



Yuma County Intergovernmental Public Transportation Authority

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NOTICE AND AGENDA OF THE REGULAR MEETING THE BOARD OF DIRECTORS OF THE YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Board of Directors of the Yuma County Intergovernmental Public Transportation Authority ("YCIPTA") and to the general public that the Board of Directors will hold a meeting on:

MONDAY, August 26, 2019 – 1:30 PM
Yuma County Department of Development Services – Aldrich Hall
2351 West 26th Street -- Yuma, AZ, 85364

Unless otherwise noted, meetings held at the above location are open to the public.

The Board of Directors may vote to go into executive session during the noticed meeting concerning any of the agenda items mentioned below. If authorized by the requisite vote of the Directors, the executive session will be held immediately after the vote and will not be open to the public. The executive session, if held, will be at the same meeting location set forth above. The discussion may relate to confidential matters permitted pursuant to A.R.S. §§ 38-431.03(A)(1)-(7). The Chairman or other presiding officer shall instruct the persons present at the executive session regarding the confidentiality requirements of the Open Meeting Laws.

Pursuant to the Americans with Disabilities Act, reasonable accommodation requests may be made by contacting the Transit Director at 928-539-7076, ext 101 (TTY/TDD - Arizona Relay Service 711). Requests should be made as early as possible to allow time to arrange the accommodation.

The agenda for the meeting is as follows:

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CALL TO PUBLIC: The public is invited to speak on any item or any area of concern that is within the jurisdiction of the YCIPTA Board of Directors. The Board is prohibited by the Arizona Open Meeting Law from discussing, considering or acting on items raised during the call to the public, but may direct the staff to place an item on a future agenda. Individuals are limited to a five-minute presentation.

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
Larry Killman – Chairperson – Town of Wellton, Susan M. Zambrano – Vice Chairperson - Arizona Western College,
Dr. Michael Sabath – Secretary/Treasurer. - Northern Arizona University, G – City of Yuma,
Brian Golding, Sr.-Quechan Tribe, Ralph Velez - City of San Luis, Paul Soto – Cocopah Tribe,
Ian McGaughey - City of Somerton, Susan Thorpe – Yuma County

Shelly Kreger, Transit Director

CONSENT CALENDAR: The following items listed under the Consent Calendar will be considered as a group and acted upon by one motion with no separate discussion, unless a board member so requests. In that event, the item will be removed for separate discussion and action.

1. Adopt the June 24, 2019 regular meeting minutes. Action required. Pg. 4

DISCUSSION & ACTION ITEMS:

1. Public hearing regarding Yuma County Intergovernmental Public Transportation Authority Federal Transit Administration DBE Program FFY2020-22 Triennial DBE Utilization Goal Proposal. Action required. Pg. 8
2. Discussion and or action regarding the Draft Scope of Work for the Short-Range Transit Plan, Ranking and Criteria. Action required. Pg. 19
3. Discussion and or action regarding the Updated Yuma County Intergovernmental Public Transportation Authority 10 Year Capital Plan. Action Required. Pg. 41
4. Discussion and or action regarding the Yuma County Intergovernmental Public Transportation Authority Fleet Replacement Plan. Action Required Pg. 44

PROGRESS REPORTS:

1. Operations Manager/Maintenance Report – Jeffrey Stewart, General Manager – RATP Dev. *No action required.*
2. Transit Director Report – Shelly Kreger, YCIPTA Transit Director. *No action is required.* Pg. 49
3. Transit Ridership – Carol Perez, Transit Operations Manager. *No action is required.* Pg. 50
4. Financial Report – Chona Medel, YCIPTA Financial Services Operations Manager. *No action is required.* Pg. 52

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Shelly Kreger, Transit Director

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

The next Board meeting September 23, 2019

FY2018-2019 Audit

ADJOURNMENT

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

Larry Killman – Chairperson – Town of Wellton, Susan M. Zambrano – Vice Chairperson - Arizona Western College,
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Shelly Kreger, Transit Director

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Regular Board Meeting on Monday, June 24, 2019 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Chairman, Larry Killman called the meeting to order at 1:30 P.M.

Members Present:

Larry Killman/Town of Wellton/Chairman
Ralph Velez/City of San Luis
Ian McGaughey/City of Somerton
Susanna Zambrano/Arizona Western College/Vice Chairman
Brian Golding, Sr./Quechan Indian Tribe
Jay Simonton/City of Yuma
Paul Soto/Cocopah Indian Tribe
Susan Thorpe/Yuma County

Members Excused:

Michael Sabath/Northern Arizona University/Secretary/Treasurer

Others Present:

Shelly Kreger/YCIPTA/Transit Director
Carol Perez/YCIPTA/Transit Operations Manager
Jeff Stewart/RATP Dev/Operations Manager
Justin Morgan/RATP Dev/Maintenance Manager
Anabel Teran/RATP Dev/Safety and Training Manager

The Pledge of Allegiance was led by Mr. Brian Golding

CALL TO PUBLIC: There were no public comments made but Call to Public was left open by the Chairman.

CONSENT CALENDAR:

No. 1: Adopt the May 28, 2019 regular and executive session minutes. Action required.

Motion: (McGaughey/Golding): Item approved as presented.

Voice Vote: Motion carries, (8-0) with Mr. Sabath being excused.

DISCUSSION & ACTION ITEMS:

No. 1: Discussion and or action regarding the request for increase of wages and fringe benefits by RATP Dev Yuma, LLC resulting in a possible amendment to the Agreement for the Provision of General Public Fixed-Route and Demand Response beginning July 1, 2019. Action required.

Ms. Kreger presented the report as contained in the member packet. Ms. Kreger also mentioned that Community Transportation Association of America (CTAA) did a study regarding wages and out of 269 transit agencies in the country, YCAT was 267 of lowest paid drivers. Ms. Kreger stated that the increase was fair and reasonable.

Ms. Thorpe inquired regarding the safety and reliability incentives.

Mr. Stewart replied that the safety incentive would be awarded per quarter if they had no accidents and the reliability has to do with attendance. Mr. Stewart also said it was also in part to establish culture and programs that demand success.

Mr. Velez inquired as to what holidays were added.

Mr. Stewart stated that he believed it was Columbus Day but he was not certain.

Motion: (Zambrano/Soto): Item approved as presented.

Voice Vote: Motion carries, (8-0) with Mr. Sabath being excused.

No. 2: Discussion and or action regarding the first budget amendment to the Fiscal Year 2019-2020 Operating and Capital Budget. Action required.

Ms. Kreger stated that the amendment would be needed to reflect the wage increase that was approved.

Ms. Thorpe inquired if an amendment is necessary before the budget is active, from a legal stand point.

Ms. Medel stated that since it was already adopted by the Board, any changes need to be done as amendments.

Ms. Thorpe asked if YCIPTA had guaranteed funding for these increases.

Ms. Kreger stated that we did.

Motion: (Thorpe/Soto): Item approved as presented.

Voice Vote: Motion carries, (8-0) with Mr. Sabath being excused.

No. 3: Discussion and or action regarding the Eastern Imperial County Transit Services Operations and Implementation Business Plan and Fourth Extension and Amendment of the Memorandum of Understanding between YCIPTA, ICTC and Quechan Indian Tribe for the Transit Services in Eastern Imperial County. Action Required.

Ms. Kreger stated that Implementation Business Plan is updated annually and there was also an update on exhibit A. Ms. Kreger asked if Mr. Golding had anything he wanted to comment to the Board regarding this item.

Mr. Golding stated that he had no comment and that all the information was in the member packet.

Motion: (Soto/Simonton): Item approved as presented.

Voice Vote: Motion carries, (8-0) with Mr. Sabath being excused.

No. 4: Discussion and or action regarding the Memorandum of Understanding between YCIPTA and Quechan Indian Tribe Exhibit A Amendment Nine. Action required.

Motion: (Soto/Simonton): Item approved as presented.

Voice Vote: Motion carries, (8-0) with Mr. Sabath being excused.

PROGRESS REPORTS:

No. 1: Operations Manager/Maintenance Report – Jeffrey Stewart, General Manager – RATP Dev. *No action required.*

Mr. Stewart introduced the Safety and Training Manager, Ms. Anabel Teran to the Board. Ms. Teran greeted the Board and provided a

Ms. Teran stated that she had started in Tucson as a secretary and moved up from there.

Mr. Stewart introduced the Maintenance Manager, Justin Morgan to the Board.

Mr. Stewart generate new run bid because the run cut is out dated. Mr. Stewart stated that RATP Dev was trying to improve on-time performance.

Ms. Thorpe inquired as to what was run cut and run bid.

Mr. Stewart stated that the run cut was the bus schedule and the run bid was the driver's assignment.

Mr. Morgan presented the maintenance portion of the progress report as contained in the member packet. Mr. Morgan stated that overall the condition had improved but were still lacking in certain areas.

Ms. Thorpe inquired as to what areas were lacking.

Mr. Morgan stated that some of the older buses needed an updated AC system.

No. 2: Transit Director Report – Shelly Kreger, YCIPTA Transit Director. *No action is required.*

Ms. Kreger presented the report as contained in the member packet.

No.3: Transit Ridership – Carol Perez, Transit Operations Manager. *No action is required.*

Ms. Perez presented the report as contained in the member packet.

Mr. Velez inquired as to how the added holidays affect routes.

Ms. Zambrano stated that last year was an issue with a holiday due to the day it was observed vs day of the actual holiday.

Ms. Kreger stated that this was the first time it ever occurred.

Ms. Thorpe requested the list of holidays to be provided to Board.

No. 4: Financial Report – Chona Medel, YCIPTA Financial Services Operations

Manager. No action is required.

Ms. Medel presented the report as contained in the member packet. Ms. Medel did note that there was an error on the report, it has March and April 2019 but it should be May 2019.

Mr. Golding inquired if there had been an influx of Greyhound passengers due to the border crossings.

Ms. Kreger stated that Greyhound assisted Salvation Army with reserving seats directly, so we did not see much of an increase.

Mr. Golding inquired if the commission received was only when the ticket was purchased directly from YCIPTA and not just the boarding location. Ms. Medel confirmed that that was correct.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

The next Board meeting July 22, 2019

FY2018-2019 CAFR & Audit
Updated By-Laws

Ms. Thorpe requested Fleet/Shelters- plan and time line.

Ms. Zambrano requested update on adding barcodes to the new fare media vs using the stickers.

There being no further business to come before in executive session the Authority, the Chairman adjourned the meeting at 2:09 PM.

ADJOURNMENT

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this _____ 2019, Agenda Item _____

Carol Perez, Board Secretary



Yuma County Intergovernmental Public Transportation Authority

2715 East 14th Street, Yuma, AZ 85365-1900, Telephone: 928-539-7076
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August 26, 2019

Discussion and Action Item 1

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Public hearing regarding Yuma County Intergovernmental Public
Transportation Authority Federal Transit Administration DBE Program
FFY2020-22 Triennial DBE Utilization Goal Proposal

Requested Action: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the Yuma County Intergovernmental Public Transportation Authority Federal Transit Administration DBE Program FFY2020-22 Triennial DBE Utilization Goal Proposal

Background and Summary: The YCIPTA has established the triennial goal pursuant to the regulatory requirements of 49 CFR Part 26.45 and guidance provided by FTA staff. The proposed overall aspirational goal is based on demonstrable evidence of the availability of ready, willing, and able DBEs relative to all businesses recognized in the Relevant Market Area.

The YCIPTA anticipates awarding contracts for 16 projects totaling \$18,777,862 during 2020-22. Of this amount, \$9,764,488 or 52% percent of the total, will be FTA funds. The projects scheduled for award will be for transit operating and maintenance purposes, vehicle purchase and transit center. The **0.56 percent** goal represents \$105,156 of the total FTA funding of \$18,777,862 anticipated for award during FFY 2020-22. The prior triennial goal was .35%.

Financial Impacts: N/A

Budgeted: N/A

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Shelly Kreger, Transit Director

Recommended Motion: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the Yuma County Intergovernmental Public Transportation Authority Federal Transit Administration DBE Program FFY2020-22 Triennial DBE Utilization Goal Proposal

Legal Counsel Review: No

Attachments: Yuma County Intergovernmental Public Transportation Authority Federal Transit Administration DBE Program FFY2020-22 Triennial DBE Utilization Goal Proposal.

For information regarding this agenda item, please contact Shelly Kreger via email to: skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for submission:



Shelly Kreger
Transit Director

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Shelly Kreger, Transit Director

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
FEDERAL TRANSIT ADMINISTRATION (FTA) DBE PROGRAM
FFY 2020-2022 TRIENNIAL DBE UTILIZATION GOAL PROPOSAL**

STATEMENT OF ANNUAL GOAL

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) proposes a triennial DBE goal of **0.56 percent** for fiscal years 2020-22. The goal is stated as a percentage of all Federal Transit Administration (FTA) funds that the YCIPTA will expend in the forthcoming fiscal years. The proposed **0.56 percent** goal will be achieved entirely through race- and gender-neutral measures.

PROJECTED ACTIVITY

The YCIPTA anticipates awarding contracts for 16 projects totaling \$18,777,862 during 2020-22. Of this amount, \$9,764,488 or 52% percent of the total, will be FTA funds. The projects scheduled for award will be for transit operating and maintenance purposes, vehicle purchase and transit center. The **0.56 percent** goal represents \$105,156 of the total FTA funding of \$18,777,862 anticipated for award during FFY 2020-22.

The YCIPTA has established the triennial goal pursuant to the regulatory requirements of 49 CFR Part 26.45 and guidance provided by FTA staff. The proposed overall aspirational goal is based on demonstrable evidence of the availability of ready, willing, and able DBEs relative to all businesses recognized in the Relevant Market Area.

PUBLIC NOTICE AND COMMENT

In establishing its annual goal, the YCIPTA considers input and recommendations received throughout the year from minority, woman, and general contractor groups, community organizations, and other officials or organizations. The YCIPTA routinely meets with representatives of stakeholder and business advocacy organizations to obtain information and recommendations related to the participation of small and disadvantaged businesses in YCIPTA procurement and contracting. In July and September of 2016, the YCIPTA held two public forums to discuss DBE and small business participation in YCIPTA business opportunities. These forums were held as part of the YCIPTA Executive Board meetings on August 26, 2019 and September 23, 2019. Posting for these meetings were placed at various locations such as Yuma County Administration, libraries, YCIPTA lobby as well as posted on our website.

The goal document was also posted to the YCIPTA website http://www.ycipta.org/documents/YCIPTA_2017-2019_Triennial_DBE_Goal.pdf.

On August 23, 2019, a media advisory was released to inform the public of the proposed overall DBE Goal. Additionally, a public notice (**Exhibit A**) was published to inform the public of the proposed goal and to inform interested parties that all documentation and rationale are available for public review and inspection during normal business hours of YCIPTA. The information was available for thirty (30) days following the date of the notice. The notice also informed the public that the YCIPTA and USDOT will accept comments on the goal for forty-five (45) days from the date of notice. The public notice was also advertised in major newspaper as well as publications representing minority groups and business advocacy organizations.

A public hearing was held on August 26, 2019 to collect comments regarding the goal proposal before finalization. No comments were received refuting the methodology proposed by the YCIPTA to establish availability or to adjust the base availability. The YCIPTA did not received any commitments from stakeholders to assist in efforts to generate additional interests in certification to boost the overall DBE availability.

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
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METHODOLOGY

The YCIPTA's 2020-22 annual goal setting methodology is consistent with the requirements of 49 CFR Part 26 and goal setting methodology.

- Step One: Determine the *Relative Availability* of DBEs to perform the types of contracts (both prime contractors and subcontractors) that will be awarded during FFY 2020-22.
- Step Two: Adjust the *Relative Base Availability* in Step One to make the availability percentage as precise as possible, considering all relevant data available.
- Step Three: Calculate the race- and gender-neutral and race- and gender-conscious portions of the overall goal pursuant to 49 CFR Part 26.51.

METHODOLOGY APPLICATION

Step One: Calculate the Relative Base Availability

A. Relevant Market Area – The YCIPTA has determined that the relevant market area for establishing the triennial 2020-22 DBE goal on FTA-assisted contracting is the State of Arizona. The determination of relevant market area is based on an analysis of the geographical location of prime contractors, by county, that have participated in FTA-assisted contracts during the period of July 2015 through June 2016. The analysis demonstrates that 12 contracts were awarded with 3, or 25 percent, of these being awarded to local Yuma County prime contractors. This analysis demonstrates that the relevant market area is greater than Yuma County.

$$\frac{\text{\# of Contracts awarded to firms with significant presence in Yuma County}}{\text{Total \# of Contracts awarded July 2017 – June 2018}} = \frac{4}{13} = 31\%$$

B. Relative Availability – The YCIPTA's availability analyses have determined the Relative Availability of DBE to be .56 percent. The availability percentage is predicated on the degree to which ready, willing, and able DBEs exist in the relevant market area relative to all firms that could potentially perform on FTA-assisted contracts projected for award in FFY 2020-22.

The first step in conducting an availability analysis is to examine the contracts projected for award and to determine the trade or industry-specific work that will be available to be performed on those contracts. The YCIPTA identified 13 projects anticipated for award by the FTA in FFY 2020-22 that include contracting and subcontracting opportunities in the areas of non-residential building construction, petroleum products, office supplies, automobiles, auto parts, lease, transportation equipment, other business support, transit/ground transportation, legal, audit and advertising. *Table 1* below identifies the applicable North American Industrial Classification System (NAICS) codes considered in making the determination of relative availability.

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TABLE 1		
FTA - ASSISTED PROJECTS ANTICIPATED FOR AWARD FFY 2020-2022		
Project Description	Estimated Costs	NAICS CODES
Hotel Del Sol Transit Center predesign	\$1,900,000	236210
Facility Purchase/Construction	\$2,500,000	236210
Fuel Supplier	\$1,376,100	42471
Office Supplies	\$26,000	42412
Bus Purchase Contracts	\$1,145,000	44110
Auto Parts	\$695,241	44131
Maintenance Facility Lease	\$151,200	431120
Transportation Equipment	\$580,000	423860
Other Business Support	\$596,000	561439
Fixed and Paratransit Contract	\$9,627,321	485113
Legal Services	\$30,000	541110
Audit Services	\$76,000	541211
Shelter and Bus Avertising	\$75,000	54185
TOTALS	\$18,777,862	
FTA Funds	\$9,764,488	

In making its assessment of DBE availability, the YCIPTA compared DBE firms available to perform on the contracts projected for award relative to all firms that are “ready, willing, and able” to perform.

The YCIPTA makes this analysis based on data from a variety of sources to ensure that the YCIPTA's identification of availability is narrowly tailored and is an accurate reflection of the local market place. Data sources used in this process included:

- Historical plan holder and bidder lists
- Firms listed on the Arizona Board of Technical Registration
- Firms licensed by the Arizona Registrar of Contractors to perform commercial work in the scopes of work identified
- AZUCP Directory of DBE firms certified by members of the AZUCP in the applicable NAICS

Using information from the data sources listed above, the YCIPTA found that the *Relative Availability* is **1.98** percent of all available firms that could potentially perform on contracts projected for award. The following formula was used to calculate the base relative availability:

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$$\frac{\text{Number of DBE firms in relevant NAICS Codes}}{\text{Number of DBE + Non-DBE firms in relevant NAICS Codes}} = \text{Relative Availability}$$

$$\frac{12}{604} = 0.0198 = 1.98\%$$

TABLE 2							
NAICS	Description	# of Firms	# DBE's	% DBE	Est FY 2020-2022	% OF All	Step One
					Funding	Funding	Base Figure
236210	Nonresidential Building Construction	205	3	1.46%	\$ 1,900,000	10.12%	0.148%
236210	Facility Construction	205	3	1.46%	\$ 2,500,000	13.31%	0.195%
42471	Petroleum Products	62	0	0.00%	\$1,376,100	7.33%	0.000%
42412	Office Supplies	1	0	0.00%	\$26,000	0.14%	0.000%
44110	Automobiles	12	0	0.00%	\$1,145,000	6.10%	0.000%
44131	Auto Parts	27	0	0.00%	\$695,241	3.70%	0.000%
431120	Lease	14	2	14.29%	\$151,200	0.81%	0.115%
423860	Transportation Equipment	1	0	0.00%	\$580,000	3.09%	0.000%
561439	Other Business Support	1	0	0.00%	\$596,000	3.17%	0.000%
485113	Transit/Ground Transportation	11	0	0.00%	\$9,627,321	51.27%	0.000%
541110	Legal	51	1	1.96%	\$30,000	0.16%	0.003%
541211	Audit	12	3	25.00%	\$76,000	0.40%	0.101%
54185	Advertising	2	0	0.00%	\$75,000	0.40%	0.000%
STEP 1 BASE FIGURE TOTALS AND PERCENTAGE					\$ 18,777,862	100.00%	0.562%

Step Two: Adjust the Relative Base Availability

In accordance with regulatory requirements and USDOT guidance, the YCIPTA considered multiple factors to determine if a need exists to adjust the *Relative Base Availability* to reflect other known factors in the relevant local market area. The factors considered by the YCIPTA included:

- Historical utilization based on actual dollars paid to DBEs versus non-DBEs
- De-certification of DBEs participating on FTA contracts during the past three years
- Types of contracts available for DBE participation to ensure that historical utilization is consistent with current availability
- Contracts to be awarded where no availability exists and no participation can be expected
- Availability of expansion capital and bonding to DBEs in the local market area
- YCIPTA issues/challenges for DBEs in the local market as indicated by anecdotal evidence and historical bidding trends

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Step A – Consider the historic participation of DBE primes and subcontractors on FTA projects. The YCIPTA reviewed payments made on FTA-assisted contracts completed during the period of July 2015 through June 2016. As reflected in *Table 3* below, the median past participation was calculated by comparing the total contract dollars paid to prime contractors in comparison to the dollars paid to DBE prime contractors and subcontractors. The calculation includes contracts with and without subcontracting activity. The median historical DBE utilization resulting from combining DBE prime and subcontracting dollars is an average of .06 percent.

TABLE 3						
HISTORICAL ANNUAL DBE PARTICIPATION						
CONTRACTS SUBSTANTIALLY COMPLETED JULY 2015 THROUGH JUNE 2018						
PERIOD	DBE		NON-DBE		TOTAL	
	Dollars	%	Dollars	%	Dollars	%
2014-2015	\$ 11,538	0.25%	\$ 4,628,947	99.75%	\$ 4,640,485	100%
2015-2016	\$ -	0.00%	\$ 4,114,725	100%	\$ 4,114,725	100%
2016-2017	\$ -	0.00%	\$ 3,381,577	100%	\$ 3,381,577	100%
2017-2018	\$ -	0.00%	\$ 3,668,830	100%	\$ 3,668,830	100%

Step B – Compare historical past participation to current availability. Adjustments to the base figure goal may be necessary and justified for a variety of reasons including: lower or higher than expected past participation by DBE firms or additional evidence from disparity studies. Unfortunately, very little data of this sort is currently available to YCIPTA . In past years, FTA funds were spent solely on turnkey operations contracts where there was very limited DBE availability. In addition, no comprehensive disparity study has been or is likely to be conducted in Yuma County.

Consequently, given all of the historic and current data available to YCIPTA and consideration of alternative methodologies for assessing the relative availability of DBE firms, YCIPTA have concluded that there is no reasonable basis upon which to adjust the Step 1 Base Goal of .35 percent.

Further Adjustments

Regulations require that recipients must consider all evidence available in the area to determine if the goal should be adjusted. The YCIPTA does not wish to adjust the goal further based on five compelling factors:

1. Recognition and local knowledge that as a small urban turnkey transit system, the majority of the FTA 5307 funds have been used over the years for direct operating costs in turn key contracts for which limited opportunities exist for DBE participation.
2. Recognition and local knowledge that there is limited DBE participation in the immediate geographic area, According to the ADOT DBE Database, there are only 8 registered DBE firms in all NAICS categories within Yuma County, which presents a significant limitation on YCIPTA opportunities to contract with DBE firms. Consequently, the relevant market area, for the purposes of this analysis, includes all of the State of Arizona to cast the broadest net possible for inclusion of DBE firms in

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3. YCIPTA contracting opportunities. The vast majority of DBE firms in the State of Arizona are in Maricopa County, which includes the Phoenix urbanized area, and Pima County, which includes the Tucson urbanized area.
4. The DBE firms certified by the Arizona Unified Certification Program with the most appropriate NAICS classification code (485113 - Bus and motor vehicle transit systems) are generally charter services who are not ready, willing, or able to bid on public fixed route contracts of this size and complexity.
5. There may exist opportunities for the prime contractor (currently RATP Dev, USA) to utilize outside firms to provide necessary materials, supplies, and services under the prime transit operations and maintenance contract. As a prime contractor, the agreement with National Express Transit requires that good faith efforts be made to sub-contract for materials and supplies for vehicle maintenance.

Step Three: Calculate Race- and Gender-Neutral and Race- and Gender-Conscious Split

Beginning in October 2013, the YCIPTA has been administering a race- and gender-neutral DBE Program for all FTA-assisted construction-related contracts. The YCIPTA's administration of the federal DBE Program with race- and gender-neutral measures, in addition to the YCIPTA's local SBE Program, provided the factual predicates that DBE firms continue to be competitive in the local market place and justified the discontinuation of goal-based measures.

The YCIPTA also utilized information available regarding the degree to which prime contractors proposed and utilized DBE firms on projects where no DBE goals were established or required. The review of race- and gender-neutral attainment included DBE prime contractor participation as well as DBE subcontractor participation that occurred on the projects.

In *Western States Paving*, the Ninth Circuit Court noted, "while Washington DOT was not required to produce a separate factual predicate for a DBE program, it was still required to produce a factual predicate to justify race-conscious elements in the local implementation of its DBE program." In 2015, the Arizona Department of Transportation (ADOT) completed a Disadvantaged Business Enterprise Disparity Study to determine whether there was a compelling interest to justify a race- and gender-conscious disadvantaged business enterprise (DBE) program for ADOT. The consultant, Keen Independent Research, found that the State is near parity. Thus, ADOT is currently imposing RGN measures for its FTA- and FTA-assisted contracts.

Without a factual predicate to justify the application of race- and gender-conscious goals, and DBE participation near parity in the region, the YCIPTA is proposing that the **.56 percent** triennial goal be achieved through race- and gender-neutral measures.

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
FEDERAL TRANSIT ADMINISTRATION (FTA) DBE PROGRAM
FFY 2020-2022 TRIENNIAL DBE UTILIZATION GOAL PROPOSAL**

EXHIBIT A

**PUBLIC NOTICE OF YCIPTA-PROPOSED FEDERAL TRANSIT ADMINISTRATION (FTA)
TRIENNIAL DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION GOAL**

The YCIPTA, pursuant to 49 Code of Federal Regulations Part 26, hereby announces its Triennial Disadvantaged Business Enterprise (DBE) Goal for Federal Fiscal Years (FFY) 2020-22 for DBE participation in USDOT-funded construction projects and procurements as follows:

**FEDERAL TRANSIT ADMINISTRATION
DISADVANTAGED BUSINESS ENTERPRISE DBE GOAL FOR FFY 2020-22
.56% (to be achieved through Race- & Gender-Neutral measures)**

The goal and rationale for the YCIPTA's DBE Program Triennial Goal proposal are available for public review and inspection at the following contact point during normal business hours for 30 days following the date of this notice. Public comments will be accepted for a period of 45 days from the date of this notice.

CONTACT:

Shelly Kreger, Transit Director
Yuma County Intergovernmental Public Transportation Authority
2715 E. 14th St.
Yuma, AZ 85365
Phone: (928)539-7076 ext 101
Fax: (928)783-0309
Email: skreger@ycipta.az.gov

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
FEDERAL TRANSIT ADMINISTRATION (FTA) DBE PROGRAM
FFY 2020-2022 TRIENNIAL DBE UTILIZATION GOAL PROPOSAL**



Yuma County Intergovernmental Public Transportation Authority

*2715 East 14th Street, Yuma, AZ 85365-1900, Telephone: 928-539-7076
Fax: 928-783-0309, email: info@ycipta.az.gov, Web: www.ycipta.az.gov*

PRESS RELEASE

Contact: Shelly Kreger
Transit Director
(928) 539 7076 ext 101
Cell: (928) 304-2297

(August 23, 2019)

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY PROPOSES .35 PERCENT OF FTA-ASSISTED CONTRACTS TO GO TO DBE FIRMS

The YCIPTA solicits feedback from community stakeholders on the triennial Disadvantaged Business Enterprise (DBE) goal it plans to propose to the Federal Transit Administration (FTA) on September 1, 2019. A goal of .56% for DBE participation will be proposed for time period July 1, 2020 through June 30, 2022; the goal must be achieved on an annual basis for all construction-related contracts.

The triennial goal, which will be achieved through race- and gender-neutral measures, is established pursuant to 49 Code of Federal Regulations (CFR) Part 26.45 and FTA guidance. Due to the lack of a disparity study, rather than employing contract-specific DBE goals, the YCIPTA imposes small business outreach requirements on its contracts to foster small business and DBE participation.

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
FEDERAL TRANSIT ADMINISTRATION (FTA) DBE PROGRAM
FFY 2020-2022 TRIENNIAL DBE UTILIZATION GOAL PROPOSAL**

During 2020-22, the YCIPTA anticipates awarding FTA-assisted contracts with multiple contracting opportunities totaling \$ 18,777,862. FTA funding will constitute \$9,764,488 (52%) of the projected contracts. The proposed DBE goal represents \$105,156 (.56%) of this FTA funding.

The proposed DBE goal and rationale for the goal are available for public review and inspection at the office of the YCIPTA , 2715 E. 14th St., Yuma, AZ 85365) during normal business hours for 30 days following the date of this notice. Public comments will be received for a period of 45 days from the date of this notice. Based upon a review of comments received, the YCIPTA reserves the right to adjust the proposed goal.

A public forum for finalization of the proposed DBE goal will be held on MONDAY, August 26, 2019 – 1:30 PM Yuma County Department of Development Services – Aldrich Hall , 2351 West 26th Street -- Yuma, AZ, 85364

For more information about the goal proposal or the public forum, call 928-539-7076 Ext 101. Or email skreger@ycipta.az.gov



Yuma County Intergovernmental Public Transportation Authority

2715 East 14th Street, Yuma, AZ 85365-1900, Telephone: 928-539-7076
Fax: 928-783-0309, email: info@ycipta.az.gov, Web: www.ycipta.az.gov

August 26, 2019

Discussion and Action Item 2

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Discussion and or action regarding the Draft Scope of Work for the Short-Range Transit Plan, Ranking and Criteria.

Requested Action: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the Draft Scope of Work for the Short-Range Transit Plan, Ranking and Criteria

Background and Summary: Federal statutes require that the YMPO, in partnership with the state and with local agencies, develop and periodically update a Long-Range Regional Transportation Plan (RTP), and a Transportation Improvement Program (TIP) which implements the RTP by programming federal funds to transportation projects contained in the RTP. In order to effectively execute these planning and fund programming responsibilities, YCIPTA receives federal funding through the TIP and is required to prepare, adopt, and submit an SRTP to YMPO, the State and FTA. SRTPs are usually funded in part by FTA Sections 5303, 5304, and/or 5307 funds. In this case, YCIPTA and YMPO are cooperatively working together to achieve develop the SRTP.

Financial Impacts: N/A

Budgeted: N/A

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
Larry Killman – Chairperson – Town of Wellton, Susan M. Zambrano – Vice Chairperson - Arizona Western College,
Dr. Michael Sabath – Secretary/Treasurer. - Northern Arizona University, Jay Simonton – City of Yuma,
Brian Golding, Sr.-Quechan Tribe, Ralph Velez - City of San Luis, Paul Soto – Cocopah Tribe,
Ian McGaughey - City of Somerton, Susan Thorpe – Yuma County

Shelly Kreger, Transit Director

Recommended Motion: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the Draft Scope of Work for the Short-Range Transit Plan, Ranking and Criteria.

Legal Counsel Review: Yes

Attachments: Draft Scope of Work for the Short-Range Transit Plan, Ranking and Criteria.

For information regarding this agenda item, please contact Shelly Kreger via email to: skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for submission:



Shelly Kreger
Transit Director

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
Larry Killman – Chairperson – Town of Wellton, Susan M. Zambrano – Vice Chairperson - Arizona Western College,
Dr. Michael Sabath – Secretary/Treasurer. - Northern Arizona University, Greg Wilkinson – City of Yuma,
Brian Golding, Sr.-Quechan Tribe, Ralph Velez - City of San Luis, Paul Soto – Cocopah Tribe,
Ian McGaughey - City of Somerton, Susan Thorpe – Yuma County

Shelly Kreger, Transit Director



REQUEST FOR PROPOSALS (RFP)

Yuma County Intergovernmental Public Transportation Authority (YCIPTA) and Yuma Metropolitan Planning Organization Short-Range Transit Plan

Release Date: August 26, 2019

Deadline for Submission: September 30, 2019

Contact Person: Paul D. Ward, P.E.

Released By:

**Yuma Metropolitan Planning Organization
502 South Orange Avenue, Yuma, Arizona 85364
(928) 783-8911 - Fax (928) 329-1674
In conjunction with YCIPTA**

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RELEASE DATE: August 29, 2019

CLOSING DATE: Proposals must be received by / at the address listed below:

CONTACT PERSON: Paul D. Ward, P.E., Executive Director
Yuma Metropolitan Planning Organization
502 South Orange Avenue
Yuma, Arizona 85364
Phone: (928) 783-8911

SECTION I: SOLICITATION

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) and the Yuma Metropolitan Planning Organization (YMPO) are soliciting qualifications, a proposed approach and an estimate of cost, in written format, for professional services to complete a Short-Range Transit Plan for the YMPO region.

Consultants/firms submitting proposals must be experienced in the general transportation planning, transit planning, urban traffic demands, travel demand models, economic development, and transportation facilities design, safety planning and project initiatives.

The YCIPTA/YMPO anticipates that the Short-Range Transit Plan be completed by the deadline of **June 22, 2020**.

Submittals must be at the YMPO office by the deadline of 3:00 P.M. local time on, **September 30, 2019**. An original and ten (10) copies of the proposal are to be provided.

SECTION II: YMPO AREA OF COVERAGE AND STATUS OF PLANNING

The Federal-Aid Highway Act of 1962 first required the designation of Metropolitan Planning Organizations (MPOs) in urbanized areas. Following the 1980 US Census, it became apparent that the Yuma metropolitan region had passed the population total and density thresholds required for MPO designation.

The City of Yuma and Yuma County initially established the MPO. Based on resolutions by the affected municipalities, on February 3, 1983, Arizona Governor, Bruce Babbitt, formally requested the Federal Highway Administration (FHWA) to recognize the YMPO as the Metropolitan Planning Organization (MPO) for the Yuma Urbanized Area. The new MPO included the Cities of Yuma, San Luis and Somerton, the Town of Wellton, portions of Yuma County and the small urban place of Winterhaven, California.

Because the boundary of the YMPO's planning area, although predominantly in Arizona, included a portion of California, it was designated a Bi-State MPO. The FHWA granted approval of the YMPO on February 7, 1983. In late 1998, the YMPO Executive Board approved the addition of the Cocopah Indian Tribe as a full voting member of the MPO.

The Governing Body of the YMPO is the YMPO Executive Board (the Board). The Executive Board is comprised of elected representatives from the governmental agencies within YMPO plus a member of the Arizona State Transportation Board (STB) appointed by the Governor. The Board appoints a senior administrator with responsibility for the day to day running of the YMPO and his/her title is the YMPO Executive Director.

The YMPO was the primary administrator of public transit services in Yuma County from 1999 through 2010, utilizing Federal Transit Administration (FTA) funding that was available to the Yuma Urbanized Area. On December 13, 2010, the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) was formed by the Yuma County Board of Supervisors to administer, plan, operate and maintain public transit services throughout Yuma County. This included the political jurisdictional boundaries of the Cities of Yuma, San Luis, Somerton, Town on Wellton and the unincorporated Yuma County areas. Services were also provided on the Cocopah and Fort Yuma Indian Reservations as well as eastern Imperial County, including Winterhaven.

Yuma County Area Transit (YCAT) is the marketing name for the YCIPTA and the fixed route transit system. YCAT began in 2002 as a rebranded effort from what was previously known as Valley Transit. Greater Yuma Area Dial-A-Ride (now YCAT OnCall) began in 1999 and was the county's first public transportation service. YCAT OnCall is the marketing name for the demand responsive transit system.

SECTION III: STUDY BACKGROUND AND OVERVIEW

Federal statutes require that the YMPO, in partnership with the state and with local agencies, develop and periodically update a Long-Range Regional Transportation Plan (RTP), and a Transportation Improvement Program (TIP) which implements the RTP by programming federal funds to transportation projects contained in the RTP. In order to effectively execute these planning and fund programming responsibilities, YCIPTA receives federal funding through the TIP and is required to prepare, adopt, and submit an SRTP to YMPO, the State and FTA. SRTPs are usually funded in part by FTA Sections 5303, 5304, and/or 5307 funds. In this case, YCIPTA and YMPO are cooperatively working together to achieve develop the SRTP.

SECTION IV: SCOPE OF WORK

The Scope of Work is provided as a guide to the type of work this study will involve, but Proposers are encouraged to offer refinements to the Scope as part of their proposals. The Plan's Scope of Work is contained in Appendix A.

SECTION V: PRODUCTS

The products of this study are also contained in the proposed Scope of Work that is included as Appendix A.

SECTION VI: RESOURCES

The YCIPTA/YMPO will provide to the consultant readily available and germane information, upon request. The consultant shall maintain the confidential and proprietary nature of any such information provided by YCIPTA/YMPO. The consultant shall collect, organize, and summarize any additional information that the project manager deems necessary for development of the YCIPTA/YMPO Short-Range Transit Plan.

SECTION VII: TIME-FRAME AND COST

The estimated time-frame for this project is 8 months from the date of the notice to proceed, with intermediate deliverables due in accordance with the schedule as agreed to between YCIPTA/YMPO and the Proposer(s) at a cost not to exceed \$95,000. The date of the notice to proceed is anticipated to be November 4, 2019.

The Short-Range Transit Plan and documents are to be completed no later than the deadline of **June 22, 2020**. The consultant shall provide a proposed schedule for completion of the Short-Range Transit Plan, (Appendix E). Progress charts should be provided to illustrate the interrelationships and scheduling of the major study Work Tasks, deliverables, and meetings.

SECTION VIII: DISADVANTAGED BUSINESS ENTERPRISES (DBE)

As required by 49 CFR 26.13, the YMPO will not discriminate on the basis of race, color, national origin, religion, gender, age or disability in the award and performance of any USDOT assisted contract or in the administration of its DBE program or the requirements of 49 CFR 26. The YMPO shall take all necessary and reasonable steps under 49 CFR 26 to ensure nondiscrimination in the award and administration of USDOT assisted contracts. The YMPO's DBE program, as required by 49 CFR 26 and as approved by USDOT, is incorporated by reference in the Planning Funds Agreement between the MPO and ADOT.

This project is Race-Neutral (0% Goal) requirement to employ firms that are Disadvantaged Business Enterprises (DBE); however, DBE participation is strongly encouraged by YMPO.

SECTION IX: DOCUMENTATION OF CONSULTANT PROGRESS

The consultant shall provide brief monthly written progress reports to the YMPO project manager. Bi-monthly presentations at a minimum shall be given to the YMPO Technical Advisory Committee (TAC) on the status of the project and the consultant shall provide separate presentations to the YMPO TAC, the YCIPTA Board of Directors and the YMPO Executive Board on the final report. Brief written progress reports shall accompany each project billing. These reports shall include, at a minimum, a statement of work accomplished to date and during the billing period, the budgeted amount by work task, the percent completion, the hours expended and cost this billing period, and the amount spent to date. At time of contract negotiations, the YMPO Executive Director, in cooperation with the YCIPTA Transit Director, will discuss the desired format and content of project billings with the consultant.

The consultant, at its own expense, is responsible for printing and distribution of all project deliverables, draft documents, and final documents.

SECTION X: COMPENSATION

All work as described in Section IV "Scope of Work" and Section V "Products" shall be completed to the satisfaction of the YCIPTA's Board of Directors, the YMPO Executive Director and Executive Board.

Progress payments can be made, upon request, following submittal and satisfactory review by the YMPO Executive Director of written progress reports and as described under Section VIII, "Documentation of Consultant Progress."

Ten (10%) percent of the consultant's billing amount will be withheld until the YMPO's Executive Board officially accepts the final report.

SECTION XI: GUIDELINES FOR SUBMITTAL

RFP Response Format

The RFP respondent shall submit proposals with the following information:

1. Proposals are to be prepared using standard white 8 x 11-inch paper and be 30 pages or less in length in total, including cover page, and appendices. Sample report requested in item B is not included in the page count.

2. In addition, consultant/firm may include up to three (3) sample reports illustrating similar work. At least one sample must be included, which can be returned after selection upon request.
3. An original and ten (10) copies of the proposal shall be submitted to the YMPO.
4. 1 CD or DVD of the proposal with all information requested.
5. All expenses incurred by the consultant/firm in preparation of the response to this Request for Proposal (RFP) shall be borne by the consultant/firm.
6. Faxed proposals will not be accepted.

** Important - Please submit your RFP response with topical discussions corresponding to the numbers (excluding the cover letter, #1) in the outline below. Numbered and lettered items will assist the review committee in evaluating your firm's qualifications. **

The following items must be included in each proposal to be considered complete and responsive. The Consultant should respond to these items in the order below. As part of the proposal, a cover letter shall be attached discussing a summary of the proposal, with contact information regarding the proposal and signed by the Chief Executive Officer, Owner, or Chair of the Consultant.

To facilitate the evaluation of each proposal, potential consultants are required to adhere to the following format:

- Introduction - Include the general project approach, project management methodologies, and any applicable experience and qualifications of the consultant/firm and its subcontractors.
- Scope of Work - Address how the potential consultant proposes to accomplish the individual tasks contained in the RFP scope of work.
- Project Personnel - Include names of all project personnel, including subcontractors, along with their job titles, duties, responsibilities, and resumes. In a separate table, by task, include all project personnel, including subcontractors, along with job titles and required hours of work.
- Project Schedule - Provide a timetable for accomplishing the tasks outlined in the proposed scope of work.
- Experience and References - Provide descriptions of at least three (3) previous projects similar to the services requested. Provide the project title, timing, budget, sponsoring agency, agency project manager, and roles of individuals used in those projects. Include the name of the contact person, agency for whom the work was performed, telephone and fax numbers and the year in which the work was completed. List any present activities and job commitments, including an indication of availability to pursue completion of the work tasks as described in the scope of work.

Questions & Comments

Any questions, requests for information, interpretation, or comments regarding the RFP must be submitted by facsimile, mail, or email to Paul D. Ward, P.E., Executive Director, Yuma Metropolitan Planning Organization, 502 South Orange Avenue, Yuma, Arizona 85364, fax: (928) 329-1674, email: pward@ympo.org. **QUESTIONS OR COMMENTS MAY BE RECEIVED, BUT WILL NOT BE RESPONDED TO, OVER THE TELEPHONE.** To limit the time in answering questions, no questions will be accepted after **3:00 pm September 9, 2019**. YMPO staff will provide a response to ALL proposers' questions in an on-line matrix format, by **September 12, 2019**.

SECTION XII: QUALIFICATIONS AND EVALUATION

The YCIPTA/YMPO is seeking professional services from a consultant/firm that has both the educational background and demonstrated experience in transportation planning, and in development of a Short-Range Transit Plan. The following items should be included in the proposal:

1. Objectives of the Project: This should be a set of proposed technical objectives upon which the study efforts are to converge. The objectives should convey clearly and concisely the intent of the project. Objectives stated in the proposal should reflect the proposer's creativity and understanding of the project.
2. Content and Presentation of Anticipated Products: A listing of proposed Work Tasks that the consultant has identified for this project. For each Work Task, include applicable work, issues, problems, and potential solutions, and explain how the anticipated results will be reported and presented. The final Scope of Work will be included in the contract. Refinement of the Scope of Work will be an individual Work Element.
3. Project Staff: Describe how the Work Tasks will be achieved through the use of available staff. This information should include the following topics and be similar to (but not necessarily identical to) the Staffing Table shown in Appendix D.
 - Consultant/firm name and names of team members
 - Role of each team member
 - Percent effort (time) of each team member for contract period (i.e., identify in percentage the team member's commitment to this project compared to their total workload in the consultant/firm).
 - Percent of effort scheduled for each team member on each Work Element. (i.e., percentage compared to their total commitment to the project).
 - Show the study's organizational chart, including identification of the project manager.

4. **Qualifications, Experience, and Staff Stability:** Provide a statement of relevant qualifications and experience of each project team member, and the length of time each member has been with the consultant/firm. Of particular interest is the number and complexity of similar studies conducted by the project manager and team members. Commitments of key personnel identified in the proposal will be a requirement of the executed contract. Any experience listed should be within the last ten years. Current registration with the Arizona State Board of Technical Registration must be in good standing.

5. **Relevant Projects and References:** A listing of projects, completed in the last ten years, by both the prime consultant and any sub-consultants, which involve work similar to that which is being proposed for this study. Include the following in each:
 - Inclusive project dates (distinguish between completed and in progress Studies or Plans).
 - Name and address of organization for which project was performed.
 - Name and current telephone number of individual in the client's organization who is familiar with the previous work.
 - Short description of the study.
 - Listing of the staff members proposed in this proposal who participated in the previous Study, Report, or Plan.

The YCIPTA/YMPO will appoint a Review Sub-committee from the YMPO TAC to review the proposals and recommend a preferred candidate. The Choice of consultant/firm will be determined as follows: Technical merit will determine ranking, and be based on a combination of factors in evaluating all proposals:

6. **Evaluation Criteria:** Proposals will be evaluated according to the most qualified in the opinion of the review committee. The review sub-committee reserves the right to contact and evaluate the proposer's references; contact any proposer to clarify any response; contact any current clients of a proposer; solicit information from any available source deemed pertinent to the evaluation process.

All proposals will be rated by a panel of evaluators. The total points given to a proposal by the individual evaluators will be averaged to determine the proposal's overall score. All proposals will be evaluated on the following basis:

- Project Understanding and Approach (25%);
- Qualifications and Experience of the Proposed Team (30%);
- Quality of the Proposal (25%);
- Cost of the Proposal (15%);

- Use of Disadvantaged Business Enterprise DBE (5%).

YCIPTA/YMPO may request additional information while reviewing proposals. YCIPTA/YMPO also reserves the right to select a consultant/firm or individual directly after review of the proposals, or it may determine it advisable to conduct interviews prior to the awarding of the contract.

SECTION XIII: SELECTION PROCESS

Based on the above technical factors, the YCIPTA's/YMPO's selection committee will rank the submitted proposals. The consultant/firm ranked number one, on technical factors, will be chosen for negotiation of a final contract cost. Cost estimates will then be reviewed. If a joint agreement on cost is not reached with the consultant/firm ranked as number one, YCIPTA/YMPO will terminate the negotiation activities in writing and enter into negotiations with the next most highly ranked consultant/firm.

It is anticipated that proposals will be reviewed by YCIPTA/YMPO staff, in conjunction with the review committee. Interviews with selected proposers may be held in case of a tie or necessary confirmation on received responses. Notifications of acceptance or rejection by YCIPTA/YMPO will be made in writing to all proposers.

The review committee shall score each proposal and shall make a recommendation to the YMPO Executive Board based on the criteria set forth above. The YMPO Executive Board shall make the ultimate selection of the PROPOSER. YMPO Executive Board will make the award consistent with Federal guidelines in order to better assure funding, and may take into account both objective and subjective impressions gained from the evidence and arguments presented, and on the product of such individual investigation as Board Members may make prior to the final decision.

1. General: YCIPTA/YMPO has published this Request for Proposals. It is the intent to award the Agreement to the consultant/firm (Proposer) that most closely meets the specific needs of YCIPTA/YMPO, not solely on the basis of price.
2. Initial Screening: YMPO's/YCIPTA's Review Committee will make an initial evaluation of all proposals. Upon that initial evaluation, the Committee will rank the proposals received in general order of quality, and by how closely the proposals meet YMPO's/YCIPTA's needs. YCIPTA/YMPO reserves the right to award Agreement to other than the lowest cost proposal allowing for a more responsive proposal that addresses all of the above criteria and best satisfies YMPO's/YCIPTA's needs. YCIPTA/YMPO also reserves the right to reject all

proposals. The review subcommittee may consider criteria other than those listed below, as necessary, in the selection process.

3. Interviews, Inspections, Best and Final Offer : Proposers may be required and shall be prepared to attend an interview with the Review Committee. The Project Manager must be available to answer questions at the interview. YCIPTA/YMPO may choose, at its sole option, not to interview all Proposers or conduct any interviews. YCIPTA/YMPO may reject any or all proposals submitted, or at its sole discretion, award Agreement to the best Proposer without any interviews. YCIPTA/YMPO may ask all Proposers or only those determined to be within the competitive range to submit a Best and Final Offer. If this step is to be included, detailed instructions will be provided at the time of the request.
4. Selection Criteria: An initial screening of proposals for completeness, and to verify that minimum YCIPTA/YMPO requirements are met will be undertaken, and YCIPTA/YMPO will reject as non-responsive any proposal which does not include all the required documents or meet the minimum requirements, and no further evaluation of non-responsive proposals will be performed. YCIPTA/YMPO may request additional information while reviewing proposals.

SECTION XIV: GENERAL TERMS AND CONDITIONS

The RFP does not commit YCIPTA/YMPO to award an Agreement, to pay any cost incurred in the preparation of the consultant/firm's RFP response, or to procure or contract for services or supplies. YCIPTA/YMPO reserves the right to accept or reject any or all RFP responses received as a result of this request, to negotiate with all qualified sources or to cancel all or part of this RFP.

Submission of a proposal means that the PROPOSER hereby agrees to all terms and conditions set forth in all the pages of this solicitation. The proposer must contain within the proposal, a description of those terms and/or conditions to which the proposer does not agree.

1. Award: The consultant/firm(s) chosen to provide may be required to participate in negotiations and to submit such revisions of their proposals as may result from negotiations. YCIPTA/YMPO reserves the right to award a contract/select a service provider without discussion based upon the initial proposals received, without interviews.

YCIPTA/YMPO reserves the right to introduce additional terms and conditions at the time the final Agreement is negotiated. Any additional terms or conditions

would be limited to ones having the effect of clarifying the RFP language and or correcting defects, such as omissions or misstatements, which are discovered after the RFP, is issued.

2. Insurance: The PROPOSER is required to furnish evidence of insurance coverage including professional liability, and workers' compensation. The form of the insurance policy is subject to approval by YCIPTA/YMPO and must be provided by insurers to transact insurance business in Arizona with a rating of "A" or better in the Best's Key Rating Guide, Property-Casualty, United States, 2000 Edition.

YCIPTA/YMPO shall be furnished a copy of the policy and an endorsement that the "YCIPTA/YMPO, its officers, employees, and agents are named as additional insured's" prior to PROPOSER commencing duties under this Agreement. Said policy of liability insurance shall state, "coverage thereunder as applied to YCIPTA/YMPO, its officers, employees, and agents shall be primary and non-contributing as to any other insurance and self-insurance as may be maintained by YCIPTA/YMPO." The policy shall contain severability of interest, specifying that the coverage afforded by the policy applies separately to each insured thereunder. The policy shall be endorsed to expressly provide YCIPTA/YMPO with thirty (30) calendar days advance written notice of cancellation, non-renewal, or material change in coverage.

3. Professional Licensing: The PROPOSER, and any sub proposers, shall possess any necessary license(s) relative to the work to be performed required by an appropriate licensing authority of the State of Arizona, and shall provide evidence of such to YCIPTA/YMPO with their proposal or prior to commencement of the work in such form as YCIPTA/YMPO shall require.
5. Assignment/Subcontracting: The selected PROPOSER shall not assign or subcontract services or responsibilities without the prior written consent of YCIPTA/YMPO. YCIPTA/YMPO acknowledges that subcontracting can be in YCIPTA's/YCIPTA's best interest, but reserves the right of final approval.

SECTION XV: ADDITIONAL TERMS AND CONDITIONS

The following conditions apply to this RFP:

1. Solicitation & Withdrawal: YCIPTA/YMPO reserves the right to withdraw this solicitation for a proposal at any time without prior notice. Further, YCIPTA/YMPO makes no representations that any agreement will be awarded to any consultant/firm submitting a proposal.

2. Right of Rejection: YCIPTA/YMPO reserves the right to reject any and all proposals submitted in response to this request and to reject any sub proposers specified in any proposal pursuant to this RFP.
3. Pre-Contract Expenses: YCIPTA/YMPO shall not be liable or responsible for any pre-agreement expenses incurred by any proposed or selected PROPOSER. PROPOSERS shall not include any such expenses as part of the price proposed set forth in its proposal. Pre-agreement expenses are defined as expenses incurred by PROPOSER in:
 - a. Preparing the proposal;
 - b. Submitting proposal to YCIPTA/YMPO;
 - c. Negotiating with YCIPTA/YMPO on any matter related to proposal; or
 - d. Any other expenses incurred by PROPOSER or PROPOSER prior to date of award.
4. Verbal Agreements: No prior, current or post-award verbal agreement(s) with any officer, agent or employee of YCIPTA/YMPO shall affect, modify or supersede any terms or modifications of this request for proposals or any written agreement or option resulting from this process.
5. Addenda: Any changes to the proposal requirements will be made by written addendum. All parts of the Request for Proposals, including any and all Addenda and any other supporting documents that may be included as part of this solicitation, shall be considered part of the Agreement between YCIPTA/YMPO and selected PROPOSER, and shall be incorporated therein.
6. Irregularities: YCIPTA/YMPO reserves the right to waive any minor irregularities, informalities or oversights in the RFP documents, or any corresponding proposals at its sole discretion. The term "minor" as used herein means any PROPOSER or YCIPTA/YMPO irregularity, or oversight that does not materially affect or alter the intent and purpose of this RFP, and which is not in violation of any State of Arizona or Federal Government rules, laws and regulations that may apply to this procurement.

SECTION XVI: THIRD PARTY AGREEMENT REQUIREMENTS

1. Audits and Inspections of Records: Selected PROPOSER agrees that YCIPTA/YMPO, the Comptroller General of the United States, or any of their duly authorized representatives, shall, for the purpose of audit and examination, be permitted to inspect all work materials, payrolls and other data and records with

regard to the project, and to audit the books, records and accounts with regard to the project. Further, PROPOSER agrees to maintain all required records for at least five (5) years after YCIPTA/YMPO makes final payments, and all other matters pending between PROPOSER and YCIPTA/YMPO are closed.

2. Equal Employment Opportunity: In connection with the execution of Agreement, PROPOSER shall not discriminate against any employee or applicant for employment because of race, religious creed, pregnancy, sexual orientation, religion, color, gender, or national origin. Selected PROPOSER shall take affirmative action to ensure that applicants are employed, and that employees are tested during their employment, without regard to their race, religious creed, pregnancy, sexual orientation, religion, color, gender, or national origin. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. PROPOSER further agrees to insert a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials.

3. Title VI - Civil Rights Act of 1964: During the performance of Agreement, PROPOSER, for itself, its assignees and successors in interest, agrees as follows:

PROPOSER shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time.

4. Fair Employment Practices: In connection with the performance of the work under Agreement, if the work is executed in the State of Arizona, PROPOSER shall certify compliance with the provisions of the State Fair Employment and Housing Act.

5. Interest of YMPO Personnel: By submitting a proposal, the PROPOSER represents and warrants that no Board Member, officer or employee of YCIPTA/YMPO is in any manner interested directly or indirectly in the proposal or in Agreement which may be made under it, or in any expected profits to arise therefrom.

6. Disadvantaged Business Enterprise (DBE) Policy: YCIPTA/YMPO receives financial assistance from the US Department of Transportation through the Federal Highway Administration (FHWA). PROPOSERS are advised that, as required by

federal law, the Arizona Department of Transportation (Department) has established a statewide overall DBE Program goal. The Department is required to report to the Federal Highway Administration (FHWA) on DBE participation for all FHWA-assisted contracts each year so that attainment efforts may be evaluated. In order to ascertain whether the statewide overall DBE goal is being achieved, the Department is tracking DBE participation on all federally assisted contracts.

This project is subject to Title 49, Part 26 of the Code of Federal Regulations (49 CFR 26) entitled "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs." In order to ensure the Department achieves its federally mandated statewide overall DBE goal, the Department encourages the participation of DBEs, as defined in 49 CFR 26, in the performance of contracts financed in whole or in part with federal funds. The PROPOSER shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of subcontracts.

PROPOSER or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. PROPOSER shall carry out the applicable requirements of 49 CFR, Part 26 in the award and administration of U.S. Department of Transportation assisted contracts.

Failure by PROPOSER to carry out these requirements is a material breach of Agreement, which may result in the termination of Agreement or other such remedy as YCIPTA/YMPO may deem appropriate.

7. Debarment and Suspension: Each PROPOSER must certify and submit documentation (such as a notarized affidavit) showing that neither the PROPOSER nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
8. Drug Free Workplace: PROPOSER must include with its proposal properly completed and executed certification of compliance with applicable state and federal Drug-Free Workplace Acts.
9. Restrictions on Lobbying: Each PROPOSER must include in its proposal a properly completed and executed certification regarding Restrictions on Lobbying in the form set forth as an exhibit hereto.

10. Interests of Members of, or Delegates to Congress: No members of, or delegates to, the Congress of the United States shall be admitted to any share or part of Agreement or to any benefit arising therefrom.
11. Laws to Be Observed: PROPOSER shall keep itself fully informed of all existing and future State and Federal laws, all municipal regulations of YCIPTA/YMPO, and all such orders, decrees, ordinances and laws of bodies, or tribunals, including other municipalities or counties whether in the State of Arizona, or another State, having any jurisdiction or authority over which, in any manner, affect those engaged or employed in the work, or the materials used in the work, or in any way affect the conduct of the work.

Failure by PROPOSER to carry out these requirements is a material breach of Agreement, which may result in the termination of this Agreement or other such remedy as YCIPTA/YMPO may deem appropriate.

12. Public Records Act: The proposals received shall become the property of YCIPTA/YMPO and are subject to public disclosure. Those parts of a proposal which are defined by the PROPOSER as business or trade secrets and are reasonably marked "Trade Secrets", "Confidential", or "Proprietary" and placed in a separate envelope shall only be disclosed to the public if such disclosure is required or permitted under the Arizona Revised Statutes or otherwise by law. Proposers who indiscriminately and without justification identify most or their entire proposal as exempt from disclosure may be deemed non-responsive. Proposals, excluding confidential information, will be available for review after posting of staff recommendation. Until YCIPTA's/YMPO's review committee announces its recommendation, no proposals will be made available for public inspection.

SECTION XVII: PROTEST PROCEDURES

Protests Prior to Proposal Opening: Protests regarding any aspect of the attached materials and YCIPTA/YMPO selection procedures must be submitted in writing (via mail, email or fax only) to Paul D. Ward, P.E., Executive Director, YMPO, 502 South Orange Avenue, Yuma, Arizona 85364, fax: (928) 329-1674, email: pward@ympo.org, by **3:00 p.m., MST, September 11, 2019**. The YMPO Executive Director will respond to these protests by **September 12, 2019**, with an addendum to this RFP, by email and on YMPO's and YCIPTA's website. This action completes the pre-opening administrative protest remedy at the YCIPTA/YMPO level.

Protests After Proposal Opening/Announcement of Award: Protests regarding YCIPTA's/YMPO's proposed selection of PROPOSER after proposal opening and award

announcement must be submitted in writing (via mail, email or FAX) to Paul D. Ward, Executive Director, YMPO, 502 South Orange Avenue, Yuma, AZ 85364, fax: (928) 329-1674, email: pward@ympo.org, by **3:00 p.m., MST, October 23, 2019**. The YMPO Executive Director will respond to these protests by **Thursday, October 24, 2019**, by email and/or FAX. This action completes the proposal opening/award announcement administrative protest remedy at the YCIPTA/YMPO level.

Under certain limited circumstances, and after the protester has exhausted all administrative protest remedies made available to him/her at the YCIPTA/YMPO level, an interested party may protest to the Federal Highway Administration (FHWA) regarding the award of an Agreement pursuant to an FHWA grant. The deadline for submitting protests to FHWA prior to proposal opening is **3:00 p.m. MST, October 7, 2019**. The deadline for submitting protests to FHWA after opening/announcement of award is **3:00 p.m. MST, October 28, 2019**.

FHWA review of any protest will be limited to:

1. Violations of Federal Law or Regulations (violations of State or local law shall be under the jurisdiction of State or local authorities).
2. Violation of YMPO's/YCIPTA's protest procedures or YMPO's/YCIPTA's failure to review a complaint or protest.

The protest filed with FHWA shall:

1. Include the name and address of the protester.
2. Identify YCIPTA/YMPO as the party responsible for the RFP process.
3. Contain a statement of the grounds for protest and any supporting documentation. (The grounds for protest filed with FHWA must be fully supported to the extent feasible. Additional materials in support of an initial protest will only be considered if authorized by the FHWA regulations).
4. Include a copy of the protest filed with YCIPTA/YMPO, and a copy of YCIPTA's/YMPO's decision, if any.
5. Indicate the ruling or relief desired from FHWA.

A copy of such protests will also be sent to the YMPO Executive Director.

SECTION XVIII: PROPOSAL SUBMISSION

1. One (1) original and ten (10) copies and one (1) CD (or Flash Drive) of the proposal must be sealed in an envelope and received, not postmarked, no later than **3:00 P.M. MST, September 30, 2019**, at the YMPO administrative offices.

Mailed proposals should be sent to:

Paul D. Ward, P.E., Executive Director
Yuma Metropolitan Planning Organization
Mailing: 502 South Orange Avenue
Yuma, Arizona 85364

Proposals should be marked: YCIPTA/YMPO Short-Range Transit Plan

LATE PROPOSALS WILL NOT BE ACCEPTED.

ESTIMATED TIME FRAME (Subject to change without notice)

August 29, 2019	Release date of RFP
September 9, 2019	Questions for RFP due to YMPO and YCIPTA, by 3:00 p.m., MST.
September 12, 2019	Responses to questions posted at https://ympo.org and https://ycipta.org .
September 30, 2019	RFP submittals due no later than 3 P.M., MST.
October 2, 2019	RFP responses distributed to review committee.
October 21, 2019	IF interviews are NOT needed, The Selection sub-committee recommends preferred consultant/firm.

IF interviews are needed, the following dates will be extended slightly.

October 31, 2019	YMPO Executive Board approves selected consultant/firm.
November 4, 2019	Estimated Notice to Proceed (NTP).
June 22, 2020	Estimated YCIPTA/YMPO Short-Range Transit Plan final report due (approximately 8 months after NTP)

Anticipated Time Frame for the YCIPTA/YMPO Short-Range Transit Plan	Current Update Timeline			Notes
	Anticipated Date	Step Time	Since Start	
Anticipated Activities				
Review of Final Draft Scope of Work by YCIPTA Board prior to advertisement	Monday, August 26, 2019	0	0	
Release date of RFP (Tentative Advertisement date)	Thursday, August 29, 2019	3	0	
Final deadline for questions for RFP due to YCIPTA and YMPO by 3:00 p.m., MST.	Monday, September 9, 2019	11	14	
Responses to questions posted on YCIPTA/YMPO websites (Response date)	Tuesday, September 10, 2019	1	15	
Possible protest to YMPO Executive Director PRIOR to proposal openings	Wednesday, September 11, 2019	1	16	
Response by Executive Director on possible protest	Thursday, September 12, 2019	1	17	Presuming that no protest is received
Proposals due no later than 3 P.M., MST.	Monday, September 30, 2019	18	35	About 4-5 weeks after advertisement
Proposals distributed to review committee (most likely the YCIPTA Board)	Wednesday, October 2, 2019	2	37	Most likely the YCIPTA Board *** SEND In-Kind Form ***
Possible protest to FTA/FHWA prior to selection of preferred consultant/firm	Monday, October 7, 2019	5	42	Presuming that no protest is received
Review by YCIPTA Board and recommend preferred consultant/firm	Monday, October 21, 2019	14	56	Presuming that INTERVIEWS are NOT needed
Begin negotiation with preferred proposer	Tuesday, October 22, 2019	1	57	Negotiate immediately based on sealed proposal \$ estimate
Letters to consultants/firms regarding selection	Wednesday, October 23, 2019	1	58	Presuming negotiations are successful
Possible protest to YMPO Executive Director AFTER Announcement of Award	Wednesday, October 23, 2019	0	58	Presuming that no protest is received
Response by Executive Director on possible protest	Thursday, October 24, 2019	1	59	Presuming that no protest is received
Possible protest to FTA/FHWA after Award	Monday, October 28, 2019	4	63	Presuming that no protest is received
Action by YMPO Executive Board to approve contract	Friday, November 1, 2019	4	67	
Estimated Notice to Proceed (same day as Executive Board approval)	Tuesday, November 5, 2019	4	71	About 10 weeks after advertisement
Estimated YCIPTA/YMPO Short-Range Transit Plan final report due.	Tuesday, June 23, 2020	231	302	Approximately 8 months after NTP

Project Selection Criteria for the YMPO Pavement Management System Study

#	Evaluation Criteria	Description of Ranking Criteria	Scale	Score	Weight	T-Score
1	Study Understanding and Approach	This criteria allows members to judge: 1. The proposer's general approach and their study methodologies; 2. Did the proposer address how their firm/team proposes to accomplish the individual tasks contained in the scope of work; 3. Did the proposer provide a realistic timetable for accomplishing the tasks outlined in the scope of work.	4		25	0
			3			
			2			
			1			
			0			
2	Qualifications and Experience of the Proposed Team	Does the proposal include: 1. Details of team personnel, including subcontractors, along with their job titles, duties, responsibilities, and resumes. 2. List of applicable prior studies and their details. 3. Contact details of the persons and agencies for whom the work was performed and the year in which the study was completed. 4. List any present activities and job commitments, including an indication of availability to pursue completion of the work tasks.	4		30	0
			3			
			2			
			1			
			0			
3	Quality of the Proposal	Did the proposal: 1. Follow the requirements of the RFP; 2. Provide a detailed staffing table for accomplishing the tasks outlined, including all project personnel, and subcontractors, along with job titles and anticipated hours of work and rates; 3. Explain how any additions to the proposed scope of work will make a difference (not including additional work for individual member agencies).	4		25	0
			3			
			2			
			1			
			0			
4	Stated Cost of the Proposal	Based on the actual price requested in the proposal, compared with prices from other proposals.	4		15	0
			3			
			2			
			1			
			0			
5	Use of Disadvantaged Business Enterprise DBE	1. If the study meets ADOT's goal AND uses more than one firm, 4 points; 2. If the study meets 50% of ADOT's goal AND uses more than one firm, 3 points; 3. If the study uses more than one DBE firm, 2 points; 4. If the study uses at least one DBE firm, 1 point; 5. If the study uses no DBE firm, or does not mention a DBE firm, 0 points. 6. If there is is no ADOT established DBE goal, the maximum is 2 points.	4		5	0
			3			
			2			
			1			
			0			



Yuma County Intergovernmental Public Transportation Authority

2715 East 14th Street, Yuma, AZ 85365-1900, Telephone: 928-539-7076

Fax: 928-783-0309, email: info@ycipta.az.gov, Web: www.ycipta.az.gov

August 26, 2019

Discussion and Action Item 3

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Discussion and or action regarding the. Updated Yuma County
Intergovernmental Public Transportation Authority 10 Year Capital
Plan.

Requested Action: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the Updated Yuma County Intergovernmental Public Transportation Authority 10 Year Capital Plan

Background and Summary: Every transit plan has a capital plan that discusses the proposed capital needs for the transit system. The attached capital plan provides a plan for the purchase of the necessary capital infrastructure for keeping the transit system in a state of good repair. The fleet replacement plan provides a basis the replacement of the transit fleet over the next 10-years.

The 10-Year Capital Plan is included in the future Short-Range Transit Plan and updates to the Yuma Metropolitan Planning Organization Regional Transportation Plan.

Financial Impacts: N/A

Budgeted: N/A

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

Larry Killman – Chairperson – Town of Wellton, Susan M. Zambrano – Vice Chairperson - Arizona Western College,
Dr. Michael Sabath – Secretary/Treasurer. - Northern Arizona University, Jay Simonton – City of Yuma,
Brian Golding, Sr.-Quechan Tribe, Ralph Velez - City of San Luis, Paul Soto – Cocopah Tribe,
Ian McGaughey - City of Somerton, Susan Thorpe – Yuma County

Shelly Kreger, Transit Director

Recommended Motion: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the Updated Yuma County Intergovernmental Public Transportation Authority 10 Year Capital Plan

Legal Counsel Review: No

Attachments: Updated Yuma County Intergovernmental Public Transportation Authority 10 Year Capital Plan

For information regarding this agenda item, please contact Shelly Kreger via email to: skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for submission:



Shelly Kreger
Transit Director

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
Larry Killman – Chairperson – Town of Wellton, Susan M. Zambrano – Vice Chairperson - Arizona Western College,
Dr. Michael Sabath – Secretary/Treasurer. - Northern Arizona University, Greg Wilkinson – City of Yuma,
Brian Golding, Sr.-Quechan Tribe, Ralph Velez - City of San Luis, Paul Soto – Cocopah Tribe,
Ian McGaughey - City of Somerton, Susan Thorpe – Yuma County

Shelly Kreger, Transit Director

YCIPTA 10 Year Capital Plan - Revised 08/26/19

Sponsor Contact:
Email:
Phone:

Shelly Kreger
skreger@ycipta.az.gov
928-539-7076, ext 101

Project Name	Project Description	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total	Federal	Local	Total (Check)
Bus Replacement	Replace support vehicles 111, 112, 113 (FY16) - minivans (FY21) 146, 147, 148	\$ 165,000					\$ 165,000					\$ 330,000	\$ 264,000	\$ 66,000	\$ 330,000
Bus Replacement	Replace vehicles 116, 117, 118, 121,122,123 - gasoline cutaway - low floor				\$ 180,000	\$ 180,000				\$ 180,000	\$ 180,000	\$ 720,000	\$ 576,000	\$ 144,000	\$ 720,000
Bus Replacement	Replace fixed route vehicles 95, 101, 102, 106, 124, 127, 128, 137, 138 - heavy duty diesel hybrid 40 ft - low floor	\$ 900,000			\$ 2,125,000			\$ 800,000				\$ 3,825,000	\$ 3,060,000	\$ 765,000	\$ 3,825,000
Support Vehicle Replacement	Replace support vehicles (2 - YCIPTA)					\$ 90,000					\$ 75,000	\$ 165,000	\$ 155,595	\$ 9,405	\$ 165,000
Support Vehicle Replacement	Replace 139 support truck with YCIPTA support truck (2)				\$ 50,000					\$ 50,000		\$ 100,000	\$ 94,300	\$ 5,700	\$ 100,000
Support Vehicle Replacement	Replace 140 service truck with YCIPTA service truck, plus tools				\$ 75,000					\$ 75,000		\$ 150,000	\$ 141,450	\$ 8,550	\$ 150,000
Computers for YCIPTA Staff	Purchase computers for YCIPTA staff and associated software				\$ 15,000			\$ 15,000			\$ 15,000	\$ 45,000	\$ 42,435	\$ 2,565	\$ 45,000
Computer Software	Aquire Fund Accounting Software					\$ 60,000						\$ 60,000	\$ 56,580	\$ 3,420	\$ 60,000
Radios for YCIPTA transit fleet	Purchase YCRS portable radios (2)		\$ 7,000									\$ 7,000	\$ 6,601	\$ 399	\$ 7,000
Electronic Fareboxes	Purchase electronic fareboxes for YCIPTA fleet, with associated computer, dump station and point of sale system (GFI Genfare) APC's				\$ 501,080	\$ 177,860						\$ 678,940	\$ 543,152	\$ 135,788	\$ 678,940
Furniture for Office Staff	New office furniture for YCIPTA staff							\$ 25,000				\$ 25,000	\$ 23,575	\$ 1,425	\$ 25,000
Replacement Bike Racks	Replace bike racks on existing 28 vehicle fleet				\$ 35,000				\$ 35,000			\$ 70,000	\$ 66,010	\$ 3,990	\$ 70,000
Telephone Equipment	Purchase Call Center system		\$ 30,000									\$ 30,000	\$ 28,290	\$ 1,710	\$ 30,000
Building Upgrades at Bus Facility	Upgrade building facility, security cameras, break area, storage containers		\$ 40,000									\$ 40,000	\$ 37,720	\$ 2,280	\$ 40,000
Purchase Software	Purchase ARC/GIS system, software for YCIPTA staff						\$ 6,000					\$ 6,000	\$ 5,658	\$ 342	\$ 6,000
Relocation of Bus Shelters	Relocate bus shelters throughout service area		\$ 10,000				\$ 10,000			\$ 10,000		\$ 30,000	\$ 28,290	\$ 1,710	\$ 30,000
Bus Shelter Procurement	Purchase additional bus shelters for placement in the service area	\$ 100,000				\$ 100,000			\$ 100,000			\$ 300,000	\$ 240,000	\$ 60,000	\$ 300,000
Passenger Amenities	Purchase signs, info posts, poles, benches, trash cans and other passenger enhancements	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 15,000	\$ 14,145	\$ 855	\$ 15,000
Shop Equipment	Purchase forklift and engine stand					\$ 37,000						\$ 37,000	\$ 34,891	\$ 2,109	\$ 37,000
	Yearly costs for Nextbus GPS bus tracker system	\$ 25,000	\$ 26,000	\$ 27,000	\$ 28,000	\$ 29,000	\$ 30,000	\$ 31,000	\$ 32,000	\$ 33,000	\$ 34,000	\$ 295,000	\$ 278,185	\$ 16,815	\$ 295,000
Bus Bay Construction	Construct bus bays/turnouts throughout Yuma County at TBD locations	\$ -					\$ 50,000	\$ 50,000		\$ 50,000		\$ 150,000	\$ 120,000	\$ 30,000	\$ 150,000
New Multi-Modal Transportation Center	In conjunction with the City of Yuma, renovate Hotel Del Sol to function as a transit center with parking, Amtrak connection, buses, taxis and carsharing	\$ -	\$ -			\$ 2,330,680				\$ 9,800,000		\$ 12,130,680	\$ 9,704,544	\$ 2,426,136	\$ 12,130,680
New Maintenance Facility	Develop and construct or purchase a bus maintenance facility						\$ 2,500,000					\$ 2,500,000	\$ 2,000,000	\$ 500,000	\$ 2,500,000
Contractor Start Up Costs	Contractor transition start up costs	\$ 71,000	\$ 71,000		\$ 64,443	\$ 54,398						\$ 260,841	\$ 208,673	\$ 52,168	\$ 260,841
Vehicle Repairs	Repairs to YCAT buses (Major components)	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000	\$ 400,000	\$ 100,000	\$ 500,000
Preventative Maintenance	Preventative maintenance to YCAT buses	\$ 482,000	\$ 484,000	\$ 486,000	\$ 488,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 4,040,000	\$ 3,232,000	\$ 808,000	\$ 4,040,000

Total Number of Projects: **25**

	Cost by FY											Total	Federal	Local	Total (Check)
	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25					
Totals:	\$1,794,500	\$719,500	\$564,500	\$3,613,023	\$3,460,438	\$3,162,500	\$1,322,500	\$568,500	\$10,599,500	\$705,500	\$26,510,461	\$21,362,094	\$5,148,367	\$26,510,461	

STP funds are limited to \$151,000 per year at this time. All excess would use 5307 funds. STP is 94.7% Federal and 5% Local. 5307/5311 is 80% Federal and 20% Local.
Total STP funds available as of 08/01/2019 **\$301,240.00**

Description:
Shaded areas are precalculated. Please do not change the formulas.

Total STP

Sponsor Agency Signature : _____



Yuma County Intergovernmental Public Transportation Authority

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August 26, 2019

Discussion and Action Item 4

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Discussion and or action regarding the Authority Fleet Replacement Plan

Requested Action: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the Authority Fleet Replacement Plan.

Background and Summary: The fleet replacement plan provides a basis the replacement of the transit fleet over the next 10-years. The plan also includes detailed current fleet information to include FTA's useful life minimums, current mileage and capacity.

Current Fixed Route Revenue vehicle fleet includes a total of 24 (14 needed for peak service with 10 spares). On Call revenue fleet is a total of 4 (3 peak and 1 spare).

The Fleet replacement plan is included in the future Short-Range Transit Plan and updates to the Yuma Metropolitan Planning Organization Regional Transportation Plan.

Financial Impacts: N/A

Budgeted: N/A

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
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Dr. Michael Sabath – Secretary/Treasurer. - Northern Arizona University, Jay Simonton – City of Yuma,
Brian Golding, Sr.-Quechan Tribe, Ralph Velez - City of San Luis, Paul Soto – Cocopah Tribe,
Ian McGaughey - City of Somerton, Susan Thorpe – Yuma County

Shelly Kreger, Transit Director

Recommended Motion: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the Fleet Replacement Plan.

Legal Counsel Review: No

Attachments: Fleet Replacement Plan.

For information regarding this agenda item, please contact Shelly Kreger via email to: skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for submission:



Shelly Kreger
Transit Director

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
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Ian McGaughey - City of Somerton, Susan Thorpe – Yuma County

Shelly Kreger, Transit Director

**Yuma County Intergovernmental Public Transportation Authority
 Bus Replacement Program and Fleet Plan
 August 2019**

The timely replacement of vehicles in the fleet is one of the fundamental programs necessary for a successful transit system. Buses are a transit system’s most valuable asset because good customer service is dependent on the condition of the fleet. The total cost of the fleet is usually the most expensive asset, even more so than the facilities that house the operation. A fleet that is aging presents a poor image to the system’s customers and the general public. Vehicle maintenance expenses usually increase as the age of a bus advances of time.

However, the cost of replacing buses is high, and requires large outlays of cash. Most transit systems take advantage of federal funding through Federal Transit Administration (FTA) capital grant programs to help finance bus replacement. FTA funding can be used to finance up to 80% of the total purchase price. The use of FTA funding requires advance planning and coordination with other agencies to ensure the project is eligible and the funds are available, and received in a timely manner.

FTA rates vehicles for replacement purposes based on the vehicles expected useful life. These policies are meant to ensure that buses purchased or leased with Federal funds are maintained and remain in transit use for a minimum normal service life. Minimum normal service lives for buses and vans are shown below.

- Large, heavy-duty transit buses (approximately 35'-40', and articulated buses): at least 12 years of service or an accumulation of at least 500,000 miles.
- Medium-size, heavy-duty transit buses (approximately 30'): 10 years or 350,000 miles.
- Medium-size, medium-duty transit buses (approximately 30'): 7 years or 200,000 miles.
- Medium-size, light-duty transit buses (approximately 25- 35'): 5 years or 150,000 miles.
- Other light-duty vehicles such as small buses and regular and specialized vans: 4 years or 100,000 miles.

YCIPTA has a revenue fleet of 28 vehicles.

**Table 1
 YCIPTA Revenue Vehicle Fleet Summary as of 08/01/2019**

	Operating	Spares	Total
Fixed Route	14 (Peak)	10	24
Paratransit	3	1	4
TOTAL	17	11	28

Currently, YCIPTA has a fleet with several different manufacturers and models. The fixed route fleet includes transit buses purchased in 2010, 2016, 2019. Three 1999 New Flyer buses were donated to YCIPTA in 2014 and were refurbished and one of the New Flyers has had a recent engine replacement.

In the future, it is the intent that the Yuma County Intergovernmental Public Transportation Authority will replace the remaining medium-duty fixed route buses with heavy-duty transit buses when their useful life allows replacement.

There are advantages to YCAT using all heavy-duty transit buses for the fixed route operations:

- The heavy-duty buses with low floor accessibility provide superior customer service.
- Heavy-duty buses usually require less maintenance and reduced costs than lighter duty buses.
- Having a standard fleet of buses reduces parts inventory and simplifies maintenance.
- Having a standard fleet of buses makes it easier to rotate buses to equalize mileage.

YCAT fixed routes warrants heavy-duty transit coaches from the standpoint of passenger loadings and the desert operating conditions. The heavy-duty buses have a higher purchase price, thus available funding may be a determining factor. Several routes in the fixed route system does not require a large capacity load in which case medium size vehicles have been purchased.

The OnCall cutaways (Aerolite Ford E-350) operated in the paratransit service would continue to be replaced by small cutaway buses every 5 to 7 years or every 150,000 miles or greater. Three of the existing four will be replaced in FY2020.

Table 2 shows the bus replacement schedule and estimated costs assuming that the fixed route and shuttle vehicles are replaced with heavy-duty transit coaches.

**TABLE 2
Revenue Vehicle Replacement Program**

Project Name	Project Description	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total	Federal	Local	(Check)
Bus Replacement	Replace support vehicles 111, 112, 113 (FY16) - minivans (FY21) 146, 147, 148	\$ 165,000					\$ 165,000					\$ 330,000	\$ 264,000	\$ 66,000	\$ 330,000
Bus Replacement	Replace vehicles 116, 117, 118, 121,122,123 - gasoline cutaway - low floor				\$ 180,000	\$ 180,000				\$ 180,000	\$ 180,000	\$ 720,000	\$ 576,000	\$ 144,000	\$ 720,000
Bus Replacement	Replace fixed route vehicles 95, 101, 102, 106, 124, 127, 128, 137, 138 - heavy duty diesel hybrid 40 ft - low floor	\$ 900,000			\$ 2,125,000			\$ 800,000				\$ 3,825,000	\$ 3,060,000	\$ 765,000	\$ 3,825,000
Support Vehicle Replacement	Replace support vehicles (2 - YCIPTA)					\$ 90,000					\$ 75,000	\$ 165,000	\$ 155,595	\$ 9,405	\$ 165,000
Support Vehicle Replacement	Replace 139 support truck with YCIPTA support truck (2)				\$ 50,000					\$ 50,000		\$ 100,000	\$ 94,300	\$ 5,700	\$ 100,000
Support Vehicle Replacement	Replace 140 service truck with YCIPTA service truck, plus tools				\$ 75,000					\$ 75,000		\$ 150,000	\$ 141,450	\$ 8,550	\$ 150,000

Table 3 provides a detailed revenue and support vehicle inventory.

**TABLE 3
Revenue and Support Vehicle Fleet Roster as of July 1, 2019**

Bus #		Mode	MAKE	MODEL	Pass Cap	Standees	VIN NUMBER	Original Purchase Price	FTA Useful Life	Mileage 08.22.19	Replacement year
1100	2019	Utility	2019 Ford F250	Shop Service Truck	3	0	1FDBF2A6XKEC69890	\$ 40,449.00	5/150k	7,416	2024
1101	2019	Utility	2019 Ford F250	Pick Up Truck	3	0	1FTBF2A62KEC61092	\$ 26,483.00	5/150k	10,678	2024
1102	2019	Utility	2019 Ford F250	Pick Up Truck	3	0	1FTBF2A61KEC61147	\$ 26,483.00	5/150k	7,374	2024
142	2006	Fixed	Freightliner	Specialty Trolley	30	10	4UZAB0BV66CW69982	\$ 80,000.00	7/200k	48,454	2013
144	2006	Fixed	Freightliner	Specialty Trolley	30	10	4UZAB0BVX6CW69984	\$ 80,000.00	7/200k	75,139	2013
117	2010	OnCall	2010 Ford E350	ENC Aerolite	8+2	0	1FDEE3FL1ADA11198	\$ 53,956.00	4/100k	356,954	2014
121	2010	OnCall	2010 Ford E350	ENC Aerolite	6+2	0	1FDEE3FL1SDS11203	\$ 45,690.00	4/100k	273,961	2014
122	2010	OnCall	2010 Ford E350	ENC Aerolite	6+2	0	1FDEE3FL8ADA11201	\$ 45,690.00	4/100k	246,907	2014
123	2010	OnCall	2010 Ford E350	ENC Aerolite	6+2	0	1FDEE3FLXADA11202	\$ 45,690.00	4/100k	283,645	2014
125	2010	Fixed	2010 Chevy C5500	ENC Passport	32	18	1GBJ5U1948F414809	\$ 190,000.00	7/200K	438,982	2017
126	2010	Fixed	2010 Chevy C5500	ENC Passport	32	18	1GBJ5U1928F414226	\$ 190,000.00	7/200K	490,915	2017
129	2010	Fixed	2010 Chevy C5500	ENC Passport	32	18	1GBJ5V19X9FY00601	\$ 190,000.00	7/200K	484,029	2017
130	2010	Fixed	2010 Chevy C5500	ENC Passport	32	18	1GB15V1909F400090	\$ 190,000.00	7/200K	468,127	2017
131	2010	Fixed	2010 Chevy C5500	ENC Passport	32	18	1GBJ5U1918F414587	\$ 190,000.00	7/200K	494,600	2017
132	2010	Fixed	2010 Chevy C5500	ENC Passport	32	18	1GBJ5U1948F414793	\$ 190,000.00	7/200K	512,330	2017
133	2013	Support	2013 Ford Focus	Focus 4 Door	4	0	1FADP3E23DL153524	\$ 16,242.00	4/100k	61,598	2017
134	2013	Support	2013 Ford Focus	Focus 4 Door	4	0	1FADP3E21DL153523	\$ 16,242.00	4/100k	75,784	2017
135	2013	Support	2013 Ford Focus	Focus 4 Door	4	0	1FADP3E2XDL159336	\$ 16,242.00	4/100k	34,341	2017
137	1997	Fixed	1997 New Flyer	D40F	39	26	1FYD2LL01VU017115	\$65,000 recon value	12/500k	795,981	2009
138	1997	Fixed	1997 New Flyer	D40F	39	26	2FYD2LLO7TU016557	\$65,000 recon value	12/500k	147,118	2009
149	1997	Fixed	1997 New Flyer	D40LF	39	26	5FYD2LL06VU018057	\$65,000 recon value	12/500k	734,599	2009
Y146	2015	Support	2015 Dodge	Grand Caravan	6	0	2C7WDGBG1FR702932	\$ 46,592.00	4/100k	56,598	2019
Y147	2015	Support	2015 Dodge	Amerivan	6	0	X7WDGBG8FR703526	\$ 46,592.00	4/100k	74,109	2019
Y148	2015	Support	2014 Braun	Entervan	6	0	2C7WDGB4ER432222	\$ 46,592.00	4/100k	30,892	2019
150	2016	Fixed	2016 ARBOC	Freightliner	34	10	4UZAEDJU3GCHS6595	\$ 325,150.00	7/200k	86,174	2023
151	2016	Fixed	2016 ARBOC	Freightliner	34	10	4UZAEDJU9GCHS6598	\$ 325,150.00	7/200k	96,454	2023
152	2016	Fixed	2016 ARBOC	Freightliner	34	10	4UZAEDJU3GCHH0382	\$ 325,150.00	7/200k	95,889	2023
153	2016	Fixed	2016 ARBOC	Freightliner	34	10	4UZAEDJU3HCJE2868	\$ 325,150.00	7/200k	56,323	2023
200	2016	Fixed	2016 Gillig	Low Floor	39	26	15GGD2719G1185353	\$ 436,651.00	12/500k	214,897	2028
201	2016	Fixed	2016 Gillig	Low Floor	39	26	15GGD2710G1185354	\$ 436,651.00	12/500k	199,780	2028
202	2019	Fixed	2019 Gillig	Low Floor	39	26	15GGD2712K3191881	\$ 423,535.00	12/500k	35,545	2031
203	2019	Fixed	2019 Gillig	Low Floor	39	26	15GGD2712K3191882	\$ 423,535.00	12/500k	34,414	2031
204	2019	Fixed	2019 Gillig	Low Floor	39	26	15GGD2712K3191883	\$ 423,535.00	12/500k	32,792	2031
205	2019	Fixed	2019 Gillig	Low Floor	39	26	15GGD2712K3191884	\$ 423,535.00	12/500k	26,893	2031
206	2019	Fixed	2019 Gillig	Low Floor	39	26	15GGD2712K3191885	\$ 423,535.00	12/500k	27,482	2031
300	2019	Fixed	2019 Ford	E350 Starcraft	14/2	7	1FDEE3F6KDC26133	\$ 69,753.00	5/150k	10,746	2024
301	2019	Fixed	2019 Ford	E350 Starcraft	14/2	7	1FDEE3F67KDC26144	\$ 69,753.00	5/150k	11,060	2024

SPARE RATIO AS OF 07/01/2019

- a. Total number revenue vehicles =
- b. Number of vehicles required for maximum service =
- c. Actual number of spare vehicles = ("a" – "b")
- d. Actual spare ratio = ("c"/ "b")

YCAT Transit Buses
70% Ratio

OnCall Buses
33% Ratio



Yuma County Intergovernmental Public Transportation Authority

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Transit Directors Report July - August 2019

- **Automatic Passengers Counters (APC):** Pilot run on 4 types of buses has begun, staff is doing ride checks to validate the data is correct. Seems to be working well at this point.
- **Grants:** 5307 Operating and STP grants have been submitted and are in final review/concurrence.
- **Arbocs:** Each of the four Arbocs have frame crack issues – recall. One bus has been fixed and was brought back on 8/26. They will then take another back to Phoenix for repair and so on until all 4 have been repaired.
- **Bus accident:** On August 14, 2019 Bus #201 – Gillig was involved in an accident on 32nd and Pacific. Minor injuries. The bus was damaged, estimated at \$11,000 and the other vehicle was totaled.
- **Upcoming Projects:**
 - Bus Shelter procurement
 - YCIPTA support vehicle procurement
 - Strategic Plan
- **Upcoming Events/Conferences/Meetings:**

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

Larry Killman – Chairperson – Town of Wellton, Susan M. Zambrano – Vice Chairperson - Arizona Western College,
Dr. Michael Sabath – Secretary/Treasurer. - Northern Arizona University, Jay Simonton – City of Yuma,
Brian Golding, Sr.-Quechan Tribe, Ralph Velez - City of San Luis, Paul Soto – Cocopah Tribe,
Ian McGaughey - City of Somerton, Susan Thorpe – Yuma County

Shelly Kreger, Transit Director



RIDERSHIP AND FARES

Period: 6/1/2019 to 6/30/2019

Route	Cash Fares			Day Passes Sold		Passes Accepted				Free			Special Revenues					Statistics			Total Pax
	Basic Cash	Disc Cash	Deviations	Day Passes	Disc Day	Day Passes	31-Day Passes	1& 10 Ride	Paper Passes	< 5 & PCAs	Grey-hound	On Call ID	Aztec	YPIC	Colleges	Cocopa-h	Vista	WC	Bikes	Guides	
Orange 2	696	250	0	59	35	359	36	11	115	83	4	1	12	9	329	34	9	7	41	11	2,042
Brown 3	64	75	20	36	29	111	8	0	17	22	0	0	0	1	115	2	1	3	4	3	481
Green 4	280	290	13	73	75	480	10	0	220	24	1	0	16	9	105	111	34	10	37	2	1,728
Green 4A	189	187	0	45	48	263	14	0	78	87	0	0	15	3	82	58	24	6	8	6	1,093
Blue 5	362	203	4	94	83	416	8	0	78	111	1	0	2	2	43	55	14	13	7	1	1,472
Purple 6	336	287	0	56	50	203	8	0	34	166	2	2	24	3	144	1,719	13	68	47	3	3,047
Gold 8	24	22	6	16	20	41	6	0	14	11	0	1	0	0	46	0	0	0	6	4	201
Silver 9	54	19	0	5	6	4	1	0	68	4	0	0	0	0	30	15	1	0	0	0	207
Turquoise 10	199	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	12	10	1	200
NightCat	71	11	0	0	0	32	0	0	2	10	0	0	0	1	24	65	0	5	2	0	216
Yellow 95	6,439	4,014	1	689	232	1,776	89	23	1,010	983	82	7	113	52	560	472	77	130	271	38	16,618
Grand Total:	8,715	5,358	44	1,073	578	3,685	180	34	1,636	1,502	90	11	182	80	1,478	2,531	173	254	433	69	27,306

REVENUE:

Total Revenue: \$28,857.61
 Unclassified Revenue: \$1,124.96
 As a % of Total: 3.90%



RIDERSHIP AND FARES

Period: 7/1/2019 to 7/31/2019

Route	Cash Fares			Day Passes Sold		Passes Accepted				Free			Special Revenues					Statistics			Total Pax
	Basic Cash	Disc Cash	Deviations	Day Passes	Disc Day	Day Passes	31-Day Passes	1& 10 Ride	Paper Passes	< 5 & PCAs	Grey-hound	On Call ID	Aztec	YPIC	Colleges	Cocopa-h	Vista	WC	Bikes	Guides	
Orange 2	627	177	0	27	27	358	32	12	72	14	13	2	1	0	189	40	1	12	26	0	1,592
Brown 3	78	77	23	19	38	152	11	0	16	30	0	1	0	0	129	0	0	8	12	1	551
Green 4	358	285	0	73	89	591	38	0	179	12	29	0	5	2	63	114	10	16	39	7	1,848
Green 4A	197	161	0	31	66	341	21	0	79	14	2	0	1	1	53	60	2	7	14	3	1,029
Blue 5	329	232	0	100	83	421	10	0	81	12	0	4	0	1	7	53	0	13	15	3	1,333
Purple 6	396	269	0	87	51	292	39	0	58	110	8	0	7	0	98	2,439	2	63	36	0	3,856
Gold 8	36	23	4	22	27	52	6	4	7	6	0	0	1	0	56	0	1	1	1	2	242
Silver 9	59	35	0	5	4	15	2	0	6	0	0	0	0	0	47	7	0	1	1	0	180
Turquoise 10	213	0	0	1	0	1	0	0	1	3	0	0	0	0	0	0	0	19	9	2	219
NightCat	81	9	0	0	0	36	0	0	12	1	0	0	0	1	22	122	0	3	5	0	284
Yellow 95	7,462	4,409	2	655	308	2,383	195	37	532	107	113	4	33	10	251	565	18	119	308	36	17,084
Grand Total:	9,834	5,677	29	1,020	693	4,642	354	53	1,043	309	165	11	48	15	915	3,400	34	262	466	54	28,216

REVENUE:

Total Revenue: \$31,486.95
 Unclassified Revenue: \$1,242.71
 As a % of Total: 3.95%



Yuma County Intergovernmental Public Transportation Authority

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Summary Financial Report for June and July 2019

This report is a summary for the period June and July 2019. The attached monthly profit and loss statements are unaudited figures.

Reconciled account balances for YCIPTA checking accounts held at 1st Bank Yuma for the following months are as follows:

July 2019

Greyhound	\$6,214.64
General	\$8,931.92
Payroll	\$14,281.64
Fare Revenue	\$9,198.50

July 31, 2019

YC Treasurer	\$215,110.83
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Greyhound sales by Month

June	\$16,034.60
July	\$12,057.24

Fare Revenue by Month

June 2019

YCAT	\$35,541.81
On Call	\$60.00

July 2019

YCAT	\$36,437.55
On Call	\$63.00

Accounts payable as of July 31, 2019 was \$788,736.89

Accounts receivable as of July 31, 2019 was \$663,763.25

The Auditors will be reviewing our items next week to finalize our FY 2018 Audit.

**Yuma County Intergovernmental Public Transportation Auth.
Executive Board P&L
June 2019**

3:43 PM
08/22/2019
Accrual Basis

	Jun 19	Jul '18 - Jun 19	YTD Budget	\$ Over Budget
Ordinary Income/Expense				
Income				
40000 - Intergovernmental				
40700 - Miscellaneous Revenues				
40799-3 - Advertising Sales	0.00	793.75	16,000.00	-15,206.25
40799-4 - Greyhound Commissions - YCIPTA	-24.76	20,032.49	31,200.00	-11,167.51
40799-5 - Interest	149.33	9,052.80	1,200.00	7,852.80
40799-6 - Miscellaneous Revenues	163.54	2,813.34	2,000.00	813.34
Total 40700 - Miscellaneous Revenues	288.11	32,692.38	50,400.00	-17,707.62
40900 - Local Funding				
40900-1 - Local Cash Match	0.00	60.00		
40900-2 - Local Transit Dues	0.00	510,982.00	516,739.00	-5,757.00
40900-4 - Contributions Public Entities	17,500.00	542,692.22	494,023.00	48,669.22
Total 40900 - Local Funding	17,500.00	1,053,734.22	1,010,762.00	42,972.22
41101 - State Grants				
41101-1 - ADOT 5311	0.00	505,351.33	1,643,938.00	-1,138,586.67
41101-2 - ADOT 5310	0.00	3,719.13	25,000.00	-21,280.87
Total 41101 - State Grants	0.00	509,070.46	1,668,938.00	-1,159,867.54
41300 - Federal Grant Revenue				
41399-1 - FTA 5307	0.00	3,107,688.00	8,618,502.00	-5,510,814.00
41399-4 - STP Capital Grant	165,166.00	260,758.00	414,985.00	-154,227.00
Total 41300 - Federal Grant Revenue	165,166.00	3,368,446.00	9,033,487.00	-5,665,041.00
Total 40000 - Intergovernmental	182,954.11	4,963,943.06	11,763,587.00	-6,799,643.94
41000 - Charges for Service				
40100 - Fare Revenue				
40101 - YCAT Fares	35,541.84	415,120.51	423,447.00	-8,326.49
40190 - On Call Fares	11.50	2,753.92	6,663.00	-3,909.08
Total 40100 - Fare Revenue	35,553.34	417,874.43	430,110.00	-12,235.57
Total 41000 - Charges for Service	35,553.34	417,874.43	430,110.00	-12,235.57
Total Income	218,507.45	5,381,817.49	12,193,697.00	-6,811,879.51
Gross Profit	218,507.45	5,381,817.49	12,193,697.00	-6,811,879.51
Expense				
50100 - Salaries and Wages				
50102 - Regular Salaries and Wage	23,324.71	298,036.75	359,677.00	-61,640.25

**Yuma County Intergovernmental Public Transportation Auth.
Executive Board P&L
June 2018**

	Jun 18	Jul '17 - Jun 18	YTD Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
40000 - Intergovernmental					
40700 - Miscellaneous Revenues					
40799-3 - Advertising Sales	0.00	3,966.75	16,000.00	-12,033.25	24.79%
40799-4 - Greyhound Commission	-1,087.79	22,685.33	31,200.00	-8,514.67	72.71%
40799-5 - Interest	140.91	1,918.89	1,400.00	518.89	137.06%
40799-6 - Miscellaneous Revenue	1,099.15	3,012.56	1,400.00	1,612.56	215.18%
Total 40700 - Miscellaneous Revenue	152.27	31,583.53	50,000.00	-18,416.47	63.17%
40900 - Local Funding					
40900-2 - Local Transit Dues	5,757.00	522,496.00	516,739.00	5,757.00	101.11%
40900-4 - Contributions Public En	9,867.15	534,663.45	494,023.00	40,640.45	108.23%
Total 40900 - Local Funding	15,624.15	1,057,159.45	1,010,762.00	46,397.45	104.59%
41101 - State Grants					
41101-1 - ADOT 5311	1,313,169.51	2,368,288.63	2,402,432.00	-34,143.37	98.58%
41101-2 - ADOT 5310	15,036.78	29,305.28	50,000.00	-20,694.72	58.61%
Total 41101 - State Grants	1,328,206.29	2,397,593.91	2,452,432.00	-54,838.09	97.76%
41300 - Federal Grant Revenue					
41399-1 - FTA 5307	139,261.32	1,353,394.32	8,645,290.00	-7,291,895.68	15.66%
41399-4 - STP Capital Grant	35,731.00	35,731.00	272,810.00	-237,079.00	13.1%
Total 41300 - Federal Grant Revenue	174,992.32	1,389,125.32	8,918,100.00	-7,528,974.68	15.58%
Total 40000 - Intergovernmental	1,518,975.03	4,875,462.21	12,431,294.00	-7,555,831.79	39.22%
41000 - Charges for Service					
40100 - Fare Revenue					
40101 - YCAT Fares	26,692.12	416,688.14	412,638.00	4,050.14	100.98%
40190 - On Call Fares	660.00	6,778.38	9,784.00	-3,005.62	69.28%
Total 40100 - Fare Revenue	27,352.12	423,466.52	422,422.00	1,044.52	100.25%
Total 41000 - Charges for Service	27,352.12	423,466.52	422,422.00	1,044.52	100.25%
Total Income	1,546,327.15	5,298,928.73	12,853,716.00	-7,554,787.27	41.23%
Gross Profit	1,546,327.15	5,298,928.73	12,853,716.00	-7,554,787.27	41.23%
Expense					
50100 - Salaries and Wages					
50102 - Regular Salaries and Wag	33,581.10	318,985.35	310,607.00	8,378.35	102.7%
50103 - Temporary Employee Sal	0.00	800.00	5,000.00	-4,200.00	16.0%

	Jun 19	Jul '18 - Jun 19	YTD Budget	\$ Over Budget
Total 50100 · Salaries and Wages	23,324.71	298,036.75	359,677.00	-61,640.25
50200 · Fringe Benefits				
50201 · FICA- SS & Medicare	1,784.34	23,656.28	72,691.00	-49,034.72
50202 · ASRS	1,376.16	33,349.89	42,442.00	-9,092.11
50203 · Health Insurance	2,816.68	39,212.28	43,488.00	-4,275.72
50204 · FUTA	0.00	287.25	500.00	-212.75
50205 · Life Insurance	62.05	687.00	768.00	-81.00
50207 · State Unemployment	0.00	5,520.00	3,000.00	2,520.00
50208 · Workers Compensation Ins	916.00	2,043.30	2,500.00	-456.70
Total 50200 · Fringe Benefits	6,955.23	104,756.00	165,389.00	-60,633.00
50300 · Services				
50301-1 · ADA Paratransit	9,282.93	131,858.19	126,000.00	5,858.19
50301-2 · Accounting & Audit	0.00	12,000.00	28,000.00	-16,000.00
50301-3 · Vanpool Subsidy	9,900.00	116,880.00	0.00	116,880.00
50302 · Advertising	4,439.65	47,737.18	80,000.00	-32,262.82
50303-1 · Legal Services	1,305.00	39,995.25	45,000.00	-5,004.75
50303-2 · Cash Handel/Payroll Processing	642.05	8,087.37	6,500.00	1,587.37
50303-3 · IT Support/Web Development	1,326.19	12,898.46	15,000.00	-2,101.54
50304 · Temporary Help	0.00	3,266.38	3,000.00	266.38
50305-0 · Bus Contractor	226,024.85	2,876,583.10	2,892,863.00	-16,279.90
50305-1 · Contract Costs	27,083.33	121,145.52	100,000.00	21,145.52
50305-2 · Equipment Maintenance	0.00	5,444.39	40,000.00	-34,555.61
50305-3 · Office Equip Repair	0.00	1,222.42	3,000.00	-1,777.58
50305-4 · Vehicle Repair & Maintance	0.00	201,385.48	280,000.00	-78,614.52
50305-5 · Building Repairs & Maintance	0.00	8,840.58	12,000.00	-3,159.42
50305-6 · Communications/Radio Service	0.00	14,930.09	20,000.00	-5,069.91
50305-7 · Grounds Keeping/Pest Control	39.00	468.00	2,500.00	-2,032.00
50305-8 · Software Updates/Maintenance	0.00	3,404.81	55,000.00	-51,595.19
50306-1 · Bus Cleaning Services	0.00	7,813.80		
50307 · Security Services	110.00	385.00	500.00	-115.00
Total 50300 · Services	280,153.00	3,614,346.02	3,709,363.00	-95,016.98
50400 · Materials and Supplies				
50401 · Fuel, Oil, Lubricants	35,231.71	419,550.21	400,000.00	19,550.21
50499-1 · Office Supplies	682.86	4,244.32	3,000.00	1,244.32
50499-2 · Postage	146.17	1,058.44	3,000.00	-1,941.56
50499-3 · Printing	542.84	14,989.52	25,000.00	-10,010.48
50499-4 · Misc Materials & Supplies	25.96	1,360.62	35,400.00	-34,039.38

	Jun 18	Jul '17 - Jun 18	YTD Budget	\$ Over Budget	% of Budget
Total 50100 · Salaries and Wages	33,581.10	319,785.35	315,607.00	4,178.35	101.32%
50200 · Fringe Benefits					
50201 · FICA- SS & Medicare	1,712.62	23,607.28	26,122.00	-2,514.72	90.37%
50202 · ASRS	-31,332.25	-1,302.44	35,720.00	-37,022.44	-3.65%
50203 · Health Insurance	3,390.00	44,363.00	50,736.00	-6,373.00	87.44%
50204 · FUTA	0.00	306.97	500.00	-193.03	61.39%
50205 · Life Insurance	67.15	778.50	3,969.00	-3,190.50	19.62%
50207 · State Unemployment	0.00	480.00	3,000.00	-2,520.00	16.0%
50208 · Workers Compensation Ir	0.00	1,260.36	2,500.00	-1,239.64	50.41%
Total 50200 · Fringe Benefits	-26,162.48	69,493.67	122,547.00	-53,053.33	56.71%
50300 · Services					
50301-1 · ADA Paratransit	11,904.61	167,413.11	320,000.00	-152,586.89	52.32%
50301-2 · Accounting & Audit	0.00	24,475.00	25,000.00	-525.00	97.9%
50301-3 · Vanpool Subsidy	26,700.00	120,900.00	126,000.00	-5,100.00	95.95%
50302 · Advertising	9,628.95	57,816.36	80,000.00	-22,183.64	72.27%
50303-1 · Legal Services	3,673.50	23,764.88	15,000.00	8,764.88	158.43%
50303-2 · Cash Handel/Payroll Pr	564.36	7,199.66	6,300.00	899.66	114.28%
50303-3 · IT Support/Web Develo	956.83	10,616.83	15,000.00	-4,383.17	70.78%
50304 · Temporary Help	834.94	6,991.76	3,000.00	3,991.76	233.06%
50305-0 · Bus Contractor	254,263.63	2,530,834.79	2,393,562.00	137,272.79	105.74%
50305-1 · Contract Costs	10,531.61	113,749.89	69,600.00	44,149.89	163.43%
50305-2 · Equipment Maintenance	370.09	2,170.53	40,000.00	-37,829.47	5.43%
50305-3 · Office Equip Repair	0.00	770.00	3,000.00	-2,230.00	25.67%
50305-4 · Vehicle Repair & Mainta	478.32	13,064.37	280,000.00	-266,935.63	4.67%
50305-5 · Building Repairs & Mair	1,493.75	7,546.58	12,000.00	-4,453.42	62.89%
50305-6 · Communications/Radio	0.00	13,650.00	4,000.00	9,650.00	341.25%
50305-7 · Grounds Keeping/Pest (39.00	1,886.00	500.00	1,386.00	377.2%
50305-8 · Software Updates/Mainf	75.88	37,213.83	50,400.00	-13,186.17	73.84%
50306 · Janitorial Service	0.00	7,059.41			
50307 · Security Services	0.00	275.00	500.00	-225.00	55.0%
Total 50300 · Services	321,515.47	3,147,398.00	3,443,862.00	-296,464.00	91.39%
50400 · Materials and Supplies					
50401 · Fuel, Oil, Lubricants	33,674.24	378,616.16	400,000.00	-21,383.84	94.65%
50499-1 · Office Supplies	507.00	3,362.18	7,000.00	-3,637.82	48.03%
50499-2 · Postage	210.40	829.11	1,700.00	-870.89	48.77%
50499-3 · Printing	694.10	15,971.11	25,000.00	-9,028.89	63.88%
50499-4 · Misc Materials & Suppli	116.14	3,925.16	25,000.00	-21,074.84	15.7%

	Jun 19	Jul '18 - Jun 19	YTD Budget	\$ Over Budget
Total 50400 - Materials and Supplies	36,629.54	441,203.11	466,400.00	-25,196.89
50500 - Utilities				
50501 - Electricity	1,193.03	14,886.32	17,000.00	-2,113.68
50502-1 - Refuse Disposal	433.14	2,220.50	1,500.00	720.50
50502-2 - Water - Offices	110.43	1,171.98	1,500.00	-328.02
Total 50500 - Utilities	1,736.60	18,278.80	20,000.00	-1,721.20
50600 - Casualty and Liability Insurance				
50608-1 - Gen Liab Insurance	18.00	4,979.65	3,900.00	1,079.65
50608-2 - Prof. Liability Insurance	0.00	0.00	3,500.00	-3,500.00
50608-3 - Automobile Insurance	0.00	3,984.00	3,900.00	84.00
Total 50600 - Casualty and Liability Insurance	18.00	8,963.65	11,300.00	-2,336.35
50900 - Miscellaneous Expenses				
50901 - Memberships/Dues/Subscriptions	0.00	10,443.40	18,000.00	-7,556.60
50902 - Travel Expenses	3,929.09	29,501.13	30,000.00	-498.87
50906 - Finance Charges/Penalties	17.40	22,818.71	5,000.00	17,818.71
50999-1 - License and Permits	0.00	98.00	300.00	-202.00
50999-2 - Training/Education	0.00	2,369.00	25,000.00	-22,631.00
50999-3 - Other Misc Expense	62.00	7,316.13	200,000.00	-192,683.87
50999-5 - Telephone/Internet	614.96	7,558.27	8,000.00	-441.73
Total 50900 - Miscellaneous Expenses	4,623.45	80,104.64	286,300.00	-206,195.36
51200 - Leases and Rentals				
51212-1 - Building Lease	4,200.00	50,400.00	50,400.00	0.00
51212-2 - Leases Rental Equipment	0.00	0.00	1,000.00	-1,000.00
Total 51200 - Leases and Rentals	4,200.00	50,400.00	51,400.00	-1,000.00
51600 - Capital Outlay				
51600-3 - Buildings/Multi Modal Center	0.00	0.00	3,499,492.00	-3,499,492.00
51600-5 - Automobiles	139,506.00	2,366,073.69	2,567,733.00	-201,659.31
51600-6 - Furniture and Equipment	52,437.00	538,152.13	1,056,643.00	-518,490.87
Total 51600 - Capital Outlay	191,943.00	2,904,225.82	7,123,868.00	-4,219,642.18
Total Expense	549,583.53	7,520,314.79	12,193,697.00	-4,673,382.21
Net Ordinary Income	-331,076.08	-2,138,497.30	0.00	-2,138,497.30
Net Income	-331,076.08	-2,138,497.30	0.00	-2,138,497.30

	Jun 18	Jul '17 - Jun 18	YTD Budget	\$ Over Budget	% of Budget
Total 50400 - Materials and Supplies	35,201.88	402,703.72	458,700.00	-55,996.28	87.79%
50500 - Utilities					
50501 - Electricity	1,538.17	15,239.29	17,000.00	-1,760.71	89.64%
50502-1 - Refuse Disposal	132.62	1,576.34	1,200.00	376.34	131.36%
50502-2 - Water - Offices	123.37	1,272.53	1,000.00	272.53	127.25%
Total 50500 - Utilities	1,794.16	18,088.16	19,200.00	-1,111.84	94.21%
50600 - Casualty and Liability Insurance					
50608-1 - Gen Liab Insurance	0.00	1,874.88	3,500.00	-1,625.12	53.57%
50608-2 - Prof. Liability Insurance	0.00	4,247.10	4,500.00	-252.90	94.38%
50608-3 - Automobile Insurance	0.00	5,230.17	9,500.00	-4,269.83	55.05%
Total 50600 - Casualty and Liability Insurance	0.00	11,352.15	17,500.00	-6,147.85	64.87%
50900 - Miscellaneous Expenses					
50901 - Memberships/Dues/Subscriptions	7,890.00	23,981.95	18,000.00	5,981.95	133.23%
50902 - Travel Expenses	2,621.91	30,052.22	25,000.00	5,052.22	120.21%
50906 - Finance Charges/Penalties	10,284.94	44,286.72	13,000.00	31,286.72	340.67%
50999-1 - License and Permits	0.00	178.00	300.00	-122.00	59.33%
50999-2 - Training/Education	0.00	2,971.00	25,000.00	-22,029.00	11.88%
50999-3 - Other Misc Expense	27.00	4,775.10	156,800.00	-152,024.90	3.05%
50999-5 - Telephone/Internet	1,097.02	8,261.83	8,000.00	261.83	103.27%
Total 50900 - Miscellaneous Expenses	0.00	0.00			
Total 50900 - Miscellaneous Expenses	21,920.87	114,506.82	246,100.00	-131,593.18	46.53%
51200 - Leases and Rentals					
51212-1 - Building Lease	4,200.00	50,400.00	50,400.00	0.00	100.0%
51212-2 - Leases Rental Equipment	0.00	0.00	1,000.00	-1,000.00	0.0%
51212-3 - Bus Lease	-28,242.34	74,378.83	90,000.00	-15,621.17	82.64%
Total 51200 - Leases and Rentals	-24,042.34	124,778.83	141,400.00	-16,621.17	88.25%
51300 - Depreciation Expense	203,126.00	203,126.00			
51600 - Capital Outlay					
51600-3 - Buildings/Multi Modal Center	0.00	1,200.00	3,787,500.00	-3,786,300.00	0.03%
51600-5 - Automobiles	-139,110.13	0.96	3,272,000.00	-3,271,999.04	0.0%
51600-6 - Furniture and Equipment	0.00	8,735.46	1,029,300.00	-1,020,564.54	0.85%
Total 51600 - Capital Outlay	-139,110.13	9,936.42	8,088,800.00	-8,078,863.58	0.12%
52000 - Pension and OPEB Expense	45,611.00	45,611.00			
Total Expense	473,435.53	4,466,780.12	12,853,716.00	-8,386,935.88	34.75%
Net Ordinary Income	1,072,891.62	832,148.61	0.00	832,148.61	100.0%
Net Income	1,072,891.62	832,148.61	0.00	832,148.61	100.0%

**Yuma County Intergovernmental Public Transportation Auth.
Executive Board P&L
July 2019**

	Jul 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 - Intergovernmental				
40700 - Miscellaneous Revenues				
40799-3 - Advertising Sales	0.00	16,000.00	-16,000.00	0.0%
40799-4 - Greyhound Commissions - YCIPTA	3,654.66	26,400.00	-22,745.34	13.84%
40799-5 - Interest	588.58	1,200.00	-611.42	49.05%
40799-6 - Miscellaneous Revenues	8.56	2,000.00	-1,991.44	0.43%
Total 40700 - Miscellaneous Revenues	4,251.80	45,600.00	-41,348.20	9.32%
40900 - Local Funding				
40900-2 - Local Transit Dues	29,919.00	516,739.00	-486,820.00	5.79%
40900-4 - Contributions Public Entities	0.00	557,628.00	-557,628.00	0.0%
Total 40900 - Local Funding	29,919.00	1,074,367.00	-1,044,448.00	2.79%
41101 - State Grants				
41101-1 - ADOT 5311	0.00	1,157,552.00	-1,157,552.00	0.0%
41101-2 - ADOT 5310	0.00	25,000.00	-25,000.00	0.0%
Total 41101 - State Grants	0.00	1,182,552.00	-1,182,552.00	0.0%
41300 - Federal Grant Revenue				
41399-1 - FTA 5307	0.00	6,046,633.00	-6,046,633.00	0.0%
41399-4 - STP Capital Grant	0.00	301,240.00	-301,240.00	0.0%
Total 41300 - Federal Grant Revenue	0.00	6,347,873.00	-6,347,873.00	0.0%
Total 40000 - Intergovernmental	34,170.80	8,650,392.00	-8,616,221.20	0.4%
41000 - Charges for Service				
40100 - Fare Revenue				
40101 - YCAT Fares	36,437.55	455,748.00	-419,310.45	8.0%
40190 - On Call Fares	0.00	3,600.00	-3,600.00	0.0%
Total 40100 - Fare Revenue	36,437.55	459,348.00	-422,910.45	7.93%
Total 41000 - Charges for Service	36,437.55	459,348.00	-422,910.45	7.93%
Total Income	70,608.35	9,109,740.00	-9,039,131.65	0.78%
Gross Profit	70,608.35	9,109,740.00	-9,039,131.65	0.78%
Expense				

**Yuma County Intergovernmental Public Transportation Auth.
Executive Board P&L
July 2018**

	Jul 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 - Intergovernmental				
40700 - Miscellaneous Revenues				
40799-3 - Advertising Sales	793.75	16,000.00	-15,206.25	4.96%
40799-4 - Greyhound Commissions - YCIPTA	2,328.30	31,200.00	-28,871.70	7.46%
40799-5 - Interest	146.11	1,200.00	-1,053.89	12.18%
40799-6 - Miscellaneous Revenues	8.00	2,000.00	-1,992.00	0.4%
Total 40700 - Miscellaneous Revenues	3,276.16	50,400.00	-47,123.84	6.5%
40900 - Local Funding				
40900-2 - Local Transit Dues	510,982.00	516,739.00	-5,757.00	98.89%
40900-4 - Contributions Public Entities	110,443.64	494,023.00	-383,579.36	22.36%
Total 40900 - Local Funding	621,425.64	1,010,762.00	-389,336.36	61.48%
41101 - State Grants				
41101-1 - ADOT 5311	80,544.39	1,643,938.00	-1,563,393.61	4.9%
41101-2 - ADOT 5310	0.00	25,000.00	-25,000.00	0.0%
Total 41101 - State Grants	80,544.39	1,668,938.00	-1,588,393.61	4.83%
41300 - Federal Grant Revenue				
41399-1 - FTA 5307	76,120.00	8,618,502.00	-8,542,382.00	0.88%
41399-4 - STP Capital Grant	0.00	414,985.00	-414,985.00	0.0%
Total 41300 - Federal Grant Revenue	76,120.00	9,033,487.00	-8,957,367.00	0.84%
Total 40000 - Intergovernmental	781,366.19	11,763,587.00	-10,982,220.81	6.64%
41000 - Charges for Service				
40100 - Fare Revenue				
40101 - YCAT Fares	42,811.14	423,447.00	-380,635.86	10.11%
40190 - On Call Fares	298.25	6,663.00	-6,364.75	4.48%
Total 40100 - Fare Revenue	43,109.39	430,110.00	-387,000.61	10.02%
Total 41000 - Charges for Service	43,109.39	430,110.00	-387,000.61	10.02%
Total Income	824,475.58	12,193,697.00	-11,369,221.42	6.76%
Gross Profit	824,475.58	12,193,697.00	-11,369,221.42	6.76%
Expense				

	Jul 19	Budget	\$ Over Budget	% of Budget
50100 · Salaries and Wages				
50102 · Regular Salaries and Wage	24,673.08	368,376.00	-343,702.92	6.7%
Total 50100 · Salaries and Wages	24,673.08	368,376.00	-343,702.92	6.7%
50200 · Fringe Benefits				
50201 · FICA- SS & Medicare	1,887.49	75,591.00	-73,703.51	2.5%
50202 · ASRS	2,752.32	44,610.00	-41,857.68	6.17%
50203 · Health Insurance	2,927.93	44,988.00	-42,060.07	6.51%
50204 · FUTA	0.00	500.00	-500.00	0.0%
50205 · Life Insurance	62.05	768.00	-705.95	8.08%
50207 · State Unemployment	0.00	3,000.00	-3,000.00	0.0%
50208 · Workers Compensation Ins	0.00	2,500.00	-2,500.00	0.0%
Total 50200 · Fringe Benefits	7,629.79	171,957.00	-164,327.21	4.44%
50300 · Services				
50301-1 · ADA Paratransit	10,700.29	129,324.00	-118,623.71	8.27%
50301-2 · Accounting & Audit	0.00	38,000.00	-38,000.00	0.0%
50301-3 · Vanpool Subsidy	10,200.00	126,000.00	-115,800.00	8.1%
50302 · Advertising	4,886.71	80,000.00	-75,113.29	6.11%
50303-1 · Legal Services	900.00	25,800.00	-24,900.00	3.49%
50303-2 · Cash Handel/Payroll Processing	676.78	15,000.00	-14,323.22	4.51%
50303-3 · IT Support/Web Development	2,945.00	20,800.00	-17,855.00	14.16%
50304 · Temporary Help	2,441.12	3,000.00	-558.88	81.37%
50305-0 · Bus Contractor	296,082.53	3,209,107.00	-2,913,024.47	9.23%
50305-1 · Contract Costs	2,083.33	100,000.00	-97,916.67	2.08%
50305-2 · Equipment Maintenance	0.00	20,000.00	-20,000.00	0.0%
50305-3 · Office Equip Repair	24.87	3,000.00	-2,975.13	0.83%
50305-4 · Vehicle Repair & Maintance	0.00	231,747.00	-231,747.00	0.0%
50305-5 · Building Repairs & Maintance	393.40	12,000.00	-11,606.60	3.28%
50305-6 · Communications/Radio Service	0.00	20,000.00	-20,000.00	0.0%
50305-7 · Grounds Keeping/Pest Control	39.00	1,500.00	-1,461.00	2.6%
50305-8 · Software Updates/Maintenance	2,914.22	55,000.00	-52,085.78	5.3%
50307 · Security Services	0.00	500.00	-500.00	0.0%
Total 50300 · Services	334,287.25	4,090,778.00	-3,756,490.75	8.17%
50400 · Materials and Supplies				
50401 · Fuel, Oil, Lubricants	38,611.78	458,700.00	-420,088.22	8.42%

	Jul 18	Budget	\$ Over Budget	% of Budget
50100 · Salaries and Wages				
50102 · Regular Salaries and Wage	11,193.09	359,677.00	-348,483.91	3.11%
Total 50100 · Salaries and Wages	11,193.09	359,677.00	-348,483.91	3.11%
50200 · Fringe Benefits				
50201 · FICA- SS & Medicare	1,712.62	72,691.00	-70,978.38	2.36%
50202 · ASRS	1,287.25	42,442.00	-41,154.75	3.03%
50203 · Health Insurance	3,624.00	43,488.00	-39,864.00	8.33%
50204 · FUTA	0.00	500.00	-500.00	0.0%
50205 · Life Insurance	67.15	768.00	-700.85	8.74%
50207 · State Unemployment	2,640.00	3,000.00	-360.00	88.0%
50208 · Workers Compensation Ins	28.30	2,500.00	-2,471.70	1.13%
Total 50200 · Fringe Benefits	9,359.32	165,389.00	-156,029.68	5.66%
50300 · Services				
50301-1 · ADA Paratransit	9,463.29	126,000.00	-116,536.71	7.51%
50301-2 · Accounting & Audit	0.00	28,000.00	-28,000.00	0.0%
50301-3 · Vanpool Subsidy	10,500.00			
50302 · Advertising	2,802.60	80,000.00	-77,197.40	3.5%
50303-1 · Legal Services	962.25	45,000.00	-44,037.75	2.14%
50303-2 · Cash Handel/Payroll Processing	703.61	6,500.00	-5,796.39	10.83%
50303-3 · IT Support/Web Development	840.76	15,000.00	-14,159.24	5.61%
50304 · Temporary Help	150.56	3,000.00	-2,849.44	5.02%
50305-0 · Bus Contractor	229,010.27	2,892,863.00	-2,663,852.73	7.92%
50305-1 · Contract Costs	10,254.21	100,000.00	-89,745.79	10.25%
50305-2 · Equipment Maintenance	0.00	40,000.00	-40,000.00	0.0%
50305-3 · Office Equip Repair	238.48	3,000.00	-2,761.52	7.95%
50305-4 · Vehicle Repair & Maintance	33,524.65	280,000.00	-246,475.35	11.97%
50305-5 · Building Repairs & Maintance	3,875.09	12,000.00	-8,124.91	32.29%
50305-6 · Communications/Radio Service	13,650.00	20,000.00	-6,350.00	68.25%
50305-7 · Grounds Keeping/Pest Control	39.00	2,500.00	-2,461.00	1.56%
50305-8 · Software Updates/Maintenance	2,699.81	55,000.00	-52,300.19	4.91%
50307 · Security Services	0.00	500.00	-500.00	0.0%
Total 50300 · Services	318,714.58	3,709,363.00	-3,390,648.42	8.59%
50400 · Materials and Supplies				
50401 · Fuel, Oil, Lubricants	35,807.69	400,000.00	-364,192.31	8.95%

	Jul 19	Budget	\$ Over Budget	% of Budget
50499-1 · Office Supplies	951.20	3,000.00	-2,048.80	31.71%
50499-2 · Postage	63.65	1,500.00	-1,436.35	4.24%
50499-3 · Printing	1,018.72	20,000.00	-18,981.28	5.09%
50499-4 · Misc Materials & Supplies	105.38	35,400.00	-35,294.62	0.3%
Total 50400 · Materials and Supplies	40,750.73	518,600.00	-477,849.27	7.86%
50500 · Utilities				
50501 · Electricity	1,424.39	17,000.00	-15,575.61	8.38%
50502-1 · Refuse Disposal	177.94	2,000.00	-1,822.06	8.9%
50502-2 · Water - Offices	139.62	1,500.00	-1,360.38	9.31%
Total 50500 · Utilities	1,741.95	20,500.00	-18,758.05	8.5%
50600 · Casualty and Liability Insuranc				
50608-1 · Gen Liab Insurance	0.00	4,000.00	-4,000.00	0.0%
50608-2 · Prof. Liability Insurance	0.00	3,500.00	-3,500.00	0.0%
50608-3 · Automobile Insurance	0.00	4,500.00	-4,500.00	0.0%
Total 50600 · Casualty and Liability Insuranc	0.00	12,000.00	-12,000.00	0.0%
50900 · Miscellaneous Expenses				
50901 · Memberships/Dues/Subscriptions	0.00	15,000.00	-15,000.00	0.0%
50902 · Travel Expenses	0.00	30,000.00	-30,000.00	0.0%
50906 · Finance Charges/Penalties	42.89	5,000.00	-4,957.11	0.86%
50999-1 · License and Permits	0.00	300.00	-300.00	0.0%
50999-2 · Training/Education	0.00	75,044.00	-75,044.00	0.0%
50999-3 · Other Misc Expense	58.37			
50999-5 · Telephone/Internet	596.66	8,000.00	-7,403.34	7.46%
Total 50900 · Miscellaneous Expenses	697.92	133,344.00	-132,646.08	0.52%
51200 · Leases and Rentals				
51212-1 · Building Lease	4,200.00	50,400.00	-46,200.00	8.33%
Total 51200 · Leases and Rentals	4,200.00	50,400.00	-46,200.00	8.33%
51600 · Capital Outlay				
51600-3 · Buildings/Mutli Modal Center	0.00	2,933,711.00	-2,933,711.00	0.0%
51600-5 · Automobiles	0.00	163,224.00	-163,224.00	0.0%
51600-6 · Furniture and Equipment	34.75	646,850.00	-646,815.25	0.01%
Total 51600 · Capital Outlay	34.75	3,743,785.00	-3,743,750.25	0.0%
Total Expense	414,015.47	9,109,740.00	-8,695,724.53	4.55%
Net Ordinary Income	-343,407.12	0.00	-343,407.12	100.0%

	Jul 18	Budget	\$ Over Budget	% of Budget
50499-1 · Office Supplies	449.24	3,000.00	-2,550.76	14.98%
50499-2 · Postage	60.00	3,000.00	-2,940.00	2.0%
50499-3 · Printing	404.37	25,000.00	-24,595.63	1.62%
50499-4 · Misc Materials & Supplies	90.84	35,400.00	-35,309.16	0.26%
Total 50400 · Materials and Supplies	36,812.14	466,400.00	-429,587.86	7.89%
50500 · Utilities				
50501 · Electricity	1,698.45	17,000.00	-15,301.55	9.99%
50502-1 · Refuse Disposal	132.62	1,500.00	-1,367.38	8.84%
50502-2 · Water - Offices	100.63	1,500.00	-1,399.37	6.71%
Total 50500 · Utilities	1,931.70	20,000.00	-18,068.30	9.66%
50600 · Casualty and Liability Insuranc				
50608-1 · Gen Liab Insurance	-1,115.89	3,900.00	-5,015.89	-28.61%
50608-2 · Prof. Liability Insurance	0.00	3,500.00	-3,500.00	0.0%
50608-3 · Automobile Insurance	0.00	3,900.00	-3,900.00	0.0%
Total 50600 · Casualty and Liability Insuranc	-1,115.89	11,300.00	-12,415.89	-9.88%
50900 · Miscellaneous Expenses				
50901 · Memberships/Dues/Subscriptions	3,440.00	18,000.00	-14,560.00	19.11%
50902 · Travel Expenses	5,233.41	30,000.00	-24,766.59	17.45%
50906 · Finance Charges/Penalties	550.11	5,000.00	-4,449.89	11.0%
50999-1 · License and Permits	0.00	300.00	-300.00	0.0%
50999-2 · Training/Education	545.00	25,000.00	-24,455.00	2.18%
50999-3 · Other Misc Expense	1,783.34	200,000.00	-198,216.66	0.89%
50999-5 · Telephone/Internet	689.99	8,000.00	-7,310.01	8.63%
Total 50900 · Miscellaneous Expenses	12,241.85	286,300.00	-274,058.15	4.28%
51200 · Leases and Rentals				
51212-1 · Building Lease	4,200.00	50,400.00	-46,200.00	8.33%
51212-2 · Leases Rental Equipment	0.00	1,000.00	-1,000.00	0.0%
Total 51200 · Leases and Rentals	4,200.00	51,400.00	-47,200.00	8.17%
51600 · Capital Outlay				
51600-3 · Buildings/Mutli Modal Center	0.00	3,499,492.00	-3,499,492.00	0.0%
51600-5 · Automobiles	0.00	2,567,733.00	-2,567,733.00	0.0%
51600-6 · Furniture and Equipment	0.00	1,056,643.00	-1,056,643.00	0.0%
Total 51600 · Capital Outlay	0.00	7,123,868.00	-7,123,868.00	0.0%
Total Expense	393,336.79	12,193,697.00	-11,800,360.21	3.23%
Net Ordinary Income	431,138.79	0.00	431,138.79	100.0%

Net Income

Jul 19	Budget	\$ Over Budget	% of Budget		Jul 18	Budget	\$ Over Budget	% of Budget
-343,407.12	0.00	-343,407.12	100.0%	Net Income	431,138.79	0.00	431,138.79	100.0%