

Regular Meeting Agenda

January 31, 2013

1:30 pm

Ukiah

Vide-Conferenced with:

Fort Bragg

Ukiah Valley Conference Center
200 South School Street
Riesling Room

Diana Stewart Fort Bragg Division
190 East Spruce
Conference Room

AGENDA ITEM

PAGE

-
- 1. Call to Order
Public Comment: Anyone is welcome to attend MTA Board meetings to address items that are on the agenda, or to bring other transit related matters to the attention of the Board. The time limit is 3 minutes per speaker.

CONSENT CALENDAR

- 2. Minutes of December 28, 2012 Board Meeting 1
Action: Approve
- 3. Service Performance Report: Fall Quarter 2012 5
- 3a. December 2012 11
Information
- 4. Financial Report: December 2012 17
Information
- 5. Board Meeting Dates and Locations: 25
Information
- 6. Capital Program: Update/Progress Report 27
Information

continued . . .

AGENDA ITEM	PAGE
ACTION & DISCUSSION	
7. Mobility Management Program <u>Information</u>	29
8. Facility Modernization and Solarization Program, Maintenance Facilities Project: Progress Report <u>Information</u>	oral
9. Facility Modernization and Solarization Program, Solar Canopy Project <u>Action</u> : Review, adopt Resolution 2013-01	33
10 Recruitment of General Manager <u>Information</u>	oral
10. Management Report	oral
11. Matters from Directors	oral

ADJOURN Anticipated adjournment is 3:30 pm

Americans With Disabilities Act (ADA) Compliance

The Mendocino Transit Authority complies with ADA requirements and, upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternative formats (pursuant to Government Code Section 54953.2). Anyone requiring reasonable

Agenda #2

Mendocino Transit Authority

Board of Directors

Regular Board Meeting December 28, 2012

Ukiah

Present: Tarbell, Pinches, Thomas, Hanson, Mastin
Excused: Cross, Courtney
Staff: Baxter, Richard, Butler, Webster
Others: Ralph Miranda, Teamsters 665

Chair **Mastin** called the Meeting to order at 1:34 PM.

Chair **Mastin** asked for Public Comment; Ralph Miranda, Teamsters 665, thanked GM **Richard** for his years of service and the value and the cooperative spirit he placed in the relationship between the MTA employees, the Board of Directors and the labor officials.

CONSENT CALENDER

Agenda Item #2: Minutes November 15, 2012 Board Meeting

Moved by Dir. **Tarbell** and Seconded by Dir. **Hanson** to approve Agenda Item# 2. Motion Approved unanimously by those present.

Chair **Mastin** moved to Item #4.

Agenda Item #4: Management Report: Transportation Manager **Baxter** reported that three casual and two full-time drivers have been hired for the North Coast. He added that they were a very good group of new hires.

Maintenance Manager **Butler** reported that the canopy project is moving forward and the bids will be opened January 24th and staff will seek approval of the successful bidder at the January 31st Board meeting. He also stated that the same issues that have been reported previously with the Maintenance Facility are still being dealt with. On a positive note, the five new Gillig buses will start down the assembly line February 20th.

Finance and Personnel Manager **Webster** reported on the General Manger recruitment process. She has placed General Manager ads in four newspapers, several Transit Trade Publications a direct mailer was sent and the job opening was posted on the MTA web

site and on CalAct. As of 1:30 pm today ten applications, including Transportation Manager **Baxter's**, have been received. Phil Dow of MCOG and GM **Richard** will paper screen the applications and then based on the findings the Hiring Committee will determine if there are qualified applicants or if the recruitment should be continued.

GM **Richard** gave more detail on the Solar Canopy project.

Agenda Item #3: Certification of Need to Retain Retired Annuitant (Bruce Richard) for On-going Consulting: Action: Approve Resolution 2012-15: Item presented by GM **Richard**. He stressed that when he retired today, Dan Baxter will take over as Interim GM and that will leave the agency with one less top level staff position. He reviewed some specific tasks and areas that some training may be required for the next GM. He explained that under the new Public Employee Pension Reform Act starting in January 1, 2013 retired annuitants may work for a previous employer only after a 6 month waiting period. If Resolution 2012-15 is approved today under the current Public Employee Pension rules, there is no waiting period.

Staff recommends that the Board adopt Resolution 2012-15 to certify the need for, and to retain the professional services of GM **Richard**.

Moved by Dir. **Hanson** and Seconded by Dir. **Thomas** to approve Resolution 2012-15 certifying the need for and retaining the professional services of retired annuitant **Bruce Richard**.

Motion Approved by a Roll Call vote:

AYES: Tarbell, Thomas, Hanson, Pinches, Mastin
NO: None
ABSTAIN: None
ABSENT: Courtney, Cross

Agenda Item #5: Matters from Directors: Dir. **Hanson** stated he would no longer represent the City of Willits on the MTA Board.

Chair **Mastin** thanked GM **Richard** for his years of service at MTA.

CLOSED SESSION

Consideration of Compensation: Interim General Manager, pursuant to Government Code 54957.

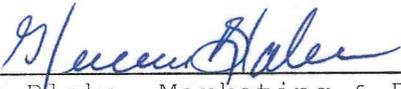
Moved to Close Session at 2:20 PM

Meeting Reopened to General Session at 2:35 PM

Report Out of Closed Session: The Board gave direction to GM **Richard** and Finance and Personnel Manager **Webster**.

Meeting Adjourned at 2:36 PM.

James W. Mastin, Chair


Glenna Blake, Marketing & Planning

Agenda Item # 3

To: MTA Board of Directors
From: Dan Baxter, Transportation Manager 
Date: January 24, 2013
Subj: **Service Performance Report: Fall Quarter 2012 and November 2012**

Attached is the Quarterly Report for Fall 2012 (September through November) comparing performance with the previous four quarters. Fall 2012 performance exceeded only five of the sixteen standards and improved or stayed the same for seven of the sixteen when compared with Fall 2011. Senior Centers met three of their four standards and improved or stayed the same for all four. The usual monthly report for November 2012 is included as well, comparing performance in November with the three previous months plus November 2011. Performance in the month of November 2012 met standards for only four of the twelve measures. Compared to November 2011, performance improved three of the twelve standards.

Also attached is a year-to-date summary of statistics and performance measures by route, with subtotals by service type. Due to month-to-month fluctuations, this year-to-date summary is more meaningful than the monthly reports. That page also provides a comparison with the same five months of last year, showing Total Public Service:

Fare Revenue	Down	2.4%
Ridership	Down	0.6%
Service hours	Up	3.4%
Total operating cost	Up	5.6%

That means that compared to last fiscal year after November (five months):

Cost per hour (hourly rate)	Increased	2.1% to \$88.44
Productivity (passengers per hour)	Decreased	3.9% to 9.1
Farebox ratio	Decreased	7.6% to 15.0%
The average fare paid	Decreased	1.8% to \$ 1.46

Farebox ratio and other metrics are weak year-to-date, staff will continue to monitor and search for opportunities for improvement.

QUARTERLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour	Cost per Passenger
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DIAL-A-RIDES

Fall 2011	3.9	14.8%	81.36	20.86
Winter 2011/12	3.9	14.9%	83.68	21.46
Spring 2012	4.1	13.7%	83.88	20.46
Summer 2012	4.0	14.0%	85.21	21.26
Fall 2012	4.1	13.8%	88.91	21.54
STANDARD	4.5	15.0%	71.35	15.86

Flex Routes (*)**

Fall 2011	7.1	6.3%	105.60	14.87
Winter 2011/12	7.1	6.5%	102.32	14.41
Spring 2012	6.4	4.7%	110.47	17.26
Summer 2012	6.9	6.4%	90.37	13.03
Fall 2012	6.8	6.7%	81.66	12.10
STANDARD	8.2	15.0%	69.00	8.41

Short Distance Routes ()**

Fall 2011	18.0	18.6%	87.38	4.85
Winter 2011/12	16.0	18.6%	85.19	5.32
Spring 2012	16.3	15.0%	93.75	5.75
Summer 2012	14.2	13.2%	90.58	6.38
Fall 2012	15.9	15.4%	87.47	5.52
STANDARD	14.0	15.0%	73.72	5.27

Long Distance Routes (*)

Fall 2011	4.3	18.4%	87.88	20.44
Winter 2011/12	3.8	15.7%	89.35	23.51
Spring 2012	4.1	14.4%	94.51	23.05
Summer 2012	4.0	17.8%	92.25	22.92
Fall 2012	4.8	18.4%	89.16	18.73
STANDARD	3.2	15.0%	79.60	24.88

Senior Centers

Fall 2011	3.5	11.1%	49.44	14.13
Winter 2011/12	3.6	11.1%	44.66	12.41
Spring 2012	3.6	12.6%	42.26	11.74
Summer 2012	3.5	11.8%	41.07	11.73
Fall 2012	3.5	11.9%	45.09	12.88
STANDARD	3.0	12.0%	50.56	16.85

(*) Includes Routes 60 Coaster, 65 C C Rider, 75 Gualala - Ukiah and 95 Point Arena - Santa R

(**) Includes 5 BraggAbout, 7 Jitney, 9 Local, 15 Laytonville, 20/21 Willits, 30 Rdwd Vly

(***) Includes 1 Willits Flex, 8 Local Evening Service

Summer (Jun/Jul/Aug)/ Fall (Sep/Oct/Nov) /Winter (Dec/Jan/Feb)/ Spring (Mar/Apr/May)

MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
<u>Dial-A-Rides</u>			
Nov-11	3.8	16.2%	86.19
Aug-12	4.1	15.1%	86.11
Sep-12	4.1	14.2%	83.21
Oct-12	4.1	14.8%	86.49
Nov-12	4.1	12.3%	97.04
STANDARD	4.5	15.0%	71.35
<u>Flex Routes (***)</u>			
Nov-11	7.5	7.4%	106.61
Aug-12	8.2	9.0%	81.06
Sep-12	8.0	7.6%	82.40
Oct-12	6.4	7.2%	77.32
Nov-12	5.9	5.3%	85.94
STANDARD	8.2	15.0%	69.00
<u>Short Distance Bus Routes (**)</u>			
Nov-11	16.3	17.5%	96.12
Aug-12	15.2	16.3%	87.93
Sep-12	16.7	16.4%	85.32
Oct-12	16.0	17.0%	84.51
Nov-12	14.9	12.9%	92.93
STANDARD	14.0	15.0%	73.72
<u>Long Distance Bus Routes (*)</u>			
Nov-11	4.1	19.8%	94.84
Aug-12	4.2	19.4%	92.98
Sep-12	4.8	18.1%	87.09
Oct-12	4.9	19.5%	86.88
Nov-12	4.6	17.6%	93.77
STANDARD	3.2	15.0%	79.60

(*) Includes Routes 60 Coaster, 65 C C Rider, 75 Gualala - Ukiah and 95 Point Arena - Santa Rosa

(**) Includes 5 BraggAbout, 7 Jitney, 9 Local, 15 Laytonville, 20/21 Willits, 30 Rdwd Vly

(***) Includes Willits Flex

Mendocino Transit Authority Year to Date Statistics Comparison

Route/Run	Comparison			FY 11/12 - FY 12/13			YTD Through			Nov-12			YTD Through			Nov-12			YTD Through			Nov-12		
	11/12 Fare Revenue	12/13 Fare Revenue	Amount Diff	% Diff	11/12 Pass	12/13 Pass	Amount Diff	% Diff	11/12 Service Hours	12/13 Service Hours	Amount Diff	% Diff	11/12 Total Cost	12/13 Total Cost	Amount Diff	% Diff	11/12 Total Cost	12/13 Total Cost	Amount Diff	% Diff				
02 Willits - DAR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR				
03 Ukiah - DAR	29,321	25,225	(4,096)	-14.0%	9,301	9,411	110	1.2%	2,500	2,532	32	1.3%	203,444	215,503	12,059	5.9%	203,444	215,503	12,059	5.9%				
04 Fort Bragg - DAR	23,815	25,591	1,776	7.5%	6,805	7,683	878	12.9%	1,594	1,671	77	4.8%	127,047	154,241	27,194	21.4%	127,047	154,241	27,194	21.4%				
Total Dial-A-Ride	53,136	50,816	(2,320)	-4.4%	16,106	17,094	988	6.1%	4,094	4,203	109	2.7%	330,491	369,745	39,254	11.9%	330,491	369,745	39,254	11.9%				
08 Local Evening Service	6,362	5,688	(674)	-10.6%	7,588	6,953	(635)	-8.4%	943	1,011	68	7.2%	86,152	83,614	(2,538)	-2.9%	86,152	83,614	(2,538)	-2.9%				
Total Flex Routes	6,362	5,688	(674)	-10.6%	7,588	6,953	(635)	-8.4%	943	1,011	68	7.2%	86,152	83,614	(2,538)	-2.9%	86,152	83,614	(2,538)	-2.9%				
01 Willits - Flex	2,527	2,749	222	8.8%	2,608	3,563	955	36.6%	470	846	376	80.0%	55,685	70,074	14,389	25.8%	55,685	70,074	14,389	25.8%				
05 Bragg/About	6,216	6,222	6	0.1%	8,742	9,444	702	8.0%	1,120	1,130	10	0.9%	82,173	84,054	1,881	2.3%	82,173	84,054	1,881	2.3%				
06 Bragg/About - Saturday	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	ERR					
07 Jitney	1,717	736	(981)	-57.1%	2,692	1,653	(1,039)	-38.6%	165	150	(15)	-8.8%	13,985	13,763	(222)	-1.6%	13,985	13,763	(222)	-1.6%				
09 Local	60,348	58,772	(1,576)	-2.6%	80,766	77,948	(2,818)	-3.5%	3,551	3,612	61	1.7%	287,047	297,325	10,278	3.6%	287,047	297,325	10,278	3.6%				
15 Laytonville-Willits	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	ERR					
20 & 21 Willits	25,609	26,759	1,150	4.5%	20,619	19,649	(970)	-4.7%	1,661	1,631	(30)	-1.8%	181,225	184,902	3,677	2.0%	181,225	184,902	3,677	2.0%				
30 Redwood Valley	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	ERR					
40 Potter Valley	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	ERR					
52 Talmage	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	ERR					
54 Hopland	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	ERR					
Total Inland Routes	96,417	95,238	(1,179)	-1.2%	115,427	112,257	(3,170)	-2.7%	6,967	7,369	402	5.8%	620,115	650,119	30,004	4.8%	620,115	650,119	30,004	4.8%				
60 Coaster	4,597	4,989	392	8.5%	5,772	6,629	857	14.8%	647	641	(6)	-0.9%	60,702	60,459	(243)	-0.4%	60,702	60,459	(243)	-0.4%				
61 Coaster - Saturday	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	ERR					
65 CC Rider	48,060	49,156	1,096	2.3%	5,405	5,822	417	7.7%	1,505	1,505	0	0.0%	137,121	142,941	5,820	4.2%	137,121	142,941	5,820	4.2%				
69 Coast to Coast	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	ERR					
74 Gualala - Saturday	1,184	1,167	(17)	-1.4%	407	442	35	8.6%	195	186	(9)	-4.4%	16,454	16,428	(26)	-0.2%	16,454	16,428	(26)	-0.2%				
75 Gualala	8,293	7,617	(676)	-8.2%	3,920	4,408	488	12.4%	963	972	9	0.9%	79,860	85,043	5,183	6.5%	79,860	85,043	5,183	6.5%				
95 Point Arena-Santa Rosa	17,279	14,923	(2,356)	-13.6%	3,860	3,852	(8)	-0.2%	1,446	1,446	0	0.0%	120,985	124,689	3,704	3.1%	120,985	124,689	3,704	3.1%				
Total Coastal & Long Routes	79,413	77,852	(1,561)	-2.0%	19,364	21,153	1,789	9.2%	4,756	4,751	(5)	-0.1%	415,122	429,559	14,437	3.5%	415,122	429,559	14,437	3.5%				
Total Public Service	235,328	229,594	(5,734)	-2.4%	158,485	157,457	(1,028)	-0.6%	16,760	17,334	574	3.4%	1,451,860	1,533,037	81,157	5.6%	1,451,860	1,533,037	81,157	5.6%				
97 Contract Services	25,265	30,057	4,792	19.0%	2,895	3,756	861	29.7%	468	573	105	22.4%	29,181	36,877	7,696	26.4%	29,181	36,877	7,696	26.4%				
98 Charter	30,154	20,550	(9,604)	-31.8%	6,066	4,633	(1,433)	-23.6%	327	219	(108)	-33.1%	23,860	15,611	(8,249)	-34.6%	23,860	15,611	(8,249)	-34.6%				
Total Other	55,419	50,607	(4,812)	-8.7%	8,961	8,389	(572)	-6.4%	795	792	(3)	-0.4%	53,041	52,488	(553)	-1.0%	53,041	52,488	(553)	-1.0%				
Total	290,747	280,201	(10,546)	-3.6%	167,446	165,846	(1,600)	-1.0%	17,555	18,126	571	3.3%	1,504,921	1,585,525	80,604	5.4%	1,504,921	1,585,525	80,604	5.4%				
	280,201				165,846				18,126				1,585,525											

Subsidy, Ft Bragg DAR (RORC) 681,852

Mendocino Transit Authority
FY 11/12 - FY 12/13

Year to Date Performance Comparison

Monday January 21, 2013

File:\Budget12\ROUTEYTD

Route/Run	YTD Through			Nov-12			YTD Through			Nov-12			YTD Through			Nov-12		
	11/12 Hourly Rate	12/13 Hourly Rate	Amount Diff	% Diff	11/12 Pass per Hour	12/13 Pass per Hour	Amount Diff	% Diff	11/12 Farebox Ratio	12/13 Farebox Ratio	Amount Diff	% Diff	11/12 Average Fare	12/13 Average Fare	Amount Diff	% Diff		
02 Willits - DAR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	
03 Ukiah - DAR	81.38	85.10	3.72	4.6%	3.7	3.7	-0.0	-0.1%	14.4%	11.7%	-2.7%	-18.8%	3.15	2.68	-0.47	-15.0%		
04 Fort Bragg - DAR	79.70	92.33	12.63	15.8%	4.3	4.6	0.3	7.7%	18.7%	16.6%	-2.2%	-11.5%	3.30	3.33	-0.17	-4.8%		
Total Dial-A-Ride	80.73	87.97	7.25	9.0%	3.9	4.1	0.1	3.4%	16.1%	13.7%	-2.3%	-14.5%	3.30	2.97	-0.33	-9.9%		
08 Local Evening Service	91.36	82.69	-8.67	-9.5%	8.0	6.9	-1.2	-14.5%	7.4%	6.8%	-0.6%	-7.9%	0.84	0.82	-0.02	-2.4%		
Total Flex Routes	91.36	82.69	-8.67	-9.5%	8.0	6.9	-1.2	-14.5%	7.4%	6.8%	-0.6%	-7.9%	0.84	0.82	-0.02	-2.4%		
01 Willits - Flex	118.48	82.81	-35.67	-30.1%	5.5	4.2	-1.3	-24.1%	4.5%	3.9%	-0.6%	-13.6%	0.97	0.77	-0.20	-20.4%		
05 Bragg>About	73.37	74.38	1.02	1.4%	7.8	8.4	0.6	7.1%	7.8%	7.4%	-0.2%	-2.1%	0.71	0.66	-0.05	-7.3%		
06 Bragg>About - Saturday	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	
07 Jitney	84.76	91.51	6.75	8.0%	16.3	11.0	-5.3	-32.6%	12.3%	5.3%	-6.9%	-56.4%	0.64	0.45	-0.19	-30.2%		
09 Local	80.84	82.33	1.49	1.8%	22.7	21.6	-1.2	-5.1%	21.0%	19.8%	-1.3%	-6.0%	0.75	0.75	0.01	0.9%		
15 Laytonville-Willits	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	
20 & 21 Willits	109.11	113.35	4.25	3.9%	12.4	12.0	-0.4	-3.0%	14.1%	14.5%	0.3%	2.4%	1.24	1.36	0.12	9.6%		
30 Redwood Valley	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	
40 Potter Valley	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	
52 Talmage	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	
54 Hopland	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	
Total Inland Routes	89.01	88.22	-0.79	-0.9%	16.6	15.2	-1.3	-8.1%	15.5%	14.6%	-0.9%	-5.8%	0.84	0.85	0.01	1.6%		
50 Coaster	93.82	94.33	0.51	0.5%	8.9	10.3	1.4	15.9%	7.6%	8.3%	0.7%	9.0%	0.80	0.75	-0.04	-5.5%		
51 Coaster - Saturday	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	
55 CC Rider	91.11	94.96	3.85	4.2%	3.6	3.9	0.3	7.7%	35.0%	34.4%	-0.7%	-1.9%	8.89	8.44	-0.45	-5.0%		
70 Coast to Coast	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	
74 Guialala - Saturday	84.38	88.13	3.75	4.4%	2.1	2.4	0.3	13.6%	7.2%	7.1%	-0.1%	-1.3%	2.91	2.64	-0.27	-9.2%		
75 Guialala	82.93	87.49	4.56	5.5%	4.1	4.5	0.5	11.4%	10.4%	9.0%	-1.4%	-13.7%	2.12	1.73	-0.39	-18.3%		
95 Point Arena-Santa Rosa	83.67	86.24	2.57	3.1%	2.7	2.7	-0.0	-0.2%	14.3%	12.0%	-2.3%	-16.2%	4.48	3.87	-0.60	-13.5%		
Total Coastal & Long Routes	87.28	90.42	3.14	3.6%	4.1	4.5	0.4	9.4%	19.1%	18.1%	-1.0%	-5.3%	4.10	3.68	-0.42	-10.3%		
Total Public Service	86.63	88.44	1.81	2.1%	9.5	9.1	-0.4	-3.9%	16.2%	15.0%	-1.2%	-7.6%	1.48	1.46	-0.03	-1.8%		
97 Contract Services	62.35	64.36	2.00	3.2%	6.2	6.6	0.4	6.0%	86.6%	81.5%	-5.1%	-5.9%	8.73	8.00	-0.72	-8.3%		
98 Charter	72.97	71.32	-1.65	-2.3%	18.6	21.2	2.6	14.1%	126.4%	131.6%	5.3%	4.2%	4.97	4.44	-0.54	-10.8%		
Total Other	66.72	66.28	-0.44	-0.7%	11.3	10.6	-0.7	-6.0%	104.5%	96.4%	-8.1%	-7.7%	6.18	6.03	-0.15	-2.5%		
Total	85.73	87.47	1.75	2.0%	9.5	9.1	-0.4	-4.1%	19.3%	17.7%	-1.6%	-8.5%	1.74	1.69	-0.05	-2.7%		

Description	YTD Through		Nov-12	
	11/12	12/13	Amount	% Diff
Mileage	268,582	287,617	19,035	7.1%
Mileage Based Costs	301,092	317,798	16,706	5.5%
Hourly Based Costs	602,254	638,626	36,372	6.0%
Direct Costs	143,011	150,832	7,821	5.5%
Overhead Costs	458,564	478,268	19,704	4.3%
Total Costs	1,504,921	1,565,525	60,604	5.4%

Charter Rate Calculation:		Cost per mile calculation:	
Actual	0.663	Actual	0.663
Minivan	1.143	Van/Small Bus	1.143
Coach	2.118	Coach	2.118
Combined	1.433	Combined	1.433
Plus Overhead	0.95	Plus Overhead	0.95
Plus Profit	1.05	Plus Profit	1.05
Plus 43.20%	2.05	Plus 43.20%	2.05
Plus 10.0%	2.26	Plus 10.0%	2.26
Hourly Rate	20.0%	Hourly Rate	20.0%
Plus Direct Costs	65.63	Plus Direct Costs	65.63
Hourly Rate	38.19	Hourly Rate	38.19
Plus Overhead	43.20%	Plus Overhead	43.20%
Hourly Rate	54.69	Hourly Rate	54.69
Plus Profit	30.89	Plus Profit	30.89
Actual Hourly Rate	23.6%	Actual Hourly Rate	23.6%

To: MTA Board of Directors
From: Dan Baxter, Transportation Manager 
Date: January 24, 2013
Subj: Service Performance Report: December 2012

Attached is the usual monthly report, comparing performance in December 2012 with the three previous months plus December 2011. Performance in the month of December 2012 exceeded standards for only two of the twelve measures. Compared to December 2011, performance in December 2012 improved in nine of the twelve.

Also attached is a year-to-date summary of statistics and performance measures by route, with subtotals by service type. Due to month-to-month fluctuations, this year-to-date summary is more meaningful than the monthly reports. That page also provides a comparison with the same six months of last year, showing Total Public Service:

Fare Revenue	Up	1.1%
Ridership	Down	1.0%
Service hours	Up	2.9%
Total operating cost	Up	4.3%

That means that compared to last fiscal year after December (six months):

Cost per hour (hourly rate)	Increased	1.4% to \$88.15
Productivity (passengers per hour)	Decreased	3.1% to 8.9
Farebox ratio	Decreased	1.4% to 15.1%
The average fare paid	Increased	2.1% to \$1.49

The Farebox ratio drops a bit, probably reflecting wage increases as well as increased service in Willits. Staff will continue to closely monitor service.

MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
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Dial-A-Rides

Dec-11	3.8	12.6%	80.54
Sep-12	4.1	14.2%	83.21
Oct-12	4.1	14.8%	86.49
Nov-12	4.1	12.3%	97.04
Dec-12	4.0	14.5%	88.92
STANDARD	4.5	15.0%	71.35

Flex Routes (***)

Dec-11	7.9	6.1%	93.97
Sep-12	8.0	7.6%	82.40
Oct-12	6.4	7.2%	77.32
Nov-12	5.9	5.3%	85.94
Dec-12	5.6	6.2%	78.57
STANDARD	8.2	15.0%	69.00

Short Distance Bus Routes (**)

Dec-11	14.6	13.1%	90.76
Sep-12	16.7	16.4%	85.32
Oct-12	16.0	17.0%	84.51
Nov-12	14.9	12.9%	92.93
Dec-12	13.6	14.2%	87.13
STANDARD	14.0	15.0%	73.72

Long Distance Bus Routes (*)

Dec-11	3.6	12.9%	90.97
Sep-12	4.8	18.1%	87.09
Oct-12	4.9	19.5%	86.88
Nov-12	4.6	17.6%	93.77
Dec-12	4.1	21.0%	85.73
STANDARD	3.2	15.0%	79.60

(*) Includes Routes 60 Coaster, 65 C C Rider, 75 Gualala - Ukiah and 95 Point Arena - Santa Rosa

(**) Includes 5 BraggAbout, 7 Jitney, 9 Local, 15 Laytonville, 20/21 Willits, 30 Rdwd Vly

(***) Includes Willits Flex

Year-to-Date Statistics and Performance

Router/Run	YTD Fare Revenue	Thru YTD Pass	Dec-12 YTD Service Hours	YTD Paid Hours	YTD Service Miles	Mileage Based Costs	Hourly Based Costs	Direct Costs	Indirect Costs	Total Costs	Hourly Rate	Pass per Hour	Fare Box Ratio	Pass per \$ Subsidy	Average Fare	Rev per Svc Hr
02 Willits - DAR	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
03 Ukiah - DAR	30,326	11,127	3,015	3,580	22,806	19,875	110,533	49,951	77,500	257,859	85.53	3.7	11.8%	0.049	2.73	10.06
04 Fort Bragg - DAR	30,773	9,127	1,986	2,192	25,947	22,728	67,656	37,424	55,033	182,842	92.07	4.6	16.8%	0.060	3.37	15.49
Total Diat-A-Ride	61,099	20,254	5,001	5,772	48,753	42,603	178,189	87,375	132,533	440,701	88.12	4.0	13.9%	0.053	3.02	12.22
01 Willits - Flex	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
08 Local Evening Service	6,612	8,021	1,202	1,475	13,509	12,843	45,550	10,546	29,666	98,605	82.03	6.7	6.7%	0.087	0.82	5.50
Total Flex Routes	6,612	8,021	1,202	1,475	13,509	12,843	45,550	10,546	29,666	98,605	82.03	6.7	6.7%	0.087	0.82	5.50
01 Willits - Flex	3,351	4,338	1,041	1,325	10,858	9,450	40,989	10,755	26,138	87,333	83.86	4.2	3.8%	0.052	0.77	3.22
05 Bragg/About	7,476	11,279	1,346	1,573	18,339	16,520	48,535	4,457	29,952	99,464	73.90	8.4	7.5%	0.123	0.66	5.55
06 Bragg/About - Saturday	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
07 Jitney	865	1,931	182	222	2,561	3,799	6,883	888	4,956	16,526	90.80	10.6	5.2%	0.123	0.45	4.75
09 Local	70,144	91,552	4,307	4,579	54,079	84,254	141,476	21,184	106,151	353,065	81.98	21.3	19.9%	0.324	0.77	16.29
15 Laytonville-Willits	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
20 & 21 Willits	31,228	22,821	1,938	2,211	45,500	73,722	68,309	11,500	66,121	219,653	113.32	11.8	14.2%	0.121	1.37	16.11
30 Redwood Valley	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
40 Potter Valley	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
52 Talmage	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
54 Hopland	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
Total Inland Routes	113,064	131,921	8,815	9,911	131,337	187,745	306,192	48,784	233,318	776,040	88.04	15.0	14.6%	0.199	0.86	12.83
0 Coaster	6,139	7,945	765	943	20,715	18,435	29,105	2,533	21,569	71,642	93.67	10.4	8.6%	0.121	0.77	8.03
1 Coaster - Saturday	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
5 CC Rider	60,527	7,016	1,802	2,080	55,506	48,627	64,271	5,975	51,113	169,987	94.31	3.9	35.6%	0.064	8.63	33.58
0 Coast to Coast	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
74 Gualala - Saturday	1,375	513	231	262	5,200	4,552	8,087	1,459	6,045	20,143	87.27	2.2	6.8%	0.027	2.68	5.96
75 Gualala	8,836	5,051	1,162	1,322	25,300	22,150	40,790	7,417	30,352	100,708	86.69	4.3	8.8%	0.055	1.75	7.61
95 Point Arena-Santa Rosa	17,898	4,471	1,730	1,961	35,517	31,113	60,570	11,526	44,381	147,590	85.32	2.6	12.1%	0.034	4.00	10.35
Total Coastal & Long Routes	94,775	24,996	5,690	6,568	142,238	124,877	202,822	28,910	153,460	510,069	89.65	4.4	18.6%	0.060	3.79	16.66
Total Public Service	275,550	185,192	20,707	23,726	335,837	368,068	732,754	175,615	548,978	1,825,415	88.15	8.9	15.1%	0.119	1.49	13.31
97 Contract Services	34,291	4,228	654	654	6,469	5,768	20,042	3,185	12,861	41,876	64.03	6.5	81.9%	0.557	8.11	52.43
98 Charter	26,682	7,439	309	309	3,619	4,828	9,448	1,033	6,521	21,829	70.60	24.1	122.2%	-1.533	3.59	86.29
Total Other	60,973	11,667	963	963	10,088	10,616	29,490	4,217	19,382	63,705	66.14	12.1	95.7%	4.271	5.23	63.30
Total	336,523	196,859	21,670	24,689	345,925	378,694	762,244	179,832	568,360	1,889,120	87.18	9.1	17.8%	0.127	1.71	15.53
Total Mileage, Labor & Direct Costs										1,320,760	43%	20%		40%	10%	100%

Mendocino Transit Authority Year to Date Statistics Comparison

Route/Run	YTD Through			Dec-12			YTD Through			Dec-12			YTD Through			Dec-12		
	11/12		12/13	11/12		12/13	11/12		12/13	11/12		12/13	11/12		12/13	11/12		12/13
	Fare Revenue	Revenue	% Diff	Pass	Amount Diff	% Diff	Pass	Amount Diff	% Diff	Service Hours	Amount Diff	% Diff	Total Cost	Amount Diff	% Diff	Total Cost	Amount Diff	% Diff
02 Willits - DAR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
03 Ukiah - DAR	34,087	30,326	-11.0%	11,165	(3,761)	-3.3%	3,009	(38)	-0.3%	3,015	6	0.2%	243,650	257,859	5.8%	14,209	14,209	5.8%
04 Fort Bragg - DAR	27,430	30,773	12.2%	8,080	3,343	41.3%	1,909	1,047	54.9%	1,986	77	4.0%	153,238	182,842	19.3%	29,604	29,604	19.3%
Total Diat-A-Ride	61,517	61,099	-0.7%	19,245	(418)	-2.1%	4,918	1,009	20.3%	5,001	83	1.7%	396,888	440,701	11.0%	43,813	43,813	11.0%
08 Local Evening Service	7,505	6,812	(9.1%)	9,168	(803)	-8.7%	1,143	(1,147)	-10.2%	1,202	59	5.2%	104,975	98,605	-6.1%	(6,370)	(6,370)	-6.1%
Total Flex Routes	7,505	6,812	(9.1%)	9,168	(803)	-8.7%	1,143	(1,147)	-10.2%	1,202	59	5.2%	104,975	98,605	-6.1%	(6,370)	(6,370)	-6.1%
01 Willits - Flex	2,918	3,351	14.8%	3,066	4,338	142.1%	565	1,272	223.4%	1,041	476	45.7%	67,106	87,333	128.6%	20,227	20,227	30.1%
05 Bragg/About	7,311	7,476	2.3%	10,404	11,279	108.4%	1,344	875	64.4%	1,346	2	0.1%	98,519	99,464	1.0%	945	945	1.0%
06 Bragg/About - Saturday	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
07 Jitney	1,926	865	-55.1%	3,105	(1,061)	-34.2%	199	(1,174)	-58.5%	182	(17)	-9.3%	16,819	16,526	-1.7%	(293)	(293)	-1.7%
09 Local	71,020	70,144	(1.2%)	95,091	(3,539)	-3.7%	4,264	(3,539)	-8.3%	4,307	43	1.0%	345,111	353,065	2.3%	7,954	7,954	2.3%
15 Laytonville-Willits	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
20 & 21 Willits	29,883	31,228	4.5%	24,207	(1,386)	-5.7%	1,995	(57)	-2.8%	1,938	(57)	-2.8%	219,368	219,653	0.1%	285	285	0.1%
30 Redwood Valley	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
40 Potter Valley	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
52 Talmage	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
54 Hopland	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
Total Inland Routes	113,058	113,064	0.0%	135,873	(3,952)	-2.9%	8,367	(3,952)	-47.3%	8,815	448	5.3%	746,923	776,040	3.9%	29,117	29,117	3.9%
00 Coaster	5,358	6,139	14.6%	6,837	7,945	16.2%	774	1,108	14.2%	765	(9)	-1.2%	72,605	71,642	-1.3%	(963)	(963)	-1.3%
1 Coaster - Saturday	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
5 CC Rider	54,589	60,527	10.9%	6,325	7,016	11.1%	1,801	691	10.9%	1,802	1	0.1%	166,206	169,987	2.3%	3,781	3,781	2.3%
0 Coast to Coast	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
74 Gualala - Saturday	1,383	1,375	(0.6%)	483	(8)	-1.7%	240	30	12.5%	231	(9)	-3.9%	20,392	20,143	-1.2%	(249)	(249)	-1.2%
75 Gualala	9,539	8,836	(7.4%)	4,538	(5,051)	-111.3%	1,156	(4,13)	-35.7%	1,162	6	0.5%	96,765	100,708	4.1%	3,943	3,943	4.1%
95 Point Arena-Santa Rosa	19,702	17,898	(9.2%)	4,528	(4,471)	-10.1%	1,734	(57)	-3.3%	1,730	(4)	-0.2%	145,491	147,590	1.4%	2,099	2,099	1.4%
Total Coastal & Long Routes	90,571	94,775	4.6%	22,811	24,996	109.6%	5,705	2,185	38.3%	5,690	(15)	-0.3%	501,459	510,069	1.7%	8,610	8,610	1.7%
Total Public Service	272,651	275,650	1.1%	187,097	(1,905)	-1.0%	20,133	(1,905)	-9.5%	20,707	574	2.9%	1,750,245	1,825,415	4.3%	75,170	75,170	4.3%
97 Contract Services	28,185	34,291	21.7%	3,465	4,228	22.0%	552	763	22.0%	654	102	18.5%	34,461	41,876	21.5%	7,415	7,415	21.5%
98 Charter	37,797	26,682	(29.4%)	9,927	(7,439)	-25.1%	430	(2,488)	-57.6%	309	(121)	-28.1%	30,942	21,829	-29.5%	(9,113)	(9,113)	-29.5%
Total Other	65,982	60,973	(7.6%)	13,392	(11,667)	-87.1%	982	(1,725)	-175.3%	963	(19)	-1.9%	65,403	63,705	-2.6%	(1,698)	(1,698)	-2.6%
Total	338,633	336,523	(0.6%)	200,489	(3,630)	-1.8%	21,115	(3,630)	-17.2%	21,670	555	2.6%	1,815,648	1,889,120	4.0%	73,472	73,472	4.0%
		336,523			196,859					21,670				1,889,120				

Subsidy, Ft Bragg DAR (RCRC) 808,764

Mendocino Transit Authority
FY 11/12 - FY 12/13

Year to Date Performance Comparison

Wednesday January 23, 2013

File:\Budget12\ROUTEYTD

Route/Run	YTD Through			Dec-12			YTD Through			Dec-12			YTD Through			Dec-12		
	11/12 Hourly Rate	12/13 Hourly Rate	Amount Diff	% Diff	11/12 Pass per Hour	12/13 Pass per Hour	Amount Diff	% Diff	11/12 Farebox Ratio	12/13 Farebox Ratio	Amount Diff	% Diff	11/12 Average Fare	12/13 Average Fare	Amount Diff	% Diff		
02 Willits - DAR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
03 Ukiah - DAR	80.97	85.53	4.55	5.6%	3.7	3.7	-0.0	-0.5%	14.0%	11.8%	-2.2%	-15.9%	3.05	2.73	-0.33	-10.7%		
04 Fort Bragg - DAR	80.27	92.07	11.79	14.7%	4.2	4.6	0.4	8.6%	17.9%	16.8%	-1.1%	-6.0%	3.39	3.37	-0.02	-0.7%		
Total Dial-A-Ride	80.70	88.12	7.42	9.2%	3.9	4.0	0.1	3.5%	15.5%	13.9%	-1.6%	-10.6%	3.20	3.02	-0.18	-5.6%		
08 Local Evening Service	91.84	82.03	-9.81	-10.7%	8.0	6.7	-1.3	-16.8%	7.1%	6.7%	-0.4%	-6.2%	0.82	0.82	0.01	0.7%		
Total Flex Routes	91.84	82.03	-9.81	-10.7%	8.0	6.7	-1.3	-16.8%	7.1%	6.7%	-0.4%	-6.2%	0.82	0.82	0.01	0.7%		
01 Willits - Flex	118.77	83.86	-34.91	-29.4%	5.4	4.2	-1.3	-23.2%	4.3%	3.8%	-0.5%	-11.8%	0.95	0.77	-0.18	-18.8%		
05 Bragg/About	73.30	73.90	0.60	0.8%	7.7	8.4	0.6	8.3%	7.4%	7.5%	0.1%	1.3%	0.70	0.66	-0.04	-5.7%		
06 Bragg/About - Saturday	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
07 Jitney	84.52	90.80	6.28	7.4%	15.6	10.6	-5.0	-32.0%	11.5%	5.2%	-6.2%	-54.3%	0.62	0.45	-0.17	-27.8%		
09 Local	80.94	81.98	1.04	1.3%	22.3	21.3	-1.0	-4.7%	20.6%	19.9%	-0.7%	-3.5%	0.75	0.77	0.02	2.6%		
15 Laytonville-Willits	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
20 & 21 Willits	109.96	113.32	3.36	3.1%	12.1	11.8	-0.4	-3.0%	13.6%	14.2%	0.6%	4.4%	1.23	1.37	0.13	10.8%		
30 Redwood Valley	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
40 Potter Valley	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
52 Talmage	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
54 Hopland	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
Total Inland Routes	89.27	88.04	-1.23	-1.4%	16.2	15.0	-1.3	-7.8%	15.1%	14.6%	-0.6%	-3.7%	0.83	0.86	0.02	3.0%		
70 Coaster	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
71 Coaster - Saturday	93.80	93.67	-0.13	-0.1%	8.8	10.4	1.6	17.6%	7.4%	8.6%	1.2%	16.1%	0.78	0.77	-0.01	-1.4%		
75 CC Rider	92.29	94.31	2.03	2.2%	3.5	3.9	0.4	10.8%	32.8%	35.6%	2.8%	8.4%	8.63	8.63	0.00	0.0%		
80 Coast to Coast	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
74 Guialala - Saturday	84.97	87.27	2.31	2.7%	2.0	2.2	0.2	10.4%	6.8%	6.8%	0.0%	0.7%	2.86	2.68	-0.18	-6.4%		
75 Guialala	83.71	86.69	2.98	3.6%	4.0	4.3	0.3	8.4%	9.9%	8.8%	-1.1%	-11.0%	2.06	1.75	-0.31	-14.9%		
95 Point Arena-Santa Rosa	83.90	85.32	1.41	1.7%	2.6	2.6	-0.0	-1.0%	13.5%	12.1%	-1.4%	-10.4%	4.35	4.00	-0.35	-8.0%		
Total Coastal & Long Routes	87.90	89.65	1.75	2.0%	4.0	4.4	0.4	9.9%	18.1%	18.6%	0.5%	2.9%	3.97	3.79	-0.18	-4.5%		
Total Public Service	86.93	88.15	1.22	1.4%	9.3	8.9	-0.3	-3.8%	15.6%	15.1%	-0.5%	-3.1%	1.46	1.49	0.03	2.1%		
97 Contract Services	62.43	64.03	1.60	2.6%	6.3	6.5	0.2	3.0%	81.8%	81.9%	0.1%	0.1%	8.13	8.11	-0.02	-0.3%		
98 Charter	71.96	70.60	-1.36	-1.9%	23.1	24.1	1.0	4.2%	122.2%	122.2%	0.1%	0.1%	3.81	3.59	-0.22	-5.8%		
Total Other	66.60	66.14	-0.46	-0.7%	13.6	12.1	-1.5	-11.2%	100.9%	95.7%	-5.2%	-5.1%	4.93	5.23	0.30	6.1%		
Total	85.99	87.18	1.19	1.4%	9.5	9.1	-0.4	-4.3%	18.7%	17.8%	-0.8%	-4.5%	1.69	1.71	0.02	1.2%		

Description	YTD Through			Dec-12		
	11/12	12/13	Amount Diff	% Diff	11/12	12/13
Mileage	322,533	345,925	23,392	7.3%		
Mileage Based Costs	364,173	378,684	14,511	4.0%		
Hourly Based Costs	727,355	762,244	34,889	4.8%		
Direct Costs	175,063	179,832	4,769	2.7%		
Overhead Costs	549,055	568,360	19,305	3.5%		
Total Costs	1,815,646	1,889,120	73,474	4.0%		

Charter Rate Calculation:			Cost per mile calculation:		
Actual	Plus	Profit	Actual	Plus	Profit
0.662	43.00%	10.0%	0.662	43.00%	10.0%
1.129	Overhead	0.95	1.129	Overhead	0.95
2.093	Van/Small Bus	1.61	2.093	Van/Small Bus	1.61
1.413	Coach	2.99	1.413	Coach	2.99
2.02	Combined	2.02	2.02	Combined	2.02

Hourly Rate Calculation:			Hourly Rate Calculation:		
Actual Hourly Rate	Plus	Profit	Actual Hourly Rate	Plus	Profit
30.87	23.6%	1.05	30.87	23.6%	1.05
38.15	Hourly Rate	1.77	38.15	Hourly Rate	1.77
43.00%	Plus Overhead	3.29	43.00%	Plus Overhead	3.29
54.55	Hourly Rate	2.22	54.55	Hourly Rate	2.22
65.46	Plus Profit	20.0%	65.46	Plus Profit	20.0%

Agenda Item # 4

To: Board of Directors
From: Sally Webster, Finance & Personnel Manager
Date: January 23, 2013
Subj: Financial Statements as of December 31, 2012

Attached are Financial Statements for the month ending December 2012. The Income Statement shows a loss of \$4,353 and a \$55,258 *positive* budget performance. Comparing year-to-date through Dec 12 to Dec 11: Operating Revenue is down (\$ 663) (0.2%). Other Revenue is up 3.3% and Operating Expenses are up 4.0% compared to the previous year. Our operating expenses compared to our budget are down (3.2%).

The Mobility Management Program is reflected in the financial statements. Grants do not cover the cost of the program, therefore TDA is covering the loss (\$3,544) at this time.

The Capital Income/Expense Statement reflects a loss of \$78,179 this month, however the STA allocation of \$138,800 has not been received as of this date. With this allocation, the capital statement would show a gain of \$60,621. For further details to the capital program, please see Agenda Item #6.

Our fiscal year ending June 12 has not been completed as of this date. Changes may be made to accounts depending on the outcome of the actuarial reports and adjustments to the Balance Sheet.

Mendocino Transit Authority				
Budget to Actual Income Statement for six months ending				Dec-12
Description Revenue	-----Year to Date-----			
	Actual \$	Budget \$	Variance \$	Variance %
Operating Revenue	411,887	409,889	1,998	0.5%
Other Revenue	1,507,612	1,509,109	(1,497)	-0.1%
Total Revenue	1,919,499	1,918,998	501	0.0%
Operating Expenses				
Transportation	1,329,380	1,390,468	(61,088)	-4.4%
Maintenance	234,906	216,892	18,014	8.3%
Administration	351,874	372,049	(20,175)	-5.4%
Total Operating Expenses	1,916,160	1,979,409	(63,249)	-3.2%
Other (Income)/Expense	(338)	(800)	462	-57.8%
Mobility Management Program				
Revenue	33,243		33,243	ERR
Expense	(41,273)		(41,273)	ERR
Net Gain/(Loss) Before Depreciation	(4,353)	(59,611)	55,258	ERR

Mendocino Transit Authority		
Balance Sheet as of	Dec-12	
Description	\$	\$
ASSETS		
Current Assets		
Cash	3,390,828	
A/R, Prepaid Expenses & Inventory	786,118	
Total Other Current Assets		4,176,946
Property, Plant & Equip Net of Depreciation		2,691,339
Investment - Deferred		0
Total Assets		6,868,285
LIABILITIES & EQUITY		
Current Liabilities		
Accounts Payable & Accruals	606,988	
Other Liabilities	2,665,951	
Provision for Restricted Funds	158,014	
Total Current Liabilities		3,430,953
Deferred Compensation Payable		0
Total Liabilities		3,430,953
Fund Equity		
Contributed Capital	2,637,210	
Retained Earnings	800,122	
Total Fund Equity		3,437,332
Total Liabilities and Equity		6,868,285

Mendocino Transit Authority

Budget to Actual Income Statement for six months ending

Dec-12

Description	Year to Date Actual \$	Annual Budget \$	Remaining \$	Actual as % of Budget
Capital Revenue:				
State Grants	164,837	2,580,546	(2,415,709)	6.4%
STA - Capital		138,800	(138,800)	0.0%
R/STIP		427,986	(427,986)	0.0%
Federal	968,317	1,730,000	(761,683)	56.0%
Transfer from Transit Reserve		13,154	(13,154)	0.0%
Local - Other			0	ERR
Sale of Assets	5,923		5,923	ERR
Interest Income	3,719		3,719	ERR
Other		86,875	(86,875)	0.0%
Total Revenue	1,142,796	4,977,361	(3,834,565)	23.0%

Capital Expenses:	Project		Year to Date Actual \$	Annual Budget \$	Remaining \$	Actual as % of Budget
2 Medium Duty Buses	c/o	75c		460,000	(460,000)	0.0%
5 Heavy Duty Buses		88	3,272	2,259,522	(2,256,250)	0.1%
				0	0	ERR
				0	0	ERR
				0	0	ERR
				0	0	ERR
				0	0	ERR
				0	0	ERR
				0	0	ERR
				0	0	ERR
Transportation		27	2,423	4,500	(2,078)	53.8%
Maintenance		28	33,822	87,500	(53,678)	38.7%
Office		29	2,083	37,375	(35,292)	5.6%
Bus Stops		30	2,038	49,500	(47,462)	4.1%
					0	ERR
Security Cameras/Projects		80	289		289	ERR
Transmissions/Major Repairs				19,500	(19,500)	0.0%
Vehicle Equipment (Fare Boxes)			10,195	10,400	(205)	98.0%
					0	ERR
				0	0	ERR
				0	0	ERR
Solar Canopy	c/o	81	38,993	521,323	(482,330)	7.5%
Alt Fuel Infrastructure - Construction	c/o	82	1,165,988	1,492,714	(326,726)	78.1%
					0	ERR
Willits Senior Center		113		73,154	(73,154)	0.0%
Redwood Coast Senior Center					0	ERR
Misc - Other					0	ERR
Total Expenses			1,259,102	5,015,488	(3,756,386)	25.1%

Net Gain/(Loss) before Carryover	(116,306)	(38,127)	(78,179)
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FY 2011/12 Carryover		Year to Date Actual \$	Annual Budget \$	Remaining \$	Actual as % of Budget
STA - Capital		38,127	38,127	0	100.0%
Transfer from Transit Reserve				0	ERR

Net Gain/(Loss)	(78,179)	0	(78,179)
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Mendocino Transit Authority

Income Statement YTD Comparison for six months ending Dec 11 Dec 12

-----Year to Date-----				
Description	Dec 11	Dec 12	Difference	Difference
Revenue	Actual	Actual	\$	%
	\$	\$	\$	%
Operating Revenue	412,550	411,887	(663)	-0.2%
Other Revenue	1,459,998	1,507,612	47,614	3.3%
Total Revenue	1,872,548	1,919,499	46,951	2.5%
Operating Expenses				
Transportation	1,279,742	1,329,380	49,638	3.9%
Maintenance	210,529	234,906	24,377	11.6%
Administration	352,856	351,874	(982)	-0.3%
Total Operating Expenses	1,843,127	1,916,160	73,033	4.0%
Other (Income)/Expense	(936)	(338)	598	-63.9%
Mobility Management Program				
Revenue	49,796	33,243	(16,553)	-33.2%
Expense	(53,340)	(41,273)	12,067	-22.6%
Net Gain/(Loss) Before Depreciation	26,813	(4,353)	(31,166)	

Mendocino Transit Authority

Balance Sheet as of	Dec 11	Dec 12	Variance	Variance
Description	Actual	Actual	\$	%
ASSETS	\$	\$	\$	%
Current Assets				
Cash	2,137,000	3,390,828	1,253,828	58.7%
A/R, Prepaid Expenses & Inventory	1,296,770	786,118	(510,652)	-39.4%
Total Other Current Assets	3,433,770	4,176,946	743,176	21.6%
Property, Plant & Equip Net of Depreciation	1,709,837	2,691,339	981,502	57.4%
Goodwill				
Investment - Deferred	0	0	0	ERR
Total Assets	5,143,607	6,868,285	1,724,678	33.5%
LIABILITIES & EQUITY				
Current Liabilities				
Accounts Payable & Accruals	1,267,152	606,988	(660,164)	-52.1%
Other Liabilities	844,995	2,665,951	1,820,956	215.5%
Provision for Restricted Funds	186,165	158,014	(28,151)	-15.1%
Total Current Liabilities	2,298,312	3,430,953	1,132,641	49.3%
Deferred Compensation Payable	0	0	0	ERR
Total Liabilities	2,298,312	3,430,953	1,132,641	49.3%
Fund Equity				
Contributed Capital	2,040,487	2,637,210	596,723	29.2%
Retained Earnings	804,808	800,122	(4,686)	-0.6%
Total Fund Equity	2,845,295	3,437,332	592,037	20.8%
Total Liabilities and Equity	5,143,607	6,868,285	592,037	11.5%

REVENUE - Budget to Actual Comparison

Date: 23-Jan-13

Dpt	A/C #	Description	Dec-12 Budget	Dec-12 Actual	Dec-12 Variance	Dec-12 %	YTD Budget	YTD Actual	YTD Variance	YTD %
Operating Revenue										
40.	401.100	Fares-Passenger	28,731	30,834	2,103	7.3%	188,778	193,496	4,718	2.5%
40.	401.200	Fares Paid by Agencies	13,770	15,123	1,353	9.8%	90,479	82,061	(8,418)	-9.3%
40.	402.200	Contract Service	4,583	4,202	(381)	-8.3%	27,500	28,738	1,238	4.5%
40.	405.100	Charter	8,034	6,273	(1,761)	-21.9%	17,944	27,521	9,577	53.4%
40.	406.100	Displays Ads	781	0	(781)	-100.0%	4,688	650	(4,038)	-86.1%
40.	409.200	Sonoma County Participation	13,417	13,417	0	0.0%	80,500	79,421	(1,079)	-1.3%
Total			69,317	69,849	532	0.8%	409,889	411,887	1,998	0.5%

Other Revenue

40.	409.100	TDA - Operations	180,425	180,425	(0)	-0.0%	1,082,552	1,082,552	1	0.0%
40.	409.110	STA - Operations	29,167	29,167	0	0.0%	175,000	175,000	0	0.0%
40.	411.100	State Planning Grant	0	0	0	ERR	0	0	0	ERR
40.	413.100	Fed Sec 5311 Oper Grant	29,538	29,538	(0)	-0.0%	177,229	177,229	0	0.0%
40.	413.110	Welfare to Work Grant	0	45,350	45,350	ERR	43,677	45,350	1,673	3.8%
40.	413.200	Fed Planning Grant	0	0	0	ERR	0	0	0	ERR
40.	407.200	Senior Center Admin/Dispatch	1,875	1,875	(0)	-0.0%	11,252	11,252	1	0.0%
40.	407.210	Maintenance Labor Revenue	3,167	2,401	(766)	-24.2%	19,000	15,576	(3,424)	-18.0%
40.	407.220	Maintenance Parts Revenue	0	87	87	ERR	0	245	245	ERR
40.	407.400	Rental Income	0	0	0	ERR	0	0	0	ERR
40.	407.500	Other Income	67	57	(10)	-14.5%	400	408	8	2.0%
Total			244,239	288,900	44,661	18.3%	1,509,109	1,507,612	(1,497)	-0.1%
Combined - Oper/Other Rev			313,555	358,749	45,194	14.4%	1,918,998	1,919,499	501	0.0%

Revenue - Mobility Management Program

41.	401.100	Fares-Passenger		432	432			5,178	5,178	
41.	401.200	Fares Paid by Agencies			0				0	
41.	402.200	Contract Service			0				0	
41.	411.100	State Grant - Ag Worker/Commute Study			0				0	
41.	413.110	Federal Operating Grant - JARC		13,663	13,663			28,065	28,065	
41.	413.200	Federal Planning Grant - Commute Study			0				0	
41.	407.500	Other Income			0				0	
Total			0	14,095	14,095		0	33,243	33,243	
Combined			313,555	372,844	59,289	18.9%	1,918,998	1,952,742	33,744	1.8%

Fares - Passenger/Agency			42,501	45,957	3,456	8.1%	279,258	275,557	(3,701)	-1.3%
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Mendocino Transit Authority - Public Service

File:(Budget13\EXPCUMBA)

Budget to Actual Comparison FY 2012/2013 YTD thru Dec-12

Wednesday January 23, 2013

Description	Budget			Actual			Diff Amount	Diff %	Actual MMP	Actual Total
	Transp	Maint	Admin	Transp	Maint	Admin				
Wages	629,113	100,165	156,908	609,214	125,602	156,169	4,799	0.5%	22,925	913,910
Wages-Vac/Sick/Hol	106,629	21,763	27,819	108,423	21,175	27,734	1,121	0.7%	2,994	160,326
Health	189,704	26,990	26,990	174,570	22,032	19,659	(27,423)	-11.3%	3,779	220,040
Workers Comp	61,826	7,412	1,040	61,885	7,684	1,201	491	0.7%	150	70,920
Retirement	57,160	10,624	14,351	53,795	10,731	14,040	(3,569)	-4.3%	1,943	80,509
Payroll Taxes	20,772	3,401	4,629	20,730	3,593	5,205	727	2.5%	786	30,314
Uniform Allowance	4,150	3,300		3,258	3,125		(1,067)	-14.3%		6,383
Travel Expenses	3,175	1,250	2,940	2,516	1,078	2,273	(1,498)	-20.3%	215	6,082
Outside Labor	1,338	2,137	42,216	1,795	2,816	34,806	(6,274)	-13.7%	1,289	40,706
Fuel-Revenue Vehicles	244,146			232,084			(12,062)	-4.9%	3,452	235,536
Lube-Revenue Vehicles	7,177			5,880			(1,297)	-18.1%	569	6,449
Tires/Tubes-Revenue Vehicles	9,434			4,534			(4,900)	-51.9%		4,534
Parts-Revenue Vehicles		16,981		14,448			(2,533)	-14.9%		14,448
Expense Parts		450		1,599			1,149	255.3%		1,599
Non-Capital Equipment	1,250	1,200	500	19	389		(2,542)	-86.2%		408
Office Supplies	250		6,750	105		5,063	(1,832)	-26.2%	38	5,206
Subscriptions			586	325		271	10	1.7%		596
Dues & Memberships	250		1,300			1,505	(45)	-2.9%		1,505
Janitorial Supplies		6,570		6,000			(570)	-8.7%		6,000
Shop Supplies		1,500		760			(740)	-49.3%		760
Rep & M-Buildings & Property		4,250		4,233			(17)	-0.4%		4,233
Shelter Expense		1,100		1,308			208	18.9%		1,308
Telephone	5,058	600	5,575	4,071	1,480	6,570	888	7.9%	514	12,635
Utilities	3,480		9,890	3,573	2,280	8,763	1,246	9.3%		14,616
Insurance	27,180	4,750	3,000	26,358	4,145	3,137	(1,290)	-3.7%	2,021	35,661
Purchased Transportation				495			495	ERR		495
Marketing			64,825			62,501	(2,324)	-3.6%	600	63,101
Training	3,962	1,250	900	2,439	330	402	(2,941)	-48.1%		3,171
Board Expense			1,600			2,384	784	49.0%		2,384
Miscellaneous	1,598	300	60	571	25		(1,362)	-69.6%		596
Vehicle Rental								ERR		
Equipment Rental			170			191	(804)	-75.1%		266
Property Rental	12,816			12,740			(76)	-0.6%		12,740
Total	1,390,468	216,892	372,049	1,329,380	234,908	351,874	(63,247)	-3.2%	41,275	1,957,437

Mendocino Transit Authority

Budget to Actual Income Statement for six months ending

Dec-12

Description	Year to Date Actual \$	Annual Budget \$	Remaining \$	Actual as % of Budget
Capital Revenue:				
State Grants	164,837	2,580,546	(2,415,709)	6.4%
STA - Capital		191,920	(191,920)	0.0%
R/STIP		427,986	(427,986)	0.0%
Federal	968,317	1,730,000	(761,683)	56.0%
Transfer from Transit Reserve		13,154	(13,154)	0.0%
Local - Other			0	ERR
Sale of Assets	5,923		5,923	ERR
Interest Income	3,719		3,719	ERR
Other		86,875	(86,875)	0.0%
Total Revenue	1,142,796	5,030,481	(3,887,685)	22.7%

Capital Expenses:	Project		Year to Date Actual \$	Annual Budget \$	Remaining \$	Actual as % of Budget
	c/o	75c				
2 Medium Duty Buses	c/o	75c		460,000	(460,000)	0.0%
5 Heavy Duty Buses		88	3,272	2,259,522	(2,256,250)	0.1%
					0	ERR
				0	0	ERR
					0	ERR
					0	ERR
					0	ERR
					0	ERR
					0	ERR
Transportation		27	2,423	4,500	(2,078)	53.8%
Maintenance		28	33,822	87,500	(53,678)	38.7%
Office		29	2,083	37,375	(35,292)	5.6%
Bus Stops		30	2,038	49,500	(47,462)	4.1%
					0	ERR
Security Cameras/Projects		80	289		289	ERR
Transmissions/Major Repairs					0	ERR
Vehicle Equipment (Fare Boxes)			10,195	19,500	(9,305)	52.3%
				10,400	(10,400)	0.0%
				0	0	ERR
					0	ERR
Solar Canopy	c/o	81	38,993	521,323	(482,330)	7.5%
Alt Fuel Infrastructure - Construction	c/o	82	1,165,988	1,492,714	(326,726)	78.1%
					0	ERR
Willits Senior Center		113		73,154	(73,154)	0.0%
Redwood Coast Senior Center					0	ERR
Misc - Other					0	ERR
Total Expenses			1,259,102	5,015,488	(3,756,386)	25.1%

Net Gain/(Loss) before Carryover	(116,306)	14,993	(131,299)
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FY 2011/12 Carryover			
STA - Capital		14,507	14,507
Transfer from Transit Reserve			0
			ERR

Net Gain/(Loss)	(101,799)	29,500	(131,299)
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Board of Directors Meeting ScheduleFourth Thursday of January through October
Third Thursday of November and December

Date	Time	Location	Video Conference With	Major Agenda Items
2012				<i>Solar Canopy: Approve Schedule</i>
July 26	1:30	Willits	only	2013/14 Transit Needs: Willits
August 15	1:30	Ukiah	Fort Bragg	<i>Special Meeting</i> , Closed Session
August 30	1:30	Point Arena	only	<i>Solar Canopy: Award Design Contract</i> 2013/14 Transit Needs: Point Arena
September 27	1:30	Ukiah	Fort Bragg	2013/14 Transit Needs: Ukiah
October 25	1:30	Fort Bragg	Ukiah	2013/14 Transit Needs: Fort Bragg
November 15	1:30	Ukiah	Fort Bragg	2013/14 Transit Needs <i>Solar Canopy: Mid Design Cost Est Review and Authorization to Solicit Bids</i>
December 28	1:30	Ukiah	only	<i>Certify Need to Retain Retired Annuitant</i>
2013				
January 31	1:30	Ukiah	Fort Bragg	<i>Solar Canopy: Award Construction Contract</i>
February 28	1:30	Willits	only	Initial 2013/14 Budget Discussion
March 28	1:30	Fort Bragg	Ukiah	DRAFT 2013/14 Budget & Claim
April 25	1:30	Point Arena	only	Proposed 2013/14 Budget
May 23	1:30	Fort Bragg	Ukiah	<i>Administration/Operations Bldg: Design Review</i> Proposed 2013/14 Budget
June 27	1:30	Ukiah	Fort Bragg	FINAL 2013/14 Budget

To: MTA Board of Directors
From: Bruce Richard, Retired Annuitant
Date: January 25, 2013
Subj: Capital Program: Progress Report



This report is consistent with the capital budget dated June 21, 2012

Current Budget

2012/13 Projects

Five Heavy-Duty Low Floor Buses (Modernization) \$2,259,522

NEW ACTION: None. Delivery in March

PROBLEMS: None.

Two Medium-Duty Low Floor Buses (STIP) \$460,000

NEW ACTION: CalTrans has approved changing this project to be one Heavy-Duty Low Floor Bus + one Paratransit Van.

PROBLEMS: None.

Willits Senior Center Van (FTA 5310) \$73,154

NEW ACTION: CalTrans has now approved. Purchase order signed. Bus ordered

PROBLEMS: None.

**Pave Willits Bus Yard, \$ 45,000
Part of Maintenance Equipment**

NEW ACTION: None. Carried over.

PROBLEMS: Delayed to next Spring.

Bus Stop Improvements (Other) \$49,500

NEW ACTION: Consultant contract signed.

PROBLEMS: None.

Facility Solarization & Modernization

Maintenance Facility Construction (SGR, Prop 1B) \$1,492,714

NEW ACTION: Most issues resolved except correcting roll up doors.

PROBLEMS: No others.

Facility Solarization & Modernization

Solar Canopy Design/Construction (TIGGER, Prop 1B) \$521,323

NEW ACTION: Opened bids January 24. See Agenda Item #9.

PROBLEMS: None.

Facility Solarization & Modernization

Admin/Operations Building Preliminary Design \$125,000

NEW ACTION: Kickoff and follow up meetings held in January.

PROBLEMS: None.

Agenda Item # 7

To: Board of Directors
From: Glenna Blake, Marketing & Planning *GB*
Date: January 24, 2013
Subject: Mobility Management Update

1. New JARC Detailed Implementation Plan and New Partner Agencies

The revised JARC Detailed Implementation Plan for the MMP was approved in December, reflecting the recent redirection towards administrative versus operational costs as instructed by Caltrans. Staff is in the process of designing MOUs that are specific to our new partner agencies' individual transportation needs and programs in the outlying areas of the county. Through this new Implementation Plan, each of these new partner agencies may receive up to \$10,000 of JARC-funded subsidies to pay for the administrative costs of their fledgling transportation services. The first MOU, which is with the Potter Valley Family Resource Center (PVFRC) to expand their small on-demand van service, has been approved by their board of directors. MTA staff is presently working with PVFRC to refine this MOU and their billing process. We expect the MOU to go into effect by the 1st of February. The second MOU will be with the Hopland Band of Pomo Indians, to whom the first draft has been submitted. In addition, staff recently contacted the Long Valley Health Center to explore the possibility of forming a similar partnership in order to support their efforts to find some sort of transportation service for low-income residents in the Laytonville area. To date we have not heard back from the Center.

2. E-ride

The E-ride volunteer driver program was re-instated in December and new outreach efforts have since been initiated in Anderson Valley. Staff has changed the focus of this outreach to target the volunteer drivers first, since without them the program cannot work. Meanwhile, our one consistent rider in Laytonville has repeatedly expressed her gratitude for the restoration of the E-ride program. She depends on it to get to all her doctor's appointments and to the Food Bank once a week. There are several other authorized passengers in the E-ride program, but the unavailability of volunteer drivers makes it difficult to meet their transportation needs.

Since we can no longer use the JARC grant to pay for voucher reimbursements to the E-ride drivers, those reimbursements and other associated operational costs are to be paid from MTA's general TDA fund from now on. Fortunately, this is not a very

significant cost, at least for the time being. Please refer to the attached table entitled "2012-13 MMP E-ride Estimated Expenses Not Allowable by JARC.

3. Agricultural Vanpools Board Update

One agricultural vanpool was in operation during November and most of December. The driver, Saúl, has repeatedly expressed his appreciation for being able to continue to use the van to get his crew safely and reliably to work. He and his passengers would probably not be able to afford the high fares required by Calvans if MTA turned our vans over to them. Unlike Calvans, whose vanpools run all year long because they follow the growing season of different crops all over the state, the agricultural season here is much shorter and more sporadic, and so our vans may often be out of operation for several weeks at a time. Despite this unutilized time, however, the revenue from the passengers' fares of Saul's vanpool has been enough to pay for the van's expenses. Last year this vanpool alone safely transported its passengers--up to fourteen a day at the height of the season--a total of 10,355 miles along some of the county's narrowest, windiest, and most hazardous roads.

Staff is investigating the possibility of leasing the one ag van to various nonprofit agencies within Mendocino County that have some form of an agricultural program, such as the Hopland Band of Pomo Indians, which is also targeted as one of our partner agencies to receive a JARC subsidy for its small Hopland-Ukiah van service. Staff has submitted a description of the Tribe's agricultural program to the liaison of the original Caltrans ag transportation grant to confirm that the program qualifies for use of one of our ag vans. We are still waiting for a reply.

Recommendation: Discuss and provide direction.

2012-13 MMP E-Ride Estimated Expenses
Not Allowable by JARC

Item #	A/C #	Description	Estimated Monthly or Individual Amount	Estimated Total
1	502.710	Driver Fuel Reimbursement (vouchers)	\$80.00	\$1,340.00
2	503.100	Driver Vehicle Safety Inspections	\$60.00	x5 ea? \$300.00
3	509.300	Marketing/Publicity/Incentives	\$4,000.00	\$4,000.00
Total:				\$5,640.00

To: Board of Directors
From: Bruce Richard, Retired Annuitant 
Date: January 25, 2013
Subj: **Facility Solarization & Modernization Program:
Award Contract for Construction of Solar Canopy**

The next step in MTA's Facility Solarization & Modernization Program is to award the contract for construction of the Solar Canopy. (Note that Preliminary Design of the Administration/Operations Building has also begun.)

This project is funded by a \$470,000 Federal Transit Investments for Greenhouse Gas and Energy Reduction (TIGGER) grant plus \$52,000 in California Prop 1B Modernization funds for a total of \$522,000. Budgeted expenditures include \$41,425 for design, permits and fees, \$44,613 for management and testing during construction, and \$381,300 for this construction contract. That leaves a total of \$54,662 for change orders and contingencies (14.3% of construction) but not likely to be enough to add another bus parking Bay.

The advertisement for the Invitation for Bids was published in the Ukiah Daily Journal on January 8 and 13, 2013. Plans and Specifications became available to contractors and subcontractors, on January 7. Copies were available for review or purchase at MTA and Blue Prints Plus in Ukiah, Builders Exchanges in San Francisco, and Santa Rosa and electronically at several exchanges. A non-mandatory Pre-bid Conference was held on January 15, attended by 14 contractors and subcontractors. Three addendums were issued prior to January 21. Six sets of Plans and Spec's were purchased (refundable). Staff will have one set available at the meeting.

At 3:00 pm, Thursday, January 24, 2013, staff announced that MTA may award a contract of up to, but not more than, \$385,900 for the base bid plus as many alternates as possible within that budget.

The base bid generally consists of ten piers and columns, a roof, an 8kW Solar Array and electrical connections to the existing office building. This configuration creates four Bays, each of which will protect two forty-foot buses or four 20-passenger buses. Alternate #1 was for the deletion of one Bay if the base bid was over budget. Alternate #2 was for the addition of one Bay and Alternate #3 was for the addition of one more 8kW Solar Array.

Two bids were then opened, one from R.G. Clark Construction of Calpella and one from A. E. Nelson Construction of Rhonert Park. They were reviewed by our Architect, Thomas Hise, for completeness (both were complete), and tabulated. Both base bids were below the budget and below the cost estimate by the Consulting Estimator, Allan Autentico. The two bids were also relatively close together.

Item	Autentico	Clark	Nelson
Base Bid	\$ 353,351	\$ 345,430	\$ 327,300
Alt #2	na	\$ 55,600	\$ 54,000
Base + #2	na	\$ 401,030	\$ 381,300
Alt #3	na	\$ 35,728	\$ 29,000
Base + #2 + #3	na	\$ 436,758	\$ 410,300

Since the contract maximum announced was \$385,900, Clark's base bid with Alt #2 (\$401,030) was over budget, while Nelson's (\$381,300) was under budget. The addition of Alt #3 puts both bidders over budget.

Recommendation

Staff recommends Board adoption of attached Resolution 2013-01.

MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2013-01

AWARDING A CONTRACT
FOR CONSTRUCTION OF A SOLAR CANOPY

WHEREAS:

1. Mendocino Transit Authority has completed a positive Feasibility Study (July 2009), obtained substantial federal funding, contracted for design and construction of new Maintenance Facilities, and now has designed a Solar Canopy.
2. MTA and the Design Team have solicited construction bids in accordance with State and Federal requirements, and has evaluated those bids as described in the Staff report dated January 25, 2013.

NOW, THEREFORE, BE IT RESOLVED that the MTA Board of Directors hereby:

1. Selects A. E. Nelson Construction as the lowest responsive and responsible bidder and awards the construction contract to it,
2. Authorizes the Project Manager (PM, the MTA Interim General Manager) to finalize the contract with that firm, and to take all other action necessary to initiate construction at the earliest possible date, for a price of \$ 381,300 , including the base contract plus Alternate #2, and further authorizes the PM to include Alternate #3 if later deemed appropriate, for a maximum total price of \$ 410,300.

ADOPTION of this RESOLUTION was MOVED by Director _____, and SECONDED by Director _____, at a rescheduled meeting of the MTA Board of Directors on January 31, 2013 by the following Roll Call vote:

AYES:

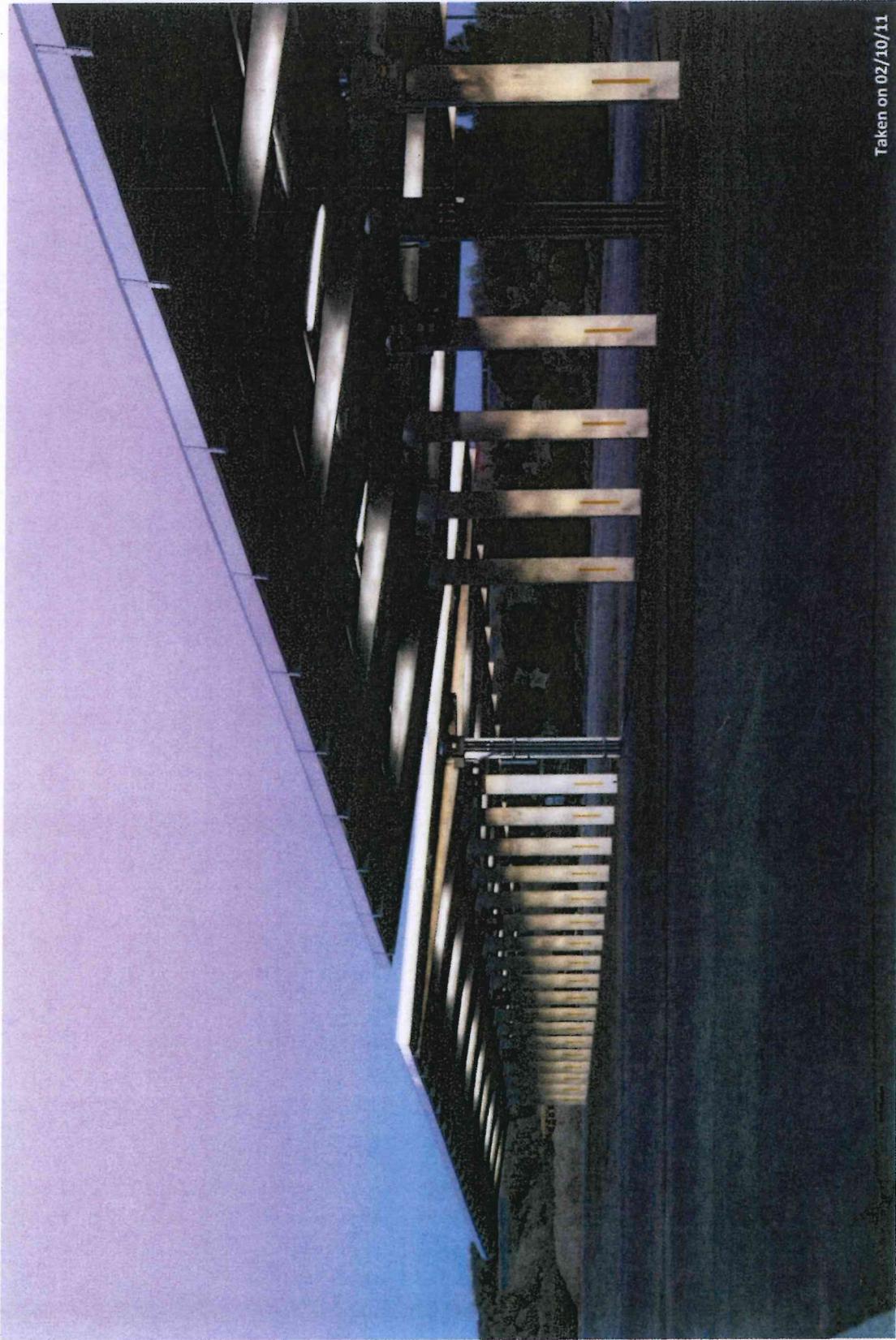
NOS:

ABSENT:

ATTEST:

James W. Mastin, Chair

Dan Baxter, Interim General Manager



Taken on 02/10/11