM1207 - CHASSIS - INSPECT STEERING & LINKAGE		☐	☐		
PZ1290 - CHASSIS - SUSPENSION- SPRINGS- MOUNTS		☐	☐		
PZ1300 - CHASSIS - FRAME- CROSSMEMBERS- UNDERCARRIAGE		☐	☐		
PM3990 - BUS - PA,AVL,CAMERAS,FAREBOX		☐	☐		
PM1155 - BUS-WHEEL CHAIR LIFT OPERATION		☐	☐		
PM1120 - BUS-EMERGENCY EXITS		☐	☐		
PM1130 - BUS-FRONT AND REAR DOOR-BRAKE INTERLOCK		☐	☐		

Appendix B PM-A Checklist

PM Checklist Items for Work Order Number BG-2024-7015

FLEET SERVICES DIVISION

PM Service(s): A

Work Order Number: BG-2024-7015 **WO Status:** OPEN **Work Order Delay:** None

Asset: 21332 - 2013 CHAMPION DEFENDER TRANSIT COACH 32` **License:**

Task	Completed by Employee	N/A	Failed	SR	Comments
PM/Inspection Service: PM SERVICE A		**Exception PM:** No			
PM1001 - TEST DRIVE VEHICLE		☐	☐		
PM1010 - MIRROR OPERATION		☐	☐		
PM1030 - INSTRUMENTS AND GAUGES		☐	☐		
PM1040 - AIR PRESSURE BUILD UP		☐	☐		
PM1055 - BACKUP ALARM		☐	☐		
PM1075 - SERVICE BRAKE OPERATION		☐	☐		
PM1110 - DESTINATION SIGN OPERATION		☐	☐		
PM1115 - PASSENGER BUZZER OPERATION		☐	☐		
PM1165 - CLEAN BATTERY TERMINALS / CHECK WATER		☐	☐		
PM1177 - CHECK AIR FILTER		☐	☐		
PM1178 - CHECK BELTS & HOSES		☐	☐		
PM1234 - TEST COOLANT - ADD TREATMENT		☐	☐		
PM1200 - DRAIN OIL AND REPLACE OIL FILTER(S)		☐	☐		
PM1245 - LUBE CHASSIS AND ACCESSORIES		☐	☐		
PM1250 - ADD ENGINE OIL - CHECK FOR LEAKS		☐	☐		
PM1270 - INSPECT EXHAUST SYSTEMS		☐	☐		
PM4000 - TEST DRIVE VEHICLE		☐	☐		

PM Checklist Items for Work Order Number BG-2024-7015

Work Order Number: BG-2024-7015 **WO Status:** OPEN **Work Order Delay:** None

Asset: 21332 - 2013 CHAMPION DEFENDER TRANSIT COACH 32` **License:**

Task	Completed by Employee	N/A	Failed	SR	Comments
PM/Inspection Service: PM SERVICE A		**Exception PM:** No			
PM1155 - BUS-WHEEL CHAIR LIFT OPERATION		☐	☐		
PM1235 - REPLACE FUEL FILTERS		☐	☐		
PM1237 - REPLACE COOLANT FILTER		☐	☐		
PM1145 - FARE BOX SERVICE		☐	☐		

Appendix C PM-B Checklist

PM Checklist Items for Work Order Number BG-2024-7015

FLEET SERVICES DIVISION

PM Service(s): B

Work Order Number: BG-2024-7015 **WO Status:** OPEN **Work Order Delay:** None

Asset: 21332 - 2013 CHAMPION DEFENDER TRANSIT COACH 32` **License:**

Task	Completed by Employee	N/A	Failed	SR	Comments
PM/Inspection Service: PM SERVICE B		**Exception PM:** No			
PM1001 - TEST DRIVE VEHICLE		☐	☐		
PM1010 - MIRROR OPERATION		☐	☐		
PM1030 - INSTRUMENTS AND GAUGES		☐	☐		
PM1040 - AIR PRESSURE BUILD UP		☐	☐		
PM1055 - BACKUP ALARM		☐	☐		
PM1075 - SERVICE BRAKE OPERATION		☐	☐		
PM1110 - DESTINATION SIGN OPERATION		☐	☐		
PM1115 - PASSENGER BUZZER OPERATION		☐	☐		
PM1165 - CLEAN BATTERY TERMINALS / CHECK WATER		☐	☐		
PM1177 - CHECK AIR FILTER		☐	☐		
PM1178 - CHECK BELTS & HOSES		☐	☐		
PM1235 - REPLACE FUEL FILTERS		☐	☐		
PM1237 - REPLACE COOLANT FILTER		☐	☐		
PM1200 - DRAIN OIL AND REPLACE OIL FILTER(S)		☐	☐		
PM1245 - LUBE CHASSIS AND ACCESSORIES		☐	☐		
PM1250 - ADD ENGINE OIL - CHECK FOR LEAKS		☐	☐		
PM1270 - INSPECT EXHAUST SYSTEMS		☐	☐		

PM Checklist Items for Work Order Number BG-2024-7015

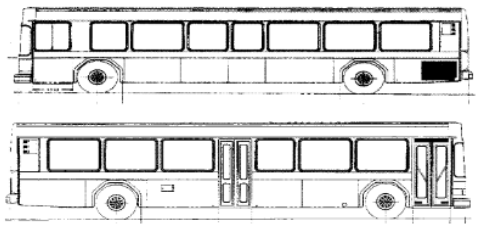
Work Order Number: BG-2024-7015 **WO Status:** OPEN **Work Order Delay:** None

Asset: 21332 - 2013 CHAMPION DEFENDER TRANSIT COACH 32` **License:**

Task	Completed by Employee	N/A	Failed	SR	Comments
PM/Inspection Service: PM SERVICE B		**Exception PM:** No			
PM4000 - TEST DRIVE VEHICLE		☐	☐		
PM1155 - BUS-WHEEL CHAIR LIFT OPERATION		☐	☐		
PM1197 - CHANGE CRANKCASE FILTER		☐	☐		
PM1145 - FARE BOX SERVICE		☐	☐		

Appendix D DVIR Inspection

Mark with 'X' the location of new vehicle damage

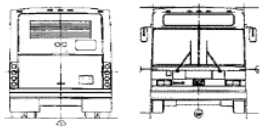


Daily Miles

End Miles _____

Start Miles _____

Total Miles _____



Place a √ in the box if ok	* Items to be checked on 'mini trip' and 'post trip' inspections.
Place an 'X' in the box if defective	
Service Comments	Post Trip includes walk around for new damage not previously documented

Date: _____ **Coach #**_____ **Work Order #**_____

Item	Driver 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Headlights Low/High *														
Tail/Brake Lights *														
Clearance Lights *														
Emergency Flashers *														
Destination Sign*														
Turn Signals *														
Wheels/Tires/Lug Nuts *														
Water/Oil Leaks *														
Mirrors/Glass *														
Prev DVI/Acc Kit/ Reg Docs*														
Warning Lights/Gauges *														
Interior Lighting/Mirrors*														
Fuel Cap*														
Seats/Handrails														
Wipers/Washer														
Fire Extinguisher/Triangles														
Stop Request														
Seat Belt														
Steering/Horn														
Climate Control Unit														
Radio/PA														
Ramp/Kneel/Lift														
Wheelchair Restraints														
Bike Rack														
Avail MSlate Unit/Farebox														
Safety Vision system														

************************************SHOP USE ONLY***************************************

	Indicate Actual Readings in P.S.I.													
Governor Cut-In (100-85)														
Low Air Warning (85-60)*														
Spring Brake (45-20)														
Air Pressure Build Up														
Governor Cut Out (115-130)														
Static Loss (2 psi MAX)														
Applied Loss (3 psi MAX)														
Emergency Brake														
Parking Brake														
Service Brake														
Rear Door Interlock														

Rev.9/22/17

Daily Vehicle Inspection Report

Date: | Vehicle # | Start Mileage _____ End Mileage _____

Previous Days DVIR Must Be Reviewed Before Starting Today's Inspection - Did You Do This? Yes ☐ No ☐

Driver Name: ☑ Satisfactory (OK) ☒ Requires Repair (RR)

Inspection Item	OK 1st	OK 2nd	OK 3rd	RR 1st	RR 2nd	RR 3rd
Fluid Leaks						
Tire Condition						
Rims/Lug Nuts						
Headlights						
Clearance Lights						
Turn Signals						
4-Ways						
Brake Lights						
Backup Lights						
Windshield						
Mirrors						
Windows						
Clean Exterior						
Steering Mechanism						
Gear Shift						
Brake Pedal						
Front and Rear A/C						
Front and Rear Htr.						
Backup Alarm						
Horn						

Inspection Item	OK 1st	OK 2nd	OK 3rd	RR 1st	RR 2nd	RR 3rd
Speedometer						
Oil/Water Gauges						
Wipers/Washers						
Seatbelt Cutter						
Driver's Seat/Belt						
Passenger Seats/Belts						
Doors						
Two-way Radio						
Emergency Triangles						
Accident Packet						
Insurance/Registration						
Clean Interior						
Interior Lights						
Fire Extinguisher						
Overhead Rails						
Emergency Exits						
Video Event Recorder						
Fuel 1/4___ 1/2___ 3/4___ F___						
Mobile Data Terminal						

Inspection Item	OK 1st	OK 2nd	OK 3rd	RR 1st	RR 2nd	RR 3rd
Bloodborne Pathogen Kit						
Wheelchair Lift						
Lift Free From Leakage						
Lift Operating Properly						
Lift Interlock Operational						
# of Lap Belts _____						
# of Tie Downs_____						
# of Extension Belts_____						
Post Trip Inspection						
Record Mileage						
Turn Off A/C-Heat						
Turn Off 4-Ways						
Turn Off Interior Lights						
Turn Off Engine						
Close Windows						
Close Overhead Vents						
Close Doors						
Turn in Shift Copy at End of Day						

Comments: (Print inspection item issues in this section with a detailed description)

Body Damage Record: Check here if no damage is present ☐

1st Shift Signature: | 2nd Shift Signature: | 3rd Shift Signature:

Above Identified Defects Corrected ☐ Above Defects Need Not Be Corrected For Safe Operation Of Vehicle ☐

Reviewing Mechanic's Signature: Date: Reviewing Driver: Date:

Comments:

Work Order Detail
BG-2023-3839

FLEET SERVICES DIVISION

Asset ID:	**21610 2016 FORD E450 COACH CUT AWAY 25`**		
License Number:	**1473980**	Repair Location:	**BG - BUS SHOP**
Work Order ID:	**BG-2023-3839**	Job Status:	**CLOSED**
Job Type:	**REPAIR**	WO Meter 1:	**77529 MILES**
Projected Completion Date:	**05/22/2023 04:50 PM**	Priority:	**1 - HIGHEST PRIORITY**

Non Service Request Tasks

Task: **02B - Body - And Sheet Metal** Warranty: **NO**

WAC: **03 - EXCHANGE - NEW** Reason: **A - ACCIDENT**

Work Class: **4 - ROAD CALL** Comments:

Task Notes

AJOHNSON	5-16-2023 9:11AM	PICKED COACH UP OFF ROUTE, DROVE BACK TO SHOP FOR REPAIRS, PASSENGER SIDE OUTER IS FLAT, TOOK PICTURES, AND NO PD# AVAILABLE AT THIS MOMENT.
MBURTTRAI	5-16-2023 9:28AM	REPLACED DAMAGED TIRE WITH A NEW ONE. DVI WAS LEFT BLANK SO NOTHING TO SIGN OFF. GAVE BACK TO DISPATCH FOR ROUTE.

Labor		Labor Hrs	Cost
05/16/2023 07:22	Emp: **MBURTTRAM - Matt Burttram**	**0.07**	**7.36**
05/16/2023 09:30	**MBURTTRAM - Matt Burttram**	**1.43**	**150.34**
05/16/2023 07:30	**AJOHNSON - Antoine Johnson**	**0.33**	**34.69**
05/16/2023 09:15	**AJOHNSON - Antoine Johnson**	**1.22**	**128.26**

Parts	Qty Issued	Iss Price	Tax & Markup	Total Cost
17NH22575R16LT-0 - TIRE; TIRE 225/75R16LT	**1.00**	**146.38**	**0.00**	**146.38**

Removed Serial #: Serial #:

Delays

	Status	Start Datetime	End Datetime	Delay Hours
V - WAITING FOR VEHICLE	**CLOSED**	**5/16/2023 7:30AM**	**5/16/2023 8:01AM**	**0.52**

Overhead

Small Parts - Labor: **0.00** Tools: **0.00** Total Overhead Costs: **0.00**

Small Parts - Parts: **0.00** Overhead Costs: **0.00**

WO Notes

Comments:

RESPONSE TO SHOP PHONE FOR ACCIDENT, AND RIGHT REAR OUTER TIRE HAS A HOLE IN IT.

Internal Parts Cost:	$146.38
Internal Labor Cost:	$320.65
Commercial Parts Cost:	$0.00
Commercial Labor Cost:	$0.00
Commercial Misc Cost:	$0.00
Commercial Tax & Markup:	$0.00
Equipment Usage Costs:	$0.00
Overhead Costs:	$0.00
Internal Total:	**$467.03**
Commercial Total:	**0.00**
Work Order Total:	**$467.03**

AssetWORKS Page 1 of 1
Report Date: 6/9/2023

Ride the

STANISLAUS REGIONAL TRANSIT AUTHORITY

DATE: **March 27, 2025**

TO: **Board of Directors**

FROM: **Dero In, Grants & Procurement Specialist**

RE: **Low Carbon Transportation Operations Program Grant Application**

Agenda Item: [6E]

Background:

The Low Carbon Transit Operations Program[1] (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862.

The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with priority on serving disadvantaged communities. Approved projects in LCTOP support new or expanded bus or rail services, expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance and other costs to operate those services or facilities, with each project reducing greenhouse gas emissions. For agencies whose service area includes disadvantaged communities, at least 50 percent of the total monies received shall be expended on projects that will benefit disadvantaged communities. Senate Bill 862 continuously appropriates five percent of the annual auction proceeds in the greenhouse gas reduction fund for LCTOP, which began in Fiscal Year 2015-16.

The program is administered by the California Department of Transportation (Caltrans) in coordination with the Air Resource Board (ARB) and the State Controller's Office (SCO). Caltrans is responsible for ensuring that the statutory requirements of the program are met in terms of project eligibility, greenhouse reduction, disadvantaged community benefit, and other requirements of the law.

Discussion:

The Stanislaus Regional Transit Authority (StanRTA) will be applying for LCTOP funds to provide free fares for riders in Stanislaus County. The free fares project will offer free fares to the general public throughout the year encouraging ridership and promoting public transportation. The free fares project will remove any cost barriers for riders and allow new riders to use public transportation at no cost. This allows families and friends to travel together to specific destinations without purchasing a single bus fare.

[1] https://dot.ca.gov/programs/rail-and-mass-transportation/low-carbon-transit-operations-program-lctop

LCTOP is a formula based non-competitive program apportioned by the SCO. The goal of this project is to incentivize riding transit. Similar to the other free fares project in the past, the free fares day will range from one-day to one-month.

In the month of July, free fares will be offered to celebrate the summer season and beginning of the school year. In the month of December, free fares will be offered to celebrate the holiday season and to thank the community for their continued support. During Go Green Week, free fares will be available to encourage the use of environmentally friendly modes of transportation. On Earth Day, the StanRTA will offer free fares to promote awareness of the importance of protecting our planet. Lastly, on Dump the Pump Day, free fares will be provided to encourage the use of public transportation as an alternative to driving personal automobiles.

The regional apportionment was made available to transit agencies in Stanislaus County. The StanRTA, in collaboration with the City of Turlock, will provide free fare days to everyone riding public transit in Stanislaus County. The City of Turlock will be participating in these free fare days.

In addition, the funds from LCTOP will be used as fare revenue to supplement the total local revenue for the system. The proposed free fares project meets the disadvantaged community and greenhouse gas emission criteria established in the LCTOP guidelines. The free fares project will continue to provide significant benefits to the transportation system.

Fiscal Impact:

The StanRTA will receive a total of $1,349,408, which includes $1,274,054 in PUC 99313 funds and $75,354 in PUC 99314 funds. The StanRTA will also provide $24,994 in local funds to fully fund the free fares project. The StanRTA revenue is included in the Fiscal Year 2025-2026 Proposed Budget.

Recommendation:

It is recommended that the Board of Directors:

Adopt Resolution 2025-182 approving the submission of a grant application for the Low Carbon Transit Operations Program for the Free Fares project in the amount of $1,349,408 for specific dates and events to encourage more ridership on the StanRTA's buses, and authorizing the Chief Executive Officer, or his designee, to execute all agreement documents.

STANISLAUS REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2025-182

RESOLUTION APPROVING THE SUBMISSION OF A GRANT APPLICATION FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM FOR THE FREE FARES PROJECT IN THE AMOUNT OF $1,349,408 FOR SPECIFIC DATES AND EVENTS TO ENCOURGE MORE RIDERSHIP ON THE STANRTA'S BUSES, AND AUTHORIZING THE CHIEF EXECUTIVE OFFICER, OR HIS DESIGNEE, TO EXECUTE ALL AGREEMENT DOCUMENTS

WHEREAS, the StanRTA is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects, and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulation, and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP, and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies), and

WHEREAS, the LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities, and

WHEREAS, the StanRTA is applying for LCTOP funds to provide free fares for riders in Stanislaus County, and

WHEREAS, the free fares project will offer free fares to the general public throughout the year encouraging ridership and promoting public transportation, and

WHEREAS, the free fares project will remove any cost barriers for riders and allow for new riders to use public transportation at no cost, and

WHEREAS, the funds from LCTOP will be used as fare revenue to supplement StanRTA's total local revenue for the system; and

WHEREAS, the proposed free fares project meets the disadvantaged community and greenhouse gas emission criteria established in the LCTOP

guidelines.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Stanislaus Regional Transit Authority that it hereby agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations, and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Directors hereby approves the submission of a grant application for the Low Carbon Transit Operations Program for the Free Fares project.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Chief Executive Officer is hereby authorized to execute the grant agreement with Caltrans and any associated documents and to make administrative adjustments as necessary to effectuate the purposes of the grant agreement in a timely and efficient manner.

The foregoing resolution was introduced at a regular meeting of the Board of Directors of the Stanislaus Regional Transit Authority held on the 27th day of March, 2025. A motion was made and seconded to adopt the foregoing Resolution. Motion carried and the Resolution was adopted.

SPECIAL MEETING DATE: March 27, 2025

_____

GEORGE CARR, CHAIR

ATTEST

_____

ADAM BARTH, CHIEF EXECUTIVE OFFICER

Ride the

STANISLAUS REGIONAL TRANSIT AUTHORITY

DATE: **March 27, 2025**

TO: **Board of Directors**

FROM: **Letti Ortiz, Director of Finance & Administration**

RE: **Amendment to Brown Armstrong Accountancy Service Agreement**

Agenda Item: [6F]

Background:

On October 28, 2021, the Stanislaus Regional Transit Authority's (StanRTA) Board of Directors authorized the Chief Executive Officer to negotiate and execute an agreement with Brown Armstrong Accountancy Corporation (BAAC) for a four-year term, with two optional one-year extension terms, providing annual financial and compliance audit services.

In the Request for Quote (RFQ), the StanRTA required the following services:

- Annual financial and compliance audit as required for government agencies receiving Transportation Development Act Funds.
- Federal Single Audit for each fiscal year ending June 30, 2022, through June 30, 2024.
- Independent Auditor's Report
- Management letter

The RFQ inadvertently excluded the National Transit Database (NTD) audit, which is required annually, and the Independent Auditor Statement for Financial Data (IAS-FD), which is required once every 10 years and was needed for the 2023 fiscal year. On March 30, 2024, the Board approved an increase to the service contract in the amount of $16,500 to account for the two additional audits.

After the submission of the Fiscal Year 2022-2023 audit, BAAC submitted a request to amend the contract agreement. BAAC incurred a loss of $31,000 for the Fiscal Year 2021-2022 audit and $40,000 for the Fiscal Year 2022-2023 audit. BAAC attributed their losses to StanRTA's rapid growth, which was not anticipated and therefore not reflected in their bid for services in 2021. Additionally, BAAC experienced an increase in salaries due to inflation which contributed to the losses they experienced. On October 24, 2024, the Board approved an increase to the service contract to reflect the amended cost of $53,080 for the Fiscal Year 2023-2024 audit.

Discussion:

As a transit agency that receives federal, state, and local funds, the StanRTA is required to submit annual financial and compliance audits to various governmental agencies. The audits are conducted and prepared by external accountancy corporations.

On October 28, 2021, the StanRTA entered into an agreement with BAAC for a four-year term, with two optional one-year extension terms, to provide annual financial and compliance audit services. The Fiscal Year 2023-2024 financial audit was the final audit of the four-year term.

In the Fiscal Year 2023-2024 financial audit, StanRTA was required to record liabilities and make additional disclosures for compensated absences and the defined benefit pension plan. This additional work, along with the growth of the StanRTA and BAAC increased costs, resulted in additional audit hours and added expenses initiating a revised audit fee of $53,080 and an amendment to the contract.

For the Fiscal Year 2024-2025 and 2025-2026 financial audits, StanRTA will exercise the two optional one-year extension terms stated in the original agreement. BAAC agreed to the two-year extension and submitted a cost proposal of $106,160, using the 2023-2024 amended service fee of $53,080 for each fiscal year's financial and compliance audit.

Fiscal Impact:

The total cost of the amendment is approximately $106,160, increasing the total cost of the six-year service agreement to approximately $261,200. Funds for the additional audit fees will be budgeted in their respective fiscal year budgets.

Recommendation:

It is recommended that the Board of Directors Adopt Resolution 2025-183 authorizing the Chief Executive Officer to execute an amendment with the Brown Armstrong Accountancy Corporation exercising the two one-year extension terms and to increase the contract budget by $106,160 for a not to exceed contract amount of $261,200.

STANISLAUS REGIONAL TRANSIT AUTHORITY
RESOLUTION 2025-183

RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT AMENDMENT WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION EXERCISING THE TWO ONE-YEAR OPTION TERMS AND INCREASING THE BUDGET BY $106,160 FOR A NOT TO EXCEED CONTRACT AMOUNT OF $261,200

WHEREAS, the Stanislaus Regional Transit Authority ("Authority") is a joint powers agency whose members are the City of Modesto and the County of Stanislaus, and which was created to consolidate transit services countywide with the exception of the City of Turlock; and

WHEREAS, as a transit agency that receives federal, state and local funds, the Authority is required to submit annual financial compliance audits to various governmental agencies; and

WHEREAS, the Federal Transit Administration requires transit agencies to prepare and submit an annual National Transit Database report and these annual reports are audited every ten years; and

WHEREAS, on October 28, 2021, the Authority entered into an agreement with Brown Armstrong Accountancy Corporation for a four-year term, with two optional one-year extension terms, to provide annual financial and compliance audit services; and

WHEREAS, the Authority desires to exercise the two one-year extension terms and to increase the contract budget by $106,160 to allow Brown Armstrong Accountancy Corporation to complete the agreed upon audit services.

NOW, THEREFORE, BE IT RESOLVED, the Authority Board of Directors hereby authorizes the Chief Executive Officer to execute an amendment with Brown Armstrong Accountancy Corporation to exercise the two one-year extension terms and increase the contract budget by $106,160 for a not to exceed contract amount of $261,200.

BE IT FURTHER RESOLVED, the Chief Executive Officer is authorized to make administrative changes, as needed, to ensure the agreement is implemented in the most efficient and cost-effective manner possible.

The foregoing Resolution was introduced at a regular meeting of the Stanislaus Regional Transit Authority, on the 27th day of March 2025. A motion was made and seconded to adopt the foregoing Resolution. The Motion was carried, and the Resolution was adopted.

SPECIAL MEETING DATE: **March 27, 2025**

_____
GEORGE CARR, CHAIR

ATTEST:

_____
ADAM BARTH, CHIEF EXECUTIVE OFFICER

Ride the

STANISLAUS REGIONAL TRANSIT AUTHORITY

DATE: **March 27, 2025**

TO: **Board of Directors**

FROM: **Letti Ortiz, Director of Finance & Administration**

RE: **Transportation Development Act Claim for Fiscal Year 2025-2026**

Agenda Item: [6G]

Background:

The Stanislaus Regional Transit Authority (StanRTA) requests Transportation Development Act (TDA) funding for operating and capital project improvements from the Stanislaus Council of Governments (StanCOG). StanCOG, as the Regional Transportation Authority, administers the TDA for the Stanislaus Region. The TDA funds include State Transit Assistance (STA) Funds and Local Transportation Funds (LTF). Funding from the STA is derived from the statewide excise tax on gasoline and statewide sales tax on diesel fuel, while LTF is derived from a ¼ cent of the general sales tax.

Discussion:

On February 19, 2025, the StanCOG Policy Board approved the LTF and STA estimates for FY 2025-2026, as provided by the County Auditor-Controller and the State Controller's Office. The LTF estimate for FY 2025-2026 is $32,000,000. After the deductions of $320,000 for TDA administration, $950,400 for planning, $614,592 for non-motorized projects, conditional funds of $1,505,750 for the Consolidated Transportation Services Agency (CTSA), $1,855,621 for Regional Transit Projects (which include the Transportation Center and Amtrak Station), $868,033 for Turlock Regional, $363,678 for MOVE ADA Eligibility, the LTF remaining balance is $25,521,926. The STA estimate for FY2025-2026 is $5,894,595.

In accordance with the transit percentage ceiling cap adopted by StanCOG's Policy Board, the StanRTA is entitled to 87% of the amount available to claim in the amount of $28,078,166 and 13% was allocated to the City of Turlock in the amount of $3,338,354.

The rules and regulations governing the TDA funds and StanCOG Transit Cost Sharing Procedures require that the StanRTA Board of Directors consider approval of the TDA claim submission to StanCOG. Approval by the Board of Directors will enable staff to submit the claim to StanCOG and if approved by the StanCOG Policy Board, receive funding for transit operations and capital project improvements for FY 2025-2026.

Fiscal Impact:

The Transit Claim is a formal request by StanRTA to StanCOG to release its apportionment of TDA funds for transit purposes for Fiscal Year 2025-2026. TDA funds, which are composed of LTF and STA funds, represent a significant portion of the transit system operating revenue.

The following is a summary of the estimated TDA funds requested in the FY 2025-2026 Transit Claim:

Program	Amount
Operations	$28,078,166
Capital	$ 0
Total Transit Claim	**$28,078,166**

The following is a summary of the TDA funds requested in the FY 2025-2026 Regional Transit Claim:

Program	Amount
Modesto Transit Center	$1,604,897
Modesto Amtrak Station	$250,724
Total Regional Transit Claim	**$1,855,621**

The proposed total transit operating Budget for FY 2025-2026 is $49,324,556. Funds requested from TDA will cover 60.7% of the total operating budget. The remaining is primarily covered by funds from the Federal Transit Administration (FTA), fares paid by passengers, and Measure L funds.

Recommendation:

It is recommended that the Board of Directors:

Adopt Resolution 2025-184 Approving the Transportation Development Act Claim for Fiscal Year 2025-2026 in the amount of $28,078,166 and a Regional Transit Claim in the amount of $1,855,621 and Authorize the Chief Executive Officer to execute and submit the TDA claim to the Stanislaus Council of Governments (StanCOG).

STANISLAUS REGIONAL TRANSIT AUTHORITY

RESOLUTION 2025-184

APPROVING THE SUBMISSION OF THE TRANSPORTATION DEVELOPMENT ACT TRANSIT CLAIM TO THE STANISLAUS COUNCIL OF GOVERNMENTS FOR FISCAL YEAR 2025-2026 IN THE AMOUNT OF $28,078,166 AND A REGIONAL TRANSIT CLAIM IN THE AMOUNT OF $1,855,621

WHEREAS, the Stanislaus Regional Transit Authority ("Authority") is a joint powers agency whose members are the City of Modesto and the County of Stanislaus, and which was created to consolidate transit services countywide with the exception of the City of Turlock; and

WHEREAS, the greatest portion of the Authority's funding for the transit operating budget is made available under the Transportation Development Act (TDA), which includes Local Transportation Fund (LTF) funds and State Transit Assistance (STA) funds, and

WHEREAS, the Stanislaus Council of Governments (StanCOG) administers TDA funds and has informed the Authority that TDA funds have been apportioned by the State to StanCOG for allocation to public transit agencies pursuant to Article 4 of Chapter 4 of the California Public Utilities Code (PUC), and

WHEREAS, the Authority has prepared its TDA claim for Fiscal Year 2025-2026 pursuant to these sections of the California PUC, and

WHEREAS, the Authority's Transit TDA Claim for Fiscal Year 2025-2026 is $28,078,166; and

WHEREAS, the Authority's Transit TDA Claim for Fiscal Year 2025-2026 for Regional Projects is $1,855,621, and

WHEREAS, the total Transit Operating Budget for Fiscal Year 2025-2026 is $49,295,654; and

WHEREAS, Board action authorizing submission of the Claim is required by StanCOG pursuant to Section 99233.11 of the California PUC before any TDA funding can be released to the Authority.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Stanislaus Regional Transit Authority that it hereby approves the Transportation Development Act transit claim for Fiscal Year 2025-2026 to the Stanislaus Council of Governments in the amount of $28,078,166 and a Regional Transit Claim in the amount of $1,855,621 and authorizes the Chief Executive Officer to execute and submit the same.

The foregoing Resolution was introduced at a regular meeting of the Stanislaus Regional Transit Authority, on the 27th day of March 2025. A motion was made and seconded to adopt the foregoing Resolution. Motion carried and the Resolution was adopted.

SPECIAL MEETING DATE: **March 27, 2025**

GEORGE CARR, CHAIR

ATTEST:

ADAM BARTH, CHIEF EXECUTIVE OFFICER

STANISLAUS REGIONAL TRANSIT AUTHORITY

DISCUSSION & ACTION ITEMS

Ride the

STANISLAUS REGIONAL TRANSIT AUTHORITY

DATE: **March 27, 2025**

TO: **Board of Directors**

FROM: **Letti Ortiz, Director of Finance & Administration**

RE: **Proposed Budget for Fiscal Year 2025-2026**

Agenda Item: [7A]

Background:

The 2025-2026 Proposed Budget represents the operational and capital plan for year five of the Stanislaus Regional Transit Authority (StanRTA). The budget uses as its base the 2024-2025 Adopted Budget. The budget for the StanRTA is an operational plan, a capital plan, a fiscal plan, and a staffing plan for the provision of transit services to the residents of Stanislaus County. The budget process encompasses the manner in which resources are assigned to goals, objectives, and community priorities to create a balanced budget in which the amount of budgeted expenditures is equal to or less than the amount of budgeted revenue. For the StanRTA to remain in business, the law requires that an adopted budget be in place by the beginning of each fiscal year – July 1 through June 30.

The 2025-2026 Proposed Budget totals $49,324,556 and comprises the individual Operations, Transit Center, Amtrak, and Rideshare Budgets. The recommended appropriations will accommodate the transit services provided to our community and continue to support safety, health, economic strength, and efficient public services while maintaining fiscal prudence and responsibility.

Discussion:

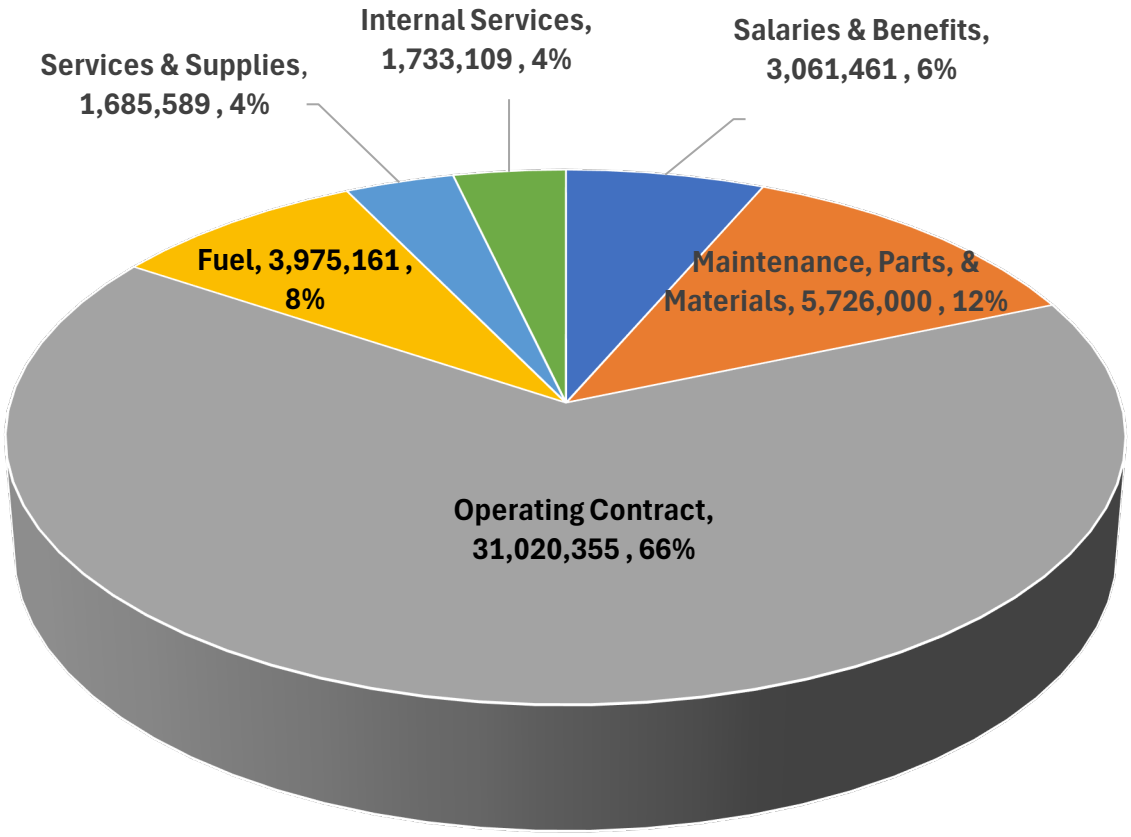
Operations Proposed Budget

The Proposed Budget of $47,201,675 for Operations represents an increase of $2.3 million over the Fiscal Year 2024-2025 Adopted Budget of $44,941,473. The overall increase between the Proposed Budget and the 24-25 Adopted Budget is attributed to the following:

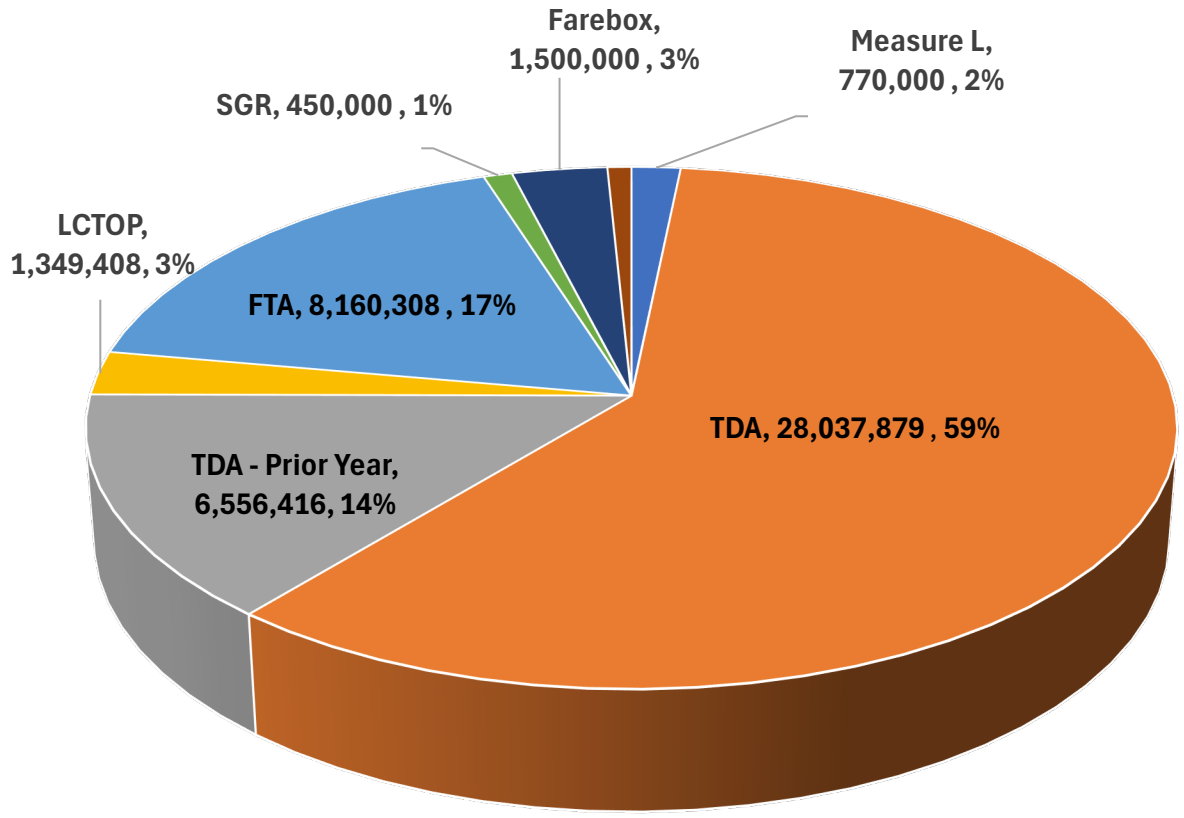
- Approximately $1.8 million increase to the operating contract for the projected revenue service hours of 254,029 for Fixed/Commuter Routes, 88,894 revenue service for Demand Response, and a $6.1 million fixed annual fee.
- A 3% escalator in fuel, increasing the account by $115,800.
- Approximately $126,000 increase to the City of Modesto maintenance contract for increased labor cost.

- A total of $144,000 increase in annual software licenses for software used in all modes of transportation. Expenses were reallocated from direct to indirect accounts.
- Approximately $168,000 increase in salaries to account for merit increases and a 2% COLA increase.

Expenditures



Revenue Sources



Estimated revenue identified in the Proposed Budget totals $47,201,675 and generates a balanced budget. Approximately 96% of the Proposed Budget relies on the use of local, state, and federal funds.

Transit Center Proposed Budget

The Recommended Proposed Budget of $1,604,897 for the Transit Center represents an increase of $457,154 over the Adopted 2024-2025 Budget of $1,147,743. The overall increase is attributed to an increase of $335,900 in law enforcement/security services, $33,000 for video surveillance, $57,550 in maintenance and repairs, and $26,500 in utilities.

Amtrak Proposed Budget

The Recommended Proposed Budget of $253,780 for the Amtrak Station represents a decrease of $8,900 from the Adopted 2024-2025 Budget of $262,712. The overall decrease in services and supplies helped to offset the increases in salaries and benefits and internal services.

Rideshare Proposed Budget

The Recommended Proposed Budget of $264,203 for the Rideshare Program represents an increase of $13,900 over the Adopted 2024-2025 Budget of $250,289. The increase is primarily attributed to an increase of $11,350 in salaries and benefits.

Capital Projects Proposed Budget

The 2025-2026 Proposed Budget of $83 million for Capital Projects presents an increase of $7 million over the Fiscal Year 2024-2025 Adopted Budget of $75.9 million. The budget encompasses all capital projects currently underway, as funding for major capital projects is carried forward in the budget over multi-year delivery schedules.

Capital projects currently underway include:

- Bus Stop Amenities
- Transit Center & On-Board Information Screens
- New Administration and Fleet Maintenance Facility
- Transit Hubs & Amenities
- 3 New Flyer Hydrogen Buses
- Fixed Route and Commuter Fareboxes
- Automatic Passenger Count Replacement
- Engine Rebuilds
- Bus Turnout on Hatch Road
- Mobile Video Surveillance Trailer
- Short Range Transit Plan
- Purchase of 5 Paratransit Buses

Only one new capital project is proposed for the upcoming fiscal year. It is an Organization/Salary Study for the StanRTA.

Recommended appropriations for the Capital Projects will be funded by $4.8 million in Local Transit Funds (LTF), $23.2 million in LTF Carryover, $300,000 in LTF Regional Capital funds, $4.8 million in State Transit Assistance (STA) Carryover, $47.1 million in SB125 funds, $2.2 million in State of Good Repair (SGR) funds, and $644,865 in Federal Transit Administration (FTA) funds.

Fiscal Impact:

The total 2025-2026 Proposed Budget contains total appropriations of $49,324,556 for the individual Operations, Transit Center, Amtrak, and Rideshare Budgets, reflecting an increase of $2.7 million over the 2024-2025 Adopted Budget.

Estimated revenue identified in the Final Budget balances the budget with the use of 96% local,

state, and federal funds and 4% of other revenue.

The total 2025-2026 Proposed Capital Budget of $83,015,435 reflects an increase of $7 million over the 2024-2025 Adopted Budget of $75,977,416. The Capital budget is balanced using 100% of local, state, and federal funds.

Recommendation:

It is recommended that the Board of Directors:

1. Adopt Resolution 2025-185 approving the Operating and Capital Budgets for Fiscal Year 2025-2026 and authorizing the Chief Executive Officer to make any necessary technical adjustments required to implement the approved Final Budget.

STANISLAUS REGIONAL TRANSIT AUTHORITY

RESOLUTION 2025-185
RESOLUTION APPROVING THE FISCAL YEAR 2025-2026 OPERATING AND CAPITAL BUDGETS AND AUTHORIZING THE CEO TO IMPLEMENT THE APPROVED BUDGET

WHEREAS, the Stanislaus Regional Transit Authority ("Authority") is a joint powers agency whose members are the City of Modesto and the County of Stanislaus, and which was created to consolidate transit services countywide with the exception of the City of Turlock; and

WHEREAS, the Authority, is required to prepare and adopt an operating budget annually; and

WHEREAS, the Authority has prepared the proposed Operating and Capital Budget for fiscal year 2025-2026, as shown on Attachment 1.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Stanislaus Regional Transit Authority hereby adopts the Fiscal Year 2025-2026 Operating and Capital Budget as shown on Attachment 1.

BE IT FURTHER RESOLVED, the Chief Executive Officer is authorized to make administrative or technical changes, as needed, to ensure the Fiscal Year 2025-2026 Operating and Capital Budget is implemented in the most efficient and cost-effective manner possible.

The foregoing Resolution was introduced at a regular meeting of the Stanislaus Regional Transit Authority, on the 27th day of March 2025. A motion was made and seconded to adopt the foregoing Resolution. Motion carried and the Resolution was adopted.

SPECIAL MEETING DATE: **March 27, 2025**

_____
GEORGE CARR, CHAIR

ATTEST:

_____
ADAM BARTH, CHIEF EXECUTIVE OFFICER

ATTACHMENT 1
FISCAL YEAR 2025-2026 OPERATING AND CAPITAL BUDGET

OPERATIONS
FISCAL YEAR 2025-2026 PROPOSED BUDGET

	Jan 31, 2025 ACTUAL	2024-2025 BUDGET	PROPOSED 2025-2026 BUDGET	NOTES
REVENUE				
4101 Measure L	36,581.58	500,000	770,000	Estimate from PY received
4201 STA	804,605.67	6,719,504	5,874,091	Per approved StanCOG apportionments
4203 STA - Prior Year	0.00	1,264,645	290,800	FY23 STA
4211 LTF	343,177.67	16,836,580	22,163,788	Per approved StanCOG apportionments
4212 LTF - Prior Year	1,914,475.46	8,282,912	6,265,616	FY24 LTF, PY LTF Capital
4214 LTF Regional Funds	0.00	0	0	
4230 LCTOP	1,233,555.00	1,368,166	1,349,408	Per LCTOP estimates
4234 SB 1 Capital	250,893.00	0	0	
4235 SGR	68,018.80	396,600	450,000	Per SGR estimates, GJS bus stop cleaning costs
4236 SGR Capital	0.00	0	0	
4301 FTA - 5307	4,968,546.00	7,073,066	7,460,308	Per PY award + $170,000 CMAQ Rideshare (Rideshare Week)
4302 FTA - 5311	0.00	600,000	700,000	Estimate from PY award
4311 CARES - 5307	0.00	0	0	
4401 Farebox	811,459.28	1,500,000	1,500,000	
4403 Operating Contractor	0.00	50,000	0	
4404 Modesto Junior College	240,000.00	240,000	240,000	
4502 Advertising Revenue	1,565.00	5,000	0	
4503 CNG/Electric Proceeds	47,684.35	100,000	100,000	
4504 Scrap Recycling	0.00	0	0	
4505 Rental Income	1,400.00	0	1,400	Flixbus bus stop lease income
4510 Interest Earned	443.10	0	35,264	STA, LTF, LCTOP
4512 Fair Market Value	0.00	0	0	
4570 Miscellaneous Revenue	0.00	5,000	1,000	
4572 Insurance Proceeds	250.00	0	0	
4590 Gain on Asset Sale	11,634.00	0	0	
TOTAL REVENUE	**10,734,288.91**	**44,941,473**	**47,201,675**	
EXPENSES				
5001 Salaries & Wages	787,849.24	1,950,850	2,003,929	Includes merit increases and 2% COLA, reclassified vacant position
5005 Overtime/Comp Time Paid	0.00	5,000	2,000	Based on actual OT
5100 Vacation Pay	92,083.77	0	0	
5101 Sick Pay	70,442.64	0	0	
5102 Holiday Regular	55,737.95	0	0	
5104 Holiday Compensated Time Off	4,150.50	0	0	
5105 Management Leave	42,281.79	0	0	
5106 Vacation/Termination Cash Out	0.00	66,790	69,225	Includes merit increases and 2% COLA
5108 Other Paid Absences	0.00	0	0	
5200 Group Health Insurance	179,548.44	349,500	400,148	Includes estimated premium increases
5201 Dental Health Insurance	10,165.63	19,170	20,385	Includes estimated premium increases
5202 Vision Health Insurance	2,746.94	4,930	8,066	Includes estimated premium increases
5203 Unemployment Insurance	3,426.54	6,825	6,719	Based on PY actuals
5204 Life Insurance	679.10	4,500	4,686	Includes estimated premium increases
5205 Medical Waive Credit	8,568.15	14,470	15,610	
5300 Auto Allowance	5,610.78	9,720	9,709	
5301 Education Incentive Pay	7,430.91	14,125	14,584	
5302 Professional Development	834.35	2,640	2,619	
5303 Other Employee Expense	3,561.95	2,930	3,906	Lampo Group, uniforms, work boots for bus stop maintenance
5304 Employee Assistance Program	267.17	595	599	
5305 Reimb Taxable Employee Expense	2,224.58	0	0	

OPERATIONS FISCAL YEAR 2025-2026 PROPOSED BUDGET				
	Jan 31, 2025 ACTUAL	2024-2025 BUDGET	PROPOSED 2025-2026 BUDGET	NOTES
5307 Phone Stipend	373.83	0	756	New agency policy regarding personal phone usage instead of an Agency issued cell phone
5700 Short & Long Term Disability	8,266.85	14,950	16,883	Includes estimated premium increases
5701 Retirement	117,671.97	262,990	261,261	Includes merit increases and 2% COLA
5702 Deferred Comp	23,155.54	40,050	44,351	Includes merit increases and 2% COLA
5703 Workers Compensation Insurance	19,070.74	27,600	20,808	PY actuals + 10% Escalator
5704 Payroll Tax Expense	75,185.40	139,508	155,218	Includes merit increases and 2% COLA
Total Salary & Benefits	**1,521,334.76**	**2,937,143**	**3,061,461**	
6002 Parts, Materials, Other Supplies - Vehicle	317,384.31	1,400,000	1,400,000	Based on PY actuals
6003 Fuel & Lubricants - Vehicle	1,361,732.05	3,859,380	3,975,161	PY actuals + 3%
6004 Electrical Utility - Vehicle	12,289.62	66,000	66,000	
6005 Parts, Materials, Other Supplies	0.00	1,000	1,000	
6110 Office Supplies	515.03	500	1,000	
6111 Postage	1,036.72	2,500	1,000	Allocated to internal services to Account 7022
6112 Publications & Legal Notices	0.00	1,000	500	
6113 Books & Periodicals	134.76	500	0	
6114 Training Materials	0.00	500	0	
6115 Promotional Items	250.00	2,000	1,000	
6190 Miscellaneous Expense	0.00	1,000	1,000	
6400 Computer Software < $5,000	0.00	0	0	
6401 Office Equipment < $5,000	0.00	5,000	1,000	Based on PY actuals
6402 Computer & IT Equipment - Non-Asset	159.28	2,000	1,000	
6403 Small Tools & Instruments < $5,000	0.00	1,000	500	
6501 Maintenance and Repairs - Equipment	809.35	2,000	1,000	
6502 Maintenance and Repairs - Structures & Grounds	204,456.40	396,600	452,000	Bus Stop cleaning with Guarantee ($450K) + Emergency Repairs
6504 Maintenance and Repairs - Vehicle	635,485.31	4,200,000	4,326,000	PY actuals + 3%
6505 Repairs - Bus Accidents	(62,866.28)	0	0	
6506 Cost Recovery	(15,348.20)	0	0	
6550 Rents & Leases - Equipment	2,418.32	5,000	1,000	No rental expenses anticipated for radios & portable restrooms
6551 Rents & Leases - Structures & Grounds	4,676.00	4,000	3,000	Medivan client parking spots
6601 Memberships	0.00	0	0	
6602 Subscriptions	0.00	0	0	
6603 Annual License for Software - Non Asset	97,042.14	466,000	145,689	Intangles ($74K), Ecolane ($75K), all other software fees moved to internal servicces account 7016
6701 Printing & Binding Services	75,254.24	100,000	100,000	
6703 Bank Charges	9,127.20	1,500	20,000	Token Transit (mobile ticketing app) fees
6704 Insurance - Other Than WC	133,262.30	110,000	1,800	Allocated to internal services to Account 7027
6705 Contingencies	0.00	500,000	500,000	
6710 Purchased Transportation Expense	12,160,663.09	29,250,500	31,020,355	Includes 254,029 Fixed/Commuter Route Revenue hourrs, 88,894 ADA Revenue hours, $6.1M fixed annual fee
6720 Professional Services	142,576.20	285,000	165,700	
6722 Marketing & Promotions	11,329.76	60,000	60,000	
6724 Business Expense - Fares	0.00	2,000	1,000	
6725 Legal Services	3,325.93	0	6,400	Legal costs for fixed route specific cases, Neumiller & Beardslee
6730 Communications	56,447.21	163,400	142,000	Verizon ($126K), Fisher Wireless ($16K)
6800 Conferences & Training	43,989.21	94,400	2,000	Most travel moved to internal services
6801 Travel/Per Diem Expenses	12,803.75	17,700	0	Allocated to internal services to Account 7028
6802 Employee Service Awards & Appreciation	1,938.87	2,500	0	Allocated to internal services to Account 7029
6803 Food & Beverage	558.86	3,000	2,000	
6900 Licenses & Fees	3,190.32	6,000	6,000	Clean Truck Check (CARB) fees
6901 CDTFA Taxes & Fees	1,548.00	15,000	2,000	Based on PY actuals
6990 Interest Expense	3,074.69	0	0	

OPERATIONS
FISCAL YEAR 2025-2026 PROPOSED BUDGET

	Jan 31, 2025 ACTUAL	2024-2025 BUDGET	PROPOSED 2025-2026 BUDGET	NOTES
Total Services & Supplies	**15,219,264.44**	**41,026,980**	**42,407,106**	
7001 Legal	58,432.35	146,500	142,334	
7002 HR Consulting	0.00	1,800	0	
7003 IT Services	30,425.00	117,500	97,014	Decrease in services based on PY actuals
7005 Payroll Processing	0.00	0	0	
7006 Auditing & Accounting	52,365.66	32,280	57,434	Increase to Contract with Brown Armstrong Accountancy
7007 Office Expenses	3,214.08	29,300	10,672	Janitorial/copier expenses moved to maintenance internal services, accounts 7024 & 7025
7008 Office & Parking Rent/Lease	67,018.28	128,600	144,279	Increase to rent/lease
7009 Utilities Internal Srvcs	2,758.45	5,300	6,694	
7010 Board of Directors	5,008.73	11,730	12,745	Includes SEAAC expenses
7011 Bank Charges	1,959.96	5,100	4,570	
7012 Consulting Services Internal Srvcs	964.79	9,700	1,455	
7013 Marketing & Promotions Internal Srvcs	50,590.00	195,650	197,121	
7014 Professional Services Internal Srvcs	28,221.79	29,000	20,637	Decrease due to a reduction in security guard services at the Park and Ride lot
7015 Communications Internal Srvcs	14,333.31	35,600	27,602	Decrease in cell phone expenses
7016 Software Internal Services	100,930.01	82,340	546,529	Software moved from account 6603-Angel Trax ($22.8K), Avail ($234K), Genfare ($27.5K), GoGov ($13.2K), Remix ($36.3K), Swiftly ($100.2K), Transtrack ($49.2K), Misc
7017 IT & Computer Equip Internal Srvcs	11,389.07	19,450	18,869	
7018 Office Equipment Internal Srvcs	4,559.17	19,450	4,851	
7019 Promotional Items Internal Srvcs	24,947.98	48,910	49,003	
7020 Memberships Internal Srvcs	47,642.23	58,800	57,226	APTA, CTA, CalACT, Hydrogen Fuel Cell Bus Council, CSFMO, GFOA, Bus Coalition, PARMA, 5-City Chambers, APA
7021 Subscriptions Internal Srvcs	5,512.50	340	1,300	Hootsuite, removed Transit Royale app subscription
7022 Postage Internal Srvcs	0.00	0	3,046	Expenses reallocated from Account 6111
7023 Books & Periodicals Internal Srvcs	0.00	0	268	
7024 Maint & Repairs - Equip Internal Srvcs	0.00	0	6,438	Expenses reallocated from Account 6501
7025 Maint & Repairs - Structures Internal Srvcs	0.00	0	19,402	Expenses reallocated from Account 6502
7026 Printing & Binding Internal Srvcs	0.00	0	2,910	Expenses reallocated from Account 6701
7027 Insurance - Other than WC Internal Srvcs	0.00	0	148,598	Expenses reallocated from Account 6704
7028 Conferences & Training Internal Srvcs	0.00	0	149,474	Expenses reallocated from Account 6800
7029 Employee Srvc Awards & Appr Internal Srvcs	0.00	0	2,638	Expenses reallocated from Account 6802
7030 Interest Expense Internal Srvcs	0.00	0	0	
Total Internal Services	**510,273.36**	**977,350**	**1,733,109**	
TOTAL EXPENSES	**17,250,872.56**	**44,941,473**	**47,201,675**	

TRANSIT CENTER
FY 2025-2026 PROPOSED BUDGET

	Jan 31, 2025 ACTUAL	2024-2025 BUDGET	PROPOSED 2025-26 BUDGET	NOTES
REVENUE				
4203 STA - Prior Year	0.00	0		
4214 LTF Regional Funds	143,745.44	826,683	1,604,897	
4216 LTF Regional Funds - Prior Year	32,555.07	321,060	0	
4301 FTA - 5307	0.00	0		
4510 Interest Earned	24.83	0		MID security deposit interest
TOTAL REVENUE	**176,325.34**	**1,147,743**	**1,604,897**	
EXPENSES				
5001 Salaries & Wages	41,137.52	91,030	88,410	Includes merit increases and 2% COLA, reclassified vacant position
5005 Overtime/Comp Time Paid	0.00	0	0	
5100 Vacation Pay	4,614.37	0	0	
5101 Sick Pay	3,336.24	0	0	
5102 Holiday Regular	2,623.78	0	0	
5104 Holiday Compensated Time Off	204.14	0	0	
5105 Management Leave	1,993.54	0	0	
5106 Vacation/Termination Cash Out	0.00	3,710	3,121	Includes merit increases and 2% COLA
5108 Other Paid Absences	0.00	0	0	
5200 Group Health Insurance	8,567.93	17,901	20,694	Includes estimated premium increases
5201 Dental Health Insurance	535.99	1,020	931	Includes estimated premium increases
5202 Vision Health Insurance	144.38	260	368	Includes estimated premium increases
5203 Unemployment Insurance	160.36	325	289	Based on PY actuals
5204 Life Insurance	35.98	0	214	Includes estimated premium increases
5205 Medical Waive Credit	619.59	1,188	377	
5300 Auto Allowance	311.68	540	539	
5301 Education Incentive Pay	310.42	645	528	
5302 Professional Development	14.52	45	61	
5303 Other Employee Expense	53.55	50	71	
5304 Employee Assistance Program	13.06	30	25	
5305 Reimb Taxable Employee Expense	38.71	0	0	
5307 Phone Stipend	0.00	0	0	New agency policy regarding personal phone usage instead of an Agency issued cell phone
5700 Short & Long Term Disability	418.12	760	714	Includes estimated premium increases
5701 Retirement	5,786.87	12,798	11,542	Includes merit increases and 2% COLA
5702 Deferred Comp	1,213.79	2,010	1,994	Includes merit increases and 2% COLA
5703 Workers Compensation Insurance	977.55	130	1,200	PY actuals + 10% Escalator
5704 Payroll Tax Expense	3,838.47	6,585	6,848	Includes merit increases and 2% COLA
5800 Indirect Salaries & Benefits	0.00	0	0	
Total Salary & Benefits	**76,950.56**	**139,027**	**137,927**	
6005 Parts, Materials, Other Supplies	25,042.38	28,000	28,000	Route signs ($10K), new route signs in bus bays
6110 Office Supplies	0.00	1,000	1,000	
6111 Postage	16.14	100	0	
6113 Books & Periodicals	2.34	100	0	
6190 Miscellaneous Expense	0.00	100	100	
6401 Office Equipment < $5,000	0.00	0	0	
6402 Computer & IT Equipment - Non-Asset	2,856.68	1,000	34,000	Video Surveillance Cameras w/ install, Wi-Fi Consolidation
6403 Small Tools & Instruments - Non-Asset	425.98	0	1,000	
6501 Maintenance and Repairs - Equipment	2,123.54	0	3,000	
6502 Maintenance and Repairs - Structures & Grounds	156,722.15	410,750	465,300	Pressure Washing ($51,960) Janatorial ($169,260), Pest Control ($140/mo - $1,608), Lanscaping ($21,400+$7,000), Facility Repairs and Preventative Maintenance ($209K), Misc ($5,000)

TRANSIT CENTER FY 2025-2026 PROPOSED BUDGET				
	Jan 31, 2025 ACTUAL	2024-2025 BUDGET	PROPOSED 2025-26 BUDGET	NOTES
6503 Maintenance and Repairs - Other	0.00	0	0	
6550 Rents & Leases - Equipment	0.00	0	0	
6551 Rents & Leases - Structures & Grounds	1.00	1	1	
6601 Memberships	0.00	0	0	
6602 Subscriptions	163.78	0	325	Sirius XM Subscription
6603 Annual License for Software - Non Asset	0.00	0	0	
6701 Printing & Binding Services	1,461.51	800	2,000	
6704 Insurance - Other Than WC	3,410.18	8,000	7,272	COM ($512.60/mo - $6,151.20), GSRMA ($1,121)
6720 Professional Services	205,372.28	475,120	811,018	Security Services ($808,500), Alarm System ($2,320), Rugs ($198)
6725 Legal Services	905.50	0	0	
6730 Communications	977.30	3,000	1,350	Internet Services ($1,350)
6731 Utilities	31,729.73	40,000	66,500	Garbage ($11,040), Electricity ($30,600), Water/Sewer ($14,304), Gas ($10,500)
6800 Conferences & Training	771.64	1,385	0	Allocated to internal services to Account 7028
6801 Travel/Per Diem Expenses	205.43	250	0	Allocated to internal services to Account 7028
6802 Employee Service Awards & Appreciation	33.73	0	0	Allocated to internal services to Account 7029
6803 Food & Beverage	5.74	0	0	Allocated to internal services to Account 7029
6900 Licenses & Fees	0.00	0	0	
6902 Taxes & Assessments	0.00	20,000	20,000	Downtown Improvement District Assessment Fees
6990 Interest Expense	0.00	0	0	
Total Services & Supplies	**432,227.03**	**989,606**	**1,440,866**	
7001 Legal	1,021.13	2,700	3,327	
7002 HR Consulting	0.00	100	0	
7003 IT Services	529.40	1,900	2,268	Decrease in services based on PY actuals
7005 Payroll Processing	0.00	0	0	
7006 Auditing & Accounting	919.86	600	1,342	Increase to Contract with Brown Armstrong Accountancy
7007 Office Expenses	50.59	500	249	Janitorial/copier expenses moved to maintenance internal services, accounts 7024 & 7025
7008 Office & Parking Rent/Lease	1,166.12	2,500	3,373	Increase to office lease
7009 Utilities Internal Srvcs	49.66	100	156	
7010 Board of Directors	88.29	200	298	Includes SEAAC expenses
7011 Bank Charges	2.13	100	23	
7012 Consulting Services Internal Srvcs	16.79	200	34	
7013 Marketing & Promotions Internal Srvcs	424.90	3,500	2,253	
7014 Professional Services Internal Srvcs	172.05	600	286	
7015 Communications Internal Srvcs	243.09	600	525	Decrease in cell phone expenses
7016 Software Internal Services	1,573.85	1,500	2,672	
7017 IT & Computer Equip Internal Srvcs	96.58	350	441	
7018 Office Equipment Internal Srvcs	79.33	350	113	
7019 Promotional Items Internal Srvcs	313.76	800	797	
7020 Memberships Internal Srvcs	1,403.42	950	1,295	
7021 Subscriptions Internal Srvcs	0.00	10	0	
7022 Postage Internal Srvcs			71	Expenses reallocated from Account 6111
7023 Books & Periodicals Internal Srvcs			6	
7024 Maint & Repairs - Equip Internal Srvcs			141	Expenses reallocated from Account 6501
7025 Maint & Repairs - Structures Internal Srvcs			454	Expenses reallocated from Account 6502
7026 Printing & Binding Internal Srvcs			68	
7027 Insurance - Other than WC Internal Srvcs			2,629	Expenses reallocated from Account 6704
7028 Conferences & Training Internal Srvcs			3,221	Expenses reallocated from Account 6800

TRANSIT CENTER FY 2025-2026 PROPOSED BUDGET				
	Jan 31, 2025 ACTUAL	2024-2025 BUDGET	PROPOSED 2025- 26 BUDGET	NOTES
7029 Employee Srvc Awards & Appr Internal Srvcs			62	Expenses reallocated from Account 6802
7030 Interest Expense Internal Srvcs			0	
8011 Software License - Asset	0.00	1,550	0	
Total Internal Services	**8,150.95**	**19,110**	**26,104**	
TOTAL EXPENSES	**517,328.54**	**1,147,743**	**1,604,897**	

AMTRAK STATION
FY 2025-2026 PROPOSED BUDGET

	Jan 31, 2025 ACTUAL	2024-2025 BUDGET	PROPOSED 2025-2026 BUDGET	NOTES
REVENUE				
4214 LTF Regional Funds	32,818.44	93,921	250,740	
4216 LTF Regional Funds - Prior Year	9,435.60	168,791	3,040	FY24 Regional LTF Carryover
4301 FTA - 5307	0.00	0		
4510 Interest Earned	12.79	0		MID security deposit interest
TOTAL REVENUE	**42,266.83**	**262,712**	**253,780**	
EXPENSES				
5001 Salaries & Wages	22,220.42	48,820	48,519	Includes merit increases and 2% COLA, reclassified vacant position
5005 Overtime/Comp Time Paid	0.00	0	0	
5100 Vacation Pay	2,544.53	0	0	
5101 Sick Pay	1,918.33	0	0	
5102 Holiday Regular	1,484.28	0	0	
5104 Holiday Compensated Time Off	117.82	0	0	
5105 Management Leave	1,131.34	0	0	
5106 Vacation/Termination Cash Out	0.00	2,225	1,735	Includes merit increases and 2% COLA
5108 Other Paid Absences	0.00	0	0	
5200 Group Health Insurance	4,990.56	10,000	11,028	Includes estimated premium increases
5201 Dental Health Insurance	289.20	545	490	Includes estimated premium increases
5202 Vision Health Insurance	77.99	140	194	Includes estimated premium increases
5203 Unemployment Insurance	90.48	175	155	Based on PY actuals
5204 Life Insurance	18.73	0	113	Includes estimated premium increases
5205 Medical Waive Credit	262.26	590	161	
5300 Auto Allowance	187.01	324	324	
5301 Education Incentive Pay	178.57	15	311	
5302 Professional Development	2.56	10	8	
5303 Other Employee Expense	9.45	10	9	
5304 Employee Assistance Program	6.59	15	13	
5305 Reimb Taxable Employee Expense	6.83	0	0	
5307 Phone Stipend	0.00	0	0	New agency policy regarding personal phone usage instead of an Agency issued cell phone
5700 Short & Long Term Disability	223.32	410	386	Includes estimated premium increases
5701 Retirement	3,136.10	6,798	6,278	Includes merit increases and 2% COLA
5702 Deferred Comp	669.13	1,120	1,120	Includes merit increases and 2% COLA
5703 Workers Compensation Insurance	532.30	70	650	PY actuals + 10% Escalator
5704 Payroll Tax Expense	2,071.40	3,530	3,762	Includes merit increases and 2% COLA
5800 Indirect Salaries & Benefits	0.00	0	0	
Total Salary & Benefits	**42,169.20**	**74,797**	**75,257**	
6005 Parts, Materials, Other Supplies	0.00	4,000	4,000	
6110 Office Supplies	0.00	100	100	
6111 Postage	2.84	50	0	
6113 Books & Periodicals	0.42	50	0	
6190 Miscellaneous Expense	0.00	50	50	
6401 Office Equipment < $5,000	0.00	0	0	
6402 Computer & IT Equipment - Non-Asset	0.38	0	0	
6501 Maintenance and Repairs - Equipment	2.20	0	0	
6502 Maintenance and Repairs - Structures & Grounds	46,665.23	140,550	140,114	Facility Repairs and Preventative Maintenance ($56K), Pressure Washing ($10,140), Janatorial ($39,120), Landscaping ($29,246+$3,000+$1,300), Pest Control ($109/mo - $1,308)
6601 Memberships	0.00	0	0	

AMTRAK STATION FY 2025-2026 PROPOSED BUDGET				
	Jan 31, 2025 ACTUAL	2024-2025 BUDGET	PROPOSED 2025-2026 BUDGET	NOTES
6602 Subscriptions	0.00	0	0	
6603 Annual License for Software - Non Asset	0.00	0	0	
6701 Printing & Binding Services	3.02	100	100	
6704 Insurance - Other Than WC	1,296.42	5,500	4,371	COM ($364.28/mo - $4,371.36)
6720 Professional Services	591.16	0	0	
6721 Consulting Services	0.00	7,700	0	
6725 Legal Services	388.05	0	0	
6731 Utilities	11,328.26	26,500	26,500	
6800 Conferences & Training	131.17	200	0	
6801 Travel/Per Diem Expenses	34.63	40	0	
6802 Employee Service Awards & Appreciation	5.96	0	0	
6803 Food & Beverage	1.01	0	0	
6900 Licenses & Fees	0.00	0	0	
6990 Interest Expense	0.00	0	0	
Total Services & Supplies	**60,450.75**	**184,840**	**175,235**	
7001 Legal	179.40	400	419	
7002 HR Consulting	0.00	50	0	
7003 IT Services	93.42	300	285	
7005 Payroll Processing	0.00	100	0	
7006 Auditing & Accounting	160.74	100	169	
7007 Office Expenses	8.92	400	31	
7008 Office & Parking Rent/Lease	205.80	50	425	
7009 Utilities Internal Srvcs	8.77	50	20	
7010 Board of Directors	15.37	35	38	
7011 Bank Charges	0.38	50	3	
7012 Consulting Services Internal Srvcs	2.96	50	4	
7013 Marketing & Promotions Internal Srvcs	74.26	500	284	
7014 Professional Services Internal Srvcs	30.35	200	36	
7015 Communications Internal Srvcs	42.83	100	66	
7016 Software Internal Services	269.33	200	336	
7017 IT & Computer Equip Internal Srvcs	16.70	100	56	
7018 Office Equipment Internal Srvcs	14.00	100	14	
7019 Promotional Items Internal Srvcs	53.46	130	100	
7020 Memberships Internal Srvcs	140.64	150	163	
7021 Subscriptions Internal Srvcs	0.00	10	0	
7022 Postage Internal Srvcs			9	Expenses reallocated from Account 6111
7023 Books & Periodicals Internal Srvcs			1	
7024 Maint & Repairs - Equip Internal Srvcs			18	Expenses reallocated from Account 6501
7025 Maint & Repairs - Structures Internal Srvcs			57	Expenses reallocated from Account 6502
7026 Printing & Binding Internal Srvcs			9	
7027 Insurance - Other than WC Internal Srvcs			331	Expenses reallocated from Account 6704
7028 Conferences & Training Internal Srvcs			406	Expenses reallocated from Account 6800
7029 Employee Srvc Awards & Appr Internal Srvcs			8	
7030 Interest Expense Internal Srvcs			0	
Total Internal Services	**1,317.33**	**3,075**	**3,288**	
TOTAL EXPENSES	**103,937.28**	**262,712**	**253,780**	

RIDESHARE FY 2025-2026 PROPOSED BUDGET				
	Jan 31, 2025 ACTUAL	2024-2025 BUDGET	PROPOSED 2025- 2026 BUDGET	NOTES
REVENUE				
4211 LTF	13,550.27	53,288	40,287	
4212 LTF - Prior Year	0.00	0	7,981	FY20 LTF - Alternative Transportation
4270 CalTrans CMAQ	23,707.74	197,000		
4301 FTA - 5307	2,037.00	0	215,935	Direct charges
4510 Interest Earned	0.00	0		
TOTAL REVENUE	**39,295.01**	**250,288**	**264,203**	
EXPENSES				
5001 Salaries & Wages	36,356.65	90,000	101,169	Includes merit increases and 2% COLA
5005 Overtime/Comp Time Paid	0.00	0	0	
5100 Vacation Pay	1,766.01	0	0	
5101 Sick Pay	2,014.83	0	0	
5102 Holiday Regular	824.90	0	0	
5104 Holiday Compensated Time Off	63.01	0	0	
5105 Management Leave	649.33	0	0	
5106 Vacation/Termination Cash Out	0.00	1,485	1,027	Includes merit increases and 2% COLA
5108 Other Paid Absences	0.00	0	0	
5200 Group Health Insurance	4,409.04	8,200	9,396	Includes estimated premium increases
5201 Dental Health Insurance	189.07	280	429	Includes estimated premium increases
5202 Vision Health Insurance	50.48	65	145	Includes estimated premium increases
5203 Unemployment Insurance	162.30	300	482	Based on PY actuals
5204 Life Insurance	11.78	0	71	Includes estimated premium increases
5205 Medical Waive Credit Indirect	0.00	0	52	
5300 Auto Allowance	130.07	216	228	
5301 Education Incentive Pay	105.03	175	233	
5302 Professional Development	2.56	5	12	
5303 Other Employee Expense	9.45	0	14	
5304 Employee Assistance Program	23.42	5	48	
5305 Reimb Taxable Employee Expense	6.83	0	0	
5307 Phone Stipend	200.95	0	324	New agency policy regarding personal phone usage instead of an Agency issued cell phone
5700 Short & Long Term Disability	268.19	700	564	Includes estimated premium increases
5701 Retirement	2,165.55	4,372	5,170	Includes merit increases and 2% COLA
5702 Deferred Comp	428.95	1,120	955	Includes merit increases and 2% COLA
5703 Workers Compensation Insurance	741.72	2,100	1,341	PY actuals + 10% Escalator
5704 Payroll Tax Expense	3,019.04	9,000	7,709	Includes merit increases and 2% COLA
Total Salary & Benefits	**53,599.16**	**118,023**	**129,369**	
6005 Parts, Materials, Other Supplies	0.00	0	0	
6110 Office Supplies	0.00	500	500	
6111 Postage	2.84	300	300	
6113 Books & Periodicals	0.42	0	0	
6115 Promotional Items	7,154.15	40,000	40,000	
6190 Miscellaneous Expense	0.00	200	200	
6401 Office Equipment < $5,000	0.00	0	0	
6402 Computer & IT Equipment - Non-Asset	0.38	0	0	
6501 Maintenance and Repairs - Equipment	2.20	0	0	
6502 Maintenance and Repairs - Structures & Grounds	0.00	0	0	
6551 Rents & Leases - Structures & Grounds	150.00	1	1	
6601 Memberships	0.00	0	0	
6602 Subscriptions	0.00	0	0	

RIDESHARE FY 2025-2026 PROPOSED BUDGET				
	Jan 31, 2025 ACTUAL	2024-2025 BUDGET	PROPOSED 2025-2026 BUDGET	NOTES
6603 Annual License for Software - Non Asset	0.00	0	0	
6701 Printing & Binding Services	200.62	1,000	1,000	
6704 Insurance - Other Than WC	331.92	0	0	
6720 Professional Services	4.05	1,000	1,000	
6722 Marketing & Promotions	19,167.90	30,000	30,000	
6723 Employee Rideshare Fares	25,058.00	45,000	45,000	
6800 Conferences & Training	1,689.01	4,000	5,845	APTA Marketing, ACT
6801 Travel/Per Diem Expenses	470.74	1,000	0	
6802 Employee Service Awards & Appreciation	5.97	0	0	
6803 Food & Beverage	1.02	5,000	5,000	
6900 Licenses & Fees	885.00	2,000	2,000	
6990 Interest Expense	0.00	0	0	
Total Services & Supplies	**55,124.22**	**130,001**	**130,846**	
7001 Legal	165.74	400	636	
7002 HR Consulting	0.00	50	0	
7003 IT Services	93.43	300	433	Decrease in services based on PY actuals
7005 Payroll Processing	0.00	0	0	
7006 Auditing & Accounting	133.74	100	237	Increase to Contract with Brown Armstrong Accountancy
7007 Office Expenses	8.93	100	48	Janitorial/copier expenses moved to maintenance internal services, accounts 7024 & 7025
7008 Office & Parking Rent/Lease	205.80	50	645	Increase to office lease
7009 Utilities Internal Srvcs	8.74	50	30	
7010 Board of Directors	11.86	35	47	Includes SEAAC expenses
7011 Bank Charges	0.38	50	4	
7012 Consulting Services Internal Srvcs	2.96	0	7	
7013 Marketing & Promotions Internal Srvcs	61.98	350	342	
7014 Professional Services Internal Srvcs	30.37	200	55	
7015 Communications Internal Srvcs	41.99	100	97	Decrease in cell phone expenses
7016 Software Internal Services	126.46	110	239	
7017 IT & Computer Equip Internal Srvcs	10.88	100	84	
7018 Office Equipment Internal Srvcs	14.00	0	22	
7019 Promotional Items Internal Srvcs	21.25	160	100	
7020 Memberships Internal Srvcs	10.80	100	21	
7021 Subscriptions Internal Srvcs	0.00	10	0	
7022 Postage Internal Srvcs			14	Expenses reallocated from Account 6111
7023 Books & Periodicals Internal Srvcs			1	
7024 Maint & Repairs - Equip Internal Srvcs			27	Expenses reallocated from Account 6501
7025 Maint & Repairs - Structures Internal Srvcs			87	Expenses reallocated from Account 6502
7026 Printing & Binding Internal Srvcs			13	
7027 Insurance - Other than WC Internal Srvcs			503	Expenses reallocated from Account 6704
7028 Conferences & Training Internal Srvcs			284	Expenses reallocated from Account 6800
7029 Employee Srvc Awards & Appr Internal Srvcs			12	
7030 Interest Expense Internal Srvcs			0	
Total Internal Services	**949.31**	**2,265**	**3,988**	
TOTAL EXPENSES	**109,672.69**	**250,289**	**264,203**	

Capital Projects FY25	Bus Stop Amenities	Transit Center & On-Board Info Screens	New Fleet Maint Facility	Transit Hubs Land & Amenities	3 New Flyer Hydrogen buses	Fixed Route /Commuter Fareboxes
Revenues						
LTF Carryover	-	-	9,917,701	-	-	-
STA Carryover	-	-	4,802,880	-	-	-
LTF FY23	-	-	-	194,133	4,845,153	-
LTF FY24	360,000	1,400,000	412,851	2,424,228	-	2,500,000
LTF Regional Cap FY24	-	300,000	-	-	-	-
LTF FY25	1,289,371	-	1,378,920	-	84,214	-
SB125	-	-	47,069,000	-	-	-
SGR FY24	200,000	-	-	-	-	-
SGR FY25	400,000	-	-	-	-	-
SGR FY26	300,542	-	-	-	-	-
FTA - 5339	-	-	-	-	-	-
Total Revenues	***2,549,913***	***1,700,000***	***63,581,352***	***2,618,361***	***4,929,367***	***2,500,000***
Expenditures						
Salaries & Benefits	111,781	-	20,000	-	-	-
Vehicle-Transit	-	-	-	-	4,929,367	-
Other Veh Exp	-	-	-	-	-	2,500,000
Comp & IT Equip	-	1,700,000	-	-	-	-
Bldg & Struct	-	-	50,393,452	180,000	-	-
Bus Stops	1,060,000	-	-	308,000	-	-
Consulting Services	-	-	-	-	-	-
Prof Services	800,000	-	1,167,900	630,361	-	-
Maintenance & Repairs	578,132	-	-	-	-	-
Equipment Acquisition	-	-	-	-	-	-
Land Acquisition	-	-	12,000,000	1,500,000	-	-
Total Expenditures	***2,549,913***	***1,700,000***	***63,581,352***	***2,618,361***	***4,929,367***	***2,500,000***
Balance	$ -	$ -	$ -	$ -	$ -	$ -

Capital Projects FY25	Automatic Passenger Count Replacement	Engine Rebuilds	Organization/ Salary Study	Hatch Rd Bus Turnouts	Mobile Video Surveillance Trailer	Short Range Transit Plan
Revenues						
LTF Carryover	-	-	20,000	-	-	-
STA Carryover	-	-	-	-	-	-
LTF FY23	-	-	-	-	-	-
LTF FY24	1,000,000	-	-	75,000	-	-
LTF Regional Cap FY24	-	-	-	-	-	-
LTF FY25	-	866,587	30,000	460,000	30,000	500,000
SB125	-	-	-	-	-	-
SGR FY24	-	1,336,690	-	-	-	-
SGR FY25	-	-	-	-	-	-
SGR FY26	-	-	-	-	-	-
FTA - 5339	-	-	-	-	-	-
Total Revenues	***1,000,000***	***2,203,277***	***50,000***	***535,000***	***30,000***	***500,000***
Expenditures						
Salaries & Benefits	-	-	-	-	-	-
Vehicle-Transit	-	-	-	-	-	-
Other Veh Exp	1,000,000	2,203,277	-	-	-	-
Comp & IT Equip	-	-	-	-	-	-
Bldg & Struct	-	-	-	-	-	-
Bus Stops	-	-	-	-	-	-
Consulting Services	-	-	50,000	-	-	500,000
Prof Services	-	-	-	535,000	-	-
Maintenance & Repairs	-	-	-	-	-	-
Equipment Acquisition	-	-	-	-	30,000	-
Land Acquisition	-	-	-	-	-	-
Total Expenditures	***1,000,000***	***2,203,277***	***50,000***	***535,000***	***30,000***	***500,000***
Balance	$ -	$ -	$ -	$ -	$ -	$ -

Capital Projects FY25	Purchase 5 Paratransit Buses	Totals
Revenues		
LTF Carryover	-	9,937,701
STA Carryover	-	4,802,880
LTF FY23	-	5,039,286
LTF FY24	-	8,172,079
LTF Regional Cap FY24	-	300,000
LTF FY25	173,300	4,812,392
SB125	-	47,069,000
SGR FY24	-	1,536,690
SGR FY25	-	400,000
SGR FY26	-	300,542
FTA - 5339	644,865	644,865
Total Revenues	***818,165***	***83,015,435***
Expenditures		
Salaries & Benefits	-	131,781
Vehicle-Transit	818,165	5,747,532
Other Veh Exp	-	5,703,277
Comp & IT Equip	-	1,700,000
Bldg & Struct	-	50,573,452
Bus Stops	-	1,368,000
Consulting Services	-	550,000
Prof Services	-	3,133,261
Maintenance & Repairs	-	578,132
Equipment Acquisition	-	30,000
Land Acquisition	-	13,500,000
Total Expenditures	***818,165***	***83,015,435***
Balance		$ -

STANISLAUS REGIONAL TRANSIT AUTHORITY

PRESENTATION

7B. Operations and Maintenance Facility Space Program

STANISLAUS REGIONAL TRANSIT AUTHORITY

Information Items

Stanislaus Regional Transit Authority
Monthly Summary Report - Fixed and Commuter Routes

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL
OPERATING DAYS													
Weekday	22	22	20	23	20	21	22	20	21	22	22	20	**255**
Saturday	4	5	4	4	5	4	4	4	5	4	4	5	**52**
Sunday	4	4	5	4	4	5	4	4	5	4	4	5	**52**
TOTAL OPERATING DAYS	**30**	**31**	**29**	**31**	**29**	**30**	**30**	**28**	**31**	**30**	**30**	**30**	**359**
RIDERSHIP BY ROUTE													
10	5,945	5,776	6,779	7,781	6,417	6,634	6,595	6,908	0	0	0	0	**52,835**
21	17,163	18,950	18,440	22,459	18,183	19,198	17,059	16,823	0	0	0	0	**148,275**
22	31,066	31,499	29,693	34,450	29,304	31,991	30,056	26,589	0	0	0	0	**244,648**
23	18,070	17,237	15,508	19,517	16,129	17,722	15,813	14,425	0	0	0	0	**134,421**
24	1,585	2,411	3,033	3,673	2,933	2,885	2,666	2,700	0	0	0	0	**21,886**
25	24,707	28,551	28,200	32,860	26,961	27,176	25,473	24,254	0	0	0	0	**218,182**
26	6,420	7,679	7,498	8,162	7,049	7,745	7,638	7,313	0	0	0	0	**59,504**
29	6,773	7,881	7,897	8,773	6,890	7,983	7,107	6,920	0	0	0	0	**60,224**
29T	10,373	11,464	11,369	13,125	10,572	11,923	11,449	10,978	0	0	0	0	**91,253**
30	13,965	15,296	16,840	19,402	15,818	13,993	15,356	15,165	0	0	0	0	**125,835**
31	11,644	16,089	17,218	19,694	16,173	14,088	15,316	15,216	0	0	0	0	**125,438**
32	12,372	15,765	15,794	18,849	15,104	14,751	13,821	14,418	0	0	0	0	**120,874**
33	9,886	11,264	13,003	13,301	10,777	10,655	11,492	12,369	0	0	0	0	**92,747**
37	13,851	16,161	15,491	18,347	15,060	15,325	14,700	14,496	0	0	0	0	**123,431**
38	15,913	13,638	13,794	15,617	13,157	17,289	12,754	12,438	0	0	0	0	**114,600**
40	6,036	6,047	6,018	7,177	5,430	5,860	5,919	5,634	0	0	0	0	**48,121**
42	16,733	18,410	19,223	21,887	17,668	18,773	17,097	16,323	0	0	0	0	**146,114**
45	3,437	3,895	3,728	3,956	3,350	3,431	3,600	3,445	0	0	0	0	**28,842**
47	9,633	10,207	9,309	11,155	9,364	10,329	9,997	9,815	0	0	0	0	**79,809**
48	4,542	5,485	6,174	7,566	6,390	7,164	6,129	6,123	0	0	0	0	**49,573**
50	6,501	6,425	6,310	7,819	6,189	7,780	6,695	6676	0	0	0	0	**54,395**
60	10,680	11,293	11,407	12,875	10,373	10,779	9,991	9,726	0	0	0	0	**87,124**
61	1,564	1,680	1,986	2,230	1,639	1,956	1,943	1,867	0	0	0	0	**14,865**
70 - ACE Commuter	873	1,052	1,151	1,362	929	832	966	1,078	0	0	0	0	**8,243**
80 - Stockton Commuter	944	727	794	1,090	869	830	857	922	0	0	0	0	**7,033**
90 - Modesto BART Commuter	2,816	2,277	2,583	2,726	2,136	2,438	2,263	2,073	0	0	0	0	**19,312**
100 - Turlock/Patterson BART Commuter	252	214	202	232	171	189	181	138	0	0	0	0	**1,579**
ROUTE RIDERSHIP	**263,744**	**287,373**	**289,442**	**336,085**	**275,035**	**289,719**	**272,933**	**264,832**	**0**	**0**	**0**	**0**	**2,279,163**
TOTAL RIDERSHIP	**263,744**	**287,373**	**289,442**	**336,085**	**275,035**	**289,719**	**272,933**	**264,832**	**0**	**0**	**0**	**0**	**2,279,163**

Stanislaus Regional Transit Authority
Monthly Summary Report - Fixed and Commuter Routes

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL
RIDERSHIP BY FARE TYPE													
Regular 1 Day Pass	2,215	102,983	89,159	77,498	81,014	195	91,286	84,777	0	0	0	0	**529,127**
Senior & Disabled 1 Day Pass	546	20,541	19,236	16,238	17,590	54	18,987	17,975	0	0	0	0	**111,167**
Regular 7 Day Pass	48	2,470	1,967	1,984	2,497	5	1,184	1,524	0	0	0	0	**11,679**
Senior & Disabled Pass 7 Day Pass	23	1,114	743	575	1,577	1	798	751	0	0	0	0	**5,582**
Regular 31 Day Pass	143	8,483	8,127	7,244	8,340	25	10,411	10,169	0	0	0	0	**52,942**
Senior & Disabled 31 Day Pass	274	17,313	16,094	13,360	13,103	18	16,011	14,017	0	0	0	0	**90,190**
BART 1 Day Pass	3	215	208	211	209	0	276	194	0	0	0	0	**1,316**
BART 31 Day Pass	0	132	190	111	43	0	142	106	0	0	0	0	**724**
MJC Free	437	21,822	30,920	25,537	22,809	635	25,281	26,660	0	0	0	0	**154,101**
Youth Free	6,009	70,958	80,884	80,135	75,039	14,840	71,036	69,712	0	0	0	0	**468,613**
Veterans & Active Military	164	5,278	5,137	5,171	4,604	56	5,339	4,582	0	0	0	0	**30,331**
County Employee	65	2,043	1,881	1,695	1,391	89	1,642	1,652	0	0	0	0	**10,458**
City Employee	1,478	839	785	685	685	493	843	791	0	0	0	0	**6,599**
All Free	238,190	661	0	68,200	286	240,670	314	0	0	0	0	0	**548,321**
Cooling Zone	2,716	227	138	845	400	5,602	0	0	0	0	0	0	**9,928**
Turlock Transfer	1	331	98	79	127	0	135	100	0	0	0	0	**871**
Escalon Transfer	5	14	14	23	14	0	23	27	0	0	0	0	**120**
Token Transit	607	23,112	22,730	20,744	22,160	623	20,826	20,707	0	0	0	0	**131,509**
Mobility Device	3,054	3,035	2,997	3,264	2,572	2,545	2,526	4,029	0	0	0	0	**24,022**
Bike	7,394	5,876	5,779	6,551	5,171	6,481	5,524	5,324	0	0	0	0	**48,100**
Ramp Deployed	2,454	2,333	2,200	2,417	2,106	2,002	2,310	3,967	0	0	0	0	**19,789**
VEHICLE MILES													
Revenue - MB	298,758	306,327	281,622	309,740	285,602	294,309	302,419	279,263					**2,358,039**
Deadhead - MB	13,296	13,435	12,706	13,946	13,017	12,951	13,119	12,155					**104,624**
Revenue - CB	29,534	30,315	27,962	30,897	27,928	28,923	29,802	27,512					**232,873**
Deadhead - CB	2,442	2,551	2,242	2,650	2,237	2,350	2,526	2,234					**19,232**
TOTAL VEHICLE MILES	**344,031**	**352,627**	**324,532**	**357,232**	**328,784**	**338,533**	**347,865**	**321,164**	**0**	**0**	**0**	**0**	**2,714,769**
VEHICLE HOURS													
Revenue - MB	20,091	20,534	18,831	20,760	19,174	19,896	20,364	18,786					**158,437**
Deadhead - MB	661	676	634	706	663	667	669	618					**5,295**
Revenue - CB	875	899	827	918	825	861	886	816					**6,907**
Deadhead - CB	107	110	99	114	98	104	109	99					**839**
TOTAL VEHICLE HOURS	**21,734**	**22,218**	**20,391**	**22,499**	**20,761**	**21,528**	**22,029**	**20,319**	**0**	**0**	**0**	**0**	**171,479**
SAFETY AND SECURITY													
NTD Non-Major Collisions (S&S 50)	2	0	0	2	0	1	0	1					**6**
NTD Major Event (S&S 40)	1	2	0	2	0	0	1	0					**6**
Total Non-Preventable Collisions	7	4	10	5	6	2	10	4					**48**
Total Preventable Collisions	9	7	7	2	12	6	8	10					**61**

Stanislaus Regional Transit Authority
Monthly Summary Report - Fixed and Commuter Routes

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL
REVENUE													
Cash Fares	$ 6,331.91	$ 62,259.04	$ 56,856.23	$ 45,059.38	$ 39,605.66	$ 10,016.01	$ 49,614.22	$ 48,851.38	$ -	$ -	$ -	$ -	**$ 318,593.83**
Sales	$ 14,667.00	$ 26,968.00	$ 28,713.00	$ 26,693.00	$ 89,599.00	$ 39,751.00	$ 30,137.00	$ 22,627.00	$ -	$ -	$ -	$ -	**$ 279,155.00**
Token Transit Cash Deposit	$ 2,816.00	$ 22,772.00	$ 23,792.00	$ 22,078.00	$ 21,080.00	$ 2,925.00	$ 20,539.00	$ 21,439.00		$ -	$ -	$ -	**$ 137,441.00**
LCTOP	$ 271,726.89	$ -	$ -	$ 168,580.00	$ 27,615.00	$ 516,635.00	$ -	$ -	$ -	$ -	$ -	$ -	**$ 984,556.89**
TOTAL Revenue	**$295,541.80**	**$111,999.04**	**$109,361.23**	**$262,410.38**	**$177,899.66**	**$569,327.01**	**$100,290.22**	**$92,917.38**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$1,719,746.72**
KEY PERFORMANCE INDICATORS													
Rides per Hour	12.58	13.41	14.72	15.50	13.75	13.96	12.84	13.51					**110**
Rides per Mile	0.80	0.85	0.93	0.99	0.88	0.90	0.82	0.86					**7**
Preventable Collisions per 100k Miles	2.74	2.08	2.26	0.59	3.83	1.86	2.41	3.26					**19**
Average Fare per Ride	$1.12	$0.39	$0.38	$0.78	$0.65	$1.97	$0.37	$0.35					**$ 0.75**
Complaints per 100k Miles	11.92	23.54	22.19	23.79	17.64	10.93	16.96	19.62					**147**
Breakdowns per 100k Miles	13.40	10.99	23.90	17.32	13.40	9.90	7.53	12.06					**108.50**
BUS STOP MAINTENANCE													
Graffiti Cleaning								38					**38**
Shelter Repair or Removal								8					**8**
Stolen Lights, Solar Panels, or Batteries								2					**2**
Bus Stop Sign/Post Repair or Replacement								5					**5**
Bus Stop Infopost Repair or Replacement								4					**4**
SERVICE ISSUES													
Service related 20 < Late - Missed Trips	2	10	5	6	3	0	0	1					**27**
Service related 20 > Late - Missed Trips	8	22	35	43	61	71	29	49					**318**
Collision - Missed Trips	13	1	13	11	10	6	14	12					**80**
Off Route - Missed Trips	3	0	2	4	0	1	3	2					**15**
Mechanical Issue - Missed Trips	23	26	44	63	25	38	31	27					**277**
No Bus - Missed Trips	8	11	25	13	9	11	3	28					**108**
Negligence - Missed Trips	17	39	7	9	16	18	17	9					**132**
Dispatcher Error - Missed Trips							8	11					**19**
No Driver Available - Missed Trips	2	7	12	13	9	19	9	6					**77**
Other - Missed Trips	9	3	4	18	6	17	6	11					**74**
Passed Up Passengers	23	22	15	13	12	12	17	54					**168**
Deficient Vehicle Condition	200	220	180	90	80	180	120	180					**1,250**
Complaints	41	83	72	85	58	37	59	63					**498**
Breakdowns	44	37	74	59	42	32	25	37					**350**
Average Phone Queue Hold Times (mm:ss)	01:02	01:25	01:20	01:13	00:58	01:02	01:03	01:16					**01:10**
Average Hold time (mm:ss)	01:16	01:29	01:27	01:36	01:27	01:42	01:35	01:53					**31:33**

Stanislaus Regional Transit Authority
Monthly Summary Report - Fixed and Commuter Routes

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL
DIGITAL ANALYTICS													
Transit App Sessions	59,538	75,623	74,566	82,524	69,873	66,837	76,205	71,494					**576,660**
MyStop App - Android Monthly Active Users	28,927	31,608	32,505	30,867	32,549	33,500	33,972	28,709					**252,637**
MyStop App - iOS Monthly Active Users	8,172	12,491	13,399	16,422	12,137	10,596	10,941	10,779					**94,937**
www.StanRTA.org Sessions	35,790	39,686	36,291	38,534	34,074	35,824	38,636	35,756					**294,591**
MAINTENANCE													
VEHICLE MILES													
Total Miles - MB	324,141	332,901	307,812	341,985	300,665	310,908	321,902	301,501					**2,541,815**
Total Miles - CB	27,836	28,734	22,264	26,152	26,326	26,417	27,293	25,669					**210,691**
TOTAL VEHICLE MILES	**351,977**	**361,635**	**330,076**	**368,137**	**326,991**	**337,325**	**349,195**	**327,170**	**0**	**0**	**0**		**2,752,506**
SERVICE ISSUES													
Major Mechanical System Failures - MB	33	23	31	21	15	15	16	16					**170**
Major Mechanical System Failures - CB	0	2	0	1	0	0	1	0					**4**
Other Mechanical System Failures - MB	9	12	43	36	26	17	8	21					**172**
Other Mechanical System Failures - CB	1	0	0	0	1	0	0	0					**2**
Road Calls - MB	43	35	74	57	41	32	24	37					**343**
Road Calls - CB	2	2	0	1	1	0	1	0					**7**
Preventable Road Calls - MB	4	4	8	5	6	3	1	1					**32**
Preventable Road Calls - CB	0	0	0	0	0	0	0	0					**-**
Repeat Failure - MB	11	0	3	1	1	0	0	0					**16**
Repeat Failure - CB	1	0	0	0	0	0	0	0					**1**
Open Work Orders - MB	0	0	101	117	109	125	159	166					**777**
Open Work Orders - CB	0	0	18	18	14	15	18	16					**99**
PREVENTATIVE MAINTENANCE PERFORMANCE													
Average hours PM "I" Service	0.96	0.14	0.57	0.78	0.91	1.09	1.08	1.15					**0.84**
Average hours - "A" Service	0.60	0.64	0.52	0.79	1.04	1.21	1.34	1.33					**0.93**
Average hours - "B" Service	0.87	0.67	0	0	0	2.25	0	2.82					**0.83**
Percentage of non-billable hours	34%	35%	36%	20%	13%	14%	16%	14%					**23%**
MAINTENANCE COSTS PER MILE													
Maintenance Cost per Mile - MB			$ 0.73	$ 0.74	$ 0.96	$ 0.69	$ 0.76	$ -					**$ 0.65**
Maintenance Cost per Mile - CB			$ 0.50	$ 0.40	$ 0.50	$ 0.81	$ 0.54	$ -					**$ 0.46**
FUEL COSTS PER MILE													
Diesel Cost per Mile - MB	$ 0.73	$ 0.65	$ 0.68	$ 0.68	$ -	$ -	$ -	$ -					**$ 0.34**
Electric Cost per Mile - MB	$ 0.83	$ 0.78	$ 0.65	$ 0.60	$ 0.43	$ 0.65	$ 0.73	$ -					**$ 0.58**
CNG Cost per Mile - MB	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -					**$ -**
Diesel Cost per Mile - CB	$ 0.63	$ 0.55	$ 0.56	$ 0.60	$ -	$ -	$ -	$ -					**$ 0.29**

Stanislaus Regional Transit Authority
Monthly Summary Report - Fixed and Commuter Routes

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL
PREVENTATIVE MAINTENANCE INSPECTIONS (PMI)													
On-Time PMI's	25	87	60	140	109	188	152	70					**831**
Early PMI's	38	35	39	0	0	7	2	2					**123**
Late PMI's	138	105	38	14	83	20	17	65					**480**
Total Number of PMI's	201	227	137	154	192	215	171	137					**1,434**
KEY PERFORMANCE INDICATORS													
Major Mechanical System Failures per 100k - MB	10.18	6.91	10.07	6.14	4.99	4.82	4.97	5.31					**6.67**
Major Mechanical System Failures per 100k - CB	0.00	6.96	0.00	3.82	0.00	0.00	3.66	0.00					**1.81**
Other Mechanical System Failures per 100k - MB	2.78	3.60	13.97	10.53	8.65	5.47	2.49	6.97					**6.81**
Other Mechanical System Failures per 100k - CB	3.59	0.00	0.00	0.00	3.80	0.00	0.00	0.00					**0.92**

Stanislaus Regional Transit Authority
Monthly Summary Report - Demand Response

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL
OPERATING DAYS													
Weekday	23	23	21	23	22	22	23	20	21	22	23	20	**263**
Saturday	4	4	5	4	4	4	4	4	5	4	4	5	**51**
Sunday	4	4	4	4	4	5	4	4	5	4	4	5	**51**
TOTAL OPERATING DAYS	**31**	**31**	**30**	**31**	**30**	**31**	**31**	**28**	**31**	**30**	**31**	**30**	**365**
RIDERSHIP BY SERVICE													
ADA	12,667	13,246	12,684	13,820	11,462	12,184	12,523	11,507	0	0	0	0	**100,093**
ADA Eligibility	143	133	116	145	92	100	106	105	0	0	0	0	**940**
MediVan	62	74	54	82	38	51	59	47	0	0	0	0	**467**
Oakdale DAR	0	31	52	59	35	39	57	47	0	0	0	0	**320**
Patterson DAR	28	158	213	238	136	163	147	180	0	0	0	0	**1,263**
Riverbank DAR	0	2	2	4	3	2	0	0	0	0	0	0	**13**
TOTAL RIDERSHIP	**12,900**	**13,644**	**13,121**	**14,348**	**11,766**	**12,539**	**12,892**	**11,886**	**0**	**0**	**0**	**0**	**103,096**
VEHICLE MILES													
Revenue	97,999	99,513	97,421	108,088	92,126	98,397	98,127	92,293					**783,964**
Deadhead	28,241	27,069	24,894	26,232	27,584	27,228	28,908	25,521					**215,676**
TOTAL VEHICLE MILES	**126,240**	**126,582**	**122,314**	**134,320**	**119,710**	**125,625**	**127,036**	**117,813**	**0**	**0**	**0**	**0**	**999,640**
VEHICLE HOURS													
Revenue	6,898	7,087	6,973	7,502	6,809	7,197	7,174	6,584					**56,225**
Deadhead	2,821	3,113	2,763	2,750	3,232	3,118	3,282	2,754					**23,832**
TOTAL VEHICLE HOURS	**9,719**	**10,200**	**9,737**	**10,252**	**10,042**	**10,314**	**10,456**	**9,338**	**0**	**0**	**0**	**0**	**80,058**
ON TIME PERFORMANCE	95%	93%	92%	90%	95%	94%	96%	94%					**94%**
SAFETY AND SECURITY													
NTD Non-Major Collisions (S&S 50)	0	0	1	1	1	0	1	0					**4**
NTD Major Event (S&S 40)	0	0	0	2	0	0	0	1					**3**
Total Non-Preventable Collisions	2	1	0	3	3	1	1	3					**14**
Total Preventable Collisions	0	2	2	2	5	3	4	1					**19**
REVENUE													
Cash Fares	$ 1,313.64	$ 4,826.89	$ 6,743.31	$ 3,902.64	$ 4,686.78	$ 902.31	$ 4,180.22	$ 5,411.20	$ -	$ -	$ -	$ -	**$ 31,966.99**
Ticket Sales	$ 22,645.00	$ 24,040.00	$ 25,357.50	$ 24,532.50	$ 577.50	$ 24,447.50	$ 24,937.60	$ 25,420.00	$ -	$ -	$ -	$ -	**$ 171,957.60**
Ecolane Sales	$ 1,948.00	$ 6,947.00	$ 6,072.00	$ 5,850.00	$ 4,477.00	$ 1,317.00	$ 6,218.00	$ 6,055.00	$ -	$ -	$ -	$ -	**$ 38,884.00**
TOTAL Revenue	**$25,906.64**	**$35,813.89**	**$38,172.81**	**$34,285.14**	**$9,741.28**	**$26,666.81**	**$35,335.82**	**$36,886.20**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$242,808.59**

Stanislaus Regional Transit Authority
Monthly Summary Report - Demand Response

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL
SERVICE													
Rides per Hour	1.87	1.93	1.88	1.91	1.73	1.74	1.80	1.81					**15**
Preventable Collisions per 100k Miles	0.00	2.01	2.05	1.85	5.43	3.05	4.08	1.08					**20**
Average Fare per Ride	$2.01	$2.62	$2.91	$2.39	$0.83	$2.13	$2.74	$3.10					**$2.34**
Complaints per 100k Miles	13.47	18.96	16.35	18.61	10.86	16.72	16.53	9.34					**121**
Road Calls per 100k Miles	15.31	9.04	14.37	14.80	22.79	10.16	7.13	6.50					**100**
Average Phone Queue Hold Times (mm:ss)	01:16	01:51	01:39	01:34	01:07	01:07	01:14	01:16					**31:23**
Average Hold time (mm:ss)	01:29	01:40	01:40	01:44	01:37	01:29	01:45	01:53					**01:40**
Excessively Late Pickups	17	31	57	57	5	19	12	41					**239**
Excessively Late Drop Offs	17	47	54	53	9	9	15	20					**224**
Excessively Early Pickups	29	62	16	60	50	44	38	33					**332**
Excessively Early Drop Offs	72	66	63	50	61	39	71	60					**482**
No Shows	285	259	245	335	338	336	318	242					**2,358**
Late Cancels	155	159	170	194	170	171	169	150					**1,338**
Trip Denials ADA	0	0	0	0	2	0	0	2					**4**
Trip Denials DR	0	0	0	0	0	0	0	0					**-**
Trip Denials Medivan	0	0	0	0	0	0	0	0					**-**
Missed Trips	45	104	113	166	160	128	152	123					**991**
Major Mechanical System Failures per 100k - DR	3.17	3.16	4.91	7.44	2.51	0.80	0.00	0.85					**2.85**
Other Mechanical System Failures per 100k - DR	8.71	3.95	6.54	4.47	5.01	7.16	4.72	4.24					**5.60**
SERVICE ISSUES													
Deficient Vehicle Condition	100	110	90	90	80	120	120	120					**830**
Complaints	17	24	20	25	13	21	21	11					**152**
MAINTENANCE													
Major Mechanical System Failures - DR	4	4	6	10	3	1	0	1					**29**
Other Mechanical System Failures - DR	11	5	8	6	6	9	6	5					**56**
Road Calls - DR	15	9	14	16	21	10	7	6					**98**
Preventable Road Calls - DR	0	1	3	1	1	1	0	0					**7**
Repeat Failure - DR	2	1	0	0	0	0	1	0					**4**
Open Work Orders - DR	0	0	29	43	51	58	65	70					**316**
MAINTENANCE COSTS PER MILE													
Maintenance Cost per Mile - DR			$ 0.95	$ 0.25	$ 0.51	$ 0.37	$ 0.36	$ -					**$ 0.41**
FUEL COSTS PER MILE													
Diesel Cost per Mile - DR	$ 0.58	$ 0.50	$ 0.45	$ 0.83	$ -	$ -	$ -	$ -					**$ 0.30**
CNG Cost per Mile - DR	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -					**$ -**
Gasoline Cost per Mile - DR	$ 0.70	$ 0.69	$ 0.71	$ 0.53	$ -	$ -	$ -	$ -					**$ 0.33**

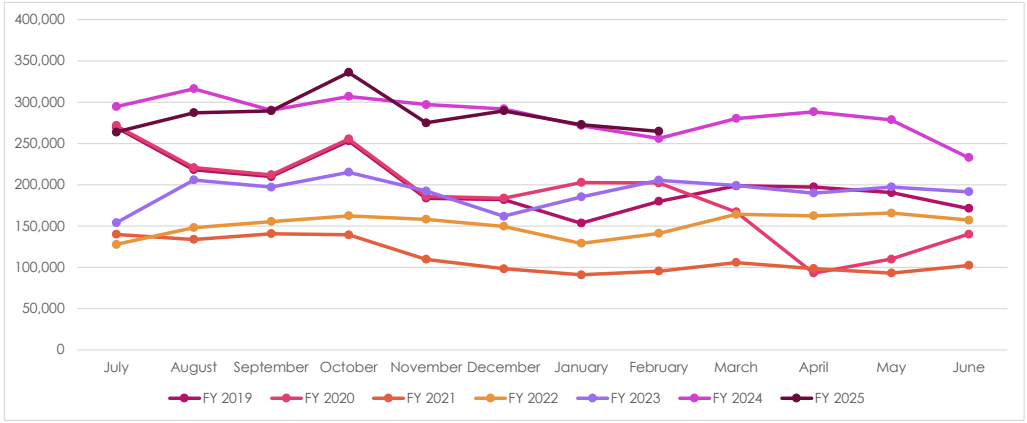
Stanislaus Regional Transit Authority
Month to Month Ridership Comparison Report

Fixed and Commuter Routes			
Route	**February 2024**	**February 2025**	**Ridership % Change**
10	5,657	6,908	22%
21	19,462	16,823	-14%
22	26,142	26,589	2%
23	15,456	14,425	-7%
24	2,106	2,700	28%
25	25,541	24,254	-5%
26	6,909	7,313	6%
29	6,856	6,920	1%
29T	9,736	10,978	13%
30	15,145	15,165	0%
31	14,677	15,216	4%
32	14,021	14,418	3%
33	10,410	12,369	19%
37	13,928	14,496	4%
38	11,898	12,438	5%
40	5,221	5,634	8%
42	14,697	16,323	11%
45	3,033	3,445	14%
47	8,253	9,815	19%
48	6,137	6,123	0%
50	6,373	6,676	5%
60	9,234	9,726	5%
61	1,628	1,867	15%
70 - ACE	868	1,078	24%
80 - Stockton	632	922	46%
90 - Modesto BART	1,933	2,073	7%
100 - Turlock/Patterson BART	118	138	17%
Total	**256,071**	**264,832**	**3%**

Demand Response Service			
Ridership by Service	**February 2024**	**February 2025**	**Ridership % Change**
ADA	11,925	11,507	-4%
ADA Eligibility	200	105	-48%
MediVan	72	47	-35%
Oakdale DAR	20	47	135%
Patterson DAR	141	180	28%
Riverbank DAR	2	0	-100%
Total	**12,360**	**11,886**	**-4%**

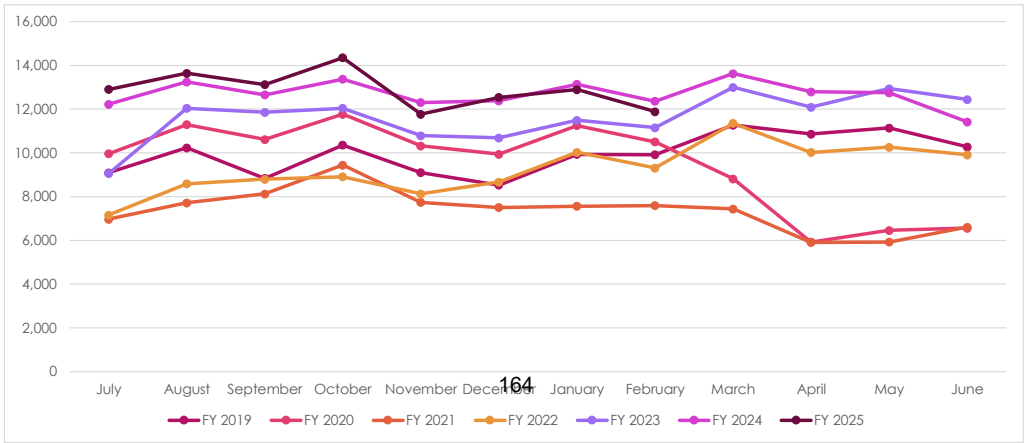
Fixed Route Ridership

	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY 2019	269,699	218,332	209,941	253,082	183,895	181,997	153,446	179,855	198,638	197,375	190,575	171,278	**2,408,113**
FY 2020	271,714	220,782	212,036	255,433	185,868	183,635	202,711	202,180	167,035	93,047	109,876	140,202	**2,244,519**
FY 2021	139,982	133,883	140,682	139,438	109,854	98,345	90,954	95,471	105,995	98,520	93,158	102,363	**1,348,645**
FY 2022	127,798	148,098	155,426	162,426	158,095	149,667	129,078	141,224	164,168	162,388	165,715	157,211	**1,821,294**
FY 2023	153,876	205,957	197,181	215,189	192,491	161,830	185,444	205,612	199,079	189,918	197,242	191,533	**2,295,352**
FY 2024	294,554	316,195	290,385	307,163	297,109	291,911	271,733	256,071	280,271	288,403	278,696	232,884	**3,405,375**
FY 2025	263,744	287,373	289,442	336,085	275,035	289,719	272,933	264,832					**2,279,163**



Demand Response Ridership

	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY 2019	9,096	10,231	8,838	10,356	9,097	8,530	9,931	9,920	11,269	10,862	11,143	10,279	**119,552**
FY 2020	9,960	11,292	10,615	11,770	10,320	9,944	11,252	10,503	8,817	5,928	6,463	6,561	**113,425**
FY 2021	6,974	7,714	8,131	9,442	7,737	7,503	7,563	7,594	7,438	5,911	5,928	6,608	**88,543**
FY 2022	7,165	8,586	8,800	8,911	8,126	8,670	10,029	9,310	11,353	10,021	10,265	9,914	**111,150**
FY 2023	9,059	12,037	11,858	12,042	10,789	10,690	11,491	11,151	12,998	12,087	12,941	12,445	**139,588**
FY 2024	12,222	13,247	12,654	13,370	12,304	12,385	13,138	12,360	13,628	12,790	12,745	11,419	**152,262**
FY 2025	12,900	13,644	13,121	14,348	11,766	12,539	12,892	11,886					**103,096**



Ride the

STANISLAUS REGIONAL TRANSIT AUTHORITY

DATE: March 27, 2025

TO: Board of Directors

FROM: Simon Herrera, Director of Operations and Planning

RE: Marketing Update

Agenda Item: [8B]

The following shows the marketing activities of the StanRTA, including events attended and campaigns between 2/27/2025 through 3/26/2025:

Celebrating Women's History Month – March 1st – March 31st, 2025

This Women's History Month, we proudly honored the incredible women of StanRTA by showcasing their dedication, strength, and leadership. Throughout the month, we featured photos of our female employees on our Facebook page, recognizing their invaluable contributions to keeping our community moving.

Go Green Week – March 16th – 22nd, 2025

To celebrate Go Green Week, StanRTA offered free rides to encourage sustainable transportation and reduce our community's carbon footprint. By choosing transit, riders helped to reduce emissions, ease traffic congestion, and support a cleaner, healthier environment.

National Transit Employee Appreciation Day – March 18th, 2025

The Stanislaus Regional Transit Authority (StanRTA) and Transdev collaborated to celebrate National Transit Employee Appreciation Day with a delicious cookout. Employees enjoyed freshly grilled hot dogs and hamburgers as a token of appreciation for their hard work and dedication. The event was a tremendous success, bringing everyone together for great food and well-deserved recognition.

Upcoming Activities/Campaigns:

1. City of Modesto Earth Day in the Park on April 19, 2025, from 10:00 AM to 3:00 PM at Graceada Park to celebrate sustainability and environmentalism

2. Love Modesto is scheduled for Saturday, April 26, 2025. The event kicks off at 7:00 AM at the corner of I & 10th Streets, right in front of the Gallo Center.

Other Activities:

March had some exciting projects and key initiatives, ensuring our operations ran smoothly and our branding remained sharp. Here's are some highlights of what was worked on:

1. The latest edition of the Driver Newsletter was completed. It keeps our team informed

and engaged with information, reminders and updates on the requests we receive from staff.

2. Single-Color Schedules were designed and updated for Routes 21, 22, 23, and 25. These new schedules will reduce printing costs, but still provide the route information our riders need to plan their trips.
3. The first Annual Report is being developed. The report will be a comprehensive look at our achievements and progress.

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CEO Reports

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Directors Reports

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Closed session