



Transit Board Meeting
AGENDA

**AMES TRANSIT AGENCY
BOARD OF TRUSTEES**

CYRIDE CONFERENCE ROOM – March 27, 2025

1. CALL TO ORDER: 5:00 p.m.
2. Approval of February 20, 2025, Minutes
3. Public Comments
4. HIRTA Contract and Annual Customer Survey
5. Approval of Articulated Bus Purchase Change Orders
6. Monthly Report
7. Spring Meeting Dates / Times
 - April 17 at 5:00 p.m.
8. Adjourn



FEBRUARY 20, 2025
AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on February 20, 2025, at 5:00 p.m. in the CyRide Conference room. President Norton called the meeting to order at 5:03 p.m. with Trustees Boland, Junck, Lee, Rolwes, and Schinker present.

INTRODUCTION OF NEW BOARD MEMBERS:

Director Neal welcomed two new board members: Rachel Junck, the Ames City Council representative, and Erik Rolwes, the ISU Student Government Senator appointee.

APPROVAL OF JANUARY 16, 2025, MINUTES:

Trustee Junck made a motion to adopt the January 16, 2025, Transit Board minutes as presented; Trustee Rolwes seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

PUBLIC COMMENTS:

None.

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM – FUNDING REQUEST FY 2029:

Director Neal requested approval to submit a Surface Transportation Block Grant (STBG) of \$400,000 to help fund the replacement of a standard 40' bus. The Ames Area Metropolitan Planning Organization's (AAMPO) grant applications for the FY 2029 budget year are due March 31.

Director Neal recommended approval of Alternative #1, to approve a grant request of \$400,000 in federal STBG funds from the AAMPO. These funds would support planned bus purchases and help CyRide build a more efficient and maintainable fleet.

Trustee Boland made a motion to approve Alternative #1; Trustee Junck seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

MONTHLY REPORT:

Spring Semester Ridership Update: Ridership continues to trend positively and is up an average of 3.9% compared to last year.

Dial-A-Ride Survey and Contract: The annual Dial-A-Ride (DAR) survey began on February 19. Results will be presented at a future Transit Board meeting. FY 2026 is the third year of the contract with Heart of Iowa Regional Transit Agency (HIRTA) for providing DAR services. CyRide will work with HIRTA to confirm that they are interested in continuing to provide DAR services on behalf of CyRide.

Ames Intermodal Facility Leases: The Ames Intermodal Facility has three tenants: HIRTA, Jefferson Lines, and the Ames Police Department. The two commercial tenants pay a monthly rate, which is evaluated annually based on the Producer Price Index (PPI) change from December to December. This past year, the PPI increased by 1.4%. CyRide and the Executive Committee will work together to determine how they want to proceed with the FY 2026 lease amounts.

Token Transit: CyRide went live with Token Transit on January 21, allowing passengers to purchase fares on their smartphones. Sales began immediately and CyRide will continue to push out promotional materials about the app to passengers.

Second Quarterly Report: The second quarter report was presented to the board. Ridership has increased 8.5% year-to-date, equaling 204,000 additional rides. The average number of part-time drivers is up 14.8%, adding about 20 more drivers to the team.

Spring meeting dates:

- March 27, 5:00 p.m.
- April 17, 5:00 p.m.

Adjourn: Trustee Boland made a motion to adjourn at 5:13 p.m.; Trustee Junck seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

Michael Norton, President

Cheryl Spencer, Recording Secretary

March 27, 2025
HIRTA Contract and Annual Customer Survey
CyRide Resource: Christine Crippen, Barbara Neal

BACKGROUND:

CyRide is required by the federal government to provide Americans with Disabilities Act (ADA) door-to-door bus service in the Ames community. In 2003, CyRide began contracting Dial-A-Ride (DAR) service to a third-party Story County transit provider to operate DAR in conjunction with their regular services. Since 2012, the contract for DAR has been with the Heart of Iowa Regional Transit Agency (HIRTA).

During the May 2023 Transit Board of Trustees meeting, the board approved a new three-year contract with HIRTA for DAR service, including an option to extend the contract for an additional two years. If the Transit Board approves the continuation of DAR services with HIRTA, FY 2026 would represent the third year of this agreement.

Annual Survey

CyRide conducts an annual DAR survey to gather customer feedback on overall satisfaction and identify service improvement opportunities. The survey helps CyRide monitor performance and provide feedback to the contractor. HIRTA provided a list of passengers who used the service in the past year, and CyRide contacted them to complete a customer satisfaction survey. The survey was conducted via phone and email starting February 18, 2025, with 14 passengers responding, the same number as the previous year.

The following are the general highlights from this year's survey and variations from last year:

- **Overall Satisfaction** - Overall satisfaction with the DAR service has decreased compared to last year, with 85.8% "satisfied" and "very satisfied" compared to 92.9% in the previous survey.
- **Service Improvement** - This year, 15.4% of respondents felt the service "had improved" over the past year compared to 21.4% in the previous survey.
- **Reservations** – Five questions were asked regarding different aspects of the reserving/scheduling process. Call-taker professionalism remained high, with 100% responding "always," to being professionally greeted, which was the same as last year. 41.7% of customers indicated they were "always" able to schedule within 1 hour of their requested time, and 50.0% indicated they were "usually" able to schedule within 1 hour of their requested time.
- **Driver Actions** – Satisfaction with drivers increased, with 92.9% of respondents satisfied, up from 85.7% last year. Drivers requesting the correct fare decreased from the previous year to 76.9%, from 78.6%.

- **General Comments / Suggestions** – Detailed comments about dissatisfaction with scheduling were voiced. Some comments mentioned that scheduling a ride was a problem due to getting the app to work or that the app should provide extra time for loading wheelchairs or passengers with mobility issues. Passengers also indicated concerns about buses arriving early.

In summary, overall satisfaction remains high but declined from last year. Driver satisfaction improved while scheduling concerns, particularly with the app and ride availability, were noted in the survey. These continue to be key discussion points with HIRTA.

DAR Performance Goals

The Transit Board and CyRide have established performance goals for DAR service with HIRTA to help ensure high-quality service for passengers. CyRide regularly monitors these measures and works with HIRTA to make necessary improvements. In FY 2024, HIRTA carried 14,608 passengers on the DAR service, compared to 13,783 in FY 2023 and 13,089 in FY 2022.

HIRTA Performance Measures

Type of Measure	Performance Measure	Goal	FY 2024	FY 2023	FY 2022
Financial	Cost/Passenger*	\$20.00	\$20.88	\$18.43	\$18.06
Quality	Passengers/Comment	1,000	7,304	13,783	6,545
Quality	Passenger Rides Before/After Pick-up Window	1,260	1,168	1,017	631
Efficiency	Passengers/Revenue Hour*	1.5	3.5	2.9	1.9
Safety	Passenger Injuries	0	0	0	1
Quality/Efficiency	On-Time Performance**	91.0%	92.0%	92.6%	94.9%

*Based on end-of-year quarterly reports.

**Defined as 10 minutes before or after the scheduled pick-up time

As part of the contract with HIRTA, performance goals can be re-evaluated and adjusted annually if both parties agree. CyRide is proposing adjustments to two measures. First, updating the cost per passenger goal to \$21.00 to reflect the new contract rate. Second, to accommodate increased ridership on DAR services, CyRide recommends adjusting the metric for the number of passenger rides occurring before or after the pick-up window to 1,315 occurrences or fewer.

Contract Renewal

CyRide has begun discussions with HIRTA regarding the renewal of the DAR contract for the FY 2026 budget year. HIRTA has expressed interest in continuing to provide DAR service on CyRide’s behalf. The following table compares the current and proposed rates:

HIRTA Contract Rate for DAR Service

Rate Category	FY 2026 Rate	FY 2025 Rate	% Change
Weekday Trips	\$20.86 per trip*	\$20.15 per trip*	3.5%
Weeknight Trips	\$51.78 per hour	\$51.65 per hour	0.25%
Weekend Trips	\$51.78 per hour	\$51.65 per hour	0.25%

**Per trip rates are used Monday through Friday during the day when DAR and HIRTA passengers are combined on one bus.
The per hour rate is used only when DAR service is operated on evenings and weekends.*

The proposed increases align with industry standards for transit operating contracts. This year's weekday percentage increase is lower than last year's, with a rise of 3.5% compared to 4.5%. HIRTA's weeknight and weekend rates have increased by 0.25%, down from 0.5% last year. These increases reflect HIRTA's rising costs, primarily due to employee benefits and the addition of more drivers to support growing DAR ridership and improve ride availability. Despite these adjustments, the cost per hour and per trip remains lower than CyRide's direct cost to provide the service.

Amendment to Contract

As part of this year's renewal, an amendment to the contract has been included to clarify insurance requirements. While the original agreement does not require HIRTA to carry physical damage insurance on vehicles owned by CyRide, HIRTA has requested to obtain this coverage at their own expense. The amendment formalizes that HIRTA will be responsible for all costs associated with the additional insurance. The language of the amendment has been prepared and approved by the Legal Department.

Federal Financial Support

CyRide anticipates receiving approximately \$527,000 in Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) federal funding next year to support services, which includes operating costs for contracted DAR services. If CyRide were to operate the DAR service directly, Section 5310 funding could not be used for operating costs, requiring CyRide to finance operations entirely with local funds. By continuing to contract the service, CyRide can utilize this federal funding to cover 80% of the operational costs and purchase any necessary capital equipment at an 85% federal share.

If the board chooses not to continue contracting with HIRTA and instead operate the service directly, CyRide would need to hire additional staff and invest in scheduling software to manage trip reservations.

ALTERNATIVES:

1. Approve continuing the contract with Heart of Iowa Regional Transit Agency (HIRTA) for FY 2026 at a 3.5% increase for weekday trips and a 0.25% increase for evening and weekend trips, including approval of the contract amendment clarifying insurance coverage.
2. Direct staff to proceed according to Transit Board priorities.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1, to continue the contract with HIRTA to provide DAR service for the next fiscal year, with a minor amendment to clarify insurance coverage responsibilities for vehicles used in the service. Continuing this contract supports the federally required complementary paratransit system for the Ames community, maintains consistent service for passengers, and avoids the high cost associated with CyRide directly operating the DAR service.

Amendment to Contract for Transportation Services

THIS IS AN AMENDMENT made by and between Heart of Iowa Regional Transit Agency and the City of Ames d/b/a Ames Transit Agency (collectively, the "Parties") upon the following terms and conditions:

- 1 Definitions. When used in this Amendment, unless otherwise required by the context:
 - 1.1 "HIRTA" means Heart of Iowa Regional Transit Agency of Story County, Iowa.
 - 1.2 "CyRide" means the Ames Transit Agency, an administrative agency established by the City of Ames, Iowa, pursuant to Ames Municipal Code Chapter 26A.
 - 1.3 "Agreement" means the Contract for Transportation Services presently in force between HIRTA and CyRide signed June 3, 2023, and May 18, 2023, respectively, which terminates on June 30, 2026, unless otherwise renewed mutually in writing by the parties. The Agreement governs the provision by HIRTA of public transit services required by the Americans with Disabilities Act (or any amendments thereto) under the auspices of CyRide.
 - 1.4 "Amendment" means this instrument as signed by the Parties.
 - 1.5 Circumstances. The Agreement between the Parties requires that HIRTA obtain certain insurance coverage on CyRide vehicles provided to HIRTA under the terms of the Agreement. The insurance coverage required by the Agreement does not mandate that HIRTA obtain coverage against Physical Damage to any CyRide owned vehicle provided to HIRTA. HIRTA desires to obtain Physical Damage coverage at HIRTA's sole expense and has requested that the Agreement is amended to require said coverage so that HIRTA will have an insurable interest in any CyRide owned vehicle provided to HIRTA. CyRide is willing to amend the Agreement, provided that HIRTA is responsible for all cost associated with the additional Physical Damage Coverage.
- 2 Amendment. The Agreement is hereby amended by adding new Paragraph B(7)(d) as follows:
Physical Damage - limit of no less than \$1,000,000. All insurance coverage required of HIRTA for CyRide vehicles provided to HIRTA, including any vehicles provided pursuant to Paragraph C(5).
- 3 Continued Full Force. The Agreement shall continue to have full force and effect in accordance with the terms thereof, subject, however, to this Amendment.

IN WITNESS OF THIS AMENDMENT, the Parties have signed and accepted this document on the date shown below:

Date: _____, 2025.

HIRTA

AMES TRANSIT BOARD d/b/a CyRide

SIGNATURE OF AUTHORIZED PERSON

SIGNATURE OF AUTHORIZED PERSON

PRINTED NAME OF SIGNER

PRINTED NAME OF SIGNER

Dial-A-Ride Survey Comparison

Question/Response	2025	2024	2023
1. How many times over the last 12 months have you ridden Dial-A-Ride services?			
1. I have not ridden	7.1%	0.0%	0.0%
2. Less than 4 times a year	14.4%	14.3%	0.0%
3. Once a month	14.3%	14.3%	0.0%
4. Twice a month	0.0%	21.4%	6.7%
5. Once a week	21.4%	14.3%	20.0%
6. Several times a week	35.7%	35.7%	66.6%
7. Daily	7.1%	0.0%	6.7%
2. Overall, over the past twelve months, how satisfied are you with the service you have been provided by DAR service?			
1. Very dissatisfied	7.1%	0.0%	6.7%
2. Dissatisfied	0.0%	0.0%	0.0%
3. Somewhat Satisfied	7.1%	7.1%	0.0%
4. Satisfied	35.8%	35.8%	40.0%
5. Very Satisfied	50.0%	57.1%	53.3%
3. Has Dial-A-Ride service improved this year?			
1. Improved	15.4%	21.4%	50.0%
2. About the same	61.5%	71.4%	28.6%
3. Not improved	23.1%	7.2%	21.4%
4. Please respond to the following questions by circling the number that best describes your experience in the last 12 months with service. (Respondents indicating "always")			
1. Reserve trips, professionally/politely greeted?	100.0%	85.7%	100.0%
2. When scheduling trips, received a busy signal?	7.7%	7.1%	6.7%
3. When scheduling trips, put on hold for more than 3 mins.?	15.4%	28.6%	20.0%
4. When calling on the weekend to reserve a trip, call returned by 8 pm on Sunday?	0.0%	40.0%	12.5%
5. Ride scheduled within 1 hour of time requested	41.7%	42.9%	60.0%
6. Bus/Van clean and in good working condition	76.9%	71.4%	93.3%
7. Bus driver polite and helpful	92.9%	85.7%	86.7%
8. Wheelchair is tied down and anchored securely to the floor	85.7%	87.5%	85.7%
9. Bus driver charged the correct fare	76.9%	78.6%	100.0%
10. ADA card processed promptly	72.7%	80.0%	69.2%
5. Do you utilize HIRTA's AMBLE app to schedule, cancel trips, manage trips or pay for trips?			
1. Yes	42.9%	64.3%	26.7%
2. No	57.1%	35.7%	73.3%
6. If the bus arrives early, do you feel that you are pressured to come out early to the bus?			
1. Yes	57.1%	61.5%	20.0%
2. No	42.9%	38.5%	80.0%

Dial-A-Ride Survey Comparison

Question/Response	2025	2024	2023
7. Has a request for a trip been turned down (excluding a same day ride request) by the HIRTA's staff this past year so that you were not able to take the trip using Dial-A-Ride? (ADA regulations allow trips to be negotiated in 1 hour blocks before/after the requested time. If the 'negotiated time' an hour before/after your request does not meet your expectations to book your trip, this is not a denial)			
1. Yes	14.3%	0.0%	6.7%
2. No	85.7%	100.0%	93.3%
8. If your trip request was turned down, what was the reason you were given by the person you talked with on the phone?			
I don't remember now. It was just one time several weeks ago.			
9. While requesting a ride or riding Dial-A-Ride service, have you ever felt you were personally being discriminated against because of your race, color, national origin (ancestry), or your lack of ability to speak English?			
1. Yes	0.0%	0.0%	0.0%
2. No	100.0%	100.0%	100.0%
10. If yes to the #9 question, please explain the situation below.			
11. Please check the reason you ride Dial-A-Ride service.			
1. Medical appointment	50.0%	92.9%	100.0%
2. Work/school	21.4%	28.6%	13.3%
3. Shopping (grocery or other)	57.1%	57.1%	53.3%
4. Personal appointments (such as to the beauty shop)	42.9%	57.2%	40.0%
5. Social trips (such as to visit a friend)	28.6%	42.9%	40.0%
6. Dining out	21.4%	28.6%	20.0%
7. Other (please list reason)	28.6%	21.4%	33.3%
Nursing home		1	
Church	1	1	1
Library	1		
Volunteer		1	1
Heartland Adult Day Center	2		1
Heartland Senior Center/ 60 Forward	1		1
Misc. Errands			1
12. Please indicate your race.			
1. White	85.7%	76.9%	93.3%
2. African American	0.0%	0.0%	6.7%
3. Asian	14.3%	23.1%	0.0%
4. Native American or Pacific Islander	0.0%	7.7%	13.3%
5. American Indian or Alaskan Native	0.0%	0.0%	6.7%
6. Hispanic	7.1%	0.0%	0.0%
7. Does not wish to answer	7.1%	7.7%	0.0%
8. Other	0.0%	0.0%	0.0%

Dial-A-Ride Survey Comparison

Question/Response	2025	2024	2023
13. Please provide us with any comments/suggestions you have for improving Dial-A-Ride service.			
<p>I had a driver try to tell me that I could not use the service for anything other than medical appointments. I reported this so that it could be corrected. The only other problem I have had was a way too early arrival at a site that was not yet open so that I had to stand outside for a period of time (up to 45 minutes.) This happened twice. Neither incident was necessary to have happened based upon my request. If there had been a place I could sit inside either location and wait, I would not have had a problem with the early arrivals. Generally, I have found the drivers to be courteous and helpful.</p>			
<p>Not sure I should mention this to Dial-a-Ride or to HIRTA direct.... The new computerized scheduling for trips is not the best. Someone should be monitoring the scheduling, especially when someone has a 'call in' that changes the driver's schedules 'on the fly'. I have been picked up to go home from a destination on the south of Ames... rode it to the north of Ames, and then returned back to the same place I was originally picked up before I got taken home. This seems to happen quite often with this new system. Just last week I was picked up at my home in West Ames, rode the bus to within 3 blocks of the Walmart (my destination) and then had to ride the bus back to Southwest Ames (McFarland South), before we then went back to the Walmart South. In the early days of my riding the HIRTA bus, there was a manager and a dispatcher here in Ames, who knew the locations and was able to monitor the rides. Although it's not as convenient, I did find out last fall that the CyRide buses are all handicap available now, so when I'm stuck in a location where my ride skipped me, I have a way to get home. (ie. Just recently I missed the bus while at the Mall, it was after 8 p.m. and I had to use CyRide to get home... but the temperature was in the single digits and I hadn't been prepared to scooter the 3 blocks home in that kind of temps, but I did it) And yes, sometimes it's my fault that I missed the bus, but usually I either don't get the 5 minute call in time or the pickup location isn't where I am, (i.e. I scheduled a trip to the Mall, said I would scooter to Walmart So., but the bus went to the Mall to pick me up) and the drivers are not supposed to double check by getting off the bus to come inside, so I'm left stranded where I am. In the summertime, I have ridden my scooter from East Ames to West Ames, but in the winter, that's just not feasible.</p>			
None. The kindest people work at your business in every capacity			
<p>I don't like that dial a ride people and on demand riders are mixed together and sometimes I end up on the bus for 60 minutes. It is hard to know how early to schedule a ride for so i can get to work on time.</p>			
<p>I love this service for transporting my husband. I love being able to check the app to see how far out the van is, and the text I receive when they are 5 minutes away. Thank you so much for providing this service!</p>			



Heart of Iowa Regional Transit Agency HIRTA Public Transit

Boone, Dallas, Jasper, Madison, Marion, Story, and Warren Counties

03/05/2025

Subject: Contract Renewal Request for FY2026 – ADA Paratransit Services

Dear Barb Neal,

On behalf of the Heart of Iowa Regional Transit Agency (HIRTA), I am pleased to express our interest in continuing our partnership with CyRide to provide Complimentary ADA Paratransit services in the City of Ames. We greatly value this collaboration, which has proven to be beneficial for HIRTA, CyRide, and—most importantly—the riders we serve. We look forward to the opportunity to renew our contract for Fiscal Year 2026.

As part of this renewal, we are requesting an adjustment in compensation to account for increased operational costs. The proposed updates are as follows:

1. **Weekday Trips (6:30 AM – 6:00 PM):** Increase from \$19.29 to \$20.86 per trip (3.5% increase).
2. **Weekday Night Trips (After 6:00 PM):** Increase from \$51.65 to \$51.78 per hour (0.25% increase).
3. **Weekend Trips (Saturday/Sunday):** Increase from \$51.65 to \$51.78 per hour (0.25% increase).
4. **Fuel Surcharge:** No requested change.
5. **No-Show Fee:** Remains at \$7.00 per trip

While the 2025 Cost of Living Adjustment (COLA) is set at 2.5%, we continue to recover from higher operating costs. To maintain and support the growth of Dial-A-Ride ridership in Ames, we have made strategic investments, including hiring additional full-time drivers to prevent service disruptions. This expansion has increased our expenses, particularly in employee benefits and cybersecurity through Iowa Community Assurance Pool 30%) as well as, vehicle insurance. Additionally, we have onboarded more weekend drivers to sustain service levels and accommodate ridership growth.

To maximize efficiency and control operational costs, we continue to combine HIRTA and CyRide paratransit trips whenever possible.

We appreciate your consideration of our request and look forward to the continued success of our partnership in serving the Ames community. Please let us know if you require any further information or discussion.

Sincerely,

A handwritten signature in blue ink that reads "Julia Castillo". The signature is fluid and cursive, with the first name "Julia" being larger and more prominent than the last name "Castillo".

Julia Castillo, Executive Director
Heart of Iowa Regional Transit Agency (HIRTA)

March 27, 2025

Approval of Articulated Bus Purchase Change Orders

CyRide Resource: James Rendall

BACKGROUND:

At the Transit Board meeting on September 19, 2024, the board approved the purchase of two 60' articulated buses from New Flyer of America Inc. of St. Cloud, Minnesota, for a base price of \$972,010 per bus. Since vehicle pricing is not finalized until late in the purchase process, the contract was approved with a not-to-exceed amount of \$1,967,741. The funding sources approved for this project are summarized below.

Funding Source	Federal	Federal Share	Local Share	Total
Section 5339	85%	\$966,874	\$170,626	\$1,137,500
Section 5307	85%	\$183,866	\$32,447	\$216,313
STBG Grants	80%	\$491,142	\$122,786	\$613,928
Total Project Budget	83%	\$1,641,882	\$325,859	\$1,967,741

Following board approval, New Flyer notified CyRide of an error in the original quote, resulting in the base bus price increasing by \$4,646.56 per vehicle, for a total cost change of \$9,293.12.

CyRide has been working with New Flyer to finalize specifications and standardize the vehicle design with the rest of the fleet. To date, \$108,342.58 in changes have been identified, which are included in the board packet. The largest of these is an upgrade from a carbon steel chassis to a stainless steel chassis at a cost of \$33,588.74 per bus. This upgrade is important for long-term durability, as CyRide operates vehicles well beyond their designed useful life of 12 years.

An additional \$84,621.58 in local funding is required to support these change orders. Staff has evaluated the project budget and recommends using funds from the 40' Bus Replacement Reserve Fund to support the budget shortfall. The updated budget is shown below.

Funding Source	Federal	Federal Share	Local Share	Total
Section 5339	85%	\$966,874	\$170,626	\$1,137,500
Section 5307	85%	\$183,866	\$32,447	\$216,313
STBG Grants	80%	\$491,142	\$122,786	\$613,928
40' Bus Replacement Reserve Fund			\$84,621.58	\$84,621.58
Revised Total Project Budget		\$1,641,882	\$410,480.58	\$2,052,362.58

The buses are scheduled to begin production in August 2025. While the specification process is ongoing, some proposed changes require early approval due to associated engineering and supply chain lead times. Although the remaining changes are expected to be limited, the total cost may increase slightly as final specifications are completed and any additional required changes are identified.

ALTERNATIVES:

1. Approve the proposed change orders and establish a new contract amount of \$2,052,362.58 for the purchase of two 60' articulated buses with New Flyer of America Inc. of St. Cloud, Minnesota.
2. Direct staff to proceed according to Transit Board priorities.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1, to approve the change orders and new contract amount. Transit Board approval is required because the cumulative total of the change orders exceeds the currently approved budget by more than \$50,000. These specification changes will ensure that the new articulated buses are consistent with CyRide's fleet and built for long-term durability. The upgrades support CyRide's Transit Asset Management goals and move the system closer to operating the #23 Orange route exclusively with articulated vehicles, improving efficiency, capacity, and overall sustainability.

Original Project Budget and Base Pricing	
Project Item	Project Costs
September Board Approved Not-To-Exceed Amount	\$1,967,741.00
Maximum Allowable Cost (Per Bus)	\$983,870.50
Original Base Bus Price Quote (Total for 2 Buses)	\$1,944,020.00
Remaining Initial Budget	\$23,721.00
New Flyer Pricing Correction (Total for 2 Buses)	\$9,293.12
Revised Base Bus Quote (Total for 2 Buses)	\$1,953,313.12
Remaining Available Budget	\$14,427.88

Change Order Description	Price Change Per Bus
New Flyer Pricing Correction	\$4,646.56
Add S1 Guard To Center And Rear Axles	\$5,369.59
Change Battery Type From 8D Lead Acid To Group 31 AGM	\$777.71
Delete Provision For Gooseneck Public Address Microphone	-\$90.80
Change All Exterior Latches To Stainless Steel	\$2.23
Change Rear Bulkhead Material From Carpet To Melamine	\$139.10
Add Resistive Heat Grid To The Front Destination Sign Glass	\$162.82
Add Mirror Heat Switch On Side Console	\$109.63
Change Entrance And Exit Door Handles To Alum/Clear Anodized	\$79.77
Change Fire Suppression System From Kidde To Amerex	\$178.93
Add 2 Dash Fans	\$512.57
Delete Yellow Powered Coating From All Stanchions	\$29.63
Change Chassis Material To All Stainless Steel	\$33,588.74
Add Two Push Buttons Near Articulating Joint	\$88.63
Add Radio Antenna And Antenna Cable	\$182.52
Change Flooring To Standard CyRide Color	\$632.60
Add Conduit Through Articulating Joint For Camera System	\$259.51
Add Clear Coat To Paint	\$779.64
Change A/C Compressor To Thermo King 640	-\$2,229.69
Add Additional Tail Light To Upper Rear Part Of The Bus	\$321.58
Pre-Wire For ITS Systems	\$6,275.96
Change Seating Arrangement	\$1,845.00
Add Two Trays In Information Technology Cabinet	\$509.06
Change Order Cost (Per Bus)	\$54,171.29

Revised Contract Totals	
Project Item	Project Costs
Total Change Order Cost (2 Buses)	\$108,342.58
Revised Proposed Price (Per Bus)	\$1,026,181.29
Amount Over Approved Not-To-Exceed (Total)	-\$84,621.58
New Total Contract Price	\$2,052,362.58



March 27, 2025
Monthly Report
CyRide Resource: Barbara Neal

1. Fuel Contract

Last year, CyRide identified a way to improve fuel pricing by bidding the price of biodiesel as a percentage above or below the price of #2 diesel. This approach better aligns pricing with the actual market cost of biodiesel and has proven to be a cost-effective method for purchasing the fuel needed for CyRide's operations.

The current fuel contract with Agriland FS Inc. of Winterset, Iowa, expires on June 30, 2025. We are currently preparing a new RFP and will bring a formal recommendation for award of contract to the board before the current contract expires.

2. Bus Coalition Conference

On February 25-26, Chris and I were in Washington, D.C., to meet with staff from Senator Grassley's, Senator Ernst's, and Representative Feenstra's offices.

We emphasized the economic benefits of biodiesel, particularly in Iowa, where biofuels support local agriculture and jobs, and updated them on the progress of CyRide's biodiesel pilot project. Expanding eligibility for biofuel-powered buses in Section 5339 discretionary grants would provide transit agencies with additional funding for sustainable vehicle options.

We highlighted the importance of STIC funding in sustaining CyRide's high service levels and advocated for streamlining federal approval for bus shelters in existing rights-of-way to reduce (National Environmental Policy Act) NEPA regulatory challenges.

3. State Legislative Conference

On March 4, Shari Atwood, Chris Crippen, and I attended the Iowa Public Transit Association (IPTA) Legislative Conference to discuss upcoming transit initiatives. The next day, Chris and I participated in IPTA's Legislative Lobby Day, where we met with state legislators to advocate for fully funding Iowa's Rebuild Iowa Infrastructure Fund (RIIF) at \$1.5 million annually and ensuring full allocation of tax revenues for State Transit Assistance funding. RIIF funds, distributed through the Iowa DOT's Public Transit Infrastructure Grant (PTIG) program, have been a crucial component for projects like CyRide's recent Shop Rehabilitation Project.

4. Iowa Public Transit Association (IPTA), Washington, D.C. Conference

On March 20-21, Chris and I again met with staff from Senator Grassley's, Senator Ernst's, and Representative Feenstra's offices to discuss CyRide's 2025 federal legislative priorities. We reinforced the need for full federal transit funding, increased investment in bus replacement and facility programs, expanded eligibility for biodiesel in low-emission grants, and solutions to address bus manufacturing and supply chain challenges affecting transit agencies nationwide.

5. Token Transit Update

CyRide launched Token Transit on January 21, offering riders a secure, contactless way to purchase and display digital fares on their smartphones. Since then, we have sold 191 passes to 75 unique users, reaching a milestone 100th sale on February 22. The most popular fares have been the Regular 1-Ride Ticket, Reduced Monthly Pass, and Regular Monthly Pass. We will continue promoting this convenient and flexible option to our riders.