



NOTICE OF COMMISSION MEETING AND AGENDA

DES MOINES AREA REGIONAL TRANSIT AUTHORITY

DART MULTIMODAL ROOM, 620 CHERRY STREET/[ZOOM](#)

Dial In - +1-312-626-6799/Access Code – 848 6597 2082/Passcode - 150349

JULY 12, 2022 – 12:00 PM

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1. CALL TO ORDER	
2. ROLL CALL AND ESTABLISHMENT OF QUORUM	
3. NOTICE OF MEETING	
4. APPROVAL OF JULY 12, 2022, AGENDA	
5. PUBLIC COMMENT (Limit 3 minutes)	
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12. NEXT MEETING: Regular DART Meeting - Tuesday, August 2, 2022 – 12:00 PM	
13. ADJOURN	

Language, visual, hearing and transportation services are available at meetings upon request. For requests, please call DART at 515.283.8100 at least 48 hours in advance of the meeting.



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
MEETING HOSTED IN-PERSON AND VIRTUALLY
620 CHERRY STREET – DES MOINES, IOWA 50309
JUNE 7, 2022**



(Meeting was held in an online format)

ROLL CALL

Commissioners/Alternates Present and Voting:

Vern Willey, Kelly Whiting, Doug Elrod, Michael McCoy, Josh Mandelbaum, Jake Anderson, Paula Dierenfeld, Ross Grooters, Steve Van Oort, Bridget Montgomery, Russ Trimble, and Lauren Campbell

Commissioners Absent:

Andrew Borcharding and Joseph Jones

CALL TO ORDER

Chair, Doug Elrod called the meeting to order at 12:01 p.m. Roll call was taken, and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Chair, Doug Elrod requested a motion to approve the agenda as presented.

It was moved by Vern Willey and seconded by Michael McCoy to approve the June 7, 2022, agenda. The motion carried unanimously.

PUBLIC COMMENT

Erin Hockman, Chief External Affairs Officer shared a positive comment DART staff received on Facebook from a rider who is a Veteran, complimenting DART services, staff, and the app.

Mr. Washington from Des Moines shared comments about bus ramp and arms having some technical problems. Mr. Washington addressed his concerns with DART staff/Customer Service prior to sharing with the Commission. Mr. Washington complimented DART Operators for assisting him during these technical issues on the buses.

6. TRANSIT RIDERS ADVISORY COMMITTEE (TRAC)

Erin Hockman, Chief External Affairs Officer provided an update that DART staff discussed TRAC meetings with the DART Executive Committee at their May meeting. Staff will be working on more ways for the Commission to engage and receive feedback from the committee as we

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COMMISSION MEETING MINUTES – JUNE 7, 2022**



move forward. One immediate resolution is to provide an in person TRAC report at Commission meetings.

Carrie Kruse, Chair of the TRAC Committee provided an update from the last TRAC meeting, which was on May 11, 2022. The updates included service changes and benchmarking questions to be able to revert to increased levels of service. Luis Montoya provided a brief verbal update related to the benchmarking question, sharing that DART staff will be working to develop this more. Ms. Kruse shared that she has received positive comments from riders and the committee on the newly expanded service to Adventureland.

7. CONSENT ITEMS

7A – Commission Meeting Minutes – May 3, 2022

7B – FY 2023 Transportation Improvement Program (TIP) Approval

7C – March 2022 Financials

It was moved by Michael McCoy and seconded by Russ Trimble to approve the consent items. The motion carried unanimously.

8. ACTION ITEMS

8A – FY 2023 Iowa Communities Assurance Pool (ICAP) Renewal

Kent Farver, Chief Financial Officer shared that we have received our renewal quote for the ICAP assurance policy which has an increase in cost for next year. The premium increase is attributed to multiple factors including: an increase in Total Insured Value (TIV) for DART, a higher loss ratio particularly on automotive liability as well as total pool impacts over the last few years. ICAP's FY23 renewal amount exceeds what was budgeted for these items and the Finance team will work to offset this overage from other identified line items savings. Kent shared that these increases have shown us that it will be necessary to bid this out in future years to see if there are other options and being fiscally responsible going forward.

It was moved by Michael McCoy and seconded by Josh Mandelbaum to approve the FY2023 ICAP contract renewal of \$1,091,706. The motion carried unanimously.

9. DISCUSSION ITEMS

9A – ADA Paratransit Program Update

Amanda Wanke, Chief Operating Officer thanked those Commissioners that were able to attend the May 24, 2022, ADA Paratransit Commission Workshop and highlighted what was reviewed and shared follow up information for future recommendations for this program. Discussion was had amongst the Commission regarding the various recommendations as well as requests for additional information. A follow-up presentation and discussion is planned for the July Commission meeting.

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9B – Marketing Update

Due to time, Chair, Doug deferred this agenda item to a future Commission meeting. Information was also provided in the packets.

9C – Rideshare Update

Due to time, Chair, Doug deferred this agenda item to a future Commission meeting. Information was also provided in the packets.

9D – August Service Change

Elizabeth Presutti, Chief Executive Officer shared that we will be resuming the Des Moines School service in August which will come to the Commission for approval at the July meeting.

9E – Performance Report – April 2022

Due to time, Chair, Doug deferred the Commission to their packets to review this agenda item.

10. DEPARTMENTAL MONTHLY REPORTS (BY EXCEPTION)

10A - Operations

None

10B – Planning

None

10C - External Affairs

None

10D – Finance/IT/Procurement

None

10E – Human Resources

None

10F – Chief Executive Officer

Elizabeth Presutti, Chief Executive Officer thanked Commissioners Elrod and Trimble for participating in the new member city Mayor Driving Skills completion which we held on Thursday, May 19, 2022. In addition, she shared that DART held our Operator Rodeo on Saturday, May 21 and that DART will have four Operators that qualified for the State Rodeo which will be held in Cedar Rapids early July.



11. FUTURE AGENDA ITEMS

None

12. COMMISSIONER ITEMS

None

13. NEXT MEETING:

Regular DART Meeting - Tuesday, July 12, 2022 – 12:00 P.M.

14. ADJOURN

Chair, Doug Elrod, adjourned the meeting at 1:29 pm.

*****OFFICIAL NOTICE OF THE NEXT DART COMMISSION MEETING DATE IS HEREBY PUBLISHED:**
The next regular DART monthly Commission Meeting is scheduled for Tuesday, July 12, 2022, at 12:00 p.m. in the DART Multimodal Room at 620 Cherry Street, Des Moines, Iowa. Pursuant to Iowa Code section 21.8, the DART Commission has determined that it is still impractical or impossible to require all Commission members, staff, and the public to be physically present for this Commission meeting. Accordingly, both in-person and virtual options for attendance of the July 12, 2022 Commission meeting will be offered as follows: (1) Commission members, staff, and the public will be allowed to attend this Commission meeting in person in the DART Multimodal Room at 620 Cherry Street, Des Moines, Iowa; and (2) Commission members, staff, and the public will be allowed to attend this Commission meeting via a virtual platform such as Zoom. Participation directions for such virtual meeting option are as follows:
<https://ridedart.zoom.us/j/84865972082?pwd=ak0yL0V0SGVtZ0t4SDhZY3FZdkZ1UT09>
Meeting ID: 848 6597 2082 Passcode: 150349

Chair

Clerk

Date



CONSENT ITEM



6B:	State Lobbying Services Contract
Action:	Approve termination of current lobbying contract and issuance of a new request for proposals for state lobbying services

Staff Resource: *Erin Hockman, Chief External Affairs Officer*

Background:

DART has experienced significant changes in its legislative strategy and continues to evaluate how to adjust to evolving needs at the State Capitol. During the 2022 session, the Legislature agreed to form a new advisory committee to examine how to diversify DART's funding without raising property taxes. We believe it is in DART's best interest to re-evaluate state lobbying services to adjust to this new development and the significant effort it will require to accomplish funding diversification.

Recommendation:

Approve termination of the current State Lobbying contract with PolicyWorks and approve the release of a new State Lobbying Services Request for Proposal.



CONSENT ITEM



6C: FY 2023 Des Moines Public Schools Contract Pricing

CONSENT: Approve the Des Moines Public Schools Contract Value of \$1,011,237 for the 2022-2023 School Year.

Staff Resource: Luis Montoya, Chief Planning Officer

Background:

- DART has been providing Des Moines Public School middle and high school students transportation to and from school since 1993.
- Over 2,500 student trips per day are provided on DART's regular fixed route services as well as additional bus routes that include slight variations off a DART route.
- As part of the contract, DART provides:
 - Unlimited ridership privileges to eligible students every day of the week throughout the entire year including all break periods (Christmas Break, Spring Break, and Summer Break).
 - Unlimited ridership privileges for eligible summer-school students.
 - Unlimited access to all DART transit services for any of the approximately 5,000 Des Moines Public School District employees.
- DMPS compensates DART for the true cost of DART services, not an estimated amount based on student passes issued. The district's payment will be guaranteed and received in 10 equal monthly payments during the school year.
- The DART Commission approved a new five-year contract with Des Moines Public Schools in July 2018, and each year the updating pricing for the upcoming academic year is also approved.
- For the 2022-2023 academic year, the contract pricing reflects collective bargaining and operator wage changes, increased fuel costs, and additional service requested by DMPS.

Costs:

- DART anticipates providing service to all school tripper routes for the entire academic year (167 days).
- DMPS will pay DART an amount of \$1,011,237 in Year 5 of the contract subject to the addition or deletion of any existing routes, school days, or major cost escalation (fuel).
- Additional details can be found in the attached cost breakdown sheet.

Recommendation:

- Approve the 2022-2023 school year contract value of \$1,011,237.

Appendix II 2022-2023 Transportation Costs

<u>Labor Costs</u>	<u>2019-2020</u>	<u>2020-2021</u> <small>MS start Oct 26 MS and HS start Nov 10</small>	<u>2021-2022</u>	<u>2022-2023</u>
PT Wage	\$ 19.11	\$ 19.58	\$ 20.17	\$ 21.63
PT Benefit Cost	\$ 7.57	\$ 7.84	\$ 8.11	\$ 8.44
PT Total	\$ 26.68	\$ 27.42	\$ 28.28	\$ 30.07
FT Wage	\$ 24.38	\$ 24.99	\$ 25.74	\$ 26.78
FT Benefit Cost	\$ 10.06	\$ 10.41	\$ 10.78	\$ 11.21
FT Subtotal	\$ 34.44	\$ 35.40	\$ 36.52	\$ 37.99
FT Total With Overtime	\$ 51.66	\$ 53.10	\$ 54.78	\$ 56.98
Labor Rate Average	\$ 35.01	\$ 35.98	\$ 37.11	\$ 39.04
<i>(2/3 part-time, 1/3 full-time at OT)</i>				
Total Hours	71.00	64-76	71.00	93.50
Labor Costs	\$ 417,547.81	\$ 362,956.46	\$ 440,019.85	\$ 609,552.64
<i>Calculations are based on # of school days:</i>				
	168	134	167	167
<u>Mileage Costs</u>				
Total Mileage	645.50	615-670	645.50	849.50
Mileage Rate	\$ 2.00	\$ 2.04	\$ 2.08	\$ 2.14
Mileage Costs	\$ 216,474.56	\$ 181,906.18	\$ 224,307.12	\$ 303,594.31
Estimated School Service Costs				
	\$ 634,022.37	\$ 544,862.64	\$ 664,326.97	\$ 913,146.95
<u>Other Costs</u>				
Printing Costs	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Supervisor	\$ 20,000.00	\$ 23,000.00	\$ 26,000.00	\$ 27,040.00
Support Costs	\$ 21,000.00	\$ 24,000.00	\$ 27,000.00	\$ 28,040.00
TOTAL DMPS-DART SERVICE				
	\$ 655,022.37	\$ 568,862.64	\$ 691,326.97	\$ 941,186.95
One-ride tickets - 1,000				
	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
All Students/All Employees Ride Free (*See Clarifications Below)				
	\$ 69,292.40	\$ 69,300.00	\$ 69,300.00	\$ 69,300.00
TOTAL DMPS-DART CONTRACT				
	\$ 725,064.77	\$ 638,912.64	\$ 761,376.97	\$ 1,011,236.95

***Clarifications**

- Ride DART Free Privileges for secondary school students assigned to DART routes and all DMPS employees (21,000 students and employees)
- Students not assigned to DART buses may ride DART free during all non-school hours (after 4:30 pm on school days as well as all-day on weekends/breaks/ summer)

ONE-RIDE TICKETS:

DART will provide DMPS with 1,000 one-ride tickets. Additional tickets can be provided at \$0.75 each.

2022-2023 DAILY RATE:

- The daily rate for DART to provide service for additional school days is \$5,468
- The daily rate for virtual days during the course of the school year is \$3,650
- The daily rate for late start days is \$3,377



CONSENT ITEM



6D:	FY2023 Iowa Clean Air Attainment Program (ICAAP) Grant Application
Action:	<p>Authorize submission of a grant to the Iowa Department of Transportation (Iowa DOT) and the Des Moines Area Metropolitan Planning Organization (DMAMPO) for two (2) projects:</p> <p>A. Route #17 Extension to Bondurant</p> <p>B. Marketing Campaign to Increase Ridership</p>

Staff Resource: *Mike Tiedens, Grants Program Administrator*

Background:

- DART staff recommends submitting a grant application for the FY2023 State of Iowa Clean Air Attainment Program to support the initiatives described below:
 - A. Route 17 Extension to Bondurant**
 - DART was awarded a grant in FY2021 to extend the existing Route #17 to service the Amazon facility in Bondurant. Successful projects can be funded for up to three years and therefore staff is proposing to submit the same project for a third year of funding. In October 2020 Route 17 was extended from the Outlets of Des Moines for four daily roundtrips to the new facility located at 1st Street N and NE 62nd Avenue in Bondurant.
 - The estimated annual cost is \$67,300 with DART asking for \$53,800 in grant funding, which is 80% of the net project cost.
 - B. Marketing Campaign to Increase Ridership**
 - DART is requesting funding to support marketing campaigns to drive awareness and use of its services as it works to return to pre-pandemic ridership levels. There are significant efforts planned to support Fixed Route and RideShare.
 - The estimated annual cost is \$50,000 with DART asking for \$40,000 in grant funding, which is 80% of the net project cost. Approximately half of the grant funds will support Fixed Route marketing efforts and the other half will support RideShare efforts.

The deadline for submitting applications to the Iowa DOT is October 1, 2022. A preapplication is due to the DMAPO by July 26, 2022.

Recommendation:

- Approve the submission of a grant to the Iowa Department of Transportation (Iowa DOT) and the Des Moines Area Metropolitan Planning Organization (DMAMPO) for two (2) projects:
 - A. Route #17 Extension to Bondurant
 - B. Marketing Campaign to Increase Ridership



CONSENT ITEM



6E: May FY2022 Consolidated Financial Report

Action: Approve the May 2022 Consolidated Financial Report

Staff Resource: Amber Dakan, Finance Manager

Year-to-Date Budget Highlights:

Revenue:

- Fixed Route Operating revenue year to date is trending on budget year to date. Advertising Income and Unlimited Access are performing higher than budget projections which are offsetting some categories such fare passes and tokens that are underperforming compared to budget.
- Fixed Route Non-Operating revenue is ahead of budget by 7.2% year to date. CARES funding, State Operating Assistance, and FTA Lease Funds account for the outperformance of the budget.
- Paratransit Operating revenue is trending above budget by 63.4%. Cash Fares, Mobile Ticketing, and Polk County Funding are all exceeding budget expectations. Polk County Funding is the highest driver trending above levels at 205% of budget.
- Paratransit Non-Operating revenue is under budget at 4.51% year to date. CARES funding timing is the primary reason for the under-budget levels. This is being offset with 5310 Elderly/Disabled Grant Funds tracking ahead of budget.
- Rideshare revenues are under budget year to date by 16.04% December concluded the TPI partnership. Although Rideshare continues to seek new partnerships, revenue per month for the remaining fiscal year will be at decreased levels.
- Rideshare Non-Operating revenue is under budget year to date by 18.2% due to the timing of CARES grant funding recognition.

Operating Expense:

- Fixed Route Budget Summary – Operating expenses are seeing a 6.8% savings year to date in comparison to budget projections. Salaries, Wages & Fringes, Fuel & Lubricants, and Equipment Repair Parts are the categories that continue seeing the most savings year to date.
- Paratransit Budget Summary – Operating expenses are 7.6% over budget. Salaries, Wages & Fringes related to changes in operator retention efforts and Equipment Repairs Parts are the top two categories attributing to the over budget levels.
- Rideshare Budget Summary – Rideshare has a budget savings of 22.9% year to date. All categories are seeing savings; Miscellaneous Expenses and Services showing the highest. Miscellaneous Expenses is seeing specifically seeing savings due to gain on sales of retired Rideshare vehicles.



CONSENT ITEM

6E: May FY2022 Consolidated Financial Report

Recommendation:

- Approve the May FY2022 Consolidated Financial Report.

**** TOTAL Un-Audited Performance of May FY2022 Year to Date as Compared to Budget:**

Fixed Route	\$ 4,031,618	Reserve for Accidents (See Balance Sheet):
Paratransit	\$ (169,059)	\$160,585.03
Rideshare	<u>\$ 31,868</u>	
Total	\$ 3,894,427	

FY2022 Financials:

May 2022

FIXED ROUTE	May 2022			Year-To-Date-(11) Months Ending 05/31/2022		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	384,089	346,217	37,872	3,779,147	3,808,383	(29,236)
Non-Operating Revenue	1,850,351	2,472,240	(621,889)	29,157,348	27,194,643	1,962,705
Subtotal	2,234,440	2,818,457	(584,017)	32,936,495	31,003,026	1,933,469
Operating Expenses	2,374,404	2,818,457	444,053	28,904,877	31,003,026	2,098,149
Gain/(Loss)	(139,964)	-	(139,964)	4,031,618	-	4,031,618

PARATRANSIT	May 2022			Year-To-Date-(11) Months Ending 05/31/2022		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	55,483	29,075	26,408	522,635	319,825	202,810
Non-Operating Revenue	190,542	261,022	(70,480)	2,741,799	2,871,241	(129,442)
Subtotal	246,024	290,097	(44,073)	3,264,434	3,191,066	73,368
Operating Expenses	292,667	290,097	(2,571)	3,433,493	3,191,066	(242,427)
Gain/(Loss)	(46,643)	-	(46,643)	(169,059)	-	(169,059)

RIDESHARE	May 2022			Year-To-Date-(11) Months Ending 05/31/2022		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	17,323	30,000	(12,677)	277,064	330,000	(52,936)
Non-Operating Revenue	-	17,508	(17,508)	157,528	192,590	(35,061)
Subtotal	17,323	47,508	(30,186)	434,592	522,590	(87,998)
Operating Expenses	46,147	47,508	1,361	402,725	522,590	119,865
Gain/(Loss)	(28,825)	-	(28,825)	31,868	-	31,868

SUMMARY	May 2022			Year-To-Date-(11) Months Ending 05/31/2022		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	456,894	405,292	51,602	4,578,846	4,458,208	120,638
Non-Operating Revenue	2,040,893	2,750,770	(709,877)	32,056,675	30,258,474	1,798,202
Subtotal	2,497,787	3,156,062	(658,275)	36,635,522	34,716,682	1,918,840
Operating Expenses	2,713,219	3,156,062	442,843	32,741,095	34,716,682	1,975,587
Gain/(Loss)	(215,432)	-	(215,432)	3,894,427	-	3,894,427



ACTION ITEM



7A: Vanpool Management System Contract

Action: Approve a contract with QRyde/HBSS to provide the vanpool management platform for five (5) years with two (2) individual one (1) year options and the amount not to exceed \$1,250,000.

Staff Resource: *Matt Harris, Business & Community Partnerships Manager*
Mike Tiedens, Procurement Manager

Background:

- DART is seeking a firm to provide a vanpool management system that provides continuity, efficiency, and flexibility to the vanpool department and DART's customers.
- DART has been using Iowa RideShark through the Iowa DOT for more than five years. This contract is ending December 31, 2022.
- As the primary user of Iowa RideShark, DART and the DOT decided it would be best for DART to lead the procurement, with input from the DOT, for a new vanpool management system with hopes of identifying a vendor that could meet DART's specific program needs as well as the DOT's needs for ride matching and supporting vanpooling throughout the state.
- Functionality will include, but not be limited to:
 - Fleet management and fleet planning
 - Strong admin and user interfaces
 - Improve invoicing, compliance and reporting
 - Automate ride matching
 - Ease of growth and planning for the future
 - Support statewide vanpool initiatives

Procurement:

- DART conducted a Request for Proposals (RFP) for the contract. The RFP was published on April 8, 2022, and proposals were due by 1:00 PM on May 18, 2022.
- DART also conducted interviews and product demos on June 2 and June 7.
- Two (2) proposals were received, and all were responsive. After evaluations were complete, the proposers ranked in the following order:
 1. QRyde/HBSS
 2. Trapeze Software Group/TripSpark

HBSS Background and Selection Factors:

- Over 20 years in demand response and vehicle management systems, including 6+ years creating solutions for various modes of transportation
- Full rider and driver apps with daily manifest, turn-by-turn and prompts for vehicle management and reporting
- Translation functionality



ACTION ITEM

7A: Vanpool Management System Contract

- Strong invoicing integrations, including flexibility to grow the program as partnerships grow and change
- Support record keeping and reporting for NTD and state requirements
- Easily scalable for growth

Pricing Summary:

Year	Description	Cost
	Set-up, Project Management, Configuration (72 Vehicles)	\$ 350,000.00
	IVR Setup + Usage Fees (Option)	\$ 14,850.00
Year 1	Support, Maintenance & Hosting	\$ 6,000.00
Year 2	Support, Maintenance & Hosting	\$ 51,500.00
Year 3	Support, Maintenance & Hosting	\$ 53,000.00
Year 4	Support, Maintenance & Hosting	\$ 55,000.00
Year 5	Support, Maintenance & Hosting	\$ 57,000.00
Year 6 (Option 1)	Support, Maintenance & Hosting	\$ 59,000.00
Year 7 (Option 2)	Support, Maintenance & Hosting	\$ 61,000.00
	Additional per Vehicle Cost (over 72) - 1 time set up fee	\$ 4,500.00
	Additional per Vehicle Cost (over 72) - Annual	\$ 700.00
	Additional Vehicle Options - up to 100	\$ 224,000.00
	Contingency for integrations and other features - 15%	\$ 140,482.50
	Total	\$ 1,071,832.50
	Additional Pricing Options	
	Custom site for low a DOT - Ridematching	\$ 40,000.00
Other Agency	Per vehicle - 1 time set up fee (up to 5 vehicles)	\$ 6,500.00
Other Agency	Per vehicle - 1 time set up fee (6 to 10 vehicles)	\$ 5,800.00
Other Agency	Annual cost per vehicle (up to 5 vehicles)	\$ 1,000.00
Other Agency	Annual cost per vehicle (6 to 10 vehicles)	\$ 900.00
	Total not to Exceed Cost for other Agencies*	\$ 170,000.00
	*Includes up to 10 vehicles for other agencies	



ACTION ITEM

7A: Vanpool Management System Contract

Funding:

- DART's actual anticipated cost is in the range of \$707,350-\$1,071,832.50 over the course of 7 years. The variability in the cost depends on the number of vans over the life of the contract that DART is able to put into service.
- The additional pricing options (total not to exceed \$170,000) are fees the DOT or other transit systems throughout in the state would incur if they choose to utilize the platform.
- DART is working to finalize a cost sharing agreement with the Iowa DOT, which will hopefully reduce DART's overall cost.
- Installation, customization and project management will be funded from DART's capital budget formula funds and the local match.
- The ongoing subscription and licensing expense is accounted for in the operating budget.
- Additional future integrations will potentially be accounted for in the operating budget.

Recommendation:

- Approve a contract with QRyde/HBSS to provide a vanpool management platform
- The contract will be five (5) years with two (2) individual one (1) year options
- Includes pricing options for future growth with additional vehicles as well as integration and usage pricing for the Iowa Department of Transportation (DOT) and other Iowa transit agencies
- Not to Exceed = \$1,250,000



ACTION ITEM



7B: August 2022 Service Change

Action: Approve service changes effective August 21, 2022

Staff Resource: Tony Filippini, AICP, Senior Transit Planner

Background:

- Each August, DART implements a service change in order to make any necessary route and/or schedule changes to continue to improve service for its customers. All service changes are brought to the Commission for approval.
- The proposed changes for the service change is to add back Des Moines Public Schools service after it was discontinued for summer break. In addition, DMPS has asked DART to provide additional trippers that were included as part of the DMPS pricing proposal.
- No other minor changes are being proposed for August.

Recommendation:

Approve the proposed August 2022 Service Change.



ACTION ITEM



7C:	Driver Barrier Purchase and Installation Contract
Action:	Approval of a contract with The Aftermarket Parts Company (a division of New Flyer) to provide and install driver barriers for the Not to Exceed Amount of \$950,000

Staff Resource: *Mike Tiedens, Procurement Manager*

Background:

- DART is seeking a qualified firm to provide protective driver barriers, associated hardware and installation of the barriers on all its heavy-duty vehicles. The barriers will serve as a physical divider between bus operators and boarding passengers, providing protection and safety for operators as well as a high-quality experience for DART customers. The barriers shall not inhibit the safety functions of the bus or the operator.
- Key functions desired of the barriers:
 - High degree of durability
 - No inhibition of safely operating the vehicle
 - Safe and comfortable environment for bus operators
 - Easy to maintain
 - ADA compliant

Procurement:

- DART conducted a Request for Proposals (RFP) the project. The RFP was published on May 16, 2022 and proposals were due on June 10, 2022.
- Four (4) proposals were received and all were responsive:
 - The Aftermarket Parts Company (NFI)
 - Bio-Logix
 - Cap-A-Bus
 - Queen City Engineering

Evaluation Summary:

- After evaluations were completed, the proposers were ranked in the following order:
 1. The Aftermarket Parts Company (NFI)
 2. Queen City Engineering
 3. Cap-A-Bus
 4. Bio-Logix



ACTION ITEM

7C: Driver Barrier Purchase and Installation Contract

- Differentiating factors for selecting The Aftermarket Parts Company (NFI):
 - High quality product demonstrated
 - Installation plan
 - Ease of access and maintenance
 - Strong references

Pricing Proposal:

Quantity	Unit Price	Installation	Extended Price	Extended Price w/10% Contingency
109	\$7,149	\$750	\$860,991	\$950,000

Funding Source:

- Capital budget funds (Federal Formula Grant funds)
- Associated local match

Recommendation:

- Approval of a contract with The Aftermarket Parts Company (a division of New Flyer) to provide and install driver barriers for the Not to Exceed Amount of \$950,000.



DISCUSSION ITEM



8A: ADA Paratransit Program Update

Staff Resource: Amanda Wanke, Chief Operations Officer and Deputy CEO

- Staff will provide an update on changes being considered to DART's ADA Complementary Program (Bus Plus). The presentation and discussion is a follow-up to previous Commission discussions about potential changes to the certification, eligibility and boundaries of DART's Bus Plus program. During this discussion, staff will aim to finalize the potential changes that the Commission wants to bring to the public for input.



DISCUSSION ITEM



8B: TOS Implementation Update

Staff Resource: Luis Montoya, Chief Planning Officer

- Staff will provide an overview of progress implementing initial recommendations from the Transit Optimization Study.
- This will include results from the first 6 months operating the DART On Demand pilot in Ankeny, public outreach and planning for DART On Demand in West Des Moines, and a recommendation for establishing a fare structure for DART On Demand.



DISCUSSION ITEM



8C: Marketing Update

Staff Resources: Carissa Meredith, Marketing and Communications Manager

- Staff will provide an update on recent marketing efforts aimed at increasing ridership.



MONTHLY REPORT



8D: Monthly Performance Report - May 2022

Staff Resource: Nate Bleadorn, Business Intelligence Manager

Summary of May 2022 Monthly Performance:

- Total May ridership was up 7.1% compared to April, and up 28% compared to May of 2021. Fixed route ridership was up 6.99% this month and Paratransit was up 1.89% compared to April. RideShare is up 19% compared to last month, but overall YTD Rideshare numbers are lower than last year primarily due to the closure of the TPI plant. DART on Demand continues to see strong ridership, with more discussion available in the Planning Department monthly report.
- For the month of May, preventable accidents occurred at a rate of 1.16 per 100,000 miles, which is down compared to last month and just above our target of 1 per 100,000 miles. Year To Date, we sit just above our goal at 1.09 preventable accidents per 100,000 miles. Non-preventable accidents occurred at a rate of 0.46 per 100,000 miles in May, which is a slight decrease compared to last month.
- On-Time Performance saw a slight month-to-month decrease to 84.2% for the month and 85.17% for the year, which is right at our benchmark of 85%.
- Road calls per 100,000 miles, where our buses need service while in operation, are currently sitting at 6.91 YTD. This is down 4.5% fiscal year to date. May saw an increase in Calls/100K miles compared to April.



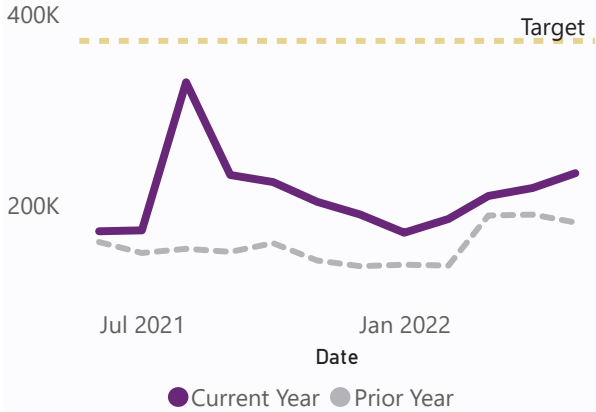
Performance Summary - May 2022

6/1/2021

5/31/2022

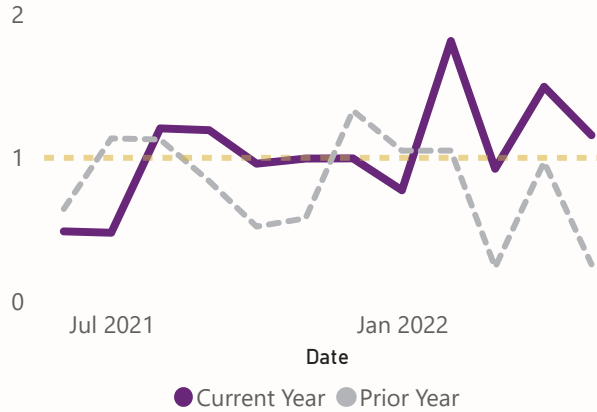
Ridership

Monthly **233,864**
 YTD **2,373,811**
 FY21: 182,304 (+28.28%) FY21: 1,733,444 (+36.94%)



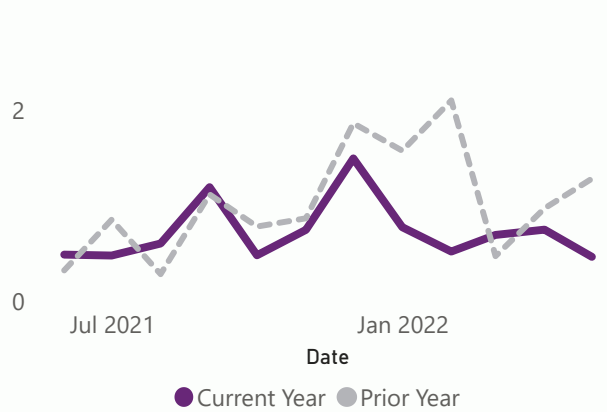
Preventable Accidents/100k Miles

Monthly **1.16**
 YTD **1.09**
 FY21: 0.26 (-351.79%) FY21: 0.82 (-33.12%)



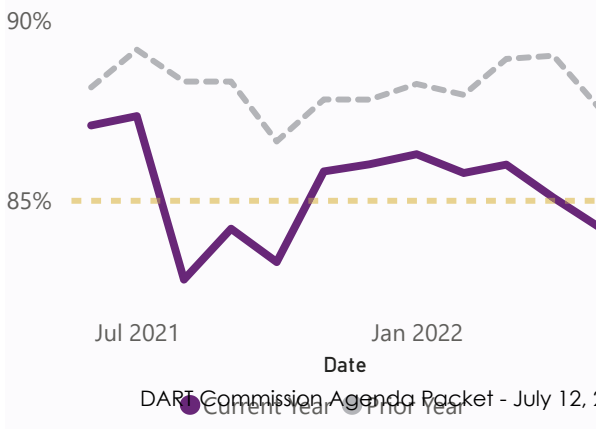
Non-Preventable Accidents/100k

Monthly **0.46**
 YTD **0.74**
 FY21: 1.28 (+63.86%) FY21: 1.11 (+33.09%)



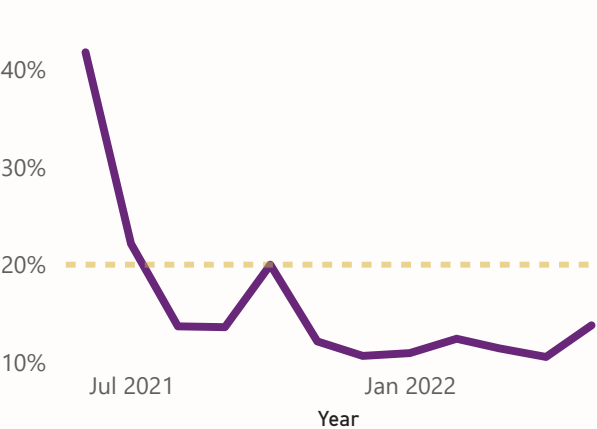
On-Time Performance

Monthly **84.27%**
 YTD **85.17%**
 FY21: 87.58% (-3.78%) FY21: 88.17% (-3.41%)



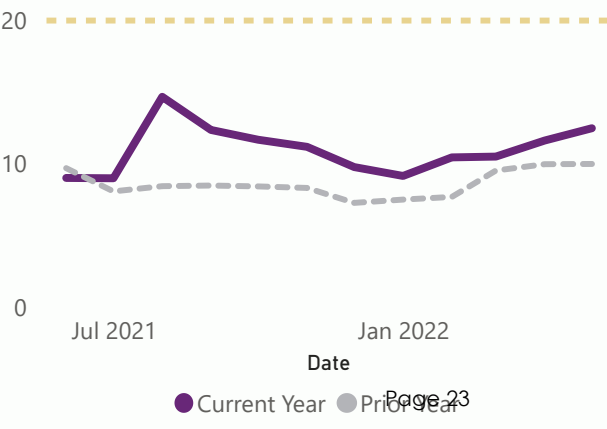
Farebox Recovery Ratio

Monthly **13.78%**
 YTD **13.69%**
 FY21: 13.29% (+3.67%) FY21: 12.85% (+6.57%)



FR Passengers / Revenue Hour

Monthly **12.49**
 YTD **11.23**
 FY21: 9.99 (+25.02%) FY21: 8.53 (+31.71%)





Fixed Route Performance

6/1/2021

5/31/2022

Ridership

Monthly

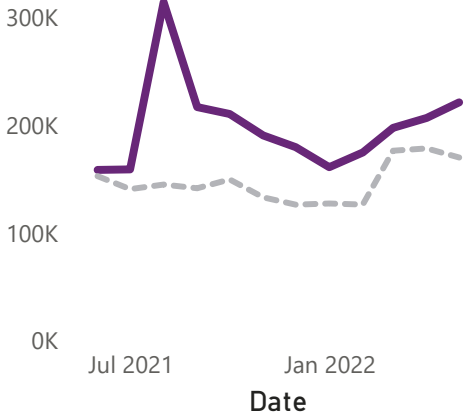
221,291

FY21: 170,127 (+30.07%)

YTD

2,232,789

FY21: 1,615,764
(+38.19%)



On-Time Performance

Monthly

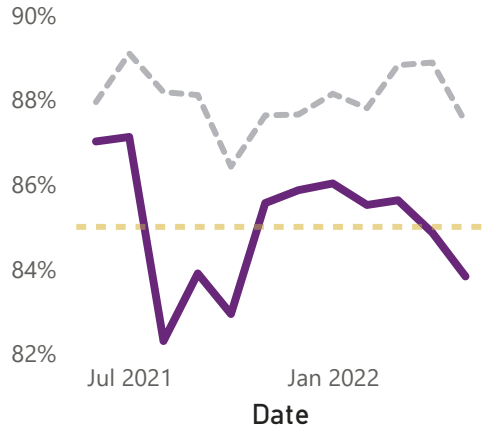
83.83%

FY21: 87.47% (-4.16%)

YTD

84.86%

FY21: 88.03% (-3.6%)



Operating Cost/Rev. Hour

Monthly

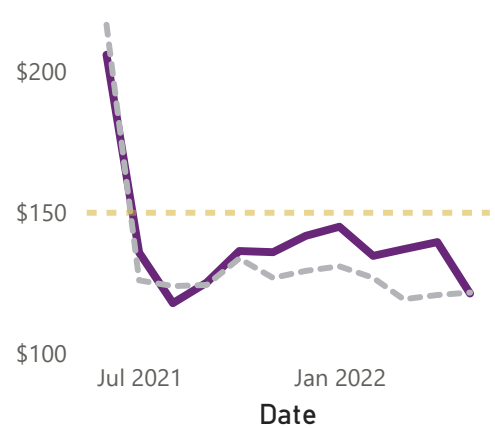
\$121.40

FY21: \$121.72 (+0.26%)

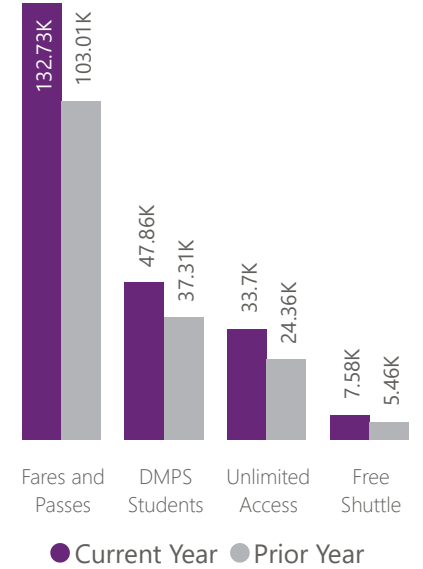
YTD

\$133.50

FY21: \$125.82 (-6.1%)



Monthly Ridership by Fare Group



Preventable Acc./100k

Monthly

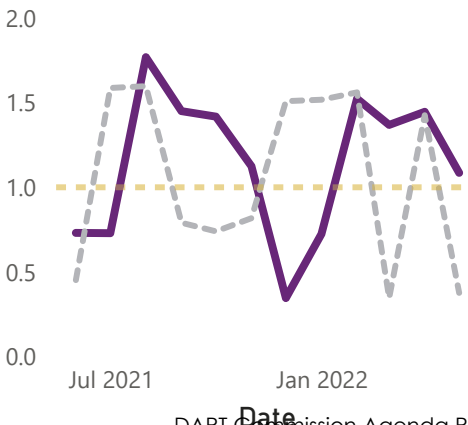
1.09

FY21: 0.38 (-187.95%)

YTD

1.19

FY21: 1.11 (-7.4%)



Non-Preventable Acc./100k

Monthly

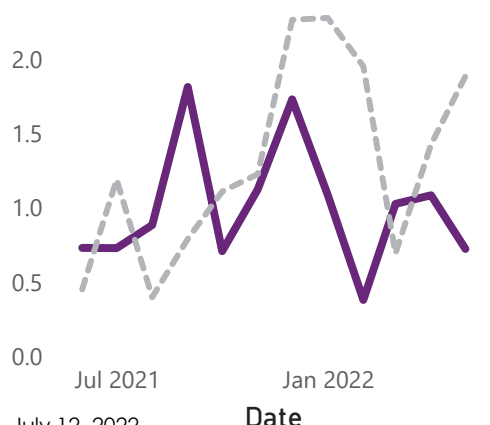
0.72

FY21: 1.88 (+61.61%)

YTD

1.03

FY21: 1.38 (+25.69%)



Road Calls/100k Miles

Monthly

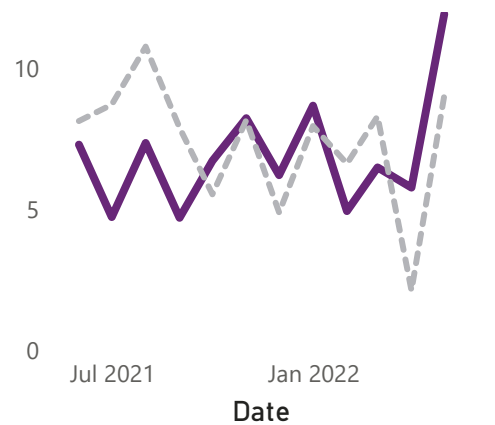
11.94

FY21: 9.05 (-31.98%)

YTD

6.91

FY21: 7.23 (+4.45%)



Complaints/100k Passengers

Monthly

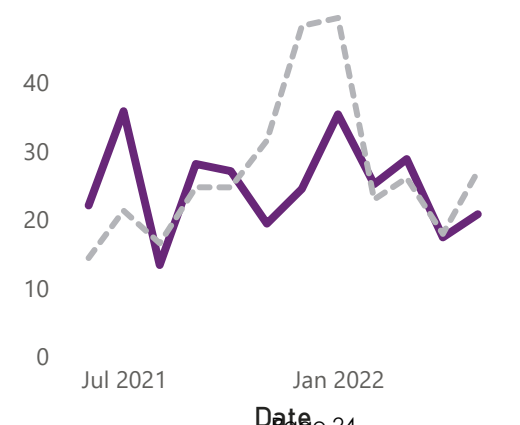
20.79

FY21: 27.04 (+23.12%)

YTD

24.10

FY21: 27.54 (+12.51%)





Paratransit Performance

6/1/2021

5/31/2022

Ridership

Monthly

6,863

FY21: 4,764 (+44.06%)

YTD

71,949

FY21: 44,669 (+61.07%)

On-Time Performance

Monthly

92.69%

FY21: 90.49% (+2.43%)

YTD

91.67%

FY21: 92.52% (-0.91%)

Operating Cost/Passenger

Monthly

\$53.51

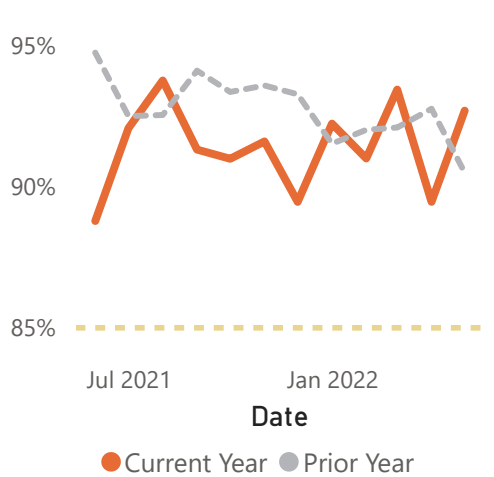
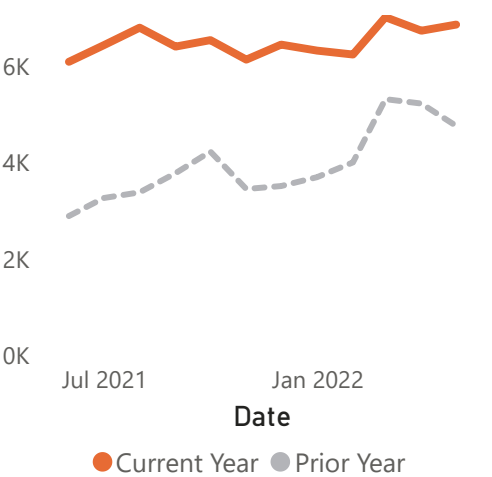
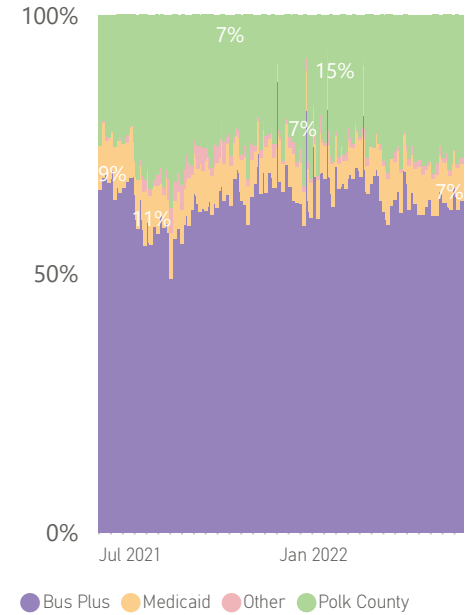
FY21: \$52.01 (-2.89%)

YTD

\$58.41

FY21: \$62.33 (+6.3%)

Paratransit Customer Type Breakdown



Preventable Acc./100k

Monthly

2.65

FY21: 0.00

YTD

1.40

FY21: 0.19 (-626.78%)

Non-Preventable Acc./100k

Monthly

0.00

FY21: 0.00

YTD

0.28

FY21: 0.77 (+63.66%)

RideShare - Ridership

Monthly

5,710

FY21: 7,413 (-22.97%)

YTD

69,073

FY21: 73,011 (-5.39%)

RideShare - Op. Cost/Passenger*

Monthly

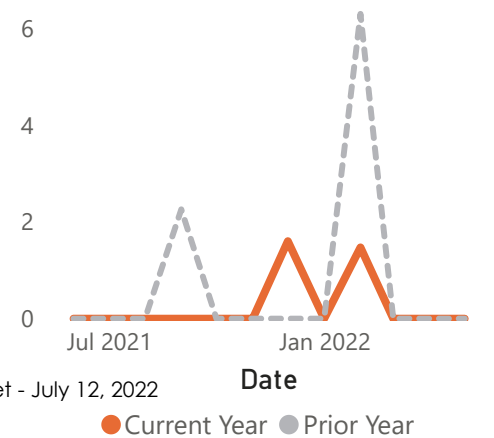
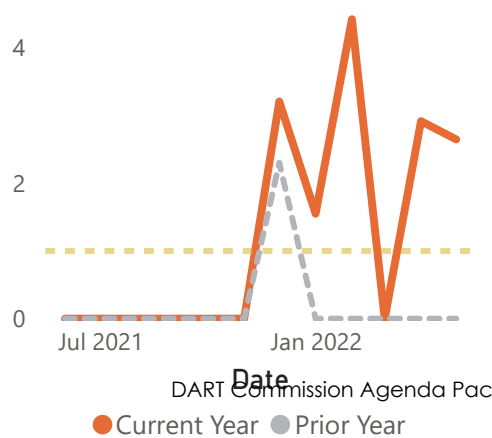
\$12.40

FY21: \$9.55 (-29.78%)

YTD

\$11.73

FY21: \$10.22 (-14.76%)





Route Details

Month

May 2022



Program	Route	Month Ridership	Month Last Year	YTD Ridership	Last Year YTD Ridership	YTD Change	YTD Change %	YTD Passengers/Revenue Hour	YTD On-Time Performance
1. Local	#1 - Fairgrounds	10,164	8,512	243,667	71,713	171,954	239.8%	19.01	74.25%
	#3 - University	22,014	18,125	221,137	200,842	20,295	10.1%	13.22	87.80%
	#4 - E. 14th	9,525	7,314	95,333	72,597	22,736	31.3%	10.06	89.09%
	#5 - Franklin Ave/Johnston	6,839	5,892	69,906	46,427	23,479	50.6%	8.16	86.67%
	#6 - Indianola	19,698	11,643	172,847	110,909	61,938	55.8%	14.85	87.67%
	#7 - SW 9th St.	24,490	20,286	231,970	184,233	47,737	25.9%	21.19	89.98%
	#8 - Fleur Dr.	2,535	1,696	23,280	12,452	10,828	87.0%	13.24	76.84%
	#10 - East University	900	718	9,248	6,202	3,046	49.1%	5.86	84.91%
	#11 - Ingersoll/Valley Junction	1,457	1,064	13,393	10,148	3,245	32.0%	7.55	73.79%
	#13 - Evergreen	5,096	2,350	36,012	10,596	25,416	239.9%	31.23	85.71%
	#14 - Beaver Ave.	12,649	10,633	118,227	89,303	28,924	32.4%	12.31	85.36%
	#15 - 6th Ave.	14,975	12,405	141,225	107,160	34,065	31.8%	14.85	79.63%
	#16 - Douglas Ave.	24,193	18,193	221,249	185,184	36,065	19.5%	13.43	83.80%
	#17 - Hubbell Ave.	17,140	12,465	157,211	128,497	28,714	22.3%	10.70	86.25%
	#50 - Euclid	4,271	3,134	42,090	35,226	6,864	19.5%	5.74	93.57%
	#52 - Valley West/Jordan Creek	8,051	6,936	81,062	69,591	11,471	16.5%	6.82	87.34%
	#60 - Ingersoll/University	21,362	17,468	205,960	165,920	40,040	24.1%	12.75	82.23%
	#72 - West Des Moines Loop	3,730	2,671	32,372	30,165	2,207	7.3%	3.55	79.47%
	#74 - NW Urbandale	311	250	3,348	2,543	805	31.7%	2.30	81.64%
	2. Shuttle	Link Shuttle	730	980	5,780	3,678	2,102	57.2%	1.87
Downtown Shuttle		6,259	4,199	60,295	44,873	15,422	34.4%	6.84	88.94%
3. Express	#92 - Hickman	584	477	5,032	3,632	1,400	38.5%	2.15	78.21%
	#93 - NW 86th	692	459	6,226	3,472	2,754	79.3%	2.53	83.62%
	#94 - Westown	536	244	4,724	2,800	1,924	68.7%	4.90	84.36%
	#95 - Vista	119	150	1,427	1,556	-129	-8.3%	1.76	78.57%
	#96 - E.P. True	737	508	5,969	3,295	2,674	81.2%	3.85	78.14%
	#98 - Ankeny	1,804	991	18,828	8,877	9,951	112.1%	4.65	80.70%
	#99 - Altoona	428	259	4,050	2,812	1,238	44.0%	2.26	79.99%
	5. On Call	Ankeny		94	584	1,011	-427	-42.2%	3.50
NW Johnston / Grimes									
Regional		2	10	50	55	-5	-9.1%	3.02	98.45%
6. DART On Demand	DART On Demand - Ankeny	949		3,965		3,965	Infinity	8.30	
Cab	Paratransit: Taxi	307	389	4,827	2,347	2,480	105.7%	4.94	
Paratransit	Paratransit: Bus/Van	6,556	4,375	65,961	42,322	23,639	55.9%	1.79	91.67%
RideShare	RideShare	5,710	7,413	69,073	73,011	-3,938	-5.4%	4.16	
Total		234,813	182,303	2,376,328	1,733,449	642,879	37.1%	9.37	85.17%



MONTHLY REPORT



9A: Operations Team Report

Staff Resources: *Amanda Wanke, Chief Operations Officer and Deputy CEO*

- **Iowa State Fair:** The Operations team is beginning work for the 2022 Iowa State Fair. This includes planning, contracts, and scheduling. No major changes are expected this year, and we are looking forward to another great State Fair!

Maintenance – Keith Welch, Fleet Manager

- **Light Duty Bus Order:** DART has placed the order of seven New England Wheels' Front Runner Light Duty buses. Tentative delivery date is for December 2022.
- **30' Bus Order:** DART has placed the order for four more Heavy Duty 30' buses. Delivery date is tentatively set for June 2023.
- **Supply Chain Impacts:** DART's fleet maintenance department continues to be impacted by parts shortages due to supply chain challenges. We have seen some improvement recently with around 95% of orders being received within 60 days, but we are still seeing four to five months back-order time on about 5% of items. Staff are monitoring inventory closely, adjusting ordering as needed, and scenario planning to do everything possible so that this shortage doesn't have an impact on regularly scheduled service.
- **Supply Cost:** DART has seen an increase in cost of parts (20%), tires (7-10%), and petroleum oil lubricants (POL) such as engine oil, grease, and transmission fluid (50% to 60%). Staff continue to monitor and adjust ordering as needed. We are now starting to see fuel charges for deliveries. Some orders such as POL (petroleum products) bulk orders now have a minimum order or a \$50 fuel charge will be added. It is also becoming common to see extra surcharges for fuel and handling.

Transportation

- **10-Year Service Award:** Nico Barnhill, Fixed Route Operator, celebrated 10 years of service with DART on June 17. We are very proud of Nico for his continued hard work delivering passengers safely to their destinations. He has proven to be a knowledgeable go-to operator for route information and enjoys the people he works with as much as those he serves.
- **Hiring Update:** The operations team has several open positions within Mobility Services, Fixed Route, and Customer Experience. Hiring to fill these open positions—most of which are frontline employees—is a top priority.



Facilities – Zach Ashmore, Facilities Manager

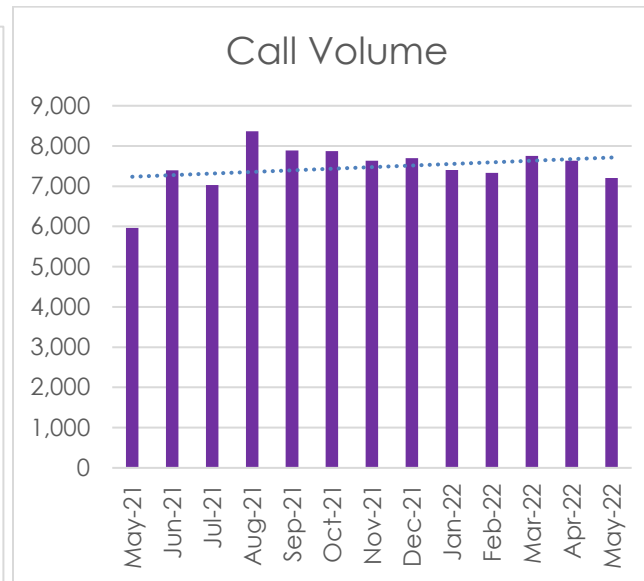
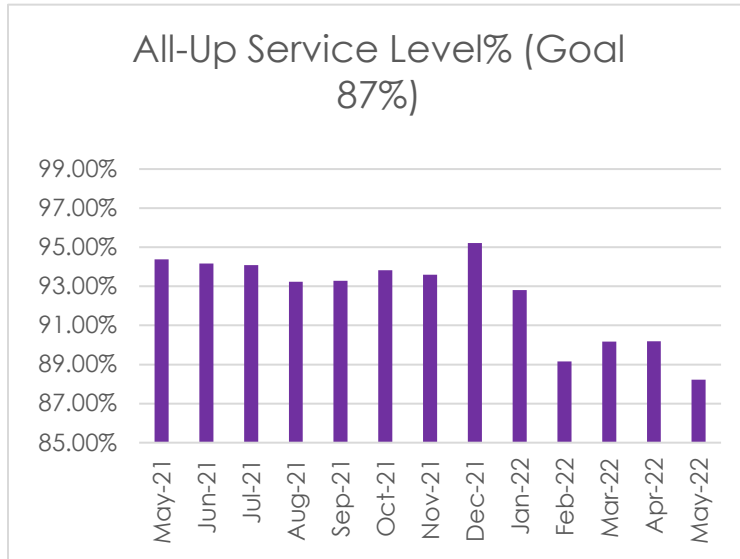
- **Shelter Glass Replacement:** The Art Glass on 6th Avenue has been replaced, and we continue to work with DMPD on solutions to curb the recent spike in vandalism of shelters.
- **New Shelters:** The Facilities team has coordinated with DART's local contractor to schedule more shelter installs for the end of July and early August.
- **Annual Facilities Review:** The Facilities team is starting the process of the annual facilities review, this includes our 50+ shelters, 1100 Dart Way, 620 Cherry, and the Center Street Parking Structure.
- **Fuel Cleaning:** At DART Way, the aging infrastructure is causing problems with DART's fuel tanks. The diesel fuel tank cleaning has been completed and more major repairs will be needed in the fall.



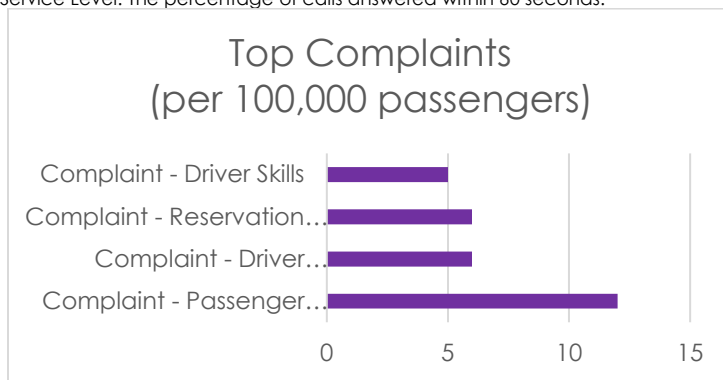
MONTHLY REPORT



Customer Experience – Steve Wright, Customer Experience Manager



Service Level: The percentage of calls answered within 60 seconds.





MONTHLY REPORT

**9B: Planning Team Report**

Staff Resources: Luis Montoya, Chief Planning Officer

- **June Service Change:** On June 12th a service change to adjust service levels on most Express Routes went into effect. Express Route service schedules were updated based on ridership patterns and customer surveys. No major complaints were received
- **August Service Change:** On August 21st DART will implement a service change aimed at restoring DMPS tripper service for the school year. Staff worked with DMPS to identify additional trippers that will added to the contract for the upcoming year.
- **DART on Demand West Des Moines:** Staff are refining the TOS proposal for a new DART on Demand zone in West Des Moines. Public outreach and analysis have led staff to recommend that rather than eliminating Route 72 entirely, we make efficiency improvements and still use the savings to launch an additional, smaller DART On Demand Zone.
- **DART on Demand (Microtransit) Pilot:** A table below shows key performance metrics for the first four weeks in June. Ridership peaked in May and declined a bit in June, likely due to decreased travel during the summer months. There continues to be some volatility in the wait times and trip denials due to no vehicle being available, and we continue to study how to best balance vehicle/driver resources with demand.

Week	Ridership			Customer Experience			Service Adoption	
	Trips	Total Unique Riders (who booked)	First Time Users (who booked)	No Proposed Trip Available (percent of requests)	Average Wait Time: on-demand only	Average Ride Duration	Mobile Booking Rate	New Accounts Created
May 30 - June 3	146	45	3	25%	27minutes	10 Minutes	67%	17
June 6 - June 10	234	48	6	16%	18 minutes	10 Minutes	64%	28
June 13 - June 17	166	50	5	18%	23 minutes	13 Minutes	60%	19
June 20 - June 24	185	50	3	19%	20 minutes	11 Minutes	70%	19
Cumulative	4611		205					676

- **City of Des Moines License Agreement:** The City of Des Moines has requested that DART enter into a license agreement to document and govern DART bus stop signs and benches in the public right of way. Staff are in the process of negotiating the license agreement.
- **Fare Policy Research and Updates:** Staff are working with a consultant team to study DART's fare structure with the intent of establishing fare policies for DART on Demand, updating Rideshare fare policies, and investigate fixed-route fare collection technologies and policies.



MONTHLY REPORT



9C: External Affairs Team Report

Staff Resources: *Erin Hockman, Chief External Affairs Officer*

Marketing and Communications – Carissa Meredith, Marketing and Communications Manager

- **Independence Day:** Communications were carried out throughout the month of June and into early July, alerting riders that DART did not have service on Monday, July 4 due to the Independence Day holiday.
- **Ankeny DART On Demand Meetings:** Staff communicated and requested feedback a proposal to end the \$1 promotional DART On Demand fare to riders of the service in Ankeny. Promotions included soliciting direct feedback and a virtual public meeting held via Zoom in June.
- **Ride to Thrive Program:** Participants in DART's Half Fare Pilot Program were notified through various communication methods in June and into July that they need to re-enroll into the new Ride to Thrive program. As the month of July begins, promotional efforts will transition to highlighting what the program is and how to enroll in the program.
- **Yankee Doodle Pops and 80/35 service extensions:** DART extended service on the D-Line for Yankee Doodle Pops on Friday, July 1 and will be extending the hours and frequency of Route 60 for the 80/35 Music Festival. Promotional campaigns have been executed to support both extensions and DART will have a “cooling bus” and minibus ROADEO activity on Saturday, July 9 at 80/35.
- **\$1 Fare promotion:** The \$1 fare promotion ended June 30. Since the campaign started on April 4, DART has seen a 15% increase in weekday ridership. A more comprehensive report on the marketing campaign and ridership impact will be available in the coming weeks.
- **Gen Z ridership campaign:** A new marketing campaign was launched in early June targeting Gen Z (18-29) who live or work in downtown and along the Route 60 (Ingersoll/University corridors). The campaign features headline forward ads with positive messaging. Placements include digital and social media as well as billboards, sidewalk stencils, posters, bus shelter ads and stickers.

DART in the NEWS

[Public transportation seeing an increase in riders as gas prices rise](#)

[Tips to stay cool and safe during Iowa heat wave, plus ways to save energy](#)

[Transit agencies look to make gas prices drive return business](#)

[DART announces schedule changes to local and express routes](#)

MONTHLY REPORT
9C: External Affairs Team Report



Marketing Analytics Report

Metric	Dec 2021	Jan 2022	Feb 2022	March 2022	April 2022	May 2022	May 2021	Year Prior
MyDART App Accounts	34,117	35,007	35,829	36,818	37,752	38,413	25,964	48%
Website Unique Visitors	16,515	17,000	20,214	19,078	20,905	23,144	13,563	71%
Facebook Likes	5,312	5,983	6,000	6,000	6,023	6,062	4,972	22%
Twitter Followers	2,481	2,481	2,501	2,505	2,506	2,516	2,442	3%
Instagram Followers	1,468	1,488	1,490	1,503	1,517	1,540	1,417	9%
LinkedIn Followers	659	668	682	698	707	731	560	31%
Email Subscribers	13,349	13,349	13,532	13,504	13,500	13,551	13,131	3%
Trip Plans	25,214	29,093	29,081	32,865	31,214	37,318	19,648	90%
Real-time Map	18,700	22,908	21,729	22,532	21,248	28,359	14,661	93%
Next DART Bus	191,519	203,723	193,726	279,818	245,454	353,591	118,819	198%
SMS Text Messaging	122,099	123,598	125,722	147,731	135,373	136,377	112,445	21%
IVR Phone Calls	5,572	4,974	4,833	5,911	6,042	6,377	4,919	30%

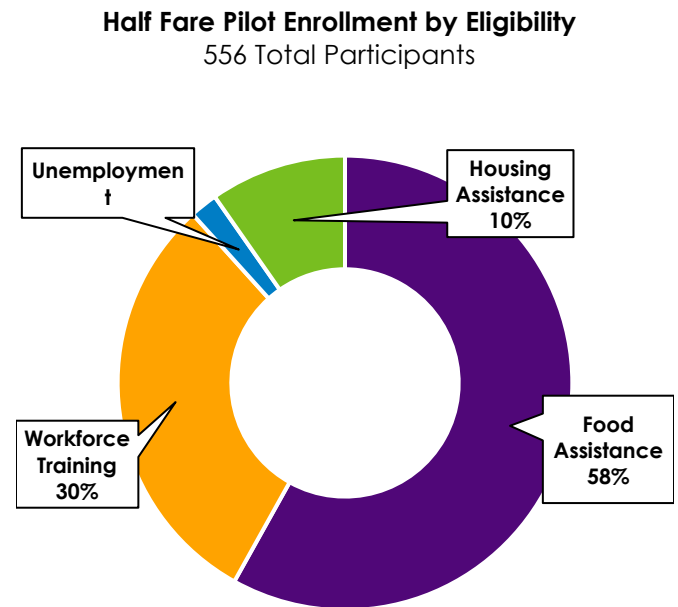
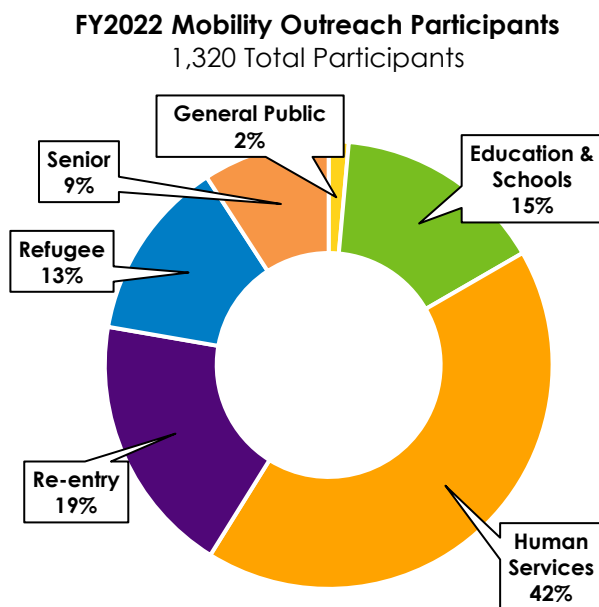
MyDART App Report

Metric	Nov 2021	Dec 2021	Jan 2022	Feb 2022	March 2022	April 2022	May 2022	TOTAL FY 2022
Downloads	834	880	890	822	989	934	661	45,664
iOS	236	247	259	464	264	256	180	14,123
Android	598	633	631	617	725	678	481	7,422
Accounts Created	569	593	669	566	706	620	732	8,620
Orders Placed	2,910	2,993	3,005	3,164	3,472	4,082	4,615	38,627
Passes Purchased	4,247	4,050	4,118	4,363	4,774	6,674	7,473	57,597
Revenue	\$18,679	\$18,779	\$20,077	\$19,478	\$22,677	\$19,950	\$20,182	\$223,687



Business & Community Partnerships – Matt Harris, Business & Community Partnerships Manager

- **Unlimited Access Program:** Ridership by Unlimited Access partners remained steady in May, with month-over-month increases in the Health, Manufacturing and Office segments. Partnership renewals in progress or upcoming include Unity Point, DMACC, DMU and City of Des Moines.
- **Art Shelters:** Nearly 80% of all planned art shelter locations, have been activated, including art shelters installed or awaiting installation, as well as art processes currently underway or completed. Art concepts are completed for more than half of all shelter locations. Seven (7) art shelters have been installed to date, with another dozen installs slated for 2022.
- **Half Fare Program:** A permanent expansion of DART's half fare program was approved by the DART Commission in April and takes effect July 1 as the Ride to Thrive program. An internal implementation team is meeting bi-weekly to plan for the adoption of this program into DART's permanent fare structure. To-date, the program has reduced barriers to transportation for more than 500 people.
- **Mobility Coordination:** Mobility outreach participation and half fare pilot enrollment through June 30, 2022, are shown below.



RideShare – Victoria Lundgren, RideShare Supervisor

- **New technology systems RFP:** A preferred vendor for a new vanpooling technology platform has been identified and will be brought for approval to the DART Commission. The adoption of a new technology platform will improve the user experience for passengers, enhance the program's ability to respond to interest from prospective employer partners, and introduce flexibility for non-English-speaking customers, a key demographic for program recovery.
- **RideShare promotion:** The number of active vanpools has increased more than 20% over the last six months with the addition of new vanpools from Pella Corporation and employees returning to work. Follow up to prospective RideShare partners is ongoing and will be aided

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9C: External Affairs Team Report



by an in-progress overhaul of vanpooling partner boilerplate contracts and the impending implementation of a new technology platform. Fixed route ridership campaign materials are being adapted to incorporate Rideshare messaging to attract new riders returning to work.

Public Affairs – Amy McCoy, Public Affairs Manager

- **State Initiatives:**

- Outreach began following the Iowa Legislature's passage of a provision that establishes a funding study committee to examine DART's funding. The Legislature is requiring the Iowa Department of Transportation to form and lead an advisory committee to study alternate ways to increase DART funding without increasing property taxes. The advisory committee is tasked with submitting a report containing its findings and recommendations no later than December 15, 2022. DART sent correspondence from the DART Commission to Governor Kim Reynolds regarding appointments to the advisory committee as she prepared to sign the bill. Staff have also reached out to the DOT to provide background on DART's efforts to evaluate alternative funding sources to-date.
- DART staff developed feedback to share with the Iowa Public Information Board in response to new rulemaking for Iowa Code Chapter 22 regarding open records requests. DART is seeking clarification on a provision that would allow requests to be made through social media as well as sharing feedback on response times for acknowledging receipt of requests.

- **Regional Initiatives:**

- DART participated in a Polk County Housing Trust Fund bus tour that allowed participants to see affordable housing options on the east side of Des Moines and in Altoona, and to learn more about Housing Tomorrow, the region's first affordable housing plan. DART Chief Planning Officer Luis Montoya spoke at the event about the importance of coordinating the development of affordable housing with access to public transit services. DART also had an electric bus onsite for participants to tour the zero-emissions vehicle.
- DART staff met with the Greater Des Moines Partnership regarding its two-year fellowship program and potential transit projects and simulations that could be used within the program's curriculum.



**State Legislative Update for Des Moines Area Regional Transit Authority
Prepared by PolicyWorks on June 21, 2022**

- Delivered to Gov. Kim Reynolds staff a letter from DART supporting the Legislature's establishment of a committee to study increasing DART's funding without raising property taxes and making suggestions on appointments to the committee. The Governor approved the study provision when signing the bill without any item vetoes.
- Offered to meet with the Governor's staff to discuss the DART funding study and appointments to the study committee.
- Worked with DART regarding best contacts for the Department of Transportation and the Department of Revenue regarding the study and to offer data, expertise and any other assistance DART could provide.
- Prepared for a discussion with DART staff regarding the 2023 session and next steps on DART's priorities.
- Participated in a meeting with DART staff regarding the 2023 session and legislative strategy changes.

Below is a summary of noteworthy bills of interest to DART during the 2022 Legislative Session. Please note that this is the second year of the General Assembly. Legislation not enacted in 2022 is not eligible during the 2023 session.

Bills Signed by Governor Reynolds

[HF 2579](#) A bill for an act relating to and making appropriations to state departments and agencies from the rebuild Iowa infrastructure fund and the technology reinvestment fund, providing for related matters, and including effective date provisions. **(6/17 signed by Governor; 5/23 passed Senate 45-0; 5/23 passed House 81-3; Support)** – Includes language authorizing the DOT to establish an advisory committee to study the most effective and efficient methods to increase funding for DART without raising property taxes.

[HF 2128](#) A bill for an act relating to renewable fuels, including ethanol blended gasoline and biodiesel blended fuel used to power internal combustion engines, by providing for compliance requirements and promotional initiatives that relate to establishing classifications and standards for renewable fuels, advertising and selling renewable fuels, storing and dispensing renewable fuels, using state motor vehicles powered by renewable fuels, and taxes, tax credits, and tax refunds relating to renewable fuels; providing penalties and making penalties applicable; and including effective date and retroactive applicability provisions. (Formerly HSB 594.) **(5/17 signed by Governor; 4/26 passed Senate 42-3; 4/26 passed House 81-13; Monitor)**

[SF 2337](#) A bill for an act relating to third-party testers and test examiners for commercial driver's license knowledge and driving skills tests. (Formerly SSB 3132.) **(6/14 signed by Governor; 2/23 passed Senate 48-0; 3/10 passed House 91-0; Support)**



Latest Action and Bills Not Passed

[HF 2129](#) A bill for an act relating to the use of an electronic device in a voice-activated or hands-free mode while driving, providing penalties, and making penalties applicable. (Formerly HF 392, HF 75.) **(Died in Ways & Means Committee; DART registered in support)**

Includes language exempting public transportation.

[SF 2141](#) A bill for an act relating to the use of an electronic device in a voice-activated or hands-free mode while driving, providing penalties, and making penalties applicable. (Formerly SF 330, SF 46.), **(3/24 Referred to Transportation; Died in Committee; DART registered in support)**. Includes language exempting public transportation.

Federal Update for Des Moines Area Regional Transit Authority
Prepared by Cardinal Infrastructure
June 2022
Prepared June 30, 2022
Appropriations

The House Appropriations Committee THUD Subcommittee released the fiscal 2023 spending bill, a \$91 billion bill that would boost spending on passenger and freight rail by \$500 million, a 15 percent increase, and expand port infrastructure programs by \$66 billion, a 28 percent increase.

- Overall, the fiscal 2023 appropriations bill would increase funding by \$9.9 billion, a more than 12 percent increase — though most of that would go to housing programs, with just \$837 million for DOT.

The bill includes:

- \$18.7 billion for FAA, \$193 million above fiscal year 2022, including \$1.6 billion for Aviation Safety and \$273 million for discretionary Airport Improvement Grants and projects.
- \$61.3 billion for FHWA formula programs funded from the Highway Trust Fund, including \$1.8 billion for discretionary highway programs and projects.
- \$3.8 billion for FRA, an increase of \$501 million above fiscal year 2022, which includes \$555 million for the Federal-State Partnership for Intercity Passenger Rail grant program, \$630 million for CRISI grants and \$2.3 billion for Amtrak — \$14 million above fiscal year 2022 — including \$882 billion for the Northeast Corridor and \$1.5 billion for National Network grants.
- \$17.5 billion for FTA, including \$13.6 billion for Transit Formula Grants to expand bus fleets and increase the transit state of good repair; \$3 billion for Capital Investment Grants to create new transit routes, and \$646 million for Transit Infrastructure Grants to assist transit agencies in purchasing low and no emission buses and more.
- \$874 million for FMCSA
- \$1.2 billion for NHTSA \$987 million for MARAD.
- \$775 million for “National Infrastructure Investments,” which is what the committee is calling the grant program that is now called RAISE but previously went by the names TIGER and BUILD. That’s the same amount as in fiscal 2022.
- \$100 million for the new Thriving Communities program created last year aimed at making transportation cleaner and more affordable and improving connections to health care, education and food security, among other purposes.

Infrastructure Law Implementation

The U.S. Department of Transportation’s Federal Highway Administration announced a [Notice of Proposed Rulemaking \(NPRM\)](#) on proposed minimum standards and requirements for projects funded under the National Electric Vehicle Infrastructure (NEVI) Formula Program. The proposed rule would establish the groundwork for states to build federally-funded charging station projects across a national EV charging network, an important step towards making electric vehicle charging accessible to all Americans.

Grant Opportunities

On June 6, 2022, The Department of Energy (DOE) released a [Notice of Intent](#) (NOI) to fund the Bipartisan Infrastructure Law’s (BIL) \$8 billion program to develop regional clean hydrogen hubs (H2Hubs) across America. H2Hubs will create networks of hydrogen producers, consumers, and local

connective infrastructure to accelerate the use of hydrogen as a clean energy carrier. Everything below is subject to change or revision by DOE prior to the Funding Opportunity Announcement. DOE anticipates issuing the Funding Opportunity Announcement (FOA) in September/October 2022

The U.S. Department of Transportation's Federal Highway Administration opened a call for applications through a Notice of Funding Opportunity for the competitive Bridge Investment Program established by the Bipartisan Infrastructure Law. The program will provide \$12.5 billion over five years, with nearly \$2.4 billion available in Fiscal Year 2022 to help plan, replace, rehabilitate, protect, and preserve some of the nation's largest bridges. This competitive grant program comes on top of more than \$27 billion in formula bridge funding DOT announced earlier this year.

During the June 14th hearing conducted by the House Committee on Transportation and Infrastructure, Subcommittee on Railroads, Pipelines, and Hazardous Materials, FRA Administrator Amit Bose noted that NOFOs for the Rail Crossing Elimination Program (RCEP) and Consolidated Rail Infrastructure and Safety Improvements (CRISI) will come out this summer or early fall.

The Department of Transportation announced the Reconnecting Communities Pilot Program, a new program established by the infrastructure law, for \$195 million in grants for FY2022. Of that, \$50 million is available to help communities plan for eligible projects, and the rest will be awarded to communities that want to remove, retrofit or otherwise mitigate highways and rail lines that cut through communities.

The purpose of the RCP Program is to reconnect communities by removing, retrofitting, or mitigating transportation facilities such as highways and rail lines that create barriers to community connectivity including to mobility, access, or economic development. Both planning (\$50m) and capital construction (\$145m) grants are available. DOT anticipates that Planning Grants may range from \$100,000 to \$2 million and Capital Construction Grants may range from \$5 million to \$100 million.

Build Back Better aka Budget Reconciliation

Senate Democrats are preparing for possible action on a party-line climate, tax and prescription-drugs bill after the latest round of talks between Senate Majority Leader Chuck Schumer and Sen. Joe Manchin (D-WV).

Manchin and Schumer met twice in mid-June to discuss the bill, however, the Senate is now in its July 4th recess until July 11th. Sen. Ron Wyden (D-Or), who chairs the tax-focused Finance Committee said "Sen. Schumer makes these calls, but I think it's just really key to get this done before the August break."

Gas Tax Holiday

President Joe Biden said he is nearing a decision about whether to support a temporary pause of the 18.3-cent-per-gallon federal gas tax as part of a range of actions to tamp down on costs at the pump around the July 4 holiday. Consideration of that move, which would face an uphill climb for approval by Congress, comes as Biden also said he was close to deciding how his administration will act on forgiving student loan debt. Suspending the gas tax would do little to affect the price of gas and would disrupt a significant source of federal transportation funding.

Nominations

The Senate Commerce Committee advanced Robin Hutcherson's nomination as Administrator of the Federal Motor Carrier Safety Administration to the Senate floor by voice vote on Wednesday. The next step is a confirmation vote on the Senate floor. The Biden Administration has not yet forwarded nominations for the top spots at Federal Highway

Administration or Federal Aviation Administration.

Additionally, President Biden announced last Wednesday his intent to renominate Robert Primus to the Surface Transportation Board. He was confirmed in his current position in September of 2020 under an unexpired term. Primus, whose term on the board expires at the end of the year, was a longtime staffer for various Congressional Democrats.



MONTHLY REPORT



9D: Finance, IT & Procurement Team Report

Staff Resources: Kent Farver, Chief Financial Officer

Operations and Maintenance Facility Update – Kent Farver, CFO

- The initial step of our section 106 and NEPA review process has begun with submission of our Facility Planning Basis Information sheet to the FTA. Staff met with the regional FTA office staff to go through the submission and identify pierces that needed to be clarified and/or expanded on. Edits are being made and we will engage with the regional office staff to finalize this documentation so that we can continue to the next steps of this process. Work is also under way to start the process for our environmental analysis survey and research the proposed site. Staff and consultants are working closely with the City of Des Moines staff to determine what information from their MLK extension project can be utilized during our research. The grant application for the bus and bus facilities grant was submitted May 31 and we anticipate hearing back on the status of that application by the end of August.

Finance Department – Amber Dakan, Finance Manager

- **Government Finance Officers Association (GFOA) Conference**– Both Kent and Amber attended the annual GFOA conference this year in Austin, Texas. There were multiple very informative sessions around upcoming GASB rules to comply with, federal audits, as well cyber security.
- **Grants Program Administrator Transition** – Mike Tiedens, DART's Procurement Manager has accepted the offer of our Grants Program Administrator position. We are thrilled to have him in this new role which will leverage his procurement knowledge and his previous experience in grant oversight at the Iowa Department of Transportation. We are working to backfill Mike's role as Procurement Manager.
- **Banking Services Transition** – The Finance Department continues to work on the transition of banking services to Community State Bank from Bankers Trust. Two onsite training sessions have taken place for the finance team as well as having CSB onsite during open enrollment to aid in HSA bank account set ups.
- **Payroll Process Analysis** – Over the last several months, DART has been working to document as well as improve the payroll process for the entire agency. Payroll is quite complicated due to the pay rule complexity by the varying employee segments as well as multiple technology platforms utilized. Staff has been assisted in the initiative by RSM who have provided recommendations for implementation. Finance and HR are working through the recommendations in order to plan for short, medium, and long term implementation.

Procurement Department – Mike Tiedens, Procurement Manager

Upcoming Projects and Procurements:

- **Drive Lane Concrete (1100 DART Way)** – DART is seeking a contractor to provide replacement of concrete in the drive lane at 1100 DART Way. The project will focus on demolition and replacement of concrete that is over the diesel fuel tanks. The existing concrete does not have enough slope and causes water to get into the fuel tanks.



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9D: Finance/IT/Procurement

- Request for Quotes will be published in July 2022
- **Outdoor Signage Displays (Request for Information)** – DART is publishing a request for information regarding its interior and exterior signage at DART Central Station. The signage is original to the building and needs repair and/or replacement. The RFI will gather information from the market regarding what new signage is available. Also included is the potential for signage at DART bus stops and shelters if feasible.
 - RFI was published in June 2022

Contracts and Task Orders Approved Recently:

- **A/C Recovery Units** – DART solicited bids for two (2) vehicle air conditioner recovery units. The units will be utilized by maintenance staff to service air conditioners on all makes and models of vehicles in the fleet. The units replace existing ones that are going out of service and due for replacement.
 - The winning proposer was Grainger and the winning bid was \$12,977

Future Procurements:

- HRIS System
- Fire Panel Replacement (DCS)
- Facilities Truck
- Bond/Financing Counsel Services
- Construction Management Services
- Drive Lane Concrete (1100 DART Way)
- Art Wall Refresh
- Security Upgrades (1100 DART Way)
- Outdoor Signage Displays
- Glass Replacement

IT Department

- **Technology Plan (Health Assessment) Development** – Follow up and feedback meetings continue with R&B staff this month. On-site interviews and group discussions are scheduled for the week of July 11th with follow up work anticipated to last through July and August.
- **Radio Replacement Project** – Both the mobile and vehicle radios have arrived, and installation is scheduled for September. Work is underway on setting up the transition bridge that will allow us to communicate across both the digital and UHF radio systems during the installation process. Planning has been completed on the new antenna and console installation at DART Way as well as the solution for recording capabilities for the new system. Programming of the radios will take place in August with testing and other preparation work leading to the installation schedule in September.



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9E: Human Resources, Training & Safety Team Report

Staff Resource: Todd Sadler, Chief Human Resources Officer

Human Resources – Jamie Wilson, HR Manager

- **Recruitment Update - Current Openings:**
 - Bus Service Person
 - Fixed Route Operator
 - Paratransit Operator
 - IT Director
 - Mobility Services Analyst P/T
 - Operations Supervisor
 - Buildings & Ground Person
 - State Fair Driver
- **Recent Hires:**
 - Customer Service Specialist started on 06/27
 - 1 Data Analyst Intern started on 06/06
 - 1 Planning Intern started on 06/06
 - 1 Marketing Intern started on 06/06
 - 1 Fixed Route Operator started on 06/06
 - 2 Paratransit Operators started on 06/06
 - 1 Interim Transportation Projects Administrator started on 06/06
 - 1 Transportation Administrative Coordinator starting on 07/06
 - 1 Bus Service person starting on 07/05
 - Marketing and Communications Coordinator on 07/07
- **COVID-19 Update:** Since the beginning of 2022 we have had 70 positive tests. Notable statistics include that our total vaccination rate is 68.68 percent. We are continuing to showcase the benefit of getting vaccinations to our employees.

Training – Matt Johnson, Training Manager

- **Paratransit Trainees:** Training continues for three Paratransit Operators in training. Two have full CDL and one is training to obtain their license.
- **Paratransit New Operators:** Two paratransit operators completed all training requirements and graduated to become paratransit operators.
- **Fixed Route New Operators:** Two fixed route operators completed all training requirements and graduated to become operators.
- **Smith System Safety Class Refresher:** Text Training is conducting Smith System safe driving course refresher classes for all experienced operators. These four-hour refresher courses will cover material and reinforcement practice for the principles covered in the initial course that everyone receives upon hire.

MONTHLY REPORT

9E: Human Resources, Training and Safety Team Report



Safety – Pat Daly, Safety Manager.

- **DART Safety Plan:**
 - Continued work on emergency response plans included in the Agency Safety Plan
 - Delivered initial "awareness" level Agency Safety Plan training to a class of new DART employees. This class presented information in the Agency Safety Plan that all DART employees should know and was a pilot delivery.



9F: Chief Executive Officer

Staff Resource: Elizabeth Presutti, Chief Executive Officer

- **DART Executive Committee** - The DART Executive Committee met on Tuesday, June 21. The discussion items presented during the meeting included:
 - ADA Paratransit Program Update
 - DART on Demand – West Des Moines
 - Rideshare Software Project
 - Strategic Planning
- **TCRP TOPS Commission:** I was recently nominated to serve on The Transit Cooperative Research Program (TCRP) Oversight and Project Selection (TOPS) Committee which is the national governing board responsible for (1) reviewing the research needs solicited by Transportation Research Board (TRB) from the public transportation industry and others, (2) evaluating and selecting research topics, (3) setting project priorities and recommending funding levels, and (4) evaluating program effectiveness. I attended my first meeting of this Commission on Monday, June 27 which was held in Newport Beach, California.
- **Leadership Iowa** – I appreciated the opportunity to participate in this year's Leadership Iowa class and graduated from the program at the ABI conference in mid-June. As part of the program, I had the opportunity to learn about different issues facing the state of Iowa. It was also very interesting to hear about and contribute to how transportation impacts many of these issues throughout the state.
- **Strategic Planning:** DART staff have been working with Jeff Kappen from Baton Global on our strategic planning. As we work on the business plan for the fiscal year ahead it is important for DART to look at a longer horizon for projects and initiatives that span over a longer time frame. These include concepts identified in the TOS, especially around mobility and the need to determine DART's long-term role. We will be providing the Commission an update on the current years business plan this summer and plan to have a workshop in the early Fall, finalizing the plan with the DART Commission in late Fall.
- **Bus History Association:** On June 9, 2022, DART hosted The Bus History Association (BHA), which is a non-profit organization dedicated to the preservation of intercity and transit related history. The group, which consisted of bus and transit enthusiasts, most of whom are employed by or retired from the bus industry spent some time touring DART Central Station and DART Way. The tour was a great success, and the group appreciated the opportunity to see our facilities and buses.
- **20 Year Service Award:** Willie Richardson, Fixed Route Operator celebrated his 20th anniversary. We truly appreciate his years of service to Des Moines and surrounding communities.





FUTURE DART COMMISSION ITEMS



Future Agenda Items:

August 2, 2022 – 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> • Housekeeping Contract • City of Des Moines License Agreement • DART on Demand Fare Policy • Surplus Vehicle Donation Policy • Community Foundation Fund/Principal Foundation 	<ul style="list-style-type: none"> • Transit Riders Advisory Committee Update • Paratransit ADA Path Forward • State Fair Update/Reminders • Electric Bus Update • October Service Change • Strategic Planning Update • TAM Plan Update
September 6, 2022 – 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> • October Service Change • Paratransit ADA Path Forward • State Lobbying Contract • TAM Plan Approval 	<ul style="list-style-type: none"> • State Fair Update • Quarterly Investment Report • Quarterly Financial Update • Quarterly Safety Report
October 4, 2022 – 12:00 P.M.	
Action Items	Information Items
	<ul style="list-style-type: none"> • Transit Riders Advisory Committee Update

Upcoming DART Meetings:

MEETING	DATE	TIME	LOCATION
DART Executive Committee	Tuesday, July 19, 2022	12:00 p.m.	Zoom