



STRATEGIC PLANNING COMMITTEE MEMBERS

Charis Austin *Aaron Smith*
Rosalynn Bliss *Paul Troost*
Jack Hoffman, Chair *Michael Verhulst*
Stephen Kepley

STRATEGIC PLANNING COMMITTEE

Wednesday, April 20, 2016, 4:00 p.m.

The Rapid Administrative Office, 300 Ellsworth Ave SW

PUBLIC COMMENT

COMMITTEE ITEMS:

1. Minutes of March 23, 2016 Strategic Planning Committee Meeting
2. Silver Line Free Fare Zone Proposal
3. Route 19 Realignment

INFORMATION ITEMS:

4. Monthly Financial Statements for March 2016
5. February 2016 Ridership and Productivity Report
6. February 2016 Paratransit Ridership Report
7. Certification of 2016 Public Transportation Millage Levy
8. Contract Amendment for Smartcard Fare Collection System
9. Route & Service Planning Team Service Changes

MINUTES OF
STRATEGIC PLANNING COMMITTEE

March 23, 2016

ATTENDANCE

Committee Members Present: Charis Austin, Rosalynn Bliss, Jack Hoffman, Stephen Kepley Aaron Smith, Paul Troost, Michael Verhulst

Committee Members Absent: None

Staff Present: Robin Crothers, Meegan Joyce, Jennifer Kalczuk, Brian Pouget, Liz Schelling, Peter Varga, Scott Walsh, Mike Wieringa, Kevin Wisselink

Others Present: Laurel Joseph(GVMC), Daryl Robinson(GVMC), Watchdog Miller(Citizen)

Mr. Hoffman called the meeting to order at 4:00 p.m.

PUBLIC COMMENT - No comments.

COMMITTEE ITEMS:

1. Minutes of February 17, 2016 Strategic Planning Committee Meeting:

Mr. Hoffman asked for corrections to the February 17, 2016 minutes. None were offered. The minutes stand approved as written.

INFORMATION ITEMS:

2. Monthly Financial Statements for January 2016:

Mr. Walsh reported that we ended February ahead of budget and fuel costs remain low.

He noted an error on the Grant Revenues and Expenditures report on lines 33 and 34 which he will revise.

Mr. Varga noted that the operating expenses capitalized number in the budget is the accurate number.

3. January 2016 Ridership and Productivity Report:

Mr. Wisselink reported that total ridership decreased 11.8% compared to January 2015. Fixed-route ridership decreased 9.3%, contracted ridership decreased 16.7% and demand response ridership decreased 5.5% compared to January 2015.

He noted that the decrease in ridership was primarily due to GVSU starting six days later in January 2016 than in January 2015. Ridership did start to pick up towards the end of the month and is looking much better in February and March.

Average weekday total ridership decreased 8.9%, Average weekday evening ridership decreased 10.5%, average Saturday ridership decreased 3.0% and average Sunday ridership decreased 7.2%

He noted that in February there was an average of 150 trips per day in Cascade Township. He is pleased with the ridership and how it is growing.

4. January 2016 Paratransit Ridership Reports:

Ms. Joyce reported that total monthly paratransit ridership for January 2016 decreased 5.5% from January 2015. ADA ridership decreased 2.2%, NDS ridership decreased 29%, PASS ridership decreased 19.2% and Network 180 ridership decreased 13.7% from January 2015.

There have been a total of 606 trips in Cascade Township with service beginning January 11, 2016.

Average weekday ridership for GO!Bus/PASS service decreased 3.5%, average Saturday ridership decreased 9.9%, and average Sunday ridership decreased 0.3% from January 2015.

On-time performance for GO!Bus/PASS during the month was 87.87%. Average cost per GO!Bus/PASS trip decreased 7.2% from January 2015.

5. Board Retreat Update:

Mr. Varga noted that Ms. Holt asked him to update the committee on the millage options. He distributed the results from the millage renewal survey done in February of 2016. He also included the survey results from August 2015. Results for both surveys were favorable with a 4.9% swing.

He noted that November 2016 was the original date we planned to go for the millage renewal however there has been some concern about the 911 surcharge millage and the Zoo/Museum millage that will also be on the November 2016 ballot. Survey results are positive for The Rapid even with other items on the same ballot. He mentioned that Ms. Holt has scheduled a meeting with all the Mayors to determine what date would be best for the millage renewal, and to discuss the level of support we will have from the communities and the various projects that could be on the November 2017 ballot.

Committee Member Comments:

Mr. Verhulst asked if we have a disaster plan in place. Mr. Pouget replied that we do have a workable disaster plan but the Safety Team is revising it to make it better.

Mr. Varga mentioned that this is a good time to engage in conversations with the police departments about events that could occur and how we would respond to them. Since we do not have our own our own police force, we depend on local forces and we need to coordinate with them.

The meeting was adjourned at 4:30 p.m.


Robin Crothers, ITP Board Secretary

Date: April 14, 2016
To: ITP Board
From: Planning Department
Subject: SILVER LINE FREE FARE ZONE PROPOSAL

ACTION REQUESTED

The Board is asked to approve the implementation of a free fare zone for the Silver Line in downtown Grand Rapids as a one year pilot program starting on September 1, 2016. The fare revenue is to be fully covered by the City’s Mobile GR/Parking Services Department. Action taken by the ITP Board is pending approval by the Grand Rapids City Commission. The Grand Rapids Parking Commission unanimously approved the free fare zone for the Silver Line as part of a larger package of changes/improvements at their meeting on April 14, 2016.

BACKGROUND

Downtown Grand Rapids Inc. and Grand Rapids Mobile GR/Parking Services Department are looking to expand transportation choices in downtown Grand Rapids. They are working with The Rapid in two ways to make this happen. First, they are realigning downtown DASH shuttle routes to create greater frequency and more connectivity (see Figure 1).

These realignments allow will run every 10 minutes or better from 6:30 AM to 10:00 PM and be focused on overall downtown mobility. These changes are slated to be implemented on August 29, 2016.



Figure 1: DASH Realignment

As a necessary complement to these DASH changes, the city of Grand Rapids' Mobile GR/Parking Services Department also intends to sponsor free downtown rides on the Silver Line north of Wealthy for a one year pilot program running from September 1, 2016 through June 30, 2017. This frequent downtown service on the Silver Line complements the proposed DASH routing and creates a downtown mobility network. These services will help DGRI and Mobile GR/Parking Services to create a multi-modal downtown transportation network that will help them with their goal to encourage mode shift to alternatives from the single-occupant automobile.

To determine how much fare revenue would be lost through this change, Rapid staff calculated the downtown usage of Silver Line stops by looking at inbound boardings north of Wealthy and outbound alightings north of Wealthy – trips that do not leave downtown. Using this ridership, staff used the average fare collected to come up with a monthly revenue cost of \$8,965 per month that Mobile GR/Parking Services has agreed to sponsor over the course of the one year pilot program. The Rapid, DGRI and Parking Services will meet regularly to evaluate the effectiveness of the project and determine future sponsorship rates if the downtown free fare zone program is to move forward beyond the pilot.

To implement this change, The Rapid's Fare Enforcement Officers will not check fares north of Wealthy Street. There will be no proof of payment required to ride in this zone. However, as soon as the Silver Line passes south of Wealthy, riders would need to have proof of payment. If someone passes Wealthy without this proof, they would be in violation of The Rapid's fare ordinance and subject to fines. If someone boards and gets off the Silver Line north of Wealthy they will not need to obtain payment.

Staff feels this presents an excellent opportunity to partner with the city of Grand Rapids and encourage transportation choices in the downtown Grand Rapids area. The nature of fare collection on the Silver Line makes it very possible to create a limited free fare zone. There are no financial concerns as the lost fare revenue will be fully covered. Therefore, staff recommends entering into this agreement with Grand Rapids Mobile GR/Parking Services and DGRI.

INTERURBAN TRANSIT PARTNERSHIP BOARD

RESOLUTION NO. _____

Fiscal Year 2016

Moved and supported to adopt the following resolution:

Authorization to create a free fare zone for the Silver Line.

BE IT RESOLVED that the ITP Board hereby approves creating a free fare zone north of Wealthy Street on the Silver Line for a 10-month pilot program running from September 1, 2016 through June 30, 2017 with reimbursement to The Rapid from the city of Grand Rapids' Mobile GR/Parking Services Department at a rate of \$8,965 per month, in accordance with the information presented to the Board on April 27, 2016.

Action by the ITP Board is pending approval of the pilot for a Silver Line free fare zone by the Grand Rapids City Commission.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Robin Crothers, ITP Board Secretary

Date

Date: April 6, 2016
To: ITP Board
From: Planning Department
Subject: ROUTE 19 REALIGNMENT

ACTION REQUESTED

Staff requests Board approval of the proposed Route 19 realignment to be implemented on August 29, 2016.

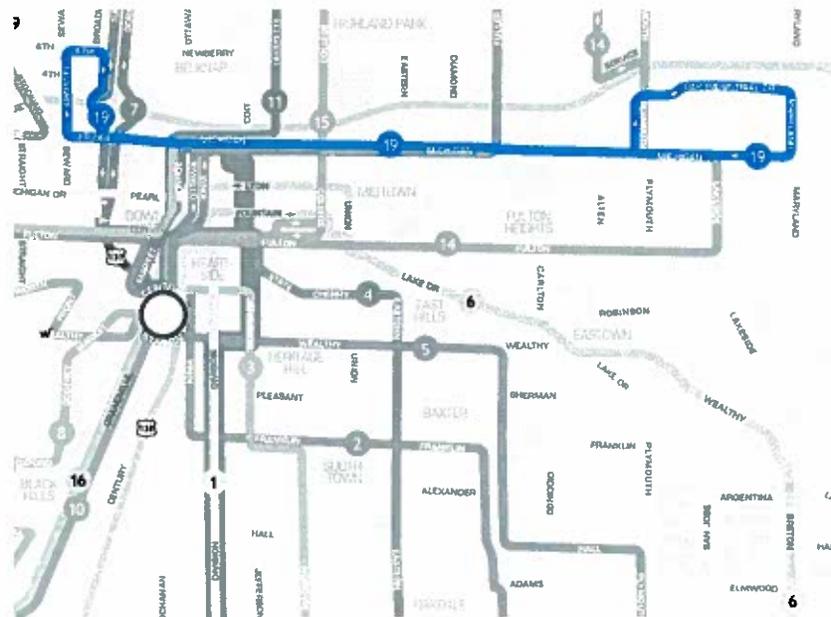


Figure 1 - Proposed Route 19 realignment

BACKGROUND

In August 2012, The Rapid implemented Route 19 (see Figure 2) as a result from the successful millage in May 2012 promising 15-minute frequencies during peak times (6-9AM & 4-6:30PM) on Michigan St. from downtown Grand Rapids east to Fuller Ave. Since implementation, Route 19 has been the lowest performing route in the system in terms of ridership and efficiency with an average of 112 trips a day. Therefore, staff asked for and received Board approval to conduct public outreach and hearings in March 2016 to gain feedback for a proposed realignment to serve the Oak Industrial Drive area and the Bridge and Seward area (see Figure1).

INTERURBAN TRANSIT PARTNERSHIP BOARD

RESOLUTION NO. _____

Fiscal Year 2016

Moved and supported to adopt the following resolution:

BE IT RESOLVED that the ITP Board hereby approves realigning Route 19 on August 29, 2016, as recommended by Rapid staff, in accordance with the information presented to the ITP Board on April 27, 2016.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Robin Crothers, ITP Board Secretary

Date

ATTACHMENT 1

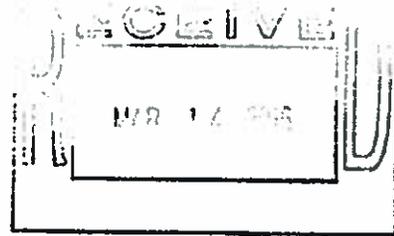
PUBLIC INPUT

EXECUTIVE
OFFICE



CITY OF GRAND RAPIDS

March 8, 2016



Mr. Peter Varga, CEO
ITP / The Rapid
300 Ellsworth Avenue SW
Grand Rapids, MI 49503

RE: Support for the Realignment of Route 19 Michigan/Fuller South

Dear Mr. Varga:

The City of Grand Rapids strongly supports the realignment of Route 19 Michigan/Fuller South. As you know, the City of Grand Rapids has been working closely with The Rapid on strategies to address mobility improvements, traffic congestion, and environmental concerns. The proposed realignment supports the employers in the Oak Industrial, Michigan Street, and Westside areas by providing necessary connectivity. These areas are experiencing rapid commercial and residential development, and in order to keep up with the changing landscape, this alignment is essential. In addition, it will further the City of Grand Rapids' goal of providing all those who live in, work in, or visit our City with an efficient, safe, and dependable transportation system surrounded by vibrant, walkable neighborhoods.

The proposed realignment is in accordance with the City's Master Plan and contributes to the goals of the GR Forward Downtown and River Action Plan and the Michigan Street Corridor Plan. Therefore, the City of Grand Rapids strongly supports The Rapid in its effort to realign Route 19 to provide connectivity from Michigan Street across the Grand River to the Westside and will continue to provide input and feedback to The Rapid regarding plans for transit improvements across the City.

We appreciate your willingness to work with the City as a valued partner and we look forward to supporting The Rapid in this realignment effort.

Sincerely,

Eric R. DeLong
Deputy City Manager
City of Grand Rapids

Route 19 Realignment Public Input Form



If you would like to submit written public input regarding the proposed Route 19 realignment, please use the space below.

The form can be turned in today or submitted to:

The Rapid

Attn: Planning Department

300 Ellsworth Avenue SW

Grand Rapids, MI 49503

Email: info@ridetherapid.org

Concerns about where timpoints
will be - how will it match up
w/ connecting routes?

28th St - after weekday evenings
~~will~~ more sched back to
10 minutes to better meet
other routes to go north.

Keep on Seward

2055 Oak Industrial Dr NE Ste C
Grand Rapids, MI 49505



Phone (616) 235-4532
kidsfoodbasket@kidsfoodbasket.org

ATTN: Kevin Wisselink
The Rapid
300 Ellsworth Ave SW
Grand Rapids, MI 49503

To whom it may concern,

My name is Bridget Clark Whitney and I am the Executive Director of Kids' Food Basket located at 2055 Oak Industrial Drive, STE C. I am writing to request that a new stop be implemented for The Rapid. We currently have a few employees and many volunteers that utilize The Rapid to get to and from Kids' Food Basket. Unfortunately, we are encountering some issues in regards to the distance the nearest bus stop is to our organization.

Many people that either work at, volunteer, or visit our organization, utilize The Rapid, but the closest stop is over a half-mile away. In weather conditions such as those we have been experiencing lately, this can be a long, cold, slippery walk. The roads are often not plowed, and at night, this is a very dangerous trek to make.

It is our hope that we can have our voice heard to create another stop that is closer to our facility. This new stop would help not only the companies and organizations on Oak Industrial Drive, but ultimately, it would help the community as a whole. I thank you for your time and consideration of this proposal for a new stop.

Please feel free to contact me with any questions or concerns at 616-235-4532 or bridget@kidsfoodbasket.org.

Sincerely,



Bridget Clark Whitney
Executive Director
Kids' Food Basket

Kevin Wisselink

From: Travis Webster <twebster@proos.com>
Sent: Monday, August 24, 2015 8:25 AM
To: Kevin Wisselink
Subject: RE: Oak Industrial Extension

Follow Up Flag: Follow up
Flag Status: Completed

Hi Kevin,

Thank you for getting back to me. It is good to hear that there have already been comments brought up about adding in this stop and even better that it is a priority. Currently I am working to find out what the demographic is of the area of employees from businesses that use Rapid. Furthermore, is there anybody else you would recommend in order to talk more about this and what all is needed in creating a new route? I am just curious so that I can keep the ball rolling on this project.

Thanks,
Travis Webster



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& Engineering Solutions since 1919.
616.454.5622
www.proos.com

WBENC Women's Business Enterprise National Council

From: Kevin Wisselink [<mailto:KWisselink@ridetherapid.org>]
Sent: Wednesday, August 19, 2015 10:41 AM
To: Travis Webster
Cc: info
Subject: Oak Industrial Extension

Dear Travis Webster,

Thanks for your comments regarding expanding service to Maryland and Oak Industrial Drive. We have heard this request from a number of businesses in the area and it is currently a priority for The Rapid to provide this service. Are resources are limited so we are looking at ways to extend this service. If you know of any other businesses/individuals in your area who would benefit from this service please have them contact me. Thanks again for contacting us and please let me know if you have additional details you would like to supply to us.

Kevin Wisselink
Senior Planner
The Rapid
Social Media: [Twitter](#) | [Facebook](#) | [YouTube](#) | [Instagram](#) | [LinkedIn](#)
P: 616.456.7514 ext. 1159



Where public transportation goes, community grows.

Kevin Wisselink

From: Victoria Vicencio <VVicencio@proos.com>
Sent: Friday, January 17, 2014 8:39 AM
To: Kevin Wisselink
Subject: Proposal for a New Bus Stop

Follow Up Flag: Follow up
Flag Status: Completed

Good morning!

My name is Victoria Vicencio and I was given your contact information from Amy Proos as the person to contact about creating a proposal for a new bus stop.

Our sister company, Proos Fabrication, is located on Oak Industrial Drive and we would like to get a stop that is closer than the stop that is nearest to us which is 0.63 Miles away at East Leonard At Beckwith (#5811).

I was wondering what you are looking for us to include in the proposal. I plan on contacting other companies on Oak Industrial Drive that have employees that use The Rapid to get them onboard with this proposal as well. I appreciate any information you can provide to me.

Thank you and have a great day,

Victoria Vicencio
Human Resources Generalist

Phone: 616.454.5622 Ext 21



WBENC Wisconsin Business Enterprise National Council

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Kevin Wisselink

From: John Kerr <jkerr@hickeyandassociates.com>
Sent: Monday, October 05, 2015 9:22 AM
To: Kevin Wisselink
Subject: Oak Industrial Service?

Good Morning, Kevin:

Hope you had a good summer. You might remember me from conversations we had this past April regarding bus service at a number of Hearthside Food Solutions locations, including their facility on Oak Industrial Drive? At that time, you had mentioned an August/ September timeframe for service to start for a number of businesses along that corridor. I was just following up on the status?

Hope all is well,
John

Hickey & Associates, LLC
Ford Building
615 Griswold St., Suite 925
Detroit, MI 48226
M: (248) 854-1448
jkerr@hickeyandassociates.com

Public Incentives - Site Selection - Demographics - Green & Energy Incentives - Global Solutions

This email transmission may contain confidential and privileged information. If you are not the intended recipient, please notify the sender by email, do not disseminate and delete immediately.

Kevin Wisselink

From: Sally Wesorick <sally.wesorick@hotmail.com>
Sent: Friday, October 02, 2015 8:21 PM
To: Kevin Wisselink
Subject: RE: Contact form submission from ridetherapid.org
Attachments: Capture.PNG

Follow Up Flag: Follow up
Flag Status: Completed

Hi Kevin,

Shorter days are here and snow drifts on the side of the road with no sidewalks are coming, I am not writing for myself as I drive to work. Nevertheless, I often pick up Rapid Riders as they walk the long sidewalkless narrow road in the rain or the dark from Leonard Street NE to Oak Industrial Drive. It is an accident waiting to happen. You have busses that go down Plymouth and Leonard. Can't one go down to the corner of Maryland and Plymouth (see attached map)? Heartside foods and other companies in the area employ a lot of low income Rapid Riders.

Many thanks,

Sally Wesorick
456-3094

From: KWisselink@ridetherapid.org
To: sally.wesorick@hotmail.com
CC: info@ridetherapid.org; GPrenger@ridetherapid.org
Subject: RE: Contact form submission from ridetherapid.org
Date: Tue, 6 Jan 2015 20:35:27 +0000

Thank you for your comments. We have received quite a few comments with this same request, and it is something we are looking at. We have no additional resources to dedicate to service currently, but we are looking for ways to make this work. If you know of anyone else who could use this service, please have them contact The Rapid. Thanks again for your comments, please let me know if you have any further questions/comments.

Kevin Wisselink
Senior Planner
The Rapid
616-774-1159
kwisselink@ridetherapid.org

From: info
Sent: Monday, January 05, 2015 8:17 AM
To: Kevin Wisselink; Gale Prenger
Subject: FW: Contact form submission from ridetherapid.org

From: DDM NoReply
Sent: Saturday, January 03, 2015 7:29 PM
To: info
Subject: Contact form submission from ridetherapid.org

The following person has requested information from the website about 'Service Request':

Name: Sally
Email Address:
Day Phone: 616-456-3094
Evening Phone: 616-443-2528

Address or Intersection: Corner of Leonard & Maryland

Comments:

There are a lot of people who work on Oak Industrial Drive that take the bus to work. They get off at the corner of Leonard and Maryland NE and walk all of the way down Maryland. There are no sidewalks, not even a shoulder. It is dark on their way to and from work in the winter and snow is often piled on the sides of the road. I have nearly hit more than one person walking in the road in the dark, especially when there's rain or snow. I sometimes pick up and transport groups of people in an effort to keep them safe. Please add a stop at the corner of Maryland and Oak Industrial Drive.



Jonathan Rapley I am a big fan of these changes and one day hope this bus will become an all day service. linking Michigan street to Bridge Street is huge progress. I do also agree that the time should be extended past 5pm, as that is when the majority of people at Spectrum Health get out of work.

Unlike · Reply · Message · 2 · March 3 at 2:37pm



The Rapid: Transit Authority for the Grand Rapids metro area Great to hear, Jonathan! We understand your concern about the service schedule. Our Planning Department shared that there could be an option in the near future to extend service past 5pm.

Like · Reply · 1 · Commented on by Brittany Schlacter (?) · March 3 at 2:47pm



Ben Bailey Combs I ride the 19 or the 13 along Michigan so the route change won't affect me much but the proposed time change is no good! It's very convenient having service every 15 minutes leaving downtown but there's no way I'm out of work before 5 PM. I'm hopeful there will be a way to keep the 19 active until 6 PM for the people commuting out of the medical mile that can often have unpredictable schedules.

Like · Reply · Message · 3 · March 2 at 11:04pm



The Rapid: Transit Authority for the Grand Rapids metro area Thank you for sharing this feedback with us! We're forwarding it to our Planning Department for consideration.

Like · Reply · 1 · Commented on by Brittany Schlacter (?) · March 3 at 8:14am



Robert Carter But what's at the eastern terminus? Just concerned that it's a route to nowhere.

Like · Reply · Message · March 7 at 4:38pm



The Rapid: Transit Authority for the Grand Rapids metro area We don't have all the stop placements picked just yet but Oak Industrial Drive would be the terminus.

Like · Reply · Commented on by Brittany Schlacter (?) · March 7 at 8:59pm



John Eisenschenk .
Looks like a good idea, plan.

Like · Reply · Message · 1 · March 2 at 9:09pm



The Rapid: Transit Authority for the Grand Rapids metro area Thanks, John! We appreciate your input.

Like · Reply · Commented on by Brittany Schlacter (?) · March 2 at 9:43pm



Cory Monroe Was Spectrum Health the ones asking for this service? If somake it expanded hours since it goes by their staff parking lots. the hospital and their staff services(bridgewater and seward).

Like · Reply · Message · March 4 at 3:11pm · Edited



Adam Tauno Williams A Michigan St. Corridor Cross-town. This is great.

Like · Reply · Message · 4 · March 2 at 10:26pm

Route 19 Realignment Service Equity Analysis

March 8, 2016

MAJOR SERVICE CHANGE POLICY

The Rapid has a *Major Service Change Policy* which stipulates that public hearings are necessary if over 25% of a fixed-route alignment, route miles/hours, and/or the route's ridership base are affected. This legislation requires transit providers to apply the Board approved disparate impact and disproportionate burden threshold if a "major service change" occurs. The realignment of Route 19 is a major service change that warrants a Service Equity Analysis.

DISPARATE IMPACT & DISPROPORTIONATE BURDEN POLICY

Disparate impact is defined as a policy or practice that disproportionately affects members of a protected class identified by race, color, or national origin. The disparate impact threshold defines statistically significant disparity and may be presented as a statistical percentage of impacts between minority populations and of non-minority populations.

Disproportionate burden is defined as a policy or practice that affects low-income populations more than non-low income populations.

SERVICE EQUITY ANALYSIS

Staff proposes a major realignment to Route 19 Michigan/Fuller South. The section of the routing between Michigan and Monroe and Rapid Central Station as well as the section between Michigan Fuller and Hall and Madison would be removed and replaced with service to Michigan and Seward on west end and service on the Maryland / Oak Industrial Drive / Plymouth loop on the east end of the route.



Figure 1: Route 19 current alignment



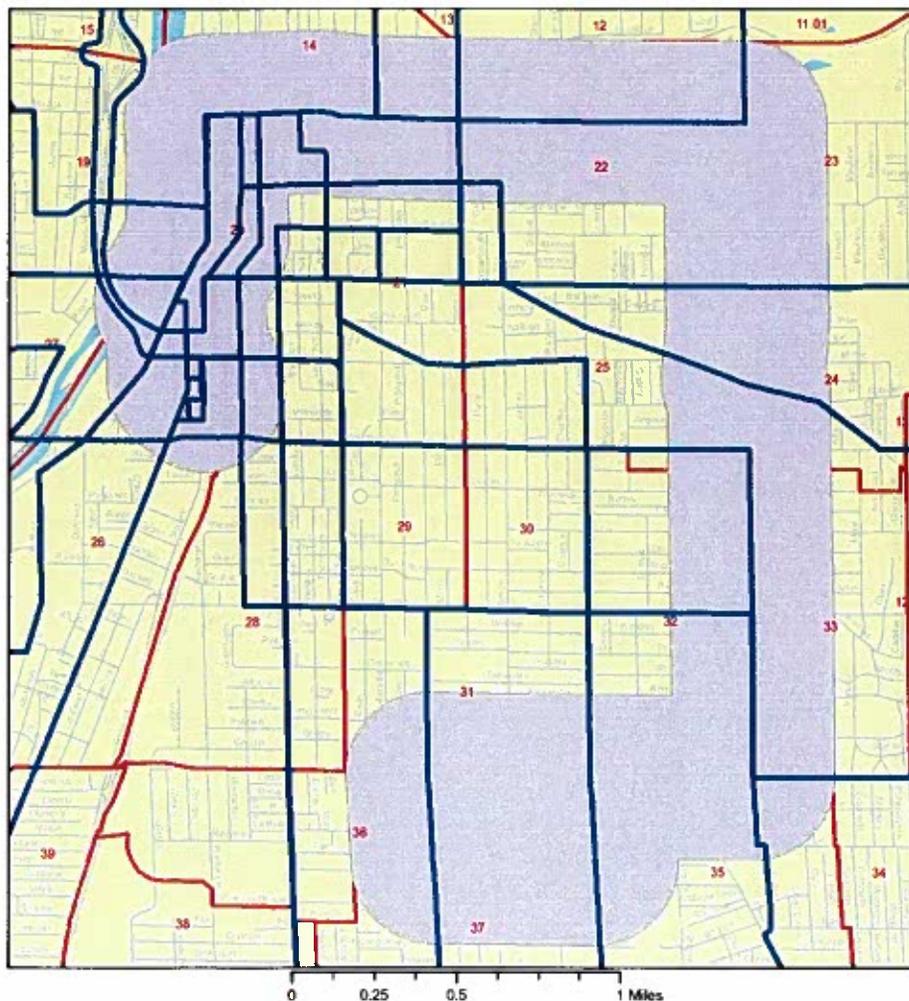
Figure 2: Route 19 proposed alignment

Ridership on Route 19 has been low since its inception in August 2012, averaging 112 riders per day. Since beginning operation, Route 19 has been The Rapid's route with the lowest ridership and worst efficiency rating. It is only a weekday peak service (6:00 AM to 8:30 AM and 3:45 PM to 6:15 PM) so the options for using it currently are quite limited which contributes to its low ridership and efficiency.

At the same time, there has been increasing demand for transit access to the Westside Business District centered at Bridge and Seward as well as the employment concentrated around Oak Industrial Drive which currently has no transit access. To meet these needs The Rapid proposed creating a Michigan crosstown route using Route 19 that meets these needs.

To evaluate which areas would be losing service, staff looked at its service map with Route 19 in place and without Route 19 in place, using a ¼ mile buffer around the Route 19 alignment.

.25 MILE BUFFER OF CURRENT ROUTE 19



Legend

- Route 19 - .25 Mile Buffer
- Fixed Routes



What was found is that there would be no areas along the entire alignment that would be further than ¼ of a mile from a different bus route. Route 2 – Kalamazoo, Route 3 – Madison, Route 4 – Eastern, Route 5 – Wealthy/Woodland, Route 6 Eastown/Woodland and Route 14 East Fulton all cover portions of Route 19 that would be removed. All are have superior service to Route 19 as all run throughout the weekday and many have 15-minute frequency at peak times which coincide with the time periods Route 19 currently serves.

It is true that a direct connection from the southeast to the northeast would be eliminated. However, the trip can still be made, and because of the proximity to downtown and Rapid Central Station, the trips times involved are reasonable. Therefore, staff finds that there are no disparate impacts or disproportionate burdens that arise by removing Route 19 service south of Michigan Avenue as no one is losing transit service.



Date: April 14, 2016

To: ITP Board

From: Scott Walsh

Subject: MONTHLY FINANCIAL STATEMENTS

ACTION REQUESTED

Attached for your review and approval are the March 31, 2016 Combined Operating Statement and Grant Revenues & Expenditures Statements.

**Interurban Transit Partnership
Combined Operating Statement
Month Ended 03/31/16**

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 50%
Revenue & Operating Assistance						
Passenger Fares						
1. Passenger Fares - Linehaul	6,550,749	6,550,749	639,702	3,334,665	3,216,084	51%
2. Passenger Fares - Paratransit	911,592	911,592	88,210	418,136	493,456	46%
3. Passenger Fares - Other	40,278	40,278	2,695	18,518	21,760	46%
4. Total Passenger Fares	7,502,619	7,502,619	730,607	3,771,319	3,731,300	50%
Sale Of Transportation Services						
5. CMH Contribution	1,313,560	1,313,560	182,558	647,034	666,526	49%
6. Dash Contract	1,180,134	1,180,134	100,690	530,439	649,695	45%
7. Grand Valley State University	2,798,995	2,798,995	277,420	1,714,422	1,084,573	61%
8. Employment Transportation (Van Pool)	196,800	196,800	13,455	65,989	130,811	34%
9. Township Services	236,327	236,327	50,639	164,848	71,479	70%
10. Other	658,326	658,326	30,430	148,053	510,273	22%
11. Total Sale Of Transportation Services	6,384,142	6,384,142	655,192	3,270,785	3,113,357	51%
Other Revenue & Support						
12. State Operating	11,759,498	11,759,498	1,579,520	6,269,642	5,489,856	53%
13. Property Taxes	14,738,672	14,738,672	1,228,223	7,369,336	7,369,336	50%
14. Advertising	150,000	150,000	12,500	82,352	67,648	55%
15. Interest & Miscellaneous	407,800	407,800	4,441	113,522	294,278	28%
16. Total Other Revenue & Support	27,055,970	27,055,970	2,824,684	13,834,852	13,221,118	51%
17. TOTAL REVENUE & OPERATING ASSISTANCE	40,942,731	40,942,731	4,210,483	20,876,956	20,065,775	51%
Expenditures Route Service & Demand Response						
Labor						
18. Administrative Salaries	3,562,985	3,562,985	290,083	1,799,684	1,763,301	51%
19. Driver Wages	11,122,918	11,122,918	876,931	5,524,246	5,598,672	50%
20. Maintenance Wages	1,618,052	1,618,052	125,003	799,447	818,605	49%
21. Total Labor	16,303,955	16,303,955	1,292,017	8,123,377	8,180,578	50%
Fringe Benefits						
22. FICA/Medicare Tax	1,330,268	1,330,268	102,559	660,489	669,779	50%
23. Pension	1,497,711	1,497,711	121,653	749,634	748,077	50%
24. Group Medical	3,670,254	3,670,254	285,236	2,140,069	1,530,185	58%
25. Unemployment Taxes	107,400	107,400	33,004	8,996	98,404	8%
26. Worker's Compensation	540,000	540,000	44,982	314,857	225,143	58%
27. Sick Leave	141,981	141,981	11,456	77,819	64,162	55%
28. Holiday	374,815	374,815	75	199,982	174,833	53%
29. Vacation	934,203	934,203	78,636	478,278	455,925	51%

**Interurban Transit Partnership
Combined Operating Statement
Month Ended 03/31/16**

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 50%
30. Bereavement	15,000	15,000	1,586	6,847	8,153	46%
31. Uniforms	108,286	108,286	5,825	43,806	64,480	40%
32. Personal Days	309,671	309,671	4,547	128,448	181,223	41%
33. Fringe Benefits Distributed to Grants	25,000-	25,000-	1,559-	11,915-	13,085-	48%
34. Total Fringe Benefits	9,004,589	9,004,589	621,992	4,797,310	4,207,279	53%
<u>Services</u>						
35. Audit, Legal, and Consultant	247,350	326,100	38,385	223,423	102,677	69%
36. Contract Service: Janitor & Bus Cleaning	1,255,174	1,255,474	44,187	388,767	866,707	31%
37. Contract Service: Other	885,609	888,784	64,939	351,876	536,908	40%
38. Total Services	2,388,133	2,470,358	147,511	964,066	1,506,292	39%
<u>Materials & Supplies</u>						
39. Fuel & Lubricants	3,331,030	3,256,030	152,057	1,034,220	2,221,810	32%
40. Tires & Tubes	38,800	38,800	923	1,020	37,780	3%
41. Office Supplies	49,943	48,718	5,064	23,737	24,981	49%
42. Printing	42,595	42,851	3,980	22,305	20,546	52%
43. Repair Parts	1,438,330	1,438,030	119,267	656,751	781,279	46%
44. Other Supplies	108,685	107,835	4,291	28,445	79,390	26%
45. Total Materials & Supplies	5,009,383	4,932,264	285,582	1,766,478	3,165,786	36%
<u>Utilities</u>						
46. Electronic Communications	97,054	97,054	8,256	42,704	54,350	44%
47. Gas Heat	257,100	257,100	30,927	105,748	151,352	41%
48. Electric	465,000	465,000	48,085	188,891	276,109	41%
49. Other	65,400	65,400	5,502	26,594	38,806	41%
50. Total Utilities	884,554	884,554	92,770	363,937	520,617	41%
<u>Casualty & Liability</u>						
51. PL & PD Insurance	1,125,600	1,125,600	74,728	550,387	575,213	49%
52. Building & Other Insurance	267,164	267,164	33,027	249,332	17,832	93%
53. Total Casualty & Liability	1,392,764	1,392,764	107,755	799,719	593,045	57%

**Interurban Transit Partnership
Combined Operating Statement
Month Ended 03/31/16**

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 50%
Other						
54. Dues & Subscriptions	72,753	72,758	464	26,597	46,161	37%
55. Professional Development	69,425	68,320	1,376	19,555	48,765	29%
56. Marketing & Promotion	100,000	100,000	53-	15,803	84,197	16%
57. Community Outreach	150,000	150,000	0	36,750	113,250	25%
58. Office Equipment	21,000	21,000	5,115	10,937	10,063	52%
59. Shop Tools	39,583	39,583	3,437	12,412	27,171	31%
60. Miscellaneous	52,500	48,494	69	13,772	34,722	28%
61. Total Other	505,261	500,155	10,408	135,826	364,329	27%
62. Purchased Transportation	5,436,398	5,436,398	427,602	2,541,319	2,895,079	47%
63. Purchase Transp. - CMH	1,772,670	1,772,670	124,408	747,288	1,025,382	42%
64. Purchase Transp. - Other	249,545	249,545	27,567	132,572	116,973	53%
65. Purchase Transp. - Suburban Paratransit	274,351	274,351	17,052	97,078	177,273	35%
66. Transfer Out - Grant Budget	0	0	0	0	0	100%
67. Operating Expenses - Capitalized	2,278,872-	2,278,872-	647,831	0	2,278,872-	0%
68. TOTAL OPERATING EXPENDITURES	40,942,731	40,942,731	3,802,495	20,468,970	20,473,761	50%
69. Net Surplus	0	0	407,988	407,986	407,986	100%
	40,942,731	40,942,731	4,210,483	20,876,956	20,065,775	51%

Interurban Transit Partnership
Grant Revenues & Expenditures
Month Ended 03/31/16

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target 50%
<u>Grant Revenue</u>						
1. Federal Grant Assistance	22,480,054	22,480,054	666,566	3,734,143	18,745,911	17%
2. State Grant Assistance	6,059,894	6,059,894	179,652	1,006,422	5,053,472	17%
3. Transfer In - Operating Budget	0	0	0	0	0	100%
4. Use of Restricted Net Assets	0	0	0	0	0	100%
5. Other Local	0	0	0	0	0	100%
6. Total Grant Revenue	28,539,948	28,539,948	846,218	4,740,565	23,799,383	17%
<u>Labor</u>						
7. Administrative Salaries	41,357	41,357	3,256	20,092	21,265	49%
8. Driver Wages	0	0	0	0	0	100%
9. Temporary Wages	0	0	0	0	0	100%
10. Fringe Benefit Distribution	25,000	25,000	1,559	11,915	13,085	48%
11. Total Labor	66,357	66,357	4,815	32,007	34,350	48%
<u>Material & Supplies</u>						
12. Tires & Tubes	300,000	300,000	65,387	110,707	189,293	37%
13. Office Supplies	500	500	0	0	500	0%
14. Printing	5,000	5,000	0	5,438	438	109%
15. Total Material & Supplies	305,500	305,500	65,387	116,145	189,355	38%
<u>Purchased Transportation</u>						
16. Purchased Transportation	785,066	785,066	65,422	392,533	392,533	50%
17. Specialized Services	463,289	463,289	0	112,353	350,936	24%
18. Total Purchased Transportation	1,248,355	1,248,355	65,422	504,886	743,469	40%
<u>Other Expenses</u>						
19. Dues & Subscriptions	4,775	4,775	0	375	4,400	8%
20. Professional Development	25,000	25,000	0	0	25,000	0%
21. Miscellaneous	12,000	12,000	0	0	12,000	0%
22. Total Other Expenses	41,775	41,775	0	375	41,400	1%
<u>Leases</u>						
23. Office Lease	0	0	0	0	0	100%
24. Transit Center Lease	0	0	0	0	0	100%
25. Storage Space Lease	0	0	0	0	0	100%
26. Total Leases	0	0	0	0	0	100%
<u>Capital</u>						
27. Rolling Stock	15,669,049	15,669,049	852,389	2,449,547	13,219,502	16%
28. Facilities	5,050,000	5,050,000	96,513	253,144	4,796,856	5%
29. Equipment	450,000	450,000	835	13,668	436,332	3%
30. Other	3,024,837	3,024,837	350,705	1,109,820	1,915,017	37%
31. Total Capital	24,193,886	24,193,886	1,300,442	3,826,179	20,367,707	16%
32. Planning Services	405,203	405,203	57,983	260,973	144,230	64%
33. Capitalized Operating	2,278,872	2,278,872	647,831	0	2,278,872	0%
34. Total Expenditures	28,539,948	28,539,948	846,218	4,740,565	23,799,383	17%

INTERURBAN TRANSIT PARTNERSHIP

Cash Flow

Mar16

Beginning Balance: Cash on Hand	Mar16		\$8,118,410
Passenger Fares		\$730,607	
Property Taxes		109,691	
State Operating Assistance		1,004,600	
Federal Operating Assistance		0	
Other Receipts		2,396,089	<u>4,240,987</u>
Total Cash Available			\$12,359,397
Less Mar16 Expenditures			<u>4,220,739</u>
Ending Cash Balance	3-31-16		\$8,138,658

Apr16 Estimated:

Projected Passenger Fares		700,000	
Property Taxes		25,000	
Projected State Assistance		1,004,600	
Projected Federal Assistance		0	
Other Receipts		<u>1,000,000</u>	<u>2,729,600</u>
Total Projected Cash Available			\$10,868,258
Less Projected Apr16 Expenditures			<u>3,750,000</u>
Ending Cash Balance (Estimated)	4-30-16		<u>\$7,118,258</u>

PROFESSIONAL DEVELOPMENT REPORT
ALL EMPLOYEES (EXCLUDING VARGA)
March 2016

AMOUNT	PURPOSE	EMPLOYEE(s)	LOCATION
\$401.20	Streetcar Summit	Monoyios	Kansas City, MO
\$533.58	Drug & Alcohol Conference	Groendal	Sacramento, CA
\$2,076.08	Transit Bus Safety Course	Yorks, Mlaker, Brown, Wieringa	Denver, CO
\$184.75	APTA Communications & Marketing Workshop	Bulthuis	Phoenix, AZ
<u>\$2,794.12</u>	Various APTA/MPTA Meetings	Kalczuk	Washington, D.C., Phoenix, AZ
\$5,989.73	*		

* This total does not include incidental travel & meetings expenses such as mileage, parking, lunch meetings, etc.

**INTERURBAN TRANSIT PARTNERSHIP
PERSONNEL AUTHORIZATION COMPARISON
March 31, 2016**

<u>Positions</u>	<u>FY 2016 Authorized</u>	<u>FY 2016 Actual</u>
Senior Managers	15	15
Supervisors & Admins.		
Operations	17	16
Administration	2	2
Professionals		
Operations	5	5
Administration	4	4
Customer Svc./Marketing	2	2
Planning & Grants	2	2
Special Services	1	1
Call Takers/Schedulers		
Special Services	8	8
Administrative Support		
Operations	8	7
Administration	5	4
Customer Svc./Marketing	4	4
Special Services	2	2
Total Admin. Personnel	75	72
Bus Operators - Full Time	255	249
Bus Drivers - Part Time	39	30
Mechanics - Fleet	30	30
Mechanics - Facilities	6	6
Total Union Personnel	330	315
TOTAL PERSONNEL	405	387

Date: April 6, 2016
To: ITP Board
From: Kevin Wisselink / Planning Department
Subject: FEBRUARY 2016 RIDERSHIP AND PRODUCTIVITY REPORT

ACTION REQUESTED

The Board is asked to approve February 2016 Ridership and Productivity Report.

BACKGROUND

Ridership in February increased for the first time since February 2015. This was aided by an extra day of service on Leap Day but also by better daily averages than we have some for a number of months, a -3.0% change for total ridership and -5.6% change for fixed route when looking at comparable days.

RIDERSHIP SUMMARY

February 2016 compared to February 2015

Total Ridership by Category:

- Routes 1 – 44 ridership (670,368) increased **0.4%** (2,616)
- Contracted/Specialized Service ridership (416,316) increased **7.4%** (28,638)
- Demand-Response ridership (31,071) decreased **1.4%** (-432)
- **Total Ridership (1,117,755) increased 2.8% (30,822)**

Daily Averages:

- Average Weekday total ridership (47,706) decreased **2.0%** (-992)
- Average Weekday evening ridership (6,133) decreased **7.4%** (-491)
- Average Saturday ridership (14,833) increased **2.5%** (357)
- Average Sunday ridership (6,380) increased **8.3%** (490)

Fiscal Year 2016 compared to Fiscal Year 2015

Total Ridership by Category:

- Routes 1 – 44 ridership (3,394,003) decreased **8.0%** (-295,587)
- Contracted/Specialized Service ridership (1,831,341) decreased **0.2%** (-3,054)
- Demand-Response ridership (153,528) decreased **4.1%** (-6,570)
- **Total Ridership (5,378,872) decreased 5.4% (-305,211)**

Daily Averages:

- Average Weekday total ridership (45,392) decreased **5.4%** (-2,613)
- Average Weekday evening ridership (5,951) decreased **9.8%** (-644)
- Average Saturday ridership (14,653) decreased **6.4%** (-1,004)
- Average Sunday ridership (6,221) decreased **6.1%** (-403)

ROUTE PERFORMANCE SUMMARY (Routes 1-44 Only)

February 2016 fixed-route system performance increased compared to February 2015 (contracted services not included). The fixed-route summary is as follows:

- Average passengers per hour (23.0) decreased 5.5% (-0.7 points)
- Average passengers per mile (1.87) decreased 6.2% (-0.9 points)
- Average farebox recovery percent (27.8%) increased 4.3% (0.6 points)
- Average daily passengers (22,589) decreased 3.3% (-1.7 points)
- **Monthly system performance (91.1 points) decreased 3.0% (-2.8 points)**
- **FY 2016 system performance (90.7 points) decreased 7.1% (-7.0 points) compared to FY 2015**

Monthly Fixed-Route Point Summary

	FY 16	FY 15	FY 16	FY 15		%
	<u>Avg</u>	<u>Avg</u>	<u>Points</u>	<u>Points</u>	<u>Change</u>	<u>Change</u>
Avg Passengers per Hour per Route:	23.0	24.3	11.5	12.2	-0.7	-5.5%
Avg Passengers per Mile per Route:	1.87	1.99	14.4	15.3	-0.9	-6.2%
Avg Fare-box Recovery % per Route:	27.8%	26.6%	13.9	13.3	0.6	4.3%
Avg Daily Fixed-Route Passengers:	22,589	23,354	51.3	53.1	-1.7	-3.3%
February Total:			91.1	93.9	-2.8	-3.0%
Year Average:			90.7	97.7	-7.0	-7.1%

- 16 of 23 (69.6%) fixed-routes performed within the average range (within one standard deviation of the system mean)
- **The Silver Line performed above standard (greater than 66.7% above the system mean)**
- Route 1 – Division, Route 2 – Kalamazoo, Route 4 – Eastern and Route 9 – Alpine performed one standard deviation above the system mean
- Route 17 – Woodland/Airport performed one standard deviation below the system mean
- **Route 19—Michigan South performed below standard (less than 66.7% below the system mean)**

February 2016 Fixed Route Ridership Change: **-5.6%**
 February 2016 Total Ridership Change: **-3.0%**

Change in service days from February 2016 to February 2015

	FY 2016	FY 2015	Change
Total Service Weekdays	21	20	+1
Total Service Saturdays	4	4	0
Total Service Sundays	4	4	0

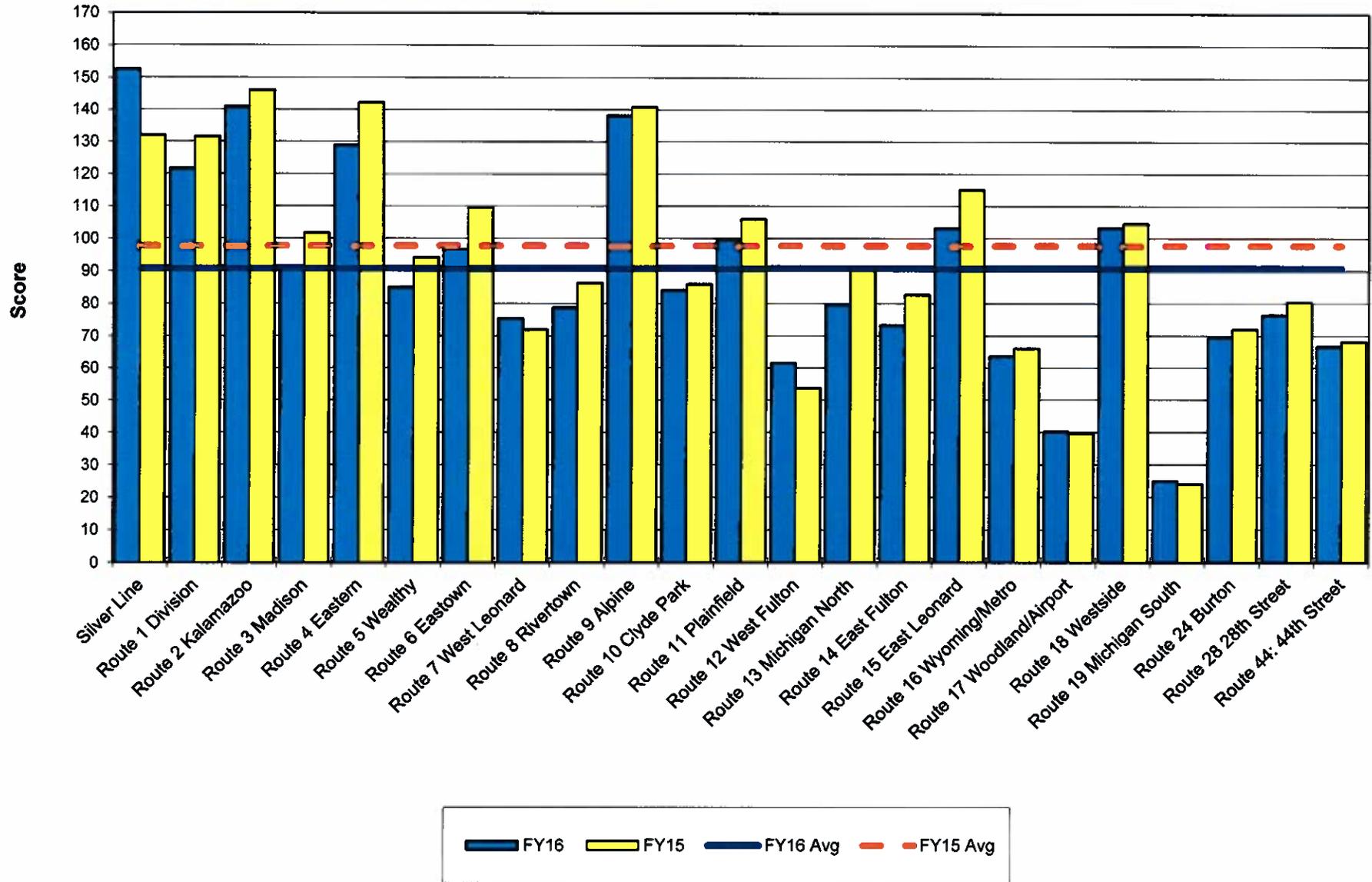
Attached is a graphical summary of the system and individual fixed-route performance

Monthly Weekday Average Ridership History

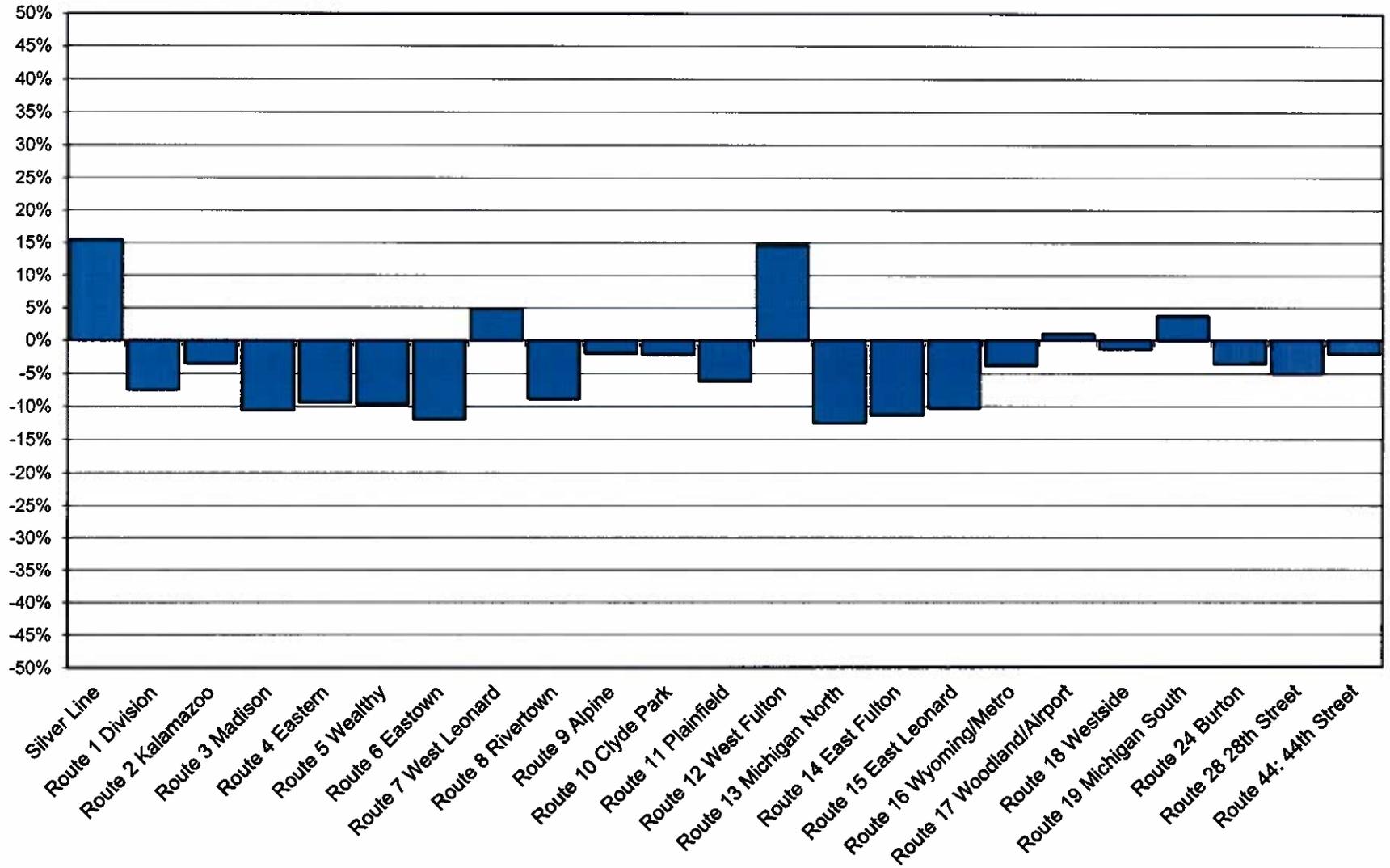


FY13 FY14 FY15 FY16

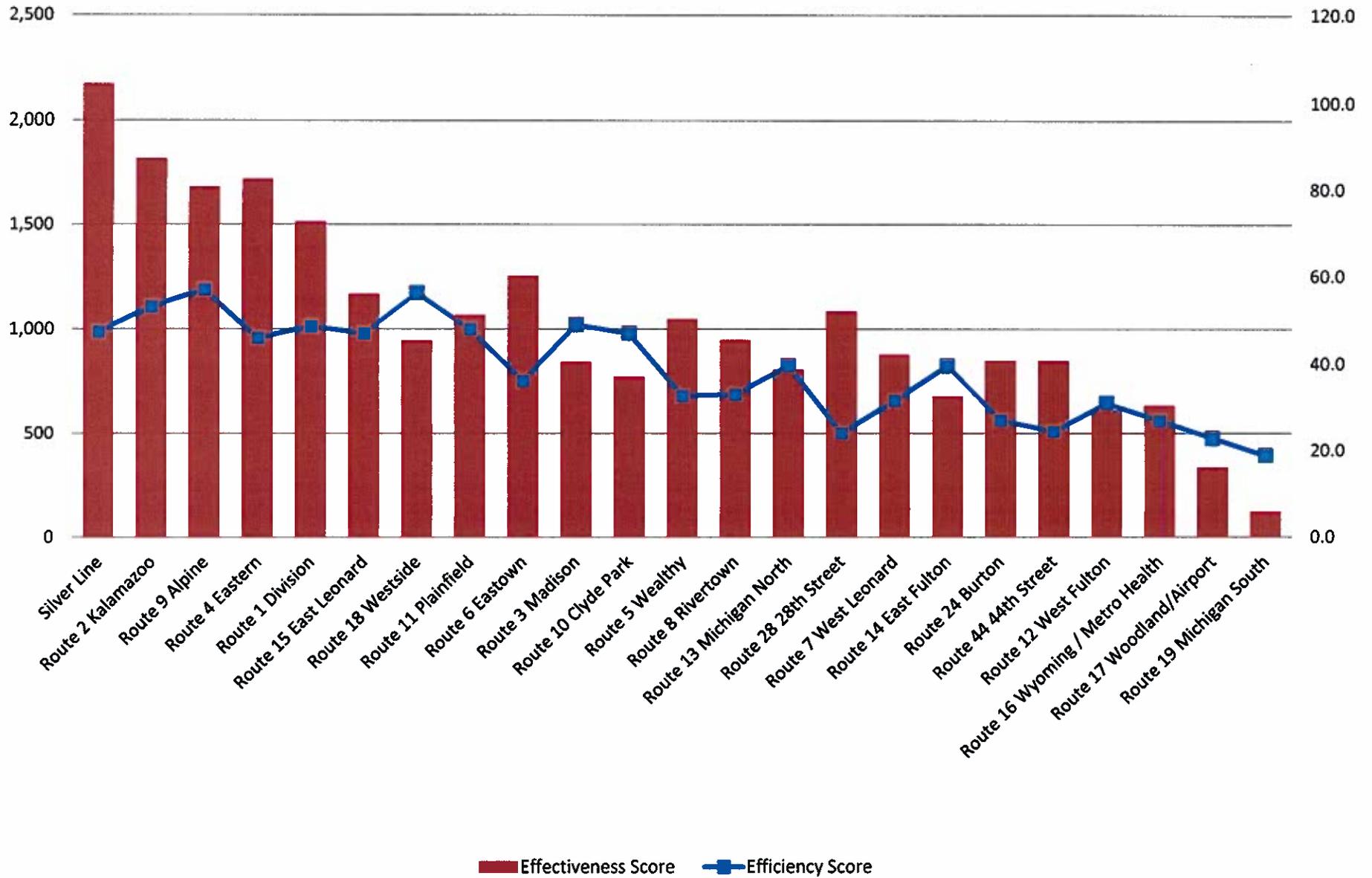
Fixed-Route Scoring Summary: February 2016 Compared to February 2015



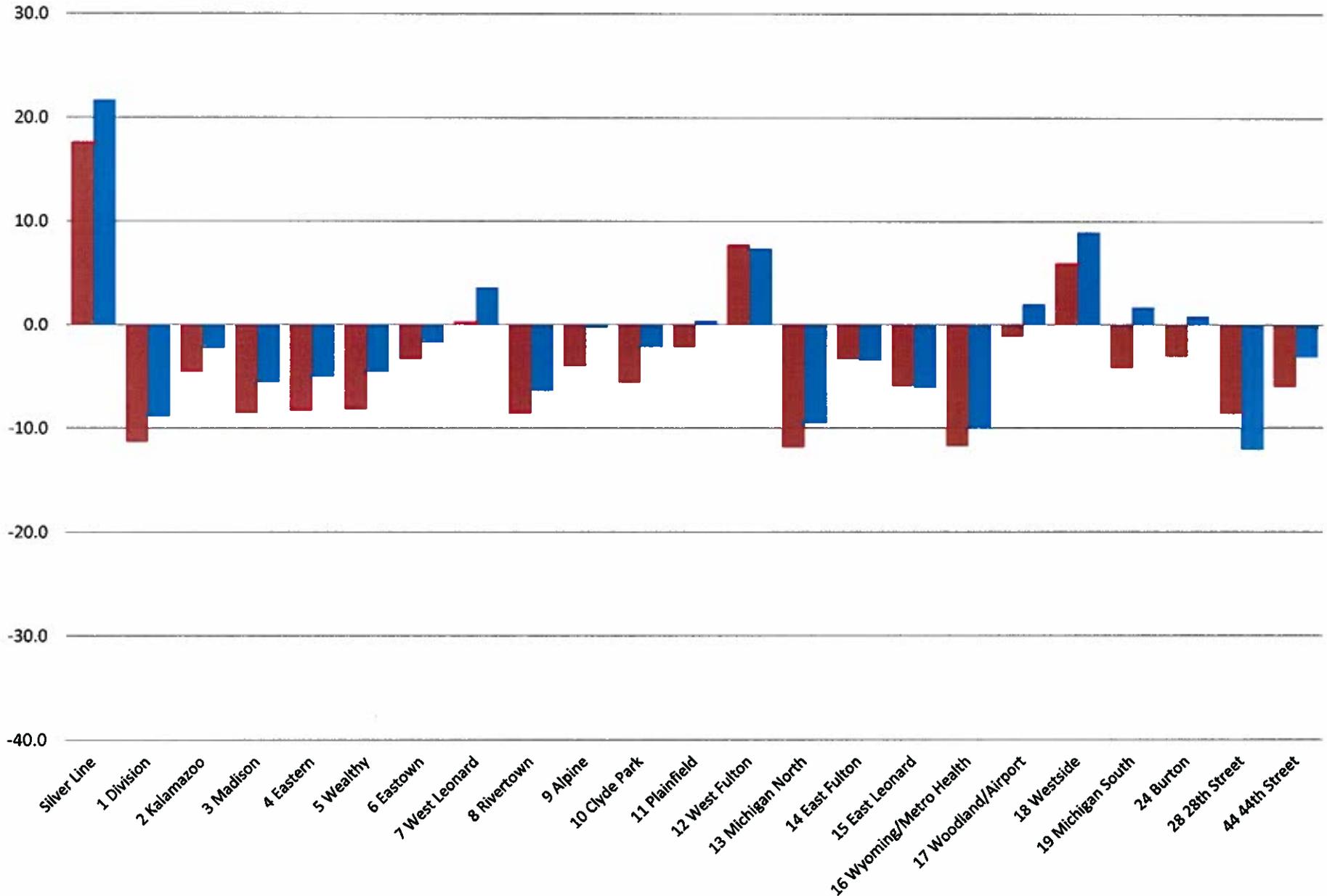
Percent Change by Route: February 2016 Compared to Compared February 2015



Fixed Route Efficiency Score and Ridership Levels - February 2016



Change in Ridership and Efficiency: FY 2015 to FY 2016



The Efficiency Score is an average of Farebox Recovery Rate, Passengers/Mile and Passengers/Hour.

■ % Change Ridership ■ % Change Efficiency

February 2016 Ridership Report
Ridership by Fare Category

Regular Route Summary	February 2016	February 2015	Actual Change	% Change
\$1.75 Cash Fare	82,001	89,161	-7,160	-8.0%
\$1.75 Adult One-Ride Ticket	8,340	8,765	-425	-4.8%
\$1.35 Adult Ticket	38,331	39,276	-945	-2.4%
\$1.05 Student Ticket, Aquinas, Calvin and Kendall Tickets	103,134	101,392	1,742	1.7%
\$0.85 Senior / Disabled Ticket and Cash	24,618	21,915	2,703	12.3%
\$47 Regular and \$30 Reduced 31-Day Month Pass	138,662	146,661	-7,999	-5.5%
\$3.50 One-Day Pass	30,448	28,303	2,145	7.6%
\$16.00 Seven-Day Pass	12,176	10,071	2,105	20.9%
Spectrum Health Employee Pass	4,088	7,120	-3,032	-42.6%
Free ADA	6,654	3,914	2,740	70.0%
GVSU Students on Routes 1-44	16,820	19,260	-2,440	-12.7%
Miscellaneous Fare	26,011	23,425	2,586	11.0%
Transfers	116,043	116,551	-508	-0.4%
Silver Line	63,042	51,938	11,104	21.4%
Total Regular Route Ridership	670,368	667,752	2,616	0.4%

Contracted/Specialized Services Summary

DASH	22,660	21,071	1,589	7.5%
GRCC Shuttle	19,186	20,898	-1,712	-8.2%
GVSU Campus Connector	174,367	169,058	5,309	3.1%
DASH to the Hill	7,447	29,529	-22,082	-74.8%
GVSU Off-Campus Shuttle	70,028	57,684	12,344	21.4%
GVSU South Campus Express	117,894	83,980	33,914	40.4%
FSU	1,029	898	131	14.6%
Vanpools	3,706	4,560	-854	-18.7%
Total Contracted Ridership	416,316	387,678	28,638	7.4%

Demand Response Summary

GO Bus (does not include PASS)	30,327	30,579	-252	-0.8%
PASS North Ridership (Including Transfers)	253	312	-59	-18.9%
PASS SE Ridership (Including Transfers)	337	460	-123	-26.7%
PASS SW Ridership (Including Transfers)	154	152	2	1.3%
Total Demand Response Ridership	31,071	31,503	-432	-1.4%

	2016	2015	Change	YTD Change
Total Service Weekdays	21	20	1	0
Total Service Saturdays	4	4	0	0
Total Service Sundays	4	4	0	1
Total Holidays	0	0	0	0
Total Service Days	29	28	1	1
Total Days	29	28	1	1

Total Weekday Fixed-Route Ridership	873,037	841,483	31,554	3.7%
Total Weekday Evening Fixed-Route Ridership	128,795	132,483	-3,688	-2.8%
Total Weekday and Weekday Evening Fixed-Route Ridership	1,001,832	973,966	27,866	2.9%
Total Saturday Fixed-Route Ridership	59,332	57,905	1,427	2.5%
Total Sunday Fixed-Route Ridership	25,620	23,559	1,981	8.3%
Avg Weekday Daytime Fixed-Route Ridership	41,573	42,074	-501	-1.2%
Avg Weekday Evening Fixed-Route Ridership	6,133	6,624	-491	-7.4%
Avg Weekday and Weekday Evening Fixed-Route Ridership	47,706	48,698	-992	-2.0%
Avg Saturday Fixed-Route Ridership	14,833	14,476	357	2.5%
Avg Sunday Fixed-Route Ridership	6,380	5,890	490	8.3%

	2016	2015	Change	% Change
Fixed-Route Ridership Month to Date	670,368	667,752	2,616	0.4%
Contracted/Specialized Service Ridership Month to Date	416,316	387,678	28,638	7.4%
Demand Response Ridership Month to Date	31,071	31,503	-432	-1.4%
Total Monthly Ridership	1,117,755	1,086,933	30,822	2.8%
	2016	2015	Change	% Change
Fixed-Route Ridership Year to Date	3,394,003	3,689,590	-295,587	-8.0%
Contracted/Specialized Service Ridership Year to Date	1,831,341	1,834,395	-3,054	-0.2%
Demand Response Ridership Year to Date	153,528	160,098	-6,570	-4.1%
Total Ridership Year to Date	5,378,872	5,684,083	-305,211	-5.4%
Projected Annual Ridership	11,319,603	11,961,906	-642,303	-5.4%

February 2016 Productivity Report

Fixed-Route Services	Passengers per Bus Hour	Passengers per Bus Mile	Farebox Recovery %	Efficiency Score	Daily Passengers	Effectiveness Score	Total Score	Distance from Mean	Current Rank	FY 2015 Rank	Change	Total Passengers	Peak Frequency
Silver Line	28.0	2.09	34.6%	47.4	2,174	108.7	166.1	71.3%	1	4	3	63,042	10
Route 2 Kalamazoo	30.8	2.57	36.0%	53.2	1,817	90.8	144.0	58.1%	2	1	-1	52,691	15
Route 9 Alpine	29.4	3.06	37.6%	57.0	1,678	83.9	140.9	54.7%	3	2	-1	48,667	15
Route 4 Eastern	25.5	2.15	33.3%	46.0	1,717	85.9	131.8	44.7%	4	3	-1	49,793	15
Route 1 Division	27.9	2.21	35.4%	48.8	1,511	75.6	124.2	36.4%	5	5	0	43,830	15
Route 15 East Leonard	25.1	2.52	30.1%	47.0	1,165	58.2	105.2	15.5%	6	6	0	33,772	15
Route 18 Westside	31.6	2.89	36.2%	56.2	943	47.1	103.3	13.4%	7	10	3	23,572	30
Route 11 Plainfield	27.2	2.29	33.5%	48.0	1,065	53.2	101.2	11.1%	8	7	-1	30,881	15
Route 6 Eastown	20.2	1.94	22.2%	36.1	1,251	62.5	98.6	8.3%	9	8	-1	36,272	15
Route 3 Madison	28.4	2.34	33.5%	49.0	841	42.0	91.0	-0.1%	10	9	-1	21,015	30
Route 10 Clyde Park	27.9	2.05	34.6%	47.0	769	38.4	85.4	-6.2%	11	14	3	22,294	30
Route 5 Wealthy	18.5	1.60	22.3%	32.7	1,047	52.3	85.0	-6.7%	12	11	-1	26,167	15
Route 8 Rivertown	20.3	1.42	23.9%	33.0	946	47.3	80.3	-11.8%	13	15	2	27,426	15
Route 13 Michigan North	22.6	1.99	25.8%	39.5	803	40.2	79.7	-12.5%	14	12	-2	20,083	15
Route 28 28th Street	14.6	0.99	18.4%	24.1	1,083	54.1	78.2	-14.1%	15	13	-2	31,396	15
Route 7 West Leonard	19.1	1.26	24.6%	31.8	876	43.8	75.3	-17.3%	16	19	3	21,890	15
Route 14 East Fulton	22.7	1.98	25.9%	39.5	676	33.8	73.3	-19.5%	17	16	-1	16,896	30
Route 24 Burton	14.7	1.20	21.0%	27.0	848	42.4	69.4	-23.8%	18	18	0	21,192	30
Route 44 44th Street	13.5	1.00	20.0%	24.4	846	42.3	66.8	-26.7%	19	17	-2	21,158	30
Route 12 West Fulton	18.6	1.64	18.1%	30.9	611	30.6	61.5	-32.5%	20	21	1	15,284	30
Route 16 Wyoming / Metro Health	16.1	1.19	19.5%	26.9	631	31.6	58.5	-35.8%	21	20	-1	18,309	30
Route 17 Woodland/Airport	14.0	1.08	15.0%	22.8	332	16.8	39.4	-56.8%	22	22	0	6,974	30
Route 19 Michigan South	9.7	1.02	12.2%	18.8	118	5.9	24.7	-72.9%	23	23	0	2,470	30
System Summary	23.0	1.87	27.8%		1,027		91.1	n/a				655,076	

	Passengers per Bus Hour	Passengers per Bus Mile	Farebox Recovery %	Efficiency Score	Daily Passengers	Effectiveness Score	Total Score	Distance from Mean
System Average (mean)	23.0	1.87	27.8%	39.7	1,027	51.3	91.1	n/a
Standard deviation	6.4	0.64	7.7%	11.9	425	21.3	32.9	n/a
Routes above standard (equal or greater than 66.7% of mean)	38.4	3.11	46.3%	66.3	1,712	85.6	151.8	66.7%
Routes above one standard deviation of mean	38.3	3.10	46.2%	66.1	1,711	85.5	151.7	66.7%
Above average routes within one standard deviation of mean	29.4	2.50	35.5%	51.7	1,452	72.6	124.0	36.2%
Average routes	±12.5% mean	±12.5% mean	±12.5% mean	±12.5% mean	±12.5% mean	±12.5% mean	±12.5% mean	±12.5% mean
Below average routes within one standard deviation of mean	16.6	1.23	20.0%	27.8	601	30.1	58.1	-36.2%
Routes below one standard deviation of mean	7.8	0.63	9.3%	13.4	343	17.1	30.5	-66.7%
Routes below standard (equal or less than 66.7% of mean)	7.7	0.62	9.2%	13.2	342	17.1	30.4	-66.7%

Contracted/Specialized Services	Passengers per Bus Hour	Passengers per Bus Mile	Farebox Recovery %	Efficiency Score	Daily Passengers	Effectiveness Score	Total Score	Distance from Mean	Current Rank	FY 2014 Rank	Change	Total Passengers	Peak Frequency
GVSU Campus Connector	42.8	2.31	n/a	60.8	6,013	300.6	361.4	n/a	n/a	n/a	n/a	174,367	7
GVSU South Campus Express	74.9	8.51	n/a	157.1	5,614	280.7	437.8	n/a	n/a	n/a	n/a	117,894	10
GVSU Off-Campus	59.5	7.90	n/a	137.7	3,335	166.7	304.5	n/a	n/a	n/a	n/a	70,028	10
GVSU CHS Express	30.5	3.36	n/a	62.8	355	17.7	80.5	n/a	n/a	n/a	n/a	7,447	5
GRCC Shuttle	72.0	18.18	n/a	264.6	4,797	239.8	504.4	n/a	n/a	n/a	n/a	19,186	10
DASH South	15.6	1.94	n/a	34.6	238	11.9	46.5	n/a	n/a	n/a	n/a	4,998	5
DASH West	35.0	3.99	n/a	73.6	702	35.1	108.7	n/a	n/a	n/a	n/a	14,749	5
DASH North	9.0	0.99	n/a	18.5	139	6.9	25.4	n/a	n/a	n/a	n/a	2,913	20
FSU	4.7	0.12	n/a	5.2	49	2.5	7.6	n/a	n/a	n/a	n/a	1,029	120
	47.71	3.45	n/a									412,610	

Total System Summary **28.94** **2.29** **28.31%** Farebox includes GRPS services

The range of values comprising approximately 68% of the samples above and below the mean
 Routes with scores greater than 66.7% above than the mean
 Routes with scores between 1 standard deviation above the mean and 66.7% above the mean
 Routes with scores within 1 standard deviation above the mean
 Routes with scores with +/- 12.5% of the mean
 Routes with scores within 1 standard deviation below the mean
 Routes with scores between 1 standard deviation below the mean and 66.7% below the mean
 Routes with scores greater than 66.7% below the mean

DATE: March 17, 2016
TO: ITP Board
FROM: Meegan Joyce
SUBJECT: FEBRUARY 2016 PARATRANSIT RIDERSHIP REPORT

ACTION REQUESTED

Staff is requesting the ITP Board to approve the February 2016 Paratransit Ridership report.

BACKGROUND

Total monthly paratransit ridership for February 2016 (**30,884**) decreased **2.0% (619)** from February 2015 (**31,503**).

ADA ridership (21,471) increased **2.8% (581)**, NDS ridership (106) decreased **20.9% (28)** and PASS ridership (744) decreased **19.5% (180)** from February 2015. Network 180 ridership (7,591) decreased **11.0% (935)**.

There were 759 trips to/from Cascade Township in February.

Average weekday GO!Bus/PASS ridership decreased **2.6% (26)**, average Saturday ridership decreased **6.4% (28)**, and average Sunday ridership increased **13.9% (39)** from February 2015.

On-time performance for during the month was 91.37%.

Average cost per trip decreased **3.1% (\$0.70)** from February 2015.

FEBRUARY 2016 Paratransit Ridership and Operating Statistics

ADA	2016	2015	Change	% Change
Clients	1,562	1,498	64	4.3%
Passenger Trips	21,471	20,890	581	2.8%

NDS	2016	2015	Change	% Change
Clients	29	30	(1)	-3.3%
Passenger Trips	106	134	(28)	-20.9%

PASS	2016	2015	Change	% Change
Clients	44	56	(12)	-21.4%
Passenger Trips	744	924	(180)	-19.5%

CONTRACTED	2016	2015	Change	% Change
Clients	5	9	(4)	-44.4%
Passenger Trips	143	222	(79)	-35.6%

includes ACSET and Goodwill Special

RIDELINK	2016	2015	Change	% Change
Clients	328	263	65	24.7%
Passenger Trips	829	807	22	2.7%

TOTALS	2016	2015	Change	% Change
Clients	1,968	1,856	112	6.0%
Passenger Trips	23,293	22,977	316	1.4%
Average Weekday Ridership	980	1,006	(26)	-2.6%
Average Saturday Ridership	408	436	(28)	-6.4%
Average Sunday Ridership	320	281	39	13.9%
All Ambulatory Passengers	17,404	15,755	1,649	10.5%
All Wheelchair Passengers	5,889	7,222	(1,333)	-18.5%
No - Shows	536	566	(30)	-5.3%
Cancellations	5,716	6,149	(433)	-7.0%
MV				
Average Cost per Trip	\$21.86	\$22.56	(\$0.70)	-3.1%
Riders per Hour	2.2	2.2	0.0	0.0%
Accidents per 100,000 Miles	1	1	0	0.0%

Trip Denials	2	0	2	200.0%
NTD Travel Time (minutes)	27	27	0	0.0%

NETWORK 180	2016	2015	Change	% Change
Passenger Trips	7,591	8,526	(935)	-11.0%
Average Weekday Ridership	361	426	(65)	-15.3%
Average Saturday Ridership	0	0	0	0.0%
Average Sunday Ridership	0	0	0	0.0%

TOTAL PASSENGER TRIPS	30,884	31,503	(619)	-2.0%
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Paratransit Service Quality Statistics: network 180 Excluded

Complaints	2016 Actual Number	2015 Actual Number	2016 % of Trips	% Change
MV Complaints	20	17	0.1%	17.6%

On-Time Performance by customer call

MV Late Trips (Less than 30 Minutes Late)	125	101	0.5%	23.8%
MV Missed Trips (Greater than 30 Minutes Late)	35	2	0.2%	1650.0%
On-Time Compliance	91.37%	94.88%		

changed definition from 45 minutes to 30 minutes in 2016

Date: April 6, 2016

To: ITP Board

From: Alan Hartley

Subject: CERTIFICATION OF 2016 PUBLIC TRANSPORTATION MILLAGE LEVY

A resolution is attached for your consideration which authorizes the levy of 1.47 mills (as adjusted under Headlee) to cover FY 2017 expenses based on current services. If approved, this millage collection will be included on July 2016 tax bills. The tax revenue from this collection will be used for The Rapid's FY 2017 budget year (10/1/16 - 9/30/17).

INTERURBAN TRANSIT PARTNERSHIP BOARD

RESOLUTION NO. _____

Fiscal Year 2016

PUBLIC TRANSPORTATION MILLAGE LEVY FOR 2016

At a meeting of the Board of Directors of the Interurban Transit Partnership ("ITP"), a public transportation authority organized under Act 196, Public Acts of 1986, as amended ("Act 196"), the following resolution was offered by Director _____ and supported by Director _____.

RESOLUTION

The ITP is a public transportation authority formed under Act 196. In May 2011, voters approved a seven-year millage of up to 1.47 mills for public transportation purposes to be levied upon all the taxable property within the ITP's district (collectively the area covered by the six cities of East Grand Rapids, Grand Rapids, Grandville, Kentwood, Walker and Wyoming).

1. Levy. The ITP levies 1.47 mills for the 2016 tax year upon all taxable property within the ITP district in accordance with the May 2011 voter approval. This millage shall be adjusted as required under the Headlee limitation in Article 9, section 31, of the Michigan Constitution (implemented at MCLA 211.34d), and shall be collected on the July 2016 tax bills.
2. Filing with Clerks. A copy of this resolution shall be filed with the City Clerk for each of the six cities listed above and the Kent County Clerk within five (5) days after this resolution is adopted.
3. Other Actions. The ITP Board and its officers and agents are authorized and directed to take all other actions appropriate for carrying out the intent of this resolution.

Adopted this 27th day of April, 2016.

YES votes: _____

NO votes: _____

CERTIFICATION

I certify that the foregoing is an accurate copy of a resolution adopted by the Interurban Transit Partnership Board at a meeting held on April 27, 2016, the original of which is on file in my office and available to the public. Public notice of that meeting was given in compliance with the Michigan Open Meetings Act.

Date: April 27, 2016

Robin Crothers, Board Secretary

Date: April 5, 2016
To: ITP Board
From: Rod Ghearing, Manager of Grants and Capital Projects
Subject: CONTRACT AMENDMENT FOR SMARTCARD FARE COLLECTION SYSTEM

ACTION REQUESTED

Staff is requesting the Board to approve an amendment to the contract with INIT Innovations in Transportation, Inc., to include various computer servers, workstations and operating systems software. The cost of these items will not exceed \$204,388.

BACKGROUND

At the January 2016 Board meeting, the Board approved a contract with INIT in the amount of \$3,524,660 for the Smartcard fare collection system. At the time, we thought we could effortlessly procure certain items of computer hardware and software – namely servers, workstations, operating systems and database licenses – and perhaps at a lower cost than INIT. This has turned out not to be the case.

The two servers that will run the back office operations are very robust pieces of computer equipment. They will be processing as many as 55,000 fare transactions per day, all in real time, and taking no more than ½ second per transaction. This hardware needs to be highly reliable since it will eventually process each and every fare transaction in the system. It also needs to be available at INIT's facilities in Virginia for programming and configuration. It makes more sense for us to have INIT procure the hardware and software to their specification and have them be responsible for assuring that it meets our needs. Moreover, by INIT purchasing these items, it makes their five year warranty of the entire Smartcard system complete since it will now cover all of these items.

PROCUREMENT

Since these items and their cost were included in INIT's original proposal to us, there is no need to conduct a separate procurement. INIT's current price of \$204,388 actually reflects a price reduction of 26.6% from their original proposal.

FUNDING

This cost will be covered 100% by federal and state capital funds.

INTERURBAN TRANSIT PARTNERSHIP BOARD

RESOLUTION NO. _____

Fiscal Year 2016

Moved and supported to adopt the following resolution:

Authorization to amend the INIT contract for the purchase of hardware/software for the Smartcard project.

BE IT RESOLVED that the CEO is hereby authorized to award and execute an amendment to the contract with INIT Innovations in Transportation, Inc., on behalf of the ITP Board, for the purchase of servers, workstations, operating systems, databases and related items necessary to implement the Smartcard and mobile ticketing fare payment system at a cost not to exceed \$204,388, in accordance with the information presented to the ITP Board on April 27, 2016.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Robin Crothers, ITP Board Secretary

Date

Date: April 7, 2016

To: ITP Board

From: Kevin Wisselink, Senior Planner

Subject: ROUTE AND SERVICE PLANNING TEAM SERVICE CHANGES

Background

The Rapid's Route and Service Planning Team continues to regularly meet to look at our route system and address any improvements/issues that arise. Based on the work of the Team, there are a number of changes that will be implemented on May 9, 2016. The net change in service for all of these changes is 2 more minutes of service a week so the net cost to The Rapid to implement these changes is basically nothing.

Route 5/17 – Discussion with area businesses brought to our attention that the trip home for second shift employment in the 44th and Patterson area is not currently served by Route 17 Woodland/Airport as its last trip from the airport leaves at 10:37 PM. The Route and Service Planning Team is implementing one more trip in the evening on Route 17 by taking the last outbound Route 5 bus to Woodland Mall, having it travel to Patterson and 44th and run one more Airport to Kentwood Station trip on Route 17. This trip will begin at 11:19 PM at the airport and pick up employees getting out after 11:00 PM. Once this bus reaches Kentwood Station it will become a Route 5 Wealthy/Woodland bus and run the regular Route 5 route back to Rapid Central Station, arriving at 12:06 AM and providing connection to the last 12:15 AM pullout.

To pay for this the Team is removing an inbound Route 6 Eastown/Woodland trip that left Woodland Mall at 5:31 AM. There were an average of 4 rides/trip on this entire run, and riders can take either the 5:00 AM inbound trip or the 5:45 AM inbound trip instead. These changes result in a net savings of 12 minutes per day.

Route 7 – Add Sunday service on Route 7 West Leonard from 7:41 AM (Standale Meijer) until 7:07 PM (terminate at RCS). This can be accomplished because Routes 6 and 10 had long layover times on Sunday. By changing the way buses are allocated to these routes, the buses on these routes can be shifted to free up a bus that can be used for Sunday service. Westside Sunday service has been a consistent service request from the public, so the Team allocated this available bus to provide Sunday service on Route 7 West Leonard. Because of the movement of the various buses, there is a net cost of 1 hour and 2 minutes each Sunday to provide this service.

Route 24 – Goodwill recently relocated their job center to Sparks Drive by Lake Eastbrook Mall which currently has limited bus service options. We will change the routing of Route 24 Burton Crosstown around Woodland and CenterPoint Malls to provide service to the Lake Eastbrook and Sparks intersection. Locating stops near the intersection of Lake Eastbrook and Sparks puts the bus 0.1 miles from the Goodwill location without having to add any additional service. There is no change in service levels or cost to provide this service and all of the existing stops will continue to be served. It will take a few minutes longer to travel between East Paris/Camelot and Kentwood Station on Route 24.

