

UTA Board of Trustees Meeting

July 10, 2019



Call to Order and Opening Remarks



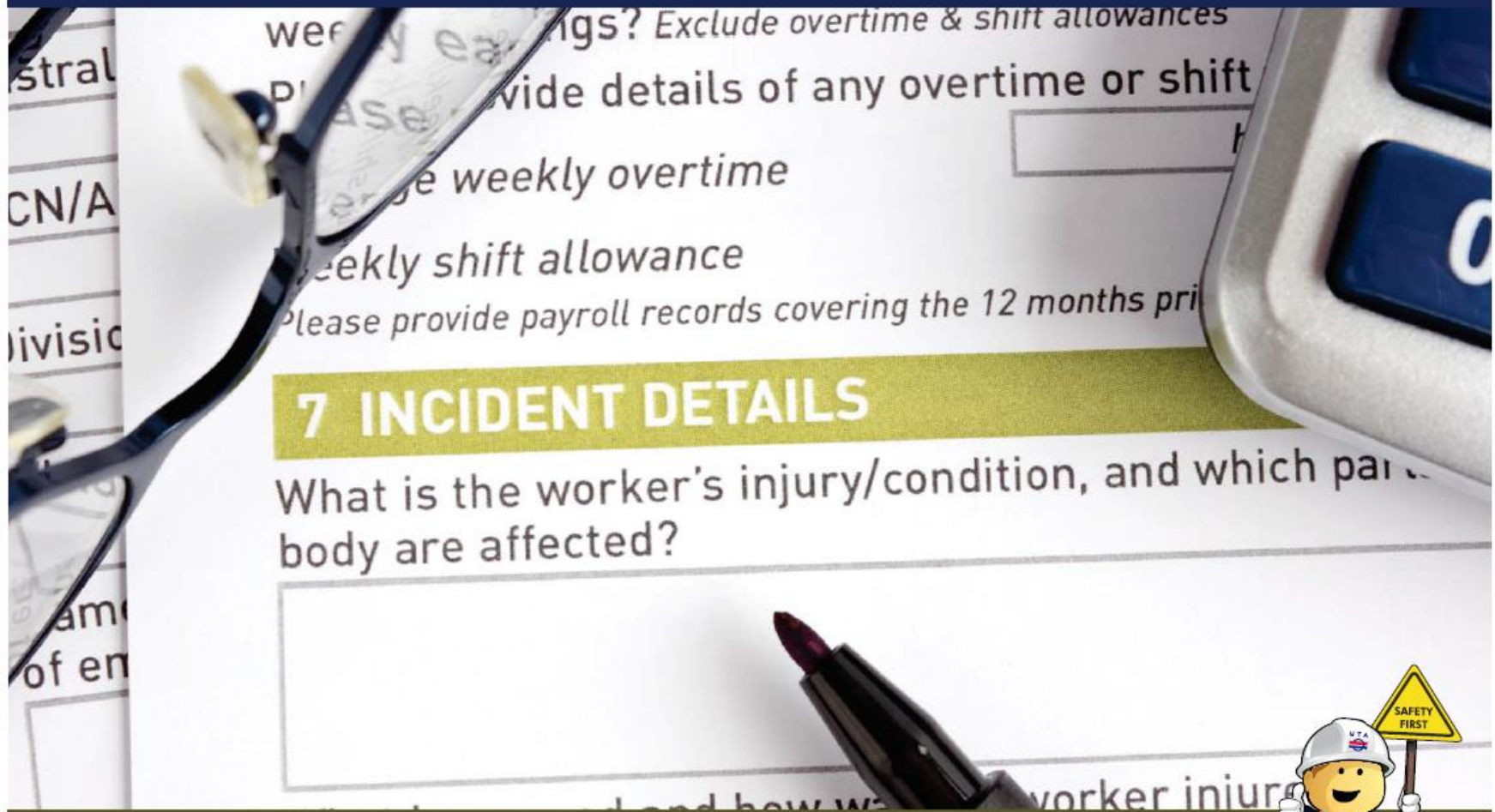
Pledge of Allegiance



Safety First Minute



**The Close Call reported today,
is the accident that does not happen tomorrow.**



Public Comment Period



Public Comment Guidelines

- Each comment will be limited to two minutes per citizen or five minutes per group representative
- No handouts allowed



Approval of June 26, 2019 Board Meeting Minutes



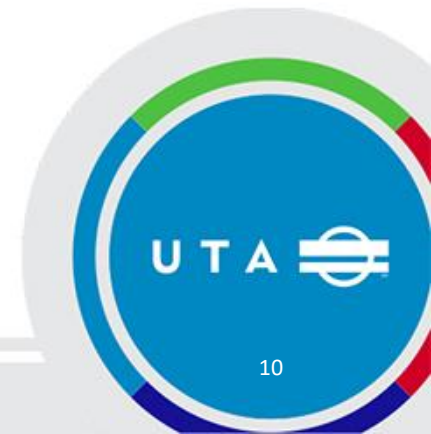
Recommended Action (by acclamation)

Motion to approve



Closed Session

- a. Strategy session to discuss pending or reasonably imminent litigation

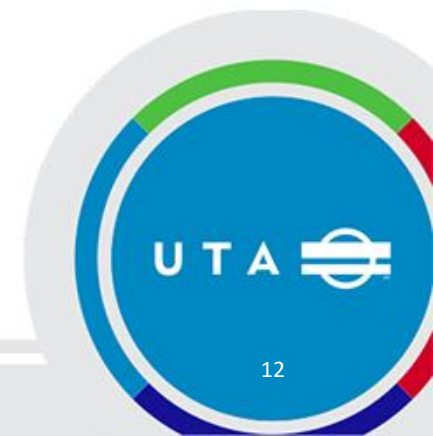


Closed Session

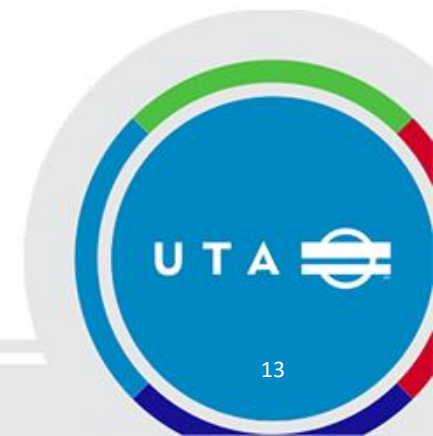
Meeting will resume at approximately 9:45 a.m.



Open Session

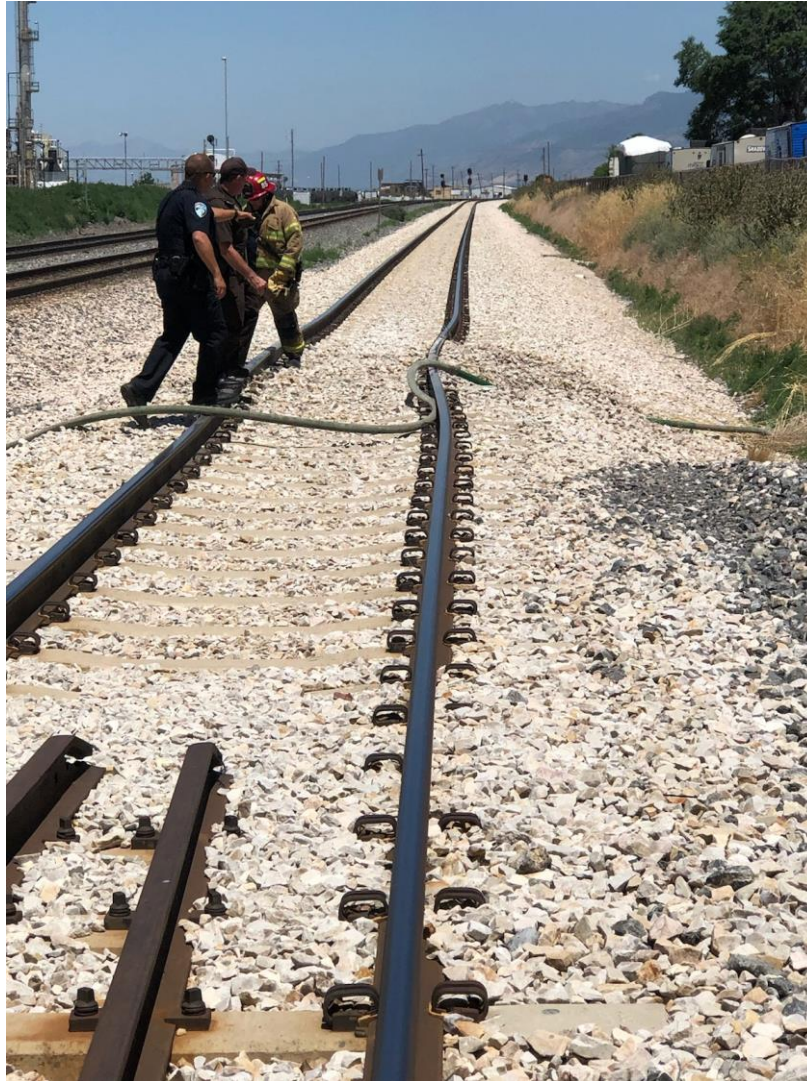


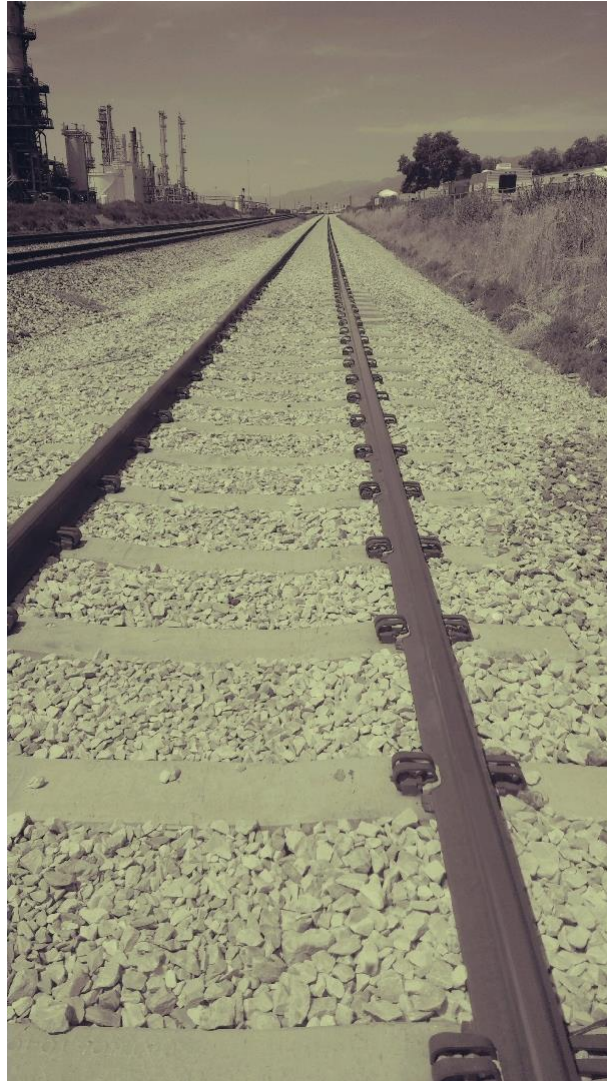
Agency Report



Truck/Rail Accident





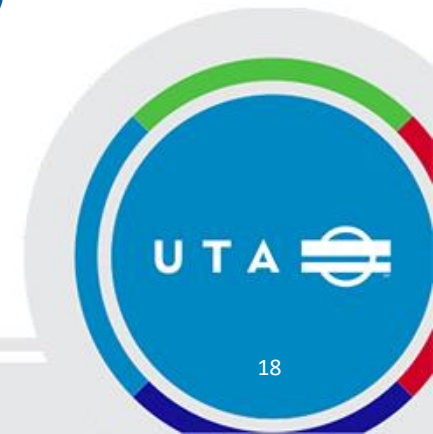


Contracts, Disbursements, and Grants



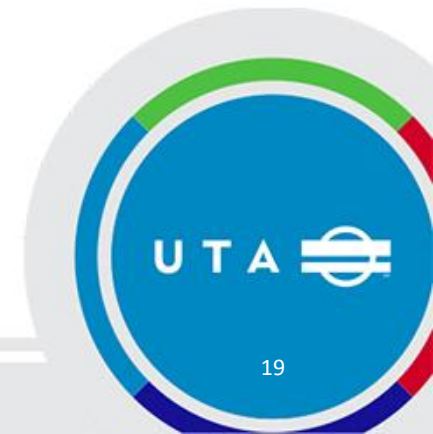
Contract: South Salt Lake County Microtransit Pilot (VIA)

- Description and purpose:
 - The 12-month South Salt Lake County microtransit pilot will test new and innovative mobility solutions utilizing mobility on-demand technologies and transit services
 - The pilot will operate in the cities of Bluffdale, Draper, Herriman, Riverton, Sandy, and South Jordan
- Initial contract:
 - \$2,500,000
- Total contract:
 - \$7,127,875 (includes initial contract sum plus two option years)



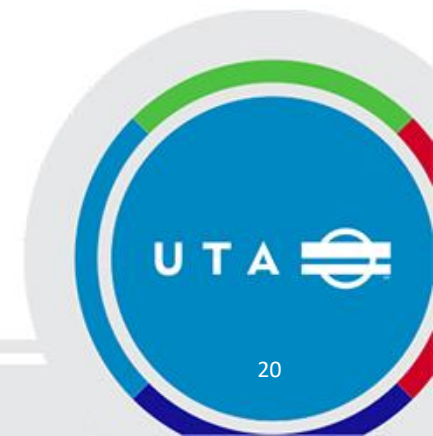
Recommended Action (by roll call)

Motion to approve contract:
South Salt Lake Microtransit Pilot (VIA)



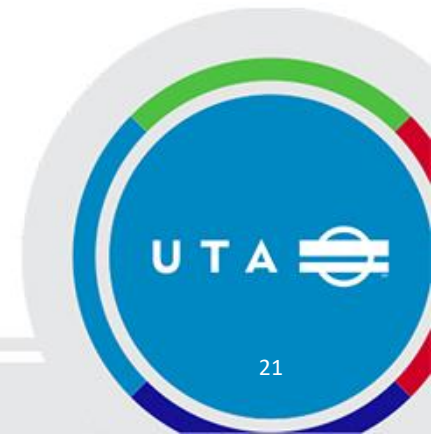
Change Order: Light Rail Signal Priority (Pinetop Engineering)

- Description and purpose:
 - First option on contract providing professional services for general installation and replacement of components on the light rail transit signal priority system and traffic signal interface
- Total change order:
 - \$65,000
- Total contract:
 - \$325,000



Recommended Action (by roll call)

Motion to approve change order:
Light Rail Signal Priority (Pinetop Engineering)



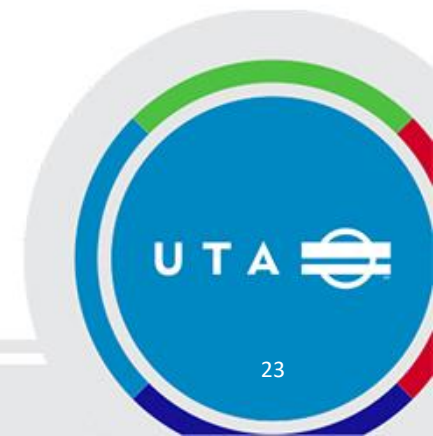
Change Order: Weber Box Elder County Survey (Meridian)

- Description and purpose:
 - The original contract provided professional engineering services including GIS, surveying, mapping, and right-of-way support for the corridor preservation of the FrontRunner extension through Weber and Box Elder counties
 - Increases the scope by adding title searches to the contract
 - UTA and the Division of Water Resources (DWRRe) are partners on the contract and will split the cost for the change order
- Total change order:
 - \$99,000 (UTA portion \$59,600; DWRRe portion \$39,400)
- Total contract:
 - \$653,100



Recommended Action (by roll call)

Motion to approve change order:
Weber Box Elder County Survey (Meridian)



Change Order: On-Call Maintenance – Project Manager Costs – Task Order #76 (Stacy and Witbeck)

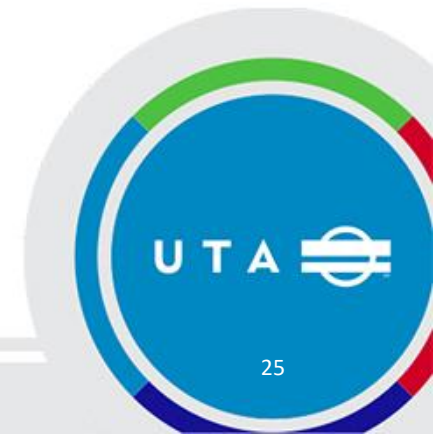
- Description and purpose:
 - Part of a three-year on-call maintenance contract
 - Covers costs for project and construction management for 2019; these costs are not included in the task orders applied to the contract
- Total change order:
 - \$495,040
- Total contract:
 - \$32,119,079 (includes \$505,316 from Task Order #79 pending board approval)



Recommended Action (by roll call)

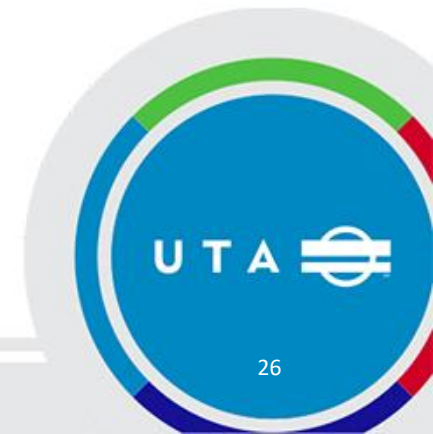
Motion to approve change order:

On-Call Maintenance – Project Manager Costs – Task Order #76
(Stacy and Witbeck)



Change Order: On-Call Maintenance – Blue Line Rail Grade Crossing Replacements – Task Order #79 (Stacy and Witbeck)

- Description and purpose:
 - Part of a three-year on-call maintenance contract
 - Covers removal and replacement of the Blue Line light rail grade crossings at 2700 South 201 West, and 6960 South 600 West
- Total change order:
 - \$505,316
- Total contract:
 - \$31,624,039



Recommended Action (by roll call)

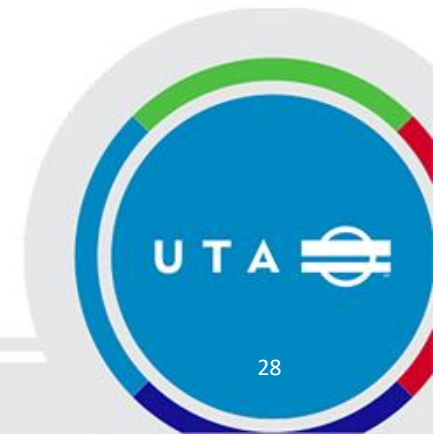
Motion to approve change order:

On-Call Maintenance – Blue Line Rail Grade Crossing Replacements –
Task Order #79 (Stacy and Witbeck)



Change Order: On-Call Maintenance – Delta Interlocking Trackwork – Task Order #82 (Stacy and Witbeck)

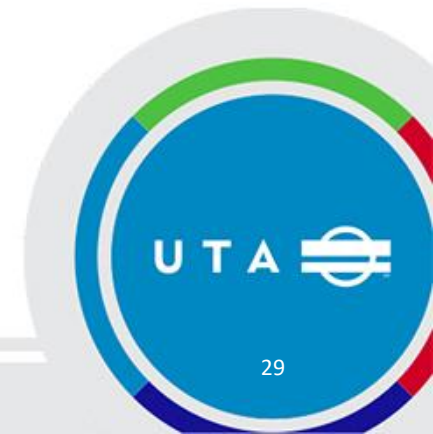
- Description and purpose:
 - Part of a three-year on-call maintenance contract
 - Procures long-lead materials for the Delta interlocking trackwork, including steel, encapsulation, boot, and steel ties
- Total change order:
 - \$778,888
- Total contract:
 - \$32,897,967



Recommended Action (by roll call)

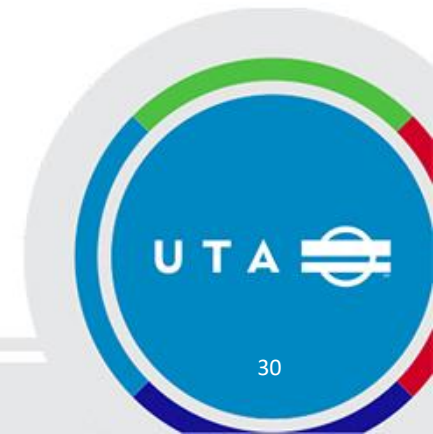
Motion to approve change order:

On-Call Maintenance – Delta Interlocking Trackwork – Task Order #82
(Stacy and Witbeck)



Revenue Contract: Division of Services for People with Disabilities

- Description and purpose:
 - Riders referenced in this contract qualify for certain Medicare services, including non-medical transportation
 - In order for any state to receive Center for Medicare & Medicaid Services (CMS) non-medical transportation funds, there is a required state match of 28%
 - UTA provides the 28% seed funds
 - Funds for non-medical transportation services are reconciled annually and are issued by CMS to the Utah Department of Health & Human Services, Division of Services for People with Disabilities (DSPD) and passed to UTA, reimbursing UTA at its maximum cost per trip rate (excluding the 28% seed funds)
- Total contract:
 - \$16,143,118.20



Recommended Action (by roll call)

Motion to approve revenue contract:
Division of Services for People with Disabilities



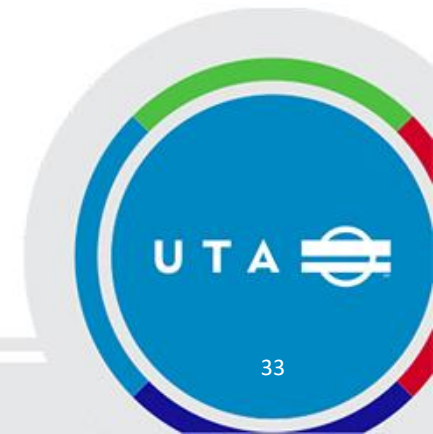
Revenue Contract: Salt Lake City Hive Pass

- Description and purpose:
 - Renews the current Hive Pass contract in which UTA agrees to sell and Salt Lake City Corporation agrees to purchase Standard Adult Local Monthly Passes and Standard Adult Premium Monthly Passes from UTA at a 20% discount; Salt Lake City Corporation then sells the passes to authorized users at an additional 30% discount
 - Also includes the sale of Annual Voucher Passes to Salt Lake City Corporation to be issued to low income participants in exchange for a State of Utah Voucher
- Total contract:
 - \$1,005,000



Recommended Action (by roll call)

Motion to approve revenue contract:
Salt Lake City Hive Pass



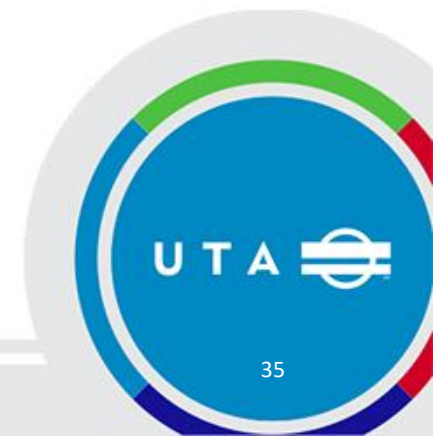
MOU: Tooele Bus Storage Facility (UDOT/FTA)

- Description and purpose:
 - UTA purchased and is renovating a bus storage facility in Tooele County
 - The purchase and renovation are funded in part through a Federal Transit Administration (FTA) Bus and Bus Facilities Grant, which requires funding be passed through the Utah Department of Transportation (UDOT)
 - The memorandum of understanding (MOU) identifies portions of the project covered by the grant, UTA-required match, and additional match
- Total MOU Funds:
 - \$2,229,024



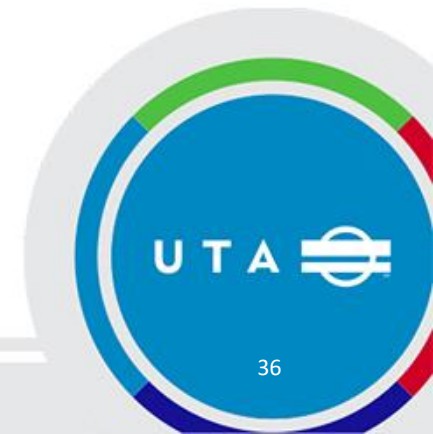
Recommended Action (by roll call)

Motion to approve MOU:
Tooele Bus Storage Facility (UDOT/FTA)



Grant: DOT BUILD Grant – Vineyard FrontRunner Station Double Tracking

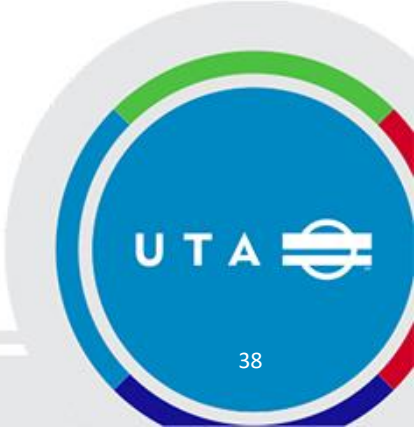
- Purpose:
 - Construction of double tracking along the FrontRunner corridor at the future Vineyard Station
- Total cost:
 - \$36,986,000
- Grant request:
 - \$25,000,000
- Local match:
 - \$11,986,000



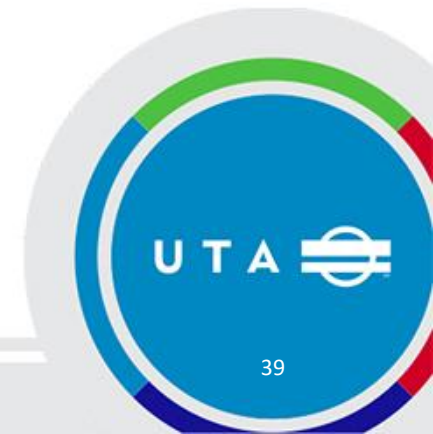
Pre-Procurement: UTA Operator Uniforms



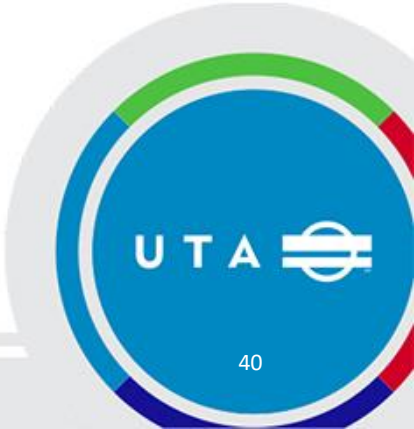
Pre-Procurement: 2019 Equipment Lease Purchase Financing Services



Discussion Items



Draft Board Policy – Fares



PRESENTATION OUTLINE

- 1) Fare Pricing Summary
- 2) Fare Policy Purpose
- 3) Fare Policy Summary

FARE PRICING SUMMARY

Fare Pricing Element	Policy			
	Resolution R2011-03-02 & Public Fare Table	Resolution R2018-06-07	Corporate Policy No. 1.1.18	Corporate Policy No. 3.2.4
Base Fare				
Discounts				
Free Fare				
Special Pricing				

Fare Pricing Element	Policy			
	Resolution R2011-03-02 & Public Fare Table	Resolution R2018-06-07	Corporate Policy No. 1.1.18	Corporate Policy No. 3.2.4
Base Fare	See Public Fare Table			
Discounts	1) Seniors/Disabled/Medicaid (50%) 2) Youth (25%) 3) Token 10 Pack (10%)	1) FAREPAY (20 - 40%) 2) Homeless (50%) 3) Co-Op (20%)	N/A	N/A
Free Fare	1) Paratransit Freedom Access Pass	1) Travel Training Program	1) Free Fare Zone 2) Children 5 & Under 3) Employees 4) PC Attendant 5) Swore Peace Officers 6) Fire Fighters	1) Complimentary Passes
Special Pricing	1) Period Passes a. Day Pass b. Month Pass (Regular/Premium) 2) Special Priced Products a. Group Pass 3) Prepaid Fare Products a. 10 Punch Card (Route Deviation) b. 10 Punch Card (Paratransit) c. 10 Pack Token	1) Pilots/Promotions 2) Bulk Fare a. ECO/ED b. Ski Program c. Ticket-as-Fare d. Residential e. Government 3) Special Programs a. Medicaid Punch Pass b. DSPD c. U of U Event	N/A	N/A

FARE POLICY PURPOSE

Establish and maintain an effective fare system

BASE FARE RATES

1) Evaluate and establish base fare rates in compliance with federal and state requirements

Fare Pricing Element	Policy			
	Resolution R2011-03-02 & Public Fare Table	Resolution R2018-06-07	Corporate Policy No. 1.1.18	Corporate Policy No. 3.2.4
Base Fare	See Public Fare Table			
Discounts	1) Seniors/Disabled/Medicaid (50%) 2) Youth (25%) 3) Token 10 Pack (10%)	1) FAREPAY (20 - 40%) 2) Homeless (50%) 3) Co-Op (20%)	N/A	N/A
Free Fare	1) Paratransit Freedom Access Pass	1) Travel Training Program	1) Free Fare Zone 2) Children 5 & Under 3) Employees 4) PC Attendant 5) Sworn Peace Officers 6) Fire Fighters	1) Complimentary Passes
Special Pricing	1) Period Passes a. Day Pass b. Month Pass (Regular/Premium) 2) Special Priced Products a. Group Pass 3) Prepaid Fare Products a. 10 Punch Card (Route Deviation) b. 10 Punch Card (Paratransit) c. 10 Pack Token	1) Pilots/Promotions 2) Bulk Fare a. ECO/ED b. Ski Program c. Ticket-as-Fare d. Residential e. Government 3) Special Programs a. Medicaid Punch Pass b. DSPD c. U of U Event	N/A	N/A

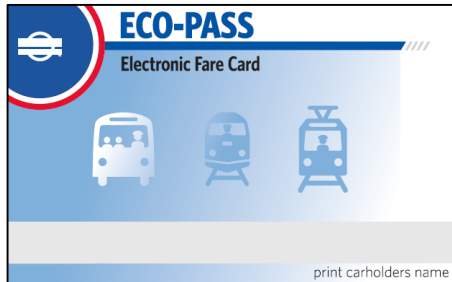
OTHER PRICING

2) Approve discounts to base fare rates, free fare and special fare rates

Fare Pricing Element	Policy			
	Resolution R2011-03-02 & Public Fare Table	Resolution R2018-06-07	Corporate Policy No. 1.1.18	Corporate Policy No. 3.2.4
Base Fare	See Public Fare Table			
Discounts	1) Seniors/Disabled/Medicaid (50%) 2) Youth (25%) 3) Token 10 Pack (10%)	1) FAREPAY (20 - 40%) 2) Homeless (50%) 3) Co-Op (20%)	N/A	N/A
Free Fare	1) Paratransit Freedom Access Pass	1) Travel Training Program	1) Free Fare Zone 2) Children 5 & Under 3) Employees 4) PC Attendant 5) Sworn Peace Officers 6) Fire Fighters	1) Complimentary Passes
Special Pricing	1) Period Passes a. Day Pass b. Month Pass (Regular/Premium) 2) Special Priced Products a. Group Pass 3) Prepaid Fare Products a. 10 Punch Card (Route Deviation) b. 10 Punch Card (Paratransit) c. 10 Pack Token	1) Pilots/Promotions 2) Bulk Fare a. ECO/ED b. Ski Program c. Ticket-as-Fare d. Residential e. Government 3) Special Programs a. Medicaid Punch Pass b. DSPD c. U of U Event	N/A	N/A

FARE MEDIA

3) Approve changes to new and existing fare media



CONTRACT NEGOTIATIONS

4) The Executive Director will notify the Board of Trustees of contract negotiation status for the following:

- a. Educational Programs
- b. Bulk Pass Purchases (Over \$200,000)

DELEGATION AUTHORITY

5) The Board of Trustees may delegate its approval authority



OTHER POLICY ITEMS

6) The Board of Trustees will approve requests for sponsored service, complimentary service, charter service, and sponsored fare

7) The Executive Director will provide notice to the Board of Trustees for complimentary pass requests over \$5,000

Current GRAMA Records Fees



Records Fees

- UTA Record Fees were adopted in 2016 and were set to keep fees reasonable for Public access to our records.
- UTA's fees are comparable to other Government Agencies.
- UTA's largest requests are for Police reports and video.

Yearly break down of all records fees collected by year:

- 2016 – Collected on 41 requests - \$971.00
- 2017 – Collected on 66 requests - \$1216.00
- 2018 – Collected on 108 requests - \$2395.00
- 2019 to date – Collected on 67 requests - \$1689.00



Recommendation for change to the fee schedule

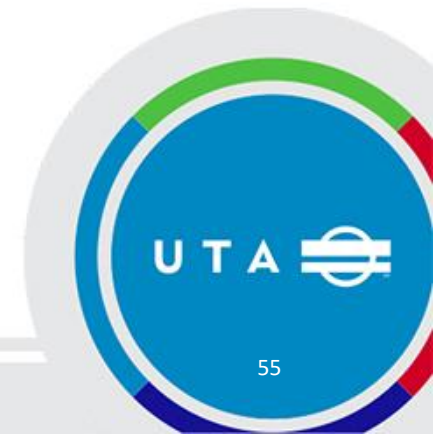
- Video fee, currently \$20.00
- Recommendation for \$5.00 increase to \$25.00 due to continual increase volume of video requests and time required for processing
- Though Police Reports are also a large percentage of our requests, our fees fall in line with other agencies



Pursuant to 63G-2-203, UTA charges reasonable fees approved by the Board
The current fee schedule is posted at Rideuta.com

	Cost	Description
		Staff Time
1.	Staff hourly rate	If research, manipulation, or preparation of information is required (such as redaction, pixilation, voice alterations), exceeding 15 minutes of time, an hourly charge is assessed. The hourly rate will depend upon the lowest hourly rate of the employee with proper security clearance required to perform the task.
2.	Actual cost of reproduction plus staff time to produce	Oversized copy and/or graphics
3.	\$25.00	Archived records retrieval, for retrieval of record(s) from a Records Retention Center or other storage location removed from the place of business of the department or division, which maintains the record(s).
		Police Records
4.	\$15.00 - additional fees may apply. See staff time.	Transit Police Reports and copies of Citations: Transit Police Reports will only be provided to the subject of the record, or individuals or entities providing an <u>original notarized release</u> from the subject of the record specifically allowing UTA to provide the private information.
		Electronic Records
5.	\$25.00 - additional fees may apply. See staff time.	Video
6.	\$20.00 - additional fees may apply. See staff time.	Per USB or Thumb Drive, plus staff time to scan the records to electronic format if necessary.
		Physical Copies of Records
7.	.50 per page	8 ½" x 11" black and white page of copy
8.	\$1.00 per page	8 ½" x 11" color copy
9.	\$1.00 per page	11" x 17" black and white page of copy
10.	\$2.00 per page	11" x 17" color copy
11.	\$1.00 per page	Faxing documents
		Other Items
12.	Postage Rates	Standard U.S. Postage Rates will apply to all requests.
13.	\$2.00	Per certification, if the record is required to be certified.

August 2019 Change Day Public Hearing Report and Communications Plan

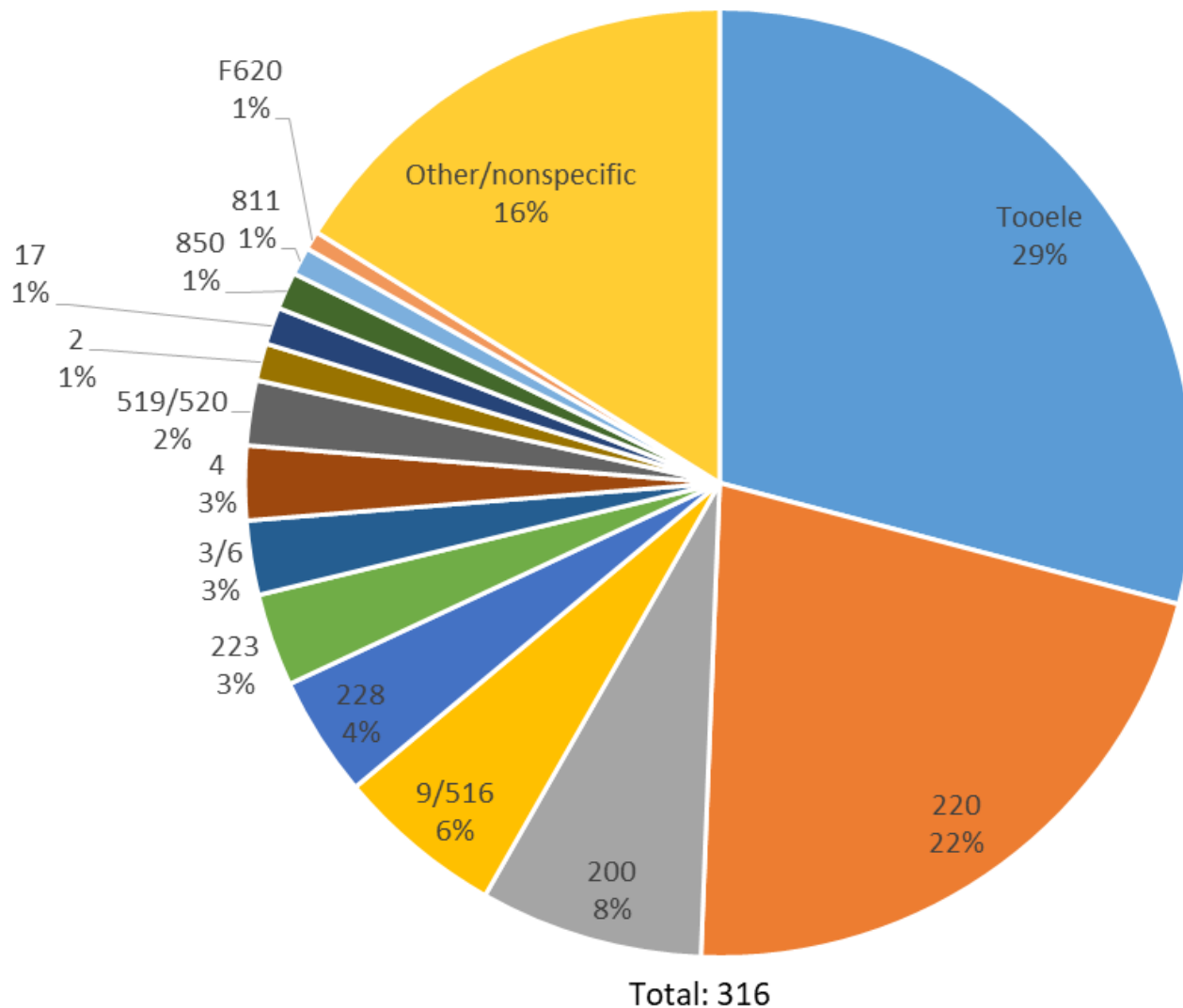


Comment Period Overview

- Public comment period held March 13 – April 19, 2019
 - Comment period actively communicated:
 - Hearing notices in newspapers
 - UTA website – link from home page
 - Social media
 - Public comment taken in multiple ways:
 - Six public open houses
 - Online
 - Email to hearingofficer@rideuta.com
 - Telephone: Customer Service & Service Planning
 - U.S. Mail
- **Communication emphasized many changes with notable service improvements.**



August 2019 Change Day Public Comments Received



What We Heard

- Tooele County
 - Scheduled times
 - Travel time in Tooele/ Stansbury
 - Overcrowding on the 3:39 p.m. trip
- Route 220
 - 100 South: against moving route
 - 200 South: in favor of moving route
 - SL Regional Hospital
- Route 200, 516
 - Ability to move through downtown, shop, etc.
- U of U Hospital
 - Increased walk time / distance from Mario Capecchi Drive
- Other Comments
 - Positive comments regarding service additions
 - Requests for further expansion of service



How We Responded to Comments

▪ **Tooele County**

- Preserving arrival time of first Route 451 trip in downtown Salt Lake
- Removing low-ridership stops on Route 453 n Stansbury Park to improve travel time
- Implementing mid-day service on Route F453 to help ease congestion

▪ **Route 220**

- Met with Salt Lake Regional Hospital to provide alternatives

▪ **Route 200 and 516**

- Met with customers to educate about alternate routes in the downtown area (Routes 6 and 11)

▪ **U of U Hospital**

- Worked with the U to allow routes 2, 6, and 11 to continue serving the hospital loop
- Expanded the layover location near the Union building for routes 9, 17, 223



Communication Plans

▪ **Phase 1: Information Posted**

July 11 - Ongoing

- UTA Website
- Change Day brochures on vehicles – flyers on buses
- Boosted social media

▪ **Phase 2: Education & Awareness**

July 29 – Change Day

- Focusing on current riders experiencing notable change: 10 routes/areas
- Focusing on enhanced SLC routes: Routes 2, 9 and 21
- 6x9 flyers distributed on designated routes
- Blog series – boosted on social media
- Informational videos
- Geo-targeted mobile
- Newspaper – Tooele County
- Partner collaboration



Communication Plans

▪ Phase 3: Promotion & Marketing

Sept. 2 – Sept. 30

- Targeting current and future riders on new and improved routes
- Geo-targeted mobile
- Boosted social media
- Direct mail / flyers
- Tooele County targeted
- Partner collaboration



Master Facilities Plan

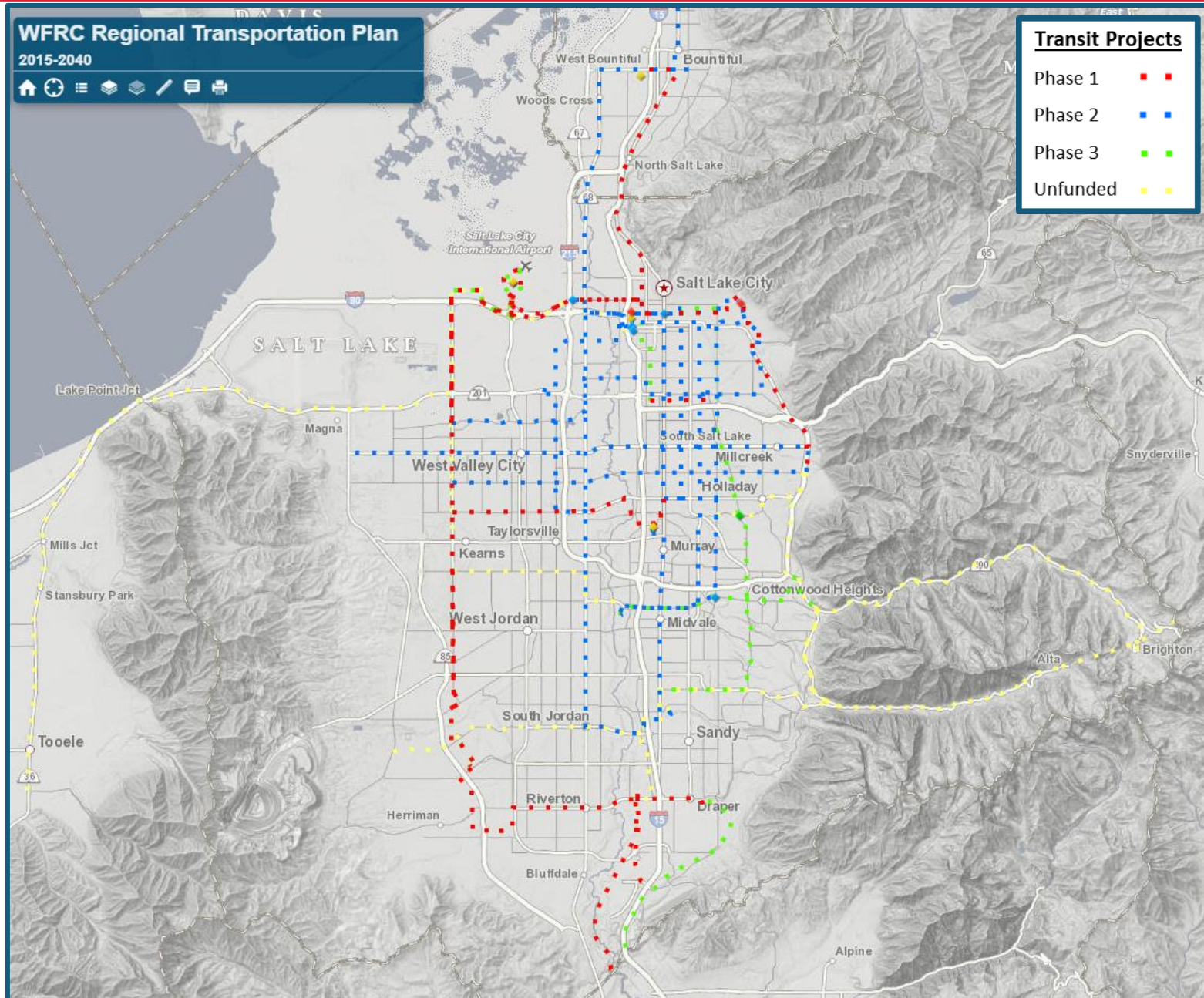


Project Need

- ❑ As the Wasatch Front's population continues to grow, transit service will have to expand to meet the demand
- ❑ WFRC and MAG Regional Transportation Plans identifies how the transit system will expand
- ❑ Additional buses, light rail vehicles, and commuter trains will be required
- ❑ Maintenance of UTA's fleet and infrastructure is vital to provide safe and efficient service to the public
- ❑ The Facilities Strategic Plan helps identify how UTA needs to grow to meet the demand of future projects



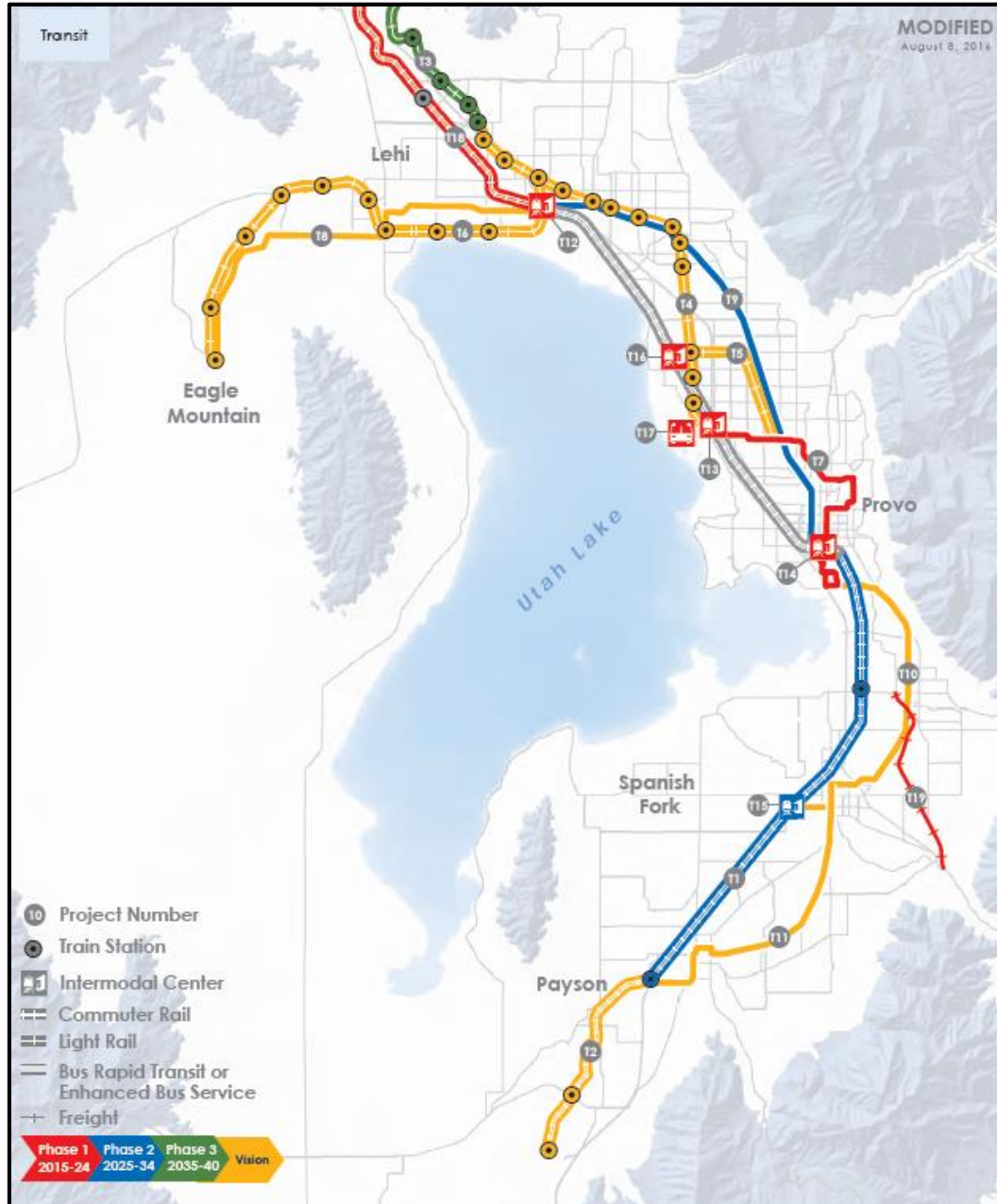
Wasatch Front Regional Transportation Plan 2015-2040



Wasatch Front Regional Transportation Plan 2015-2040



TransPlan 40 (Regional Transportation Plan 2015-2040)



Project Progress

- ❑ Met with team members throughout the agency to learn about existing conditions
 - ❑ Surveys were distributed to the maintenance facilities
- ❑ WFRC and MAG Regional Transportation Plans used to determine how the transit system will grow
- ❑ Existing conditions and planned growth was used to determine future needs
- ❑ Recommendations were made based off additional discussions with UTA's business units



Summary of Recommendations



Recommendations

Bus

- Construct a maintenance facility in south Salt Lake County

Light Rail

- Construct small end of the line facilities to perform daily servicing

Commuter Rail

- Construct small end of the line facilities to perform daily servicing

Asset Management

- Construct a centralized rebuild facility for all modes

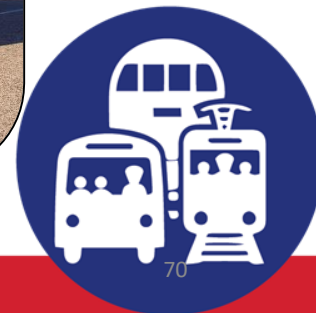
Administrative Office

- Perform a structural analysis on FLHQ, plan for additional growth



Bus Fleet Expansion and Facilities Need

- ❑ New transit service will require UTA to grow the bus fleet
- ❑ Facility expansions and new garages will be needed to house and maintain these buses
- ❑ Based on the 2015-2040 Regional Transportation Plans an estimated 450 buses will be needed to implement the proposed projects and services increases
 - ❑ Salt Lake Business Unit: 303
 - ❑ Mt. Ogden Business Unit: 86
 - ❑ Timpanogos Business Unit: 62



Bus Fleet Expansion and Facilities Need

- ❑ The completion of the Depot District Clean Fuels Technology Center will increase UTA's capacity by 56 buses when it opens
- ❑ Additional investments will be needed to support the growing fleet
 - ❑ New bus garage in south Salt Lake County
 - ❑ Depot District bus parking expansion
 - ❑ Expansion of Meadowbrook, Mt. Ogden, and Timpanogos bus garages



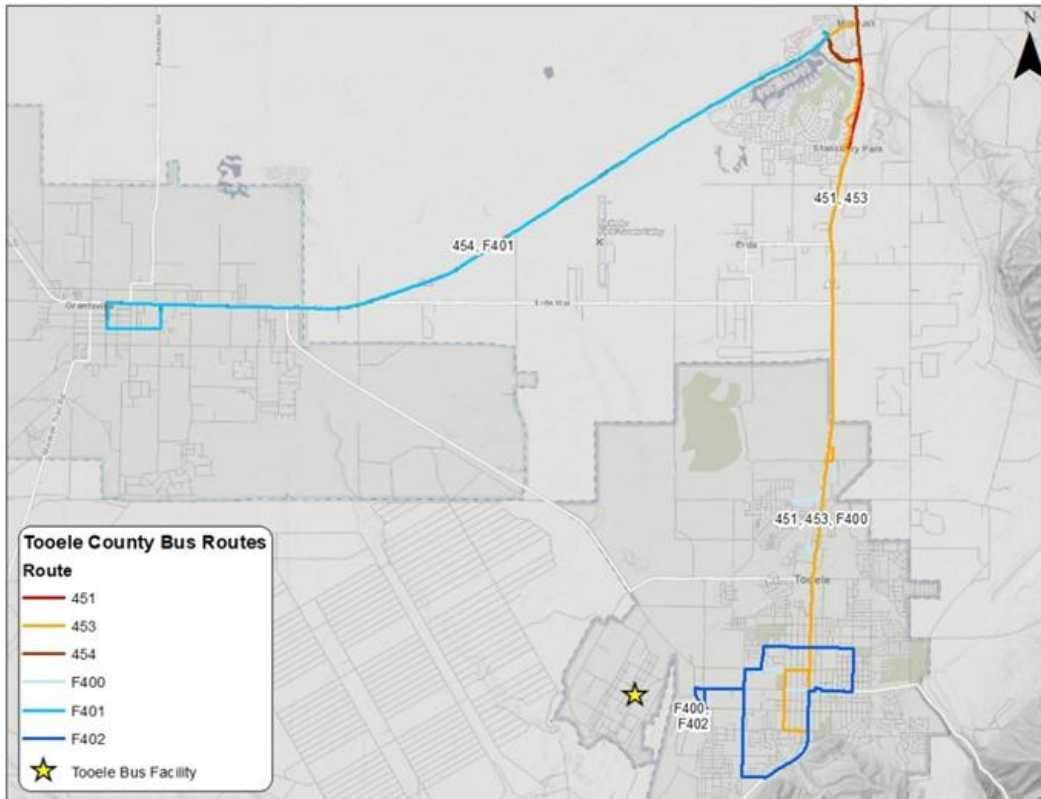
Bus – Tooele

Short Term (0-5 years)

- ❑ Acquire warehouse in Tooele for bus storage and buy land for future construction

Long Term (15+ years)

- ❑ Build a maintenance facility in Tooele



Special Services

Short Term (0-5 years)

- Upgrade ageing infrastructure in the maintenance building
- Evaluate the option to operate special services in Weber, Davis and, Utah counties internally

Medium Term (5-15 years)

- Relocate the wash bay to improve circulation
- Expand the administration and maintenance building



Short Term (0-5 years)

- Work on concepts for small maintenance facilities and obtain property

- Future of Light Rail Study will further inform facility needs

- Midvale
 - Repair and upgrade ageing infrastructure

- Jordan River
 - Relocate Maintenance of Way to provide more parking for TRAX
 - Rework the office area to provide a more conducive work space
 - Install ice melt outside the wash bay (on the north end of the building)



Light Rail

Medium Term (5-15 years)

- Construct a small maintenance facility in Daybreak near the 5600 South station
- Jordan River
 - Obtain a Wheel Tiring Machine for Jordan River (Currently there is only one at Midvale)

Long Term (15+ years)

- Construct a small maintenance facility in Utah County if light rail is extended
- Construct a small maintenance facility near the airport or remove freight from the main line



Commuter Rail



Short Term (0-5 years)

- Acquire property for small maintenance facilities in the Ogden and Provo area
- Warm Springs
 - Add two full service tracks and a paint booth to the maintenance building
 - Expand communications room
 - Acquire additional property from Union Pacific to the west of Warm Springs

Medium Term (5-15 years)

- Warm Springs
 - Relocate mainline to west side of maintenance building, and convert track on the west to storage
 - Expand maintenance building
 - Add new wash bay at the entrance to the yard



Commuter Rail

Long Term (15+ years)

- ❑ Construct small maintenance facilities in the Ogden and Provo area



Asset Management

Short Term (0-5 years)

- Design and remodel the OK Manufacturing building
 - Consult with Asset Management and Supply Chain about space needs
 - Relocate maintenance of way, facilities maintenance, and the parts warehouse to OK Manufacturing



- Perform additional research on the centralized facility
 - Determine scope of project
 - Acquire property if needed

Medium Term (5-15 years)

- Construct centralized rebuild facility, with the ability to fabricate parts



Frontline Headquarters

- ❑ Complete a structural analysis on the building
- ❑ Determine what if any investments are needed to seismically upgrade the building.
- ❑ Evaluate the cost of upgrading the existing building verses constructing a new facility as part of the Salt Lake Central Transit Oriented Development
- ❑ Plan for future administrative staff growth
 - ❑ It is estimated that 100,000 square feet needed in the future
 - ❑ FLHQ is 80,895 square feet (approximately 1,675 square feet contains the onsite medical facility)



Operator Restrooms

Salt Lake Business Unit Operator Restroom Needs		
Priority	Location	Reasoning / Justification
1	3900 South and Wasatch Blvd (Current Need)	Replace temporary restroom
2	Rocky Mtn. Power – Power Station Transit Center (Current Need)	Facilitate the expansion of bus service on the Westside of SLC
3	Jordan Valley Station (Current Need)	Terminal location for routes 232 and 240, as well as future planned routes to terminate at this location
4	Midvale Center Station (Current Need)	Long standing need for the routes 525, 213 and F578
5	Midvale Fort Union Station (Current Need)	Terminal location for the route 72, 953, and F570
6	Fashion Place West Station (Current Need)	Terminal location for the routes 62 and 209
7	5600 West between 4100 South & 4700 South (Current Need)	Terminal location for routes 41 and 47
8	West Jordan City Center Station (Current Need)	Terminal locations for routes 217 and 218
9	Farmington Station (Current Need)	Terminal location for route 667, future routes
10	Bingham Junction Station (Current Need)	Terminal location for the route 972, mid route for F570 and F578
11	Historic Sandy (Current Need)	Terminal location for the routes F94, F590 and 990
12	5600 West Old Bingham Hwy Station (Future Need)	Facilitate the implementation of 5600 West project
13	Draper Station (Future Need)	Facilitate expansion of service in South Salt Lake County
14	Millcreek Station (Potential Need)	Mid-Route restroom location
15	Stansbury Park & Ride (Potential Need)	Mid-Route restroom location
16	Sugar Factory Road Station (Potential Need)	Current terminal location for the route 227

Ogden Business Unit Operator Restroom Needs		
Priority	Location	Reasoning / Justification
1	Clearfield Station	Terminal location for routes 626, 627, 628
2	Farmington Station	Terminal location for routes 667
3	Layton Station	Terminal location for routes 628, 677
4	Roy Station	Terminal location for routes 604, Future F620
5	Woods Cross Station	Terminal location for routes 460, 461



Facilities Plan Addendums

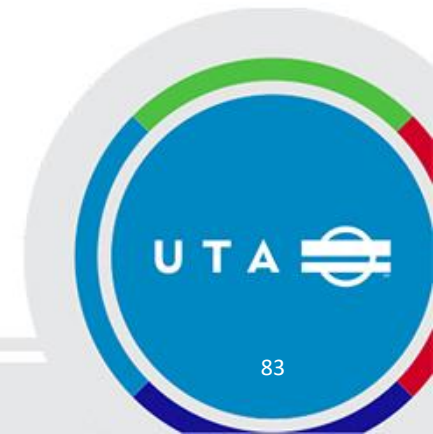
- Efforts are continuing on the plan
 - Rebuild Facility Feasibility Study
 - FLHQ Structural Analysis
 - Space Allocation and Remodel Procedure
 - OK Manufacturing Remodel

Questions?



Other Business

- a. Next meeting: July 17, 2019 at 9:00 a.m.



Adjourn

