

Regular Meeting of the
Board of Trustees of the Utah Transit Authority



Wednesday, December 9, 2020, 9:00 a.m.

Remote Electronic Meeting – No Anchor Location – Live-Stream at

https://www.youtube.com/results?search_query=utaride

NOTICE OF SPECIAL MEETING CIRCUMSTANCES DUE TO COVID-19 PANDEMIC:

In keeping with recommendations to limit public gatherings in order to control the continuing spread of COVID-19, and in accordance with the Utah Open and Public Meetings Act, (Utah Code § 52-4-207.4), the UTA Board of Trustees will make the following adjustments to our normal meeting procedures.

- All members of the Board of Trustees and participants will participate electronically via phone or video conference.
- **Public Comment** may be given live during the meeting or through alternate means (see instructions below).
 - To give **live public comment** during the meeting:
 - Use this link and follow the instructions to register for the meeting (you will need to provide your name and email address)
<https://rideuta.webex.com/rideuta/j.php?MTID=efa91442133d65e74c47ea7a0bc1a6414>
 - Sign on to the WebEx meeting portal through the “join event” link provided in your email following approval of your registration.
 - Sign on 10 minutes prior to the meeting start time
 - Use the hand icon in the WebEx portal to indicate that you would like to give a comment
 - Comments are limited to 3 minutes per commenter.
 - Comment online at <https://www.rideuta.com/Board-of-Trustees>
 - Comment via email at boardoftrustees@rideuta.com
 - Comment by telephone at 801-743-3882 option 5 (801-RideUTA option 5) – specify that your comment is for the board meeting.
 - Comments submitted before 2:00 p.m. on Tuesday, December 8th will be distributed to board members prior to the meeting:
- Meeting proceedings may be viewed remotely through YouTube live-streaming.
<https://www.youtube.com/user/UTAride>

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|---|----------------------------------|
| 1. Call to Order and Opening Remarks | Chair Carlton Christensen |
| 2. Safety First Minute | Sheldon Shaw |
| 3. Public Comment | Chair Carlton Christensen |
| 4. Consent | Chair Carlton Christensen |
| a. Approval of December 2, 2020 Board Meeting Minutes | |
| 5. Agency Report | Carolyn Gonot |
| 6. Financial Report – October 2020 | Brad Armstrong |

Website: <https://www.rideuta.com/Board-of-Trustees>

Live Streaming: https://www.youtube.com/results?search_query=utaride

7. Resolutions

- a. R2020-12-06 Resolution Giving Notice and Setting Regular Meeting Dates for the Authority’s Board of Trustees and Audit Committee for Calendar Year 2021 Chair Carlton Christensen
- b. R2020-12-07 Resolution Authorizing the Purchase of Real Property for Box Elder County Right of Way with Dutch “A”, LLC (Parcel 1070:T) Paul Drake

8. Contracts, Disbursements and Grants

- a. Pre-Procurement Todd Mills
 - i. Vineyard Double-Tracking Materials

9. Service and Fare Approvals

- a. Fare Agreement: Pass Purchase and Distribution Agreement (Visit Ogden) Monica Morton
- b. Sponsored Fare Agreement: Lagoon/Station Park Shuttle Bus Service – Amendment 2 (Farmington City) Monica Morton
- c. Sponsored Fare Agreement: Trolley Bus Service – Amendment 1 (Layton City) Monica Morton
- d. Sponsored Fare Agreement: Trolley Bus Service – Amendment 1 (Ogden City) Monica Morton
- e. Fare Agreement: HIVE Pass Purchase and Administration Agreement Amendment 1 (Salt Lake City Corporation) Monica Morton

10. Discussion Items

- a. Agency 2021 Final Budget Bill Greene
- b. UTA Microtransit Planning Project Report Jaron Robertson, Eric Callison, Ryan Taylor, Libby Oseguera

11. Other Business

- a. Next Meeting: December 16, 2020 at 8:30 a.m. Chair Carlton Christensen

12. Adjourn

Chair Carlton Christensen

Special Accommodation: Information related to this meeting is available in alternate format upon request by contacting callredge@rideuta.com or (801) 287-3536. Request for accommodations should be made at least two business days in advance of the scheduled meeting.

**UTAH TRANSIT AUTHORITY
ELECTRONIC BOARD MEETING DETERMINATION**

Consistent with provisions of the Utah Open and Public Meetings Act, specifically UTAH CODE § 52-4-207(4), and acting in my capacity as the Chair of the Board of Trustees ("Board") of the Utah Transit Authority ("UTA"), I hereby make the following written determinations in support of my decision to hold and convene electronic meetings of the UTA Board without a physical anchor location:

1. Conducting Board and Board Committee meetings with an anchor location that is physically accessible for members of the public to attend in person presents a substantial risk to the health and safety of those who may be present at the anchor location.
2. This determination is based upon the following facts, among others:
 - a. The COVID-19 pandemic is ongoing and significant and continued community, person-to-person virus transmission continues to occur in the state of Utah; and
 - b. Federal, state, and local health authorities have adopted guidelines for the general public and businesses which encourage institutions and individuals to take precautions, including limiting in-person interactions and recommending increased virtual interactions.

This written determination takes effect on November 11, 2020, and is effective until midnight on December 11, 2020, (no more than 30 days after the effective date of this Declaration) and may be re-issued by future written determinations of the Chair of the Board at that or any other appropriate time.

Dated this 6th day of November, 2020.

DocuSigned by:

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Carlton Christensen, Chair of the Board of Trustees

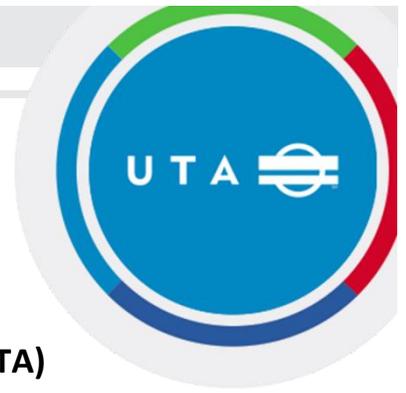


MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Jana Ostler, Board Manager

BOARD MEETING DATE: December 9, 2020

SUBJECT:	Approval of December 2, 2020 Board Meeting Minutes
AGENDA ITEM TYPE:	Consent
RECOMMENDATION:	Approve the minutes of the December 2, 2020 Board of Trustees meeting
BACKGROUND:	A regular meeting of the UTA Board of Trustees was held electronically and broadcast live on YouTube on Wednesday, December 2, 2020 at 9:00 a.m. Minutes from the meeting document the actions of the Board and summarize the discussion that took place in the meeting. A full audio recording of the meeting is available on the Utah Public Notice Website and video feed is available on You Tube at https://www.youtube.com/results?search_query=utaride
ATTACHMENTS:	1) 2020-12-02_BOT_Minutes_unapproved



**Minutes of the Meeting
of the
Board of Trustees of the Utah Transit Authority (UTA)
held remotely via phone or video conference
and broadcast live for the public via YouTube
December 2, 2020**

Board Members Participating:

Carlton Christensen, Chair
Beth Holbrook
Jeff Acerson

Also participating were members of UTA staff and members of the media.

Call to Order and Opening Remarks. Chair Christensen welcomed attendees and called the meeting to order at 9:09 a.m. He then yielded the floor to Jana Ostler, UTA Board Manager, who read the electronic board meeting determination into the record as required by statute. The complete electronic board meeting determination is included as Appendix A to these minutes.

Safety First Minute. Sheldon Shaw, UTA Director of Safety & Security, provided a brief safety message.

Public Comment. Chair Christensen noted members of the public were invited to attend and comment during the live portion of the meeting; however, no live public comment was given. (No online public comment was received for the meeting.)

Oath of Office. The oath of office was administered to Jeff Acerson, UTA Trustee.

Consent Agenda. The consent agenda was comprised of:

- a. Approval of November 11, 2020 Board Meeting Minutes
- b. Approval of November 11, 2020 Public Hearing Meeting Minutes

A motion to approve the consent agenda was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

Agency Report.

Ski Service Start Up. Carolyn Gonot, UTA Executive Director, was joined by Eddy Cumins, UTA Chief Operating Officer. Mr. Cumins indicated ski service is now available to all Salt Lake County resorts, with the exception of Solitude, which will begin on December 7, 2020. He mentioned additional safety precautions are being taken due to the pandemic, including limiting passenger loads to 20 people. UTA is making a significant effort to provide ski service information to the public.

Discussion ensued. A question on rider perception of the public health adjustments for ski service was posed by the board and answered by Mr. Cumins.

Real-Time Transit Infrastructure and Rolling Stock Condition Assessment

Demonstration Program Grant. Ms. Gonot was joined by Hal Johnson, UTA Manager of Project Development & Systems Planning. Ms. Gonot announced UTA's receipt of a \$338,155 grant from the Federal Transit Administration as part of its Real-Time Transit Infrastructure and Rolling Stock Condition Assessment Demonstration Program. Mr. Johnson said the agency plans to partner with the University of Utah and Autofill to use infrared scanning to monitor defects in rail track and tie structure.

Discussion ensued. A question on the use of infrared scanning technology was posed by the board and answered by staff.

Clean Cities Award. Ms. Gonot congratulated Mr. Johnson and his team on receipt of a Clean Cities Award related to the agency's work with alternative fuels.

Resolutions.

R2020-12-01 Resolution Approving the Capital Project Plan for the Midvalley

Connector Bus Rapid Transit Project. Mary DeLoretto, UTA Chief Service Development Officer, explained the resolution, which approves the capital project plan for the Midvalley Connector bus rapid transit (BRT) project. She noted the plan was previously approved and recommended to the board by the UTA Local Advisory Council (LAC).

A motion to approve R2020-12-01 was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously with aye votes from Trustee Holbrook, Trustee Acerson, and Chair Christensen.

Ms. Gonot added the agency intends to apply for a Small Starts grant for this project.

R2020-12-02 Resolution Adopting the Authority's 2021-25 Capital Plan. Ms. DeLoretto summarized the resolution, which adopts the authority's 2021-2025 Five-Year Capital Plan. She mentioned the plan was reviewed by the UTA LAC and recommend to the board for approval.

A motion to approve R2020-12-02 was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously with aye votes from Trustee Acerson, Trustee Holbrook, and Chair Christensen.

R2020-12-03 Resolution Approving the Amended Charter for the Community Advisory Committee. Megan Waters, UTA Community Engagement Manager, outlined key modifications to the charter for the Community Advisory Committee (CAC).

Discussion ensued. Questions on committee numbers, committee composition, and general sentiments among members of the CAC were posed by the board and answered by staff. Trustee Acerson proposed public recognition for CAC members who suggest ideas that are implemented by the agency.

A motion to approve R2020-12-03 was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously with aye votes from Trustee Holbrook, Trustee Acerson, and Chair Christensen.

R2020-12-04 Resolution Adopting the 2021 ECO Pass Fare Structure of the Agency. Monica Morton, UTA Fares Director, summarized the resolution, which sets parameters for the execution of ECO pass agreements.

Discussion ensued. Questions on the new pass fare structure compared to former pass fare structure, revenue projections, and pricing flexibility based on ridership trends were posed by the board and answered by staff. Trustee Holbrook requested regular updates to the board on the ECO pass program.

A motion to approve R2020-12-04 was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously with aye votes from Trustee Acerson, Trustee Holbrook, and Chair Christensen.

R2020-12-05 Resolution Authorizing the Financing of Transit Vehicle Through Equipment Lease-Purchase Agreements; and Related Matters. Emily Diaz, UTA Financial Services Administrator, explained the resolution, which authorizes the execution of vehicle lease-purchase agreements with an aggregate principal amount of not more than \$12,590,000 with interest at a rate not to exceed 2.5%.

Discussion ensued. A question on the lease timespans was posed by the board and answered by staff.

A motion to approve R2020-12-05 was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously with aye votes from Trustee Holbrook, Trustee Acerson, and Chair Christensen.

Contracts, Disbursement, and Grants.

Contract: Software Maintenance Agreement (Oracle JD Edwards/Mythics). Dan Harmuth, UTA IT Director, was joined by Dave Snyder, UTA Enterprise Applications Manager. Mr. Harmuth requested the board approve a five-year software maintenance agreement with Oracle JD Edwards/Mythics in the amount of \$1,030,862.78.

Discussion ensued. A question on the specific products included in the agreement was posed by the board and answered by staff.

A motion to approve contract was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously.

Contract: Merchant Services (Chase Paymentech). Todd Mills, UTA Sr. Supply Chain Manager, requested ratification of a contract with Chase Paymentech in the total amount of \$329,500.

Discussion ensued. Questions on the basis of current and future contract pricing were posed by the board and answered by staff.

A motion to ratify the contract was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

Change Order: Snow Removal Services Extension (Roth Landscaping). Eddy Cumins, UTA Chief Operating Officer, was joined by Kevin Anderson, UTA Facilities Maintenance

Manager. Mr. Cumins asked the board to approve a change order to exercise the first one-year option on the contract with Roth Landscaping for snow removal services. The change order total is \$150,687, which brings the total contract value to \$602,747.

A motion to approve change order was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously.

Change Order: TDX 3.0 Upgrade – Light Rail and Commuter Rail (Modern Communication Systems). Mr. Cumins was joined by Dave Hancock, UTA Director of Asset Management, and Jared Scarbrough, UTA Manager – Systems Engineering. Mr. Hancock requested approval of a \$3,408,261 change order to the contract with Modern Communication Systems (MCS) for an upgrade to the TDX train dispatching software for both light rail and commuter rail systems. The change order brings the contract total to \$4,621,707.

Discussion ensued. It was noted that Modern Communications Systems recently changed its name to Modern Railway Systems. The contract will be adjusted to reflect this change.

A motion to approve change order with the name change adjustment was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

Pre-Procurement. Mr. Mills was joined by Mr. Hancock. Mr. Mills said the agency intends to procure the following:

- i. On-Call Infrastructure Maintenance

Discussion ensued. Questions on the type of infrastructure addressed by the procurement and traffic signal integration were posed by the board and answered by staff.

Grant Application: Public Transportation COVID Research Demonstration Grant Program – E-Vouchers (Federal Transit Administration). Ms. DeLoretto was joined by Ryan Taylor, UTA Coordinated Mobility Manager. Ms. DeLoretto informed the board that the agency submitted a grant application to support a second phase of the electronic voucher (e-voucher) system program. Phase 2 of the e-voucher program will include enhanced functionality for agencies, clients, and drivers including functionality for commercial transportation options such as transportation network companies

(TNCs) and electronic public transit fare purchases. The grant request was for \$508,200 with an in-kind match of \$30,000, bringing the total project cost to \$538,200.

Discussion ensued. Questions on the connection to previous work with Cambridge Analytics, integration with transportation network companies for persons with disabilities, and integration with UTA's microtransit were posed by the board and answered by staff.

Service and Fare Approvals.

Fare Agreement: Ski Bus Agreement (SMHG Management/Powder Mountain). Ms. Morton asked the board to approve a one-year ski bus agreement with SMHG Management/Powder Mountain. The contract has an estimated value of \$57,500.

A motion to approve the fare agreement was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

Fare Agreement: Ski Bus Agreement (Snowbasin). Ms. Morton asked the board to approve a one-year ski bus agreement with Snowbasin. The contract has an estimated value of \$46,300.

A motion to approve the fare agreement was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously.

Fare Agreement: Ski Bus Agreement (Sundance). Ms. Morton asked the board to approve a one-year ski bus agreement with Sundance. The contract has an estimated value of \$7,300.

A motion to approve the fare agreement was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

Fare Agreement: Ski Bus Agreement (Davis County). Ms. Morton asked the board to approve a one-year ski bus agreement with Davis County. The contract has an estimated value of \$82,025.

A motion to approve the fare agreement was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously.

Fare Agreement: Ski Bus Agreement (Morgan County). Ms. Morton asked the board to approve a one-year ski bus agreement with Morgan County. The contract has an estimated value of \$6,881.

Discussion ensued. A question on the cost to Morgan County was posed by the board and answered by staff.

A motion to approve the fare agreement was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

Fare Agreement: Ski City Super Pass Agreement (Visit Salt Lake). Ms. Morton asked the board to approve a ski pass agreement with Visit Salt Lake. The contract has an estimated value between \$15,000 and \$17,000.

A motion to approve the fare agreement was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously.

Chair Christensen called for a break at 10:26 a.m.

The meeting resumed at 10:36 a.m.

Discussion Items.

UTA Fall 2020 COVID-19 Rider Survey Report. Nichol Bourdeaux, UTA Chief Planning & Engagement Officer, was joined by Ms. Waters. Ms. Waters delivered a presentation on the results of the fall 2020 COVID-19 rider survey report. The report provided information by demographic segment, including zip code, income, age, race/ethnicity, fare method, and alternative transportation access. Ms. Waters reviewed data on current riders, riding frequency, modes used, public awareness of UTA's pandemic safety measures, reasons why people do not use transit, UTA usage during COVID, general rider outlook, factors influencing intent to ride, rider outlook by mode, and discussion group results.

Discussion ensued. Questions on rider ethnicity representation and inclusion of bus rapid transit in statistics related to bus were posed by the board and answered by staff. Chair Christensen suggested cooperating with the Wasatch Front Regional Council (WFRC) on demand management.

Low-Income Fare Pilot Program – Part 2. Ms. Morton reviewed current UTA low-income programs and discussed opportunities for improving the reduced fare program and incorporating the Horizon program into the low-income program. She then addressed specific gaps in the current low-income program and key considerations for the second phase of the low-income fare pilot.

Discussion ensued. Questions on the timeline for phase 2 implementation, program administration, communication strategies, and information sharing with social service agencies were posed by the board and answered by staff. Trustee Acerson expressed concern regarding the administrative burden of the program. Chair Christensen suggested connecting with the school districts to explore the possibility of targeting communications to families utilizing the free lunch program.

A motion to approve the low-income fare pilot program was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

Fare Capping Pilot Program. Ms. Morton reviewed the current FAREPAY program and explained fare capping benefits. She then highlighted key elements of the pilot and next steps.

Discussion ensued during which the trustees expressed support for the pilot.

A motion to approve the low-income fare pilot program was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously.

Other Business.

Next Meeting. The next meeting of the board will take place on December 9, 2020 at 9:00 a.m.

Adjournment. The meeting was adjourned at 11:33 a.m. by motion.

Transcribed by Cathie Griffiths
Executive Assistant to the Board Chair
Utah Transit Authority
cgriffiths@rideuta.com
801.237.1945

This document is not intended to serve as a full transcript as additional discussion may have taken place; please refer to the meeting materials, audio, or video located at <https://www.utah.gov/pmn/sitemap/notice/642871.html> for entire content.

This document along with the digital recording constitute the official minutes of this meeting.

Approved Date:

Carlton J. Christensen
Chair, Board of Trustees

UNAPPROVED

Appendix A

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UTAH TRANSIT AUTHORITY ELECTRONIC BOARD MEETING DETERMINATION

Consistent with provisions of the Utah Open and Public Meetings Act, specifically UTAH CODE § 52-4-207(4), and acting in my capacity as the Chair of the Board of Trustees ("Board") of the Utah Transit Authority ("UTA"), I hereby make the following written determinations in support of my decision to hold and convene electronic meetings of the UTA Board without a physical anchor location:

1. Conducting Board and Board Committee meetings with an anchor location that is physically accessible for members of the public to attend in person presents a substantial risk to the health and safety of those who may be present at the anchor location.
2. This determination is based upon the following facts, among others:
 - a. The COVID-19 pandemic is ongoing and significant and continued community, person-to-person virus transmission continues to occur in the state of Utah; and
 - b. Federal, state, and local health authorities have adopted guidelines for the general public and businesses which encourage institutions and individuals to take precautions, including limiting in-person interactions and recommending increased virtual interactions.

This written determination takes effect on November 11, 2020, and is effective until midnight on December 11, 2020, (no more than 30 days after the effective date of this Declaration) and may be re-issued by future written determinations of the Chair of the Board at that or any other appropriate time.

Dated this 6th day of November, 2020.

DocuSigned by:

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Carlton Christensen, Chair of the Board of Trustees



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Carolyn Gonot, Executive Director
PRESENTER(S): Carolyn Gonot, Executive Director

BOARD MEETING DATE: December 9, 2020

SUBJECT:	Agency Report
AGENDA ITEM TYPE:	Report
RECOMMENDATION:	Informational report for discussion
DISCUSSION:	Carolyn Gonot, UTA Executive Director will report on recent activities of the agency and other items of interest.



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Bill Greene, Chief Financial Officer
PRESENTER(S): Brad Armstrong, Senior Manager Budget & Financial Analysis

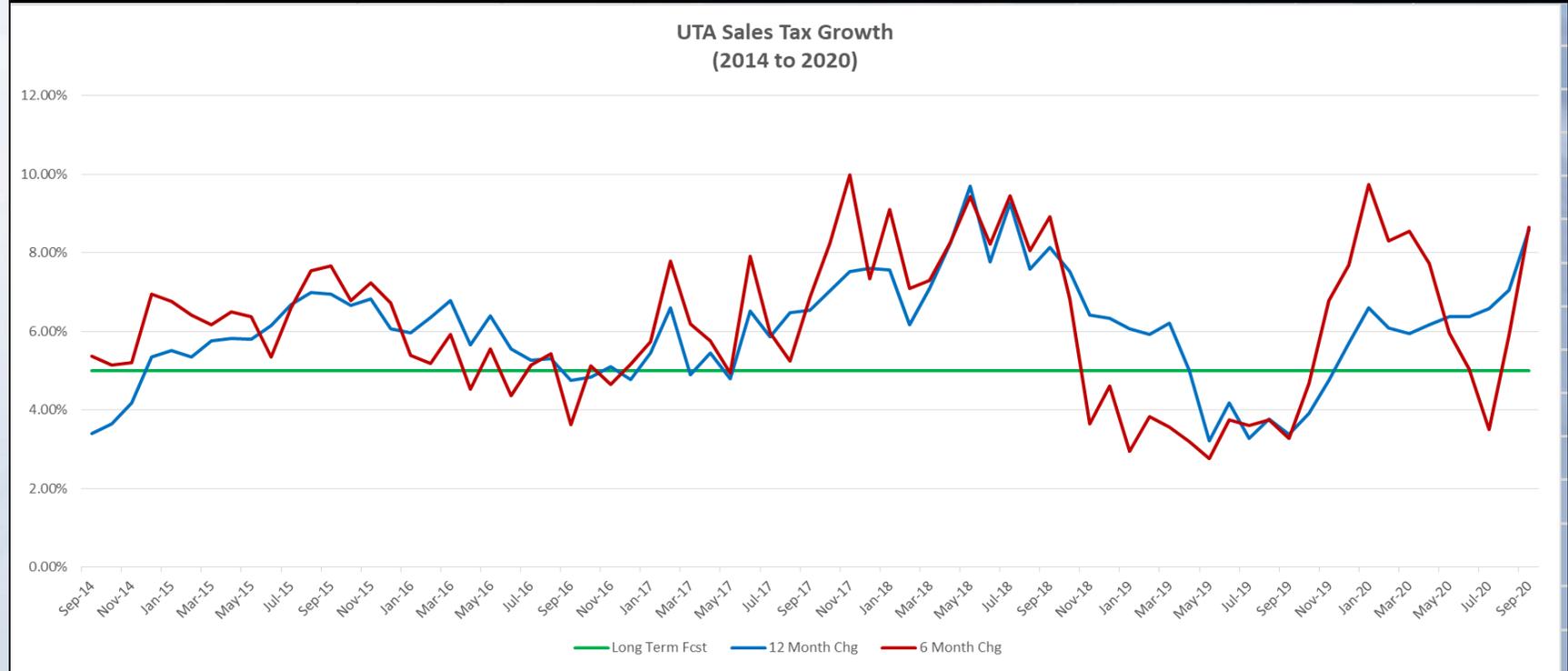
BOARD MEETING DATE: December 9, 2020

SUBJECT:	Financial Report – October 2020
AGENDA ITEM TYPE:	Report
RECOMMENDATION:	Informational report for discussion
BACKGROUND:	The Board of Trustees Policy No. 2.1, Financial Management, directs the Chief Financial Officer to present monthly financial statements stating the Authority’s financial position, revenues, and expense to the Board of Trustees as soon as practical with monthly and year-to-date budget versus actual report to be included in the monthly financial report. The October 2020 Monthly Financial Statements have been prepared in accordance with the Financial Management Policy and are being presented to the Board. Also provided, is the monthly Board Dashboard which summarizes key information from the October Monthly Financial Statements.
DISCUSSION:	At the December 9 meeting, the Senior Manager Budget and Financial Analysis, will review the Board Dashboard key items, passenger revenues, sales tax collections CARES Act funding, and operating expense variances and receive questions from the Board of Trustees.
ATTACHMENTS:	<ul style="list-style-type: none">• October 2020 Board Dashboard• October 2020 Monthly Financial Statements

UTA Board Dashboard

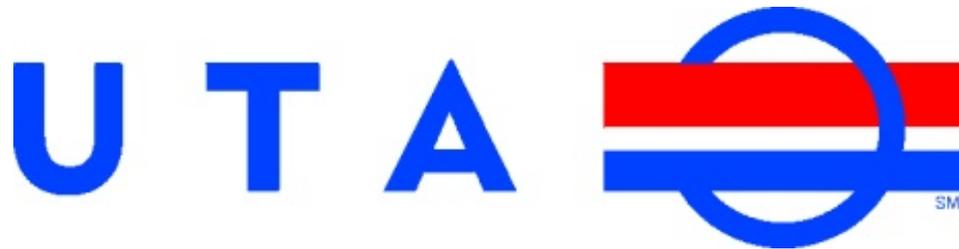
October 2020

Financial Metrics	Oct Actual	Oct Budget	Fav/ (Unfav)		YTD Actual	YTD Budget	Fav/ (Unfav)	
				%				%
Sales Tax (Sept '20 mm \$)	\$ 36.0	\$ 31.1	\$ 4.89	15.7%	\$ 263.2	\$ 256.3	\$ 6.89	2.7%
Fare Revenue (mm)	\$ 2.7	\$ 4.9	\$ (2.23)	-45.1%	\$ 28.6	\$ 45.7	\$ (17.13)	-37.5%
Operating Exp (mm)	\$ 22.3	\$ 25.8	\$ 3.56	13.8%	\$ 233.3	\$ 259.3	\$ 25.98	10.0%
Subsidy Per Rider (SPR)	\$ 11.15	\$ 5.88	\$ (5.27)	-89.6%	\$ 9.99	\$ 5.88	\$ (4.11)	-69.9%
UTA Diesel Price (\$/gal)	\$ 1.45	\$ 2.50	\$ 1.05	41.9%	\$ 1.45	\$ 2.50	\$ 1.05	42.1%
Operating Metrics	Oct Actual	Oct-19	F/ (UF)		YTD Actual	YTD 2019	F/ (UF)	
Ridership (mm)	1.76	4.26	(2.5)	-58.8%	20.49	37.11	(16.6)	-44.8%
Alternative Fuels	CNG Price (Diesel Gal Equiv)		\$ 1.69					



Utah Transit Authority
Financial Statement
(Unaudited)

October 31, 2020



KEY ITEM REPORT
(UNAUDITED)
As of October 31, 2020

EXHIBIT 1-1

	2020 YTD ACTUAL	2020 YTD BUDGET	VARIANCE FAVORABLE (UNFAVORABLE)	% FAVORABLE (UNFAVORABLE)
1 Sales Tax	\$ 289,280,077	\$ 285,099,299	\$ 4,180,778	1%
2 Passenger Revenue	28,589,521	45,721,431	(17,131,910)	-37%
3 Other Revenue	143,426,702	74,014,455	69,412,247	94%
4 Total Revenue	461,296,300	404,835,185	56,461,115	14%
5 Net Operating Expenses	(233,309,918)	(259,290,709)	25,980,791	10%
Net Operating Income (Loss)	227,986,382	145,544,476	82,441,906	57%
6 Debt Service	118,203,757	115,447,577	(2,756,180)	-2%
7 Other Non-Operating Expenses	4,131,287	5,397,640	1,266,353	23%
8 Sale of Assets	(1,467,927)	-	1,467,927	
9 Contribution to Capital Reserves	\$ 107,119,265	\$ 24,699,259	\$ 82,420,006	334%
10 Amortization	(1,098,999)			
11 Depreciation	124,062,946			
12 Total Non-cash Items	\$ 122,963,947			

GOALS

RIDERSHIP

2019 Actual	October 2020	October 2019	Difference	2020 YTD	2019 YTD	Difference
13 44,239,223	1,756,316	4,260,050	-2,503,734	20,485,571	37,112,324	-16,626,753

OPERATING SUBSIDY PER RIDER -

	SPR
14 Net Operating Expense	\$ 233,309,918
15 Less: Passenger Revenue	- (28,589,521)
16 Subtotal	204,720,397
17 Divided by: Ridership	÷ 20,485,571
18 Subsidy per Rider	<u>\$ 9.99</u>

SUMMARY FINANCIAL DATA
(UNAUDITED)

EXHIBIT 1-2

As of October 31, 2020

BALANCE SHEET

	<u>10/31/2020</u>	<u>10/31/2019</u>
CURRENT ASSETS		
1 Cash	\$ 8,636,481	\$ 15,592,822
2 Investments (Unrestricted)	154,236,021	61,046,052
3 Investments (Restricted)	185,068,327	140,102,436
4 Receivables	74,654,562	66,792,076
5 Receivables - Federal Grants	37,711,373	52,856,152
6 Inventories	36,592,792	36,405,737
7 Prepaid Expenses	4,618,189	3,365,055
8 TOTAL CURRENT ASSETS	<u>\$ 501,517,745</u>	<u>\$ 376,160,330</u>
9 Property, Plant & Equipment (Net)	2,872,493,966	3,010,137,360
10 Other Assets	150,215,470	144,417,633
11 TOTAL ASSETS	<u>\$ 3,524,227,181</u>	<u>\$ 3,530,715,323</u>
12 Current Liabilities	51,061,630	48,783,160
13 Other Liabilities	49,861,133	44,254,813
14 Net Pension Liability	103,864,839	131,548,114
15 Outstanding Debt	2,444,985,429	2,400,673,926
16 Equity	874,454,150	905,455,310
17 TOTAL LIABILITIES & EQUITY	<u>\$ 3,524,227,181</u>	<u>\$ 3,530,715,323</u>

RESTRICTED AND DESIGNATED CASH AND CASH EQUIVALENTS RECONCILIATION

RESTRICTED RESERVES		
18 Debt Service Reserves	3,835,398	38,921,521
19 2010/2015 Bond DSR Proceeds	18,656,989	
20 2018 Bond Proceeds	20,302,340	30,743,532
21 2019 Bond Proceeds	69,548,109	
22 Debt Service Interest Payable	46,731,913	41,438,989
23 Risk Contingency Fund	8,010,978	7,901,136
24 Box Elder County ROW (sales tax)	7,053,633	7,492,661
25 Joint Insurance Trust	7,975,894	6,386,273
26 Davis County Escrow	1,150,203	1,224,365
27 SL County Escrow	207,952	400,229
28 Amounts held in escrow	1,594,918	5,593,730
29 TOTAL RESTRICTED RESERVES	<u>\$ 185,068,327</u>	<u>\$ 140,102,436</u>
DESIGNATED GENERAL AND CAPITAL RESERVES		
30 General Reserves	\$ 57,600,000	\$ -
31 Service Sustainability Reserves	9,600,000	9,166,000
32 Capital Reserve	37,500,000	2,798,864
33 Debt Reduction Reserve	30,000,000	64,674,010
34 TOTAL DESIGNATED GENERAL AND CAPITAL RESERVES	<u>\$ 134,700,000</u>	<u>\$ 76,638,874</u>
35 TOTAL RESTRICTED AND DESIGNATED CASH AND EQUIVALENTS	<u>\$ 319,768,327</u>	<u>\$ 216,741,310</u>

SUMMARY FINANCIAL DATA
(UNAUDITED)

EXHIBIT 1-3

As of October 31, 2020

REVENUE & EXPENSES

	ACTUAL Oct-20	ACTUAL Oct-19	YTD 2020	YTD 2019
REVENUE				
1 Passenger Revenue	\$ 2,715,017	\$ 4,757,265	\$ 28,589,521	\$ 44,482,167
2 Advertising Revenue	180,000	208,333	2,055,000	2,045,833
3 Investment Revenue	268,267	384,974	3,057,137	5,562,861
4 Sales Tax	24,338,453	24,807,567	289,280,077	254,227,781
5 Other Revenue	1,108,735	606,242	8,911,237	11,602,968
6 Fed Operations/Preventative Maint.	17,281,791	5,113,719	129,403,328	53,241,011
7 TOTAL REVENUE	\$ 45,892,263	\$ 35,878,100	\$ 461,296,300	\$ 371,162,621
OPERATING EXPENSE				
8 Bus Service	\$ 8,055,192	\$ 9,143,101	\$ 84,922,315	\$ 85,843,114
9 Commuter Rail	1,771,129	2,163,804	17,673,381	20,097,395
10 Light Rail	2,669,310	2,378,884	29,002,728	30,509,861
11 Maintenance of Way	1,676,059	1,854,190	14,922,475	15,188,452
12 Paratransit Service	1,432,537	1,892,834	18,211,877	18,630,779
13 RideShare/Van Pool Services	281,916	291,428	2,657,497	2,644,415
14 Operations Support	3,470,539	4,003,310	39,346,275	39,222,368
15 Administration	2,932,970	2,904,777	26,573,370	23,295,409
16 TOTAL OPERATING EXPENSE	\$ 22,289,652	\$ 24,632,328	\$ 233,309,918	\$ 235,431,793
17 NET OPERATING INCOME (LOSS)	\$ 23,602,611	\$ 11,245,772	\$ 227,986,382	\$ 135,730,828
NON-OPERATING EXPENSE (REVENUE)				
18 Planning & Development	\$ 627,101	\$ 343,093	\$ 4,131,287	\$ 3,886,961
19 Bond Principal	623,334	1,576,667	29,953,333	16,274,909
20 Bond Interest	7,464,390	7,892,473	78,132,067	79,317,348
21 Bond Interest UTCT	166,223	166,223	1,659,658	-
22 Bond Cost of Issuance/Fees	14,500	6,000	1,118,350	78,325
23 Lease Cost	660,640	756,059	7,340,349	6,738,458
24 Sale of Assets	(3,148,628)	-	(1,467,927)	(379,540)
25 TOTAL NON-OPERATING EXPENSE	\$ 6,407,560	\$ 11,558,088	\$ 120,867,117	\$ 105,916,461
26 CONTRIBUTION TO CAPITAL RESERVES	\$ 17,195,051	\$ (312,316)	\$ 107,119,265	\$ 29,814,367
OTHER EXPENSES (NON-CASH)				
27 Bond Premium/Discount Amortization	(316,206)	(1,285,887)	(5,153,888)	(12,858,870)
28 Bond Refunding Cost Amortization	274,240	682,154	3,379,127	6,821,536
29 Future Revenue Cost Amortization	67,576	67,576	675,762	675,762
30 Depreciation	25,877,052	12,022,608	124,062,946	120,267,592
31 NET OTHER EXPENSES (NON-CASH)	\$ 25,902,662	\$ 11,486,451	\$ 122,963,947	\$ 114,906,020

CURRENT MONTH

	ACTUAL	BUDGET	VARIANCE	%
	Oct-20	Oct-20	FAVORABLE (UNFAVORABLE)	FAVORABLE (UNFAVORABLE)
REVENUE				
1 Passenger Revenue	\$ 2,715,017	\$ 4,941,338	\$ (2,226,321)	-45%
2 Advertising Revenue	180,000	213,420	(33,420)	-16%
3 Investment Revenue	268,267	774,810	(506,543)	-65%
4 Sales Tax	24,338,453	26,384,355	(2,045,902)	-8%
5 Other Revenue	1,108,735	740,437	368,298	50%
6 Fed Operations/Preventative Maint.	17,281,791	5,466,059	11,815,732	216%
7 TOTAL REVENUE	\$ 45,892,263	\$ 38,520,418	\$ 7,371,845	19%
OPERATING EXPENSE				
8 Bus Service	\$ 8,055,192	\$ 9,148,887	\$ 1,093,695	12%
9 Commuter Rail	1,771,129	2,197,186	426,057	19%
10 Light Rail	2,669,310	3,171,015	501,705	16%
11 Maintenance of Way	1,676,059	1,604,512	(71,547)	-4%
12 Paratransit Service	1,432,537	2,105,093	672,556	32%
13 RideShare/Van Pool Services	281,916	274,840	(7,076)	-3%
14 Operations Support	3,470,539	4,190,088	719,549	17%
15 Administration	2,932,970	3,153,260	220,290	7%
16 TOTAL OPERATING EXPENSE	\$ 22,289,652	\$ 25,844,882	\$ 3,555,230	14%
17 NET OPERATING INCOME (LOSS)	\$ 23,602,611	\$ 12,675,536	\$ 10,927,075	86%
NON-OPERATING EXPENSE (REVENUE)				
18 Planning & Development	\$ 627,101	\$ 550,822	\$ (76,279)	-14%
19 Bond Principal	2,073,334	36,667	(2,036,667)	-5555%
20 Bond Interest	7,464,390	7,647,695	183,305	2%
21 Bond Interest UTCT	1,127,656	1,616,776	489,120	30%
22 Bond Cost of Issuance/Fees	14,500	6,000	(8,500)	-142%
23 Lease Cost	660,640	790,300	129,660	16%
24 Sale of Assets	(3,148,628)	-	3,148,628	
25 TOTAL NON-OPERATING EXPENSE	\$ 8,818,993	\$ 10,648,260	\$ 1,829,267	17%
26 CONTRIBUTION TO CAPITAL RESERVES	\$ 14,783,618	\$ 2,027,276	\$ 12,756,342	-629%
OTHER EXPENSES (NON-CASH)				
27 Bond Premium/Discount Amortization	(316,206)			
28 Bond Refunding Cost Amortization	274,240			
29 Future Revenue Cost Amortization	67,576			
30 Depreciation	25,877,052			
31 NET OTHER EXPENSES (NON-CASH)	\$ 25,902,662			

BUDGET TO ACTUAL REPORT
(UNAUDITED)

EXHIBIT 1-5

As of October 31, 2020

YEAR TO DATE

	ACTUAL Oct-20	BUDGET Oct-20	VARIANCE FAVORABLE (UNFAVORABLE)	% FAVORABLE (UNFAVORABLE)
REVENUE				
1 Passenger Revenue	\$ 28,589,521	\$ 45,721,431	\$ (17,131,910)	-37%
2 Advertising Revenue	2,055,000	2,095,806	(40,806)	-2%
3 Investment Revenue	3,057,137	6,027,035	(2,969,898)	-49%
4 Sales Tax	289,280,077	285,099,299	4,180,778	1%
5 Other Revenue	8,911,237	9,892,349	(981,112)	-10%
6 Fed Operations/Preventative Maint.	129,403,328	55,999,265	73,404,063	131%
7 TOTAL REVENUE	\$ 461,296,300	\$ 404,835,185	\$ 56,461,115	14%
OPERATING EXPENSE				
8 Bus Service	\$ 84,922,315	\$ 90,884,455	\$ 5,962,140	7%
9 Commuter Rail	17,673,381	21,745,669	4,072,288	19%
10 Light Rail	29,002,728	31,749,265	2,746,537	9%
11 Maintenance of Way	14,922,475	15,648,768	726,293	5%
12 Paratransit Service	18,211,877	20,740,647	2,528,770	12%
13 RideShare/Van Pool Services	2,657,497	2,748,408	90,911	3%
14 Operations Support	39,346,275	41,953,791	2,607,516	6%
15 Administration	26,573,370	33,819,706	7,246,336	21%
16 TOTAL OPERATING EXPENSE	\$ 233,309,918	\$ 259,290,709	\$ 25,980,791	10%
17 NET OPERATING INCOME (LOSS)	\$ 227,986,382	\$ 145,544,476	\$ 82,441,906	57%
NON-OPERATING EXPENSE (REVENUE)				
18 Planning & Development	\$ 4,131,287	\$ 5,397,640	\$ 1,266,353	23%
19 Bond Principal	29,953,333	25,846,667	(4,106,666)	-16%
20 Bond Interest	78,132,067	78,530,163	398,096	1%
21 Bond Interest UTCT	1,659,658	3,114,950	1,455,292	47%
22 Bond Cost of Issuance/Fees	1,118,350	52,800	(1,065,550)	-2018%
23 Lease Cost	7,340,349	7,902,998	562,649	7%
24 Sale of Assets	(1,467,927)	-	1,467,927	
25 TOTAL NON-OPERATING EXPENSE	\$ 120,867,117	\$ 120,845,216	\$ (21,901)	0%
26 CONTRIBUTION TO CAPITAL RESERVES	\$ 107,119,265	\$ 24,699,259	\$ 82,420,006	
OTHER EXPENSES (NON-CASH)				
27 Bond Premium/Discount Amortization	(5,153,888)			
28 Bond Refunding Cost Amortization	3,379,127			
29 Future Revenue Cost Amortization	675,762			
30 Depreciation	124,062,946			
31 NET OTHER EXPENSES (NON-CASH)	\$ 122,963,947			

BUDGET TO ACTUAL REPORT
(UNAUDITED)

EXHIBIT 1-5A

As of October 31, 2020

YEAR TO DATE

	ACTUAL	BUDGET	VARIANCE	%
	Oct-20	Oct-20	FAVORABLE (UNFAVORABLE)	FAVORABLE (UNFAVORABLE)
OPERATING EXPENSE				
1 Board of Trustees	\$ 2,089,339	\$ 2,365,284	\$ 275,945	12%
2 Chief Communications and Marketing Officer	7,214,295	8,877,094	1,662,799	19%
3 Chief Finance Officer	9,818,052	11,083,277	1,265,225	11%
4 Chief Operating Officer	191,138,608	208,336,749	17,198,141	8%
5 Chief People Officer	5,353,231	6,729,016	1,375,785	20%
6 Chief Service Development Officer	5,039,381	6,288,060	1,248,679	20%
7 Executive Director	16,788,299	21,008,869	4,220,570	20%
8 TOTAL OPERATING EXPENSE	\$ 237,441,205	\$ 264,688,349	\$ 27,247,144	10%
9 Total Operating Expense (Exhibit 1-5, line 16)	233,309,918	259,290,709		
10 Planning & Development (Exhibit 1-5, line 18)	4,131,287	5,397,640		
11 TOTAL EXHIBIT 1-5	237,441,205	264,688,349		

CAPITAL PROJECTS
(UNAUDITED)
As of October 31, 2020

EXHIBIT 1-6

	2020 ACTUAL	ANNUAL BUDGET	PERCENT
EXPENSES			
1 REVENUE AND NON-REVENUE VEHICLES	\$ 8,736,737	\$ 34,827,260	25.1%
2 INFORMATION TECHNOLOGY	2,345,367	10,410,812	22.5%
3 FACILITIES, MAINTENANCE & ADMIN. EQUIP.	1,615,451	3,617,041	44.7%
4 CAPITAL PROJECTS	13,790,007	86,526,635	15.9%
5 AIRPORT STATION RELOCATION	6,321,243	11,000,000	57.5%
6 STATE OF GOOD REPAIR	17,880,201	26,112,394	68.5%
7 DEPOT DISTRICT	7,636,301	25,000,000	30.5%
8 OGDEN/WEBER STATE BRT	5,308,425	15,250,000	34.8%
9 TIGER	4,568,512	11,116,270	41.1%
10 TOTAL	<u>\$ 68,202,244</u>	<u>\$ 223,860,412</u>	30.5%
REVENUES			
11 GRANT	\$ 13,507,960	\$ 65,041,579	20.8%
12 STATE CONTRIBUTION	1,728,425	9,050,000	19.1%
13 LEASES (PAID TO DATE)	3,822,052	32,890,628	11.6%
14 BONDS	11,128,339	32,859,530	33.9%
15 LOCAL PARTNERS	1,753,835	21,136,839	8.3%
16 UTA FUNDING	36,261,633	62,881,836	57.7%
17 TOTAL	<u>\$ 68,202,244</u>	<u>\$ 223,860,412</u>	30.5%

FAREBOX RECOVERY & SPR
(UNAUDITED)
As of October 31, 2020

EXHIBIT 1-7

BY SERVICE

	CURRENT MONTH		YEAR TO DATE	
	Oct-20	Oct-19	2020	2019
UTA				
Fully Allocated Costs	22,289,653	24,632,328	233,309,918	235,431,793
Passenger Farebox Revenue	2,715,017	4,757,266	28,589,522	44,482,395
Passengers	1,756,316	4,260,050	20,485,571	37,112,324
Farebox Recovery Ratio	12.2%	19.3%	12.3%	18.9%
Actual Subsidy per Rider	\$11.15	\$4.67	\$9.99	\$5.15
BUS SERVICE				
Fully Allocated Costs	10,847,593	12,162,843	113,696,829	114,825,062
Passenger Farebox Revenue	1,252,713	1,762,883	12,965,028	16,834,076
Passengers	949,518	1,959,915	10,495,063	17,101,871
Farebox Recovery Ratio	11.5%	14.5%	11.4%	14.7%
Actual Subsidy per Rider	\$10.11	\$5.31	\$9.60	\$5.73
LIGHT RAIL SERVICE				
Fully Allocated Costs	6,210,954	6,230,409	63,679,253	64,222,538
Passenger Farebox Revenue	661,938	1,349,299	7,383,762	12,144,685
Passengers	592,701	1,640,133	7,199,359	14,068,614
Farebox Recovery Ratio	10.7%	21.7%	11.6%	18.9%
Actual Subsidy per Rider	\$9.36	\$2.98	\$7.82	\$3.70
COMMUTER RAIL SERVICE				
Fully Allocated Costs	3,143,634	3,653,157	31,227,461	31,561,660
Passenger Farebox Revenue	379,721	1,015,152	4,723,852	8,828,412
Passengers	136,165	503,782	1,812,304	4,355,597
Farebox Recovery Ratio	12.1%	27.8%	15.1%	28.0%
Actual Subsidy per Rider	\$20.30	\$5.24	\$14.62	\$5.22
PARATRANSIT				
Fully Allocated Costs	1,623,163	2,084,433	20,037,148	20,360,702
Passenger Farebox Revenue	187,579	315,221	672,375	3,418,146
Passengers	33,427	78,274	357,458	679,572
Farebox Recovery Ratio	11.6%	15.1%	3.4%	16.8%
Actual Subsidy per Rider	\$42.95	\$22.60	\$54.17	\$24.93
RIDESHARE				
Fully Allocated Costs	464,309	501,487	4,669,228	4,461,831
Passenger Farebox Revenue	233,067	314,711	2,844,504	3,257,076
Passengers	44,505	77,946	621,387	906,671
Farebox Recovery Ratio	50.2%	62.8%	60.9%	73.0%
Actual Subsidy per Rider	\$5.20	\$2.40	\$2.94	\$1.33

BY TYPE

	CURRENT MONTH		YEAR TO DATE	
	Oct-20	Oct-19	2020	2019
FULLY ALLOCATED COSTS				
Bus Service	\$10,847,593	\$12,162,843	\$113,696,829	\$114,825,062
Light Rail Service	\$6,210,954	\$6,230,409	\$63,679,253	\$64,222,538
Commuter Rail Service	\$3,143,634	\$3,653,157	\$31,227,461	\$31,561,660
Paratransit	\$1,623,163	\$2,084,433	\$20,037,148	\$20,360,702
Rideshare	\$464,309	\$501,487	\$4,669,228	\$4,461,831
UTA	\$22,289,653	\$24,632,328	\$233,309,918	\$235,431,793
PASSENGER FAREBOX REVENUE				
Bus Service	\$1,252,713	\$1,762,883	\$12,965,028	\$16,834,076
Light Rail Service	\$661,938	\$1,349,299	\$7,383,762	\$12,144,685
Commuter Rail Service	\$379,721	\$1,015,152	\$4,723,852	\$8,828,412
Paratransit	\$187,579	\$315,221	\$672,375	\$3,418,146
Rideshare	\$233,067	\$314,711	\$2,844,504	\$3,257,076
UTA	\$2,715,017	\$4,757,266	\$28,589,522	\$44,482,395
PASSENGERS				
Bus Service	949,518	1,959,915	10,495,063	17,101,871
Light Rail Service	592,701	1,640,133	7,199,359	14,068,614
Commuter Rail Service	136,165	503,782	1,812,304	4,355,597
Paratransit	33,427	78,274	357,458	679,572
Rideshare	44,505	77,946	621,387	906,671
UTA	1,756,316	4,260,050	20,485,571	37,112,324
FAREBOX RECOVERY RATIO				
Bus Service	11.5%	14.5%	11.4%	14.7%
Light Rail Service	10.7%	21.7%	11.6%	18.9%
Commuter Rail Service	12.1%	27.8%	15.1%	28.0%
Paratransit	11.6%	15.1%	3.4%	16.8%
Rideshare	50.2%	62.8%	60.9%	73.0%
UTA	12.2%	19.3%	12.3%	18.9%
ACTUAL SUBSIDY PER RIDER				
Bus Service	\$10.11	\$5.31	\$9.60	\$5.73
Light Rail Service	\$9.36	\$2.98	\$7.82	\$3.70
Commuter Rail Service	\$20.30	\$5.24	\$14.62	\$5.22
Paratransit	\$42.95	\$22.60	\$54.17	\$24.93
Rideshare	\$5.20	\$2.40	\$2.94	\$1.33
UTA	\$11.15	\$4.67	\$9.99	\$5.15

SUMMARY OF ACCOUNTS RECEIVABLE
(UNAUDITED)

EXHIBIT 1-9

As of October 31, 2020

Classification	Total	Current	31-60 Days	61-90 Days	90-120 Days	Over 120 Days
1 Federal Government ¹	\$ 37,711,373	\$ 37,711,373	\$ -	\$ -	\$ -	\$ -
2 Local Contributions ²	62,028,473	62,028,473	-	-	-	-
3 Warranty Recovery	941,609	941,609	-	-	-	-
4 Product Sales and Development	3,389,574	3,330,952	10,337	67,492	4,451	(23,658)
5 Pass Sales	81,285	158,116	(148,696)	3,885	(422)	68,402
6 Property Management	133,907	90,927	3,831	-	11,828	27,321
7 Vanpool/Rideshare	153,454	13,915	13,304	36,010	675	89,550
8 Capital Development Agreements	3,801,604	1,436,351	-	-	1,735,224	630,029
9 Mobility Management	100	-	-	-	-	100
10 Paratransit	11,250	11,250	-	-	-	-
11 Other ³	4,113,306	4,113,306	-	-	-	-
12 Total	\$112,365,935	\$109,836,272	\$ (121,224)	\$ 107,387	\$ 1,751,756	\$ 791,744

Percentage Due by Aging

13 Federal Government ¹	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
14 Local Contributions ²	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
15 Warranty Recovery	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
16 Product Sales and Development	98.3%	0.3%	2.0%	0.1%	-0.7%	
17 Pass Sales	194.5%	-182.9%	4.8%	-0.5%	84.2%	
18 Property Management	67.9%	2.9%	0.0%	8.8%	20.4%	
19 Vanpool/Rideshare	9.1%	8.7%	23.5%	0.4%	58.4%	
20 Capital Development Agreements	37.8%	0.0%	0.0%	45.6%	16.6%	
21 Mobility Management	0.0%	0.0%	0.0%	0.0%	100.0%	
22 Paratransit	100.0%	0.0%	0.0%	0.0%	0.0%	
23 Other	100.0%	0.0%	0.0%	0.0%	0.0%	
24 Total	97.7%	-0.1%	0.1%	1.6%	0.7%	

¹ Federal preventive maintenance funds, federal RideShare funds, and federal interest subsidies for Build America Bonds

² Estimated sales tax to be distributed upon collection by the Utah State Tax Commission

³ Build American Bond Tax Credits

SUMMARY OF APPROVED DISBURSEMENTS OVER \$200,000
 FROM OCTOBER 1, 2020 THROUGH OCTOBER 31, 2020
 (UNAUDITED)

EXHIBIT 1-10

<u>Contract # and Description</u>	<u>Contract Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Date</u>	<u>Check Total</u>	
R2020-04-02		ROCKY MOUNTAIN POWER	355617	10/7/2020	209,068.68	
18-2398TP	TIGER GRANT CONSTRUCTION CONTRACT	4/11/2018	GRANITE CONSTRUCTION COMPANY	355618	10/7/2020	609,354.30
18-2705TP	AIRPORT STATION RELOCATION	5/4/2018	KIEWIT INFRASTRUCTURE WEST CO.	355619	10/7/2020	622,021.08
R2020-04-02		SIEMENS MOBILITY, INC.	885037	10/7/2020	432,184.72	
UTAH STATE CONTRACT#AV2532		10/6/2016	TONY DIVINO TOYOTA	885038	10/7/2020	698,450.00
16-1680PP	40 FOOT DIESEL AND CNG BUSES	5/1/2016	GILLIG CORPORATION	885039	10/7/2020	4,502,434.31
R2020-04-02		ROCKY MOUNTAIN POWER	355914	10/21/2020	339,363.45	
18-2705TP	AIRPORT STATION RELOCATION	5/4/2018	KIEWIT INFRASTRUCTURE WEST CO.	355915	10/21/2020	2,216,890.33
15-13831BM	DIESEL AND UNLEADED FUEL	12/31/2025	KELLERSTRASS OIL	885151	10/21/2020	206,842.03
17-2455JH	LOCOMOTIVE REMANUFACTURER	8/22/2018	MOTIVE POWER, INC.	885208	10/28/2020	389,500.00
18-2741	DEPOT DISTRICT TECHNOLOGY CENTER	8/23/2018	BIG D CONSTRUCTION	885209	10/28/2020	1,379,329.91

MEMORANDUM TO THE BOARD



TO: Utah Transit Authority Board of Trustees
FROM: Jana Ostler, Board Manager
PRESENTER(S): Carlton Christensen, Chair Board of Trustees

BOARD MEETING DATE: December 9, 2020

SUBJECT:	R2020-12-06 Resolution Giving Notice and Setting Regular Meeting Dates for the Authority’s Board of Trustees and Audit Committee for Calendar Year 2021
AGENDA ITEM TYPE:	Resolution
RECOMMENDATION:	Approve Resolution R2020-12-06 Giving Notice and Setting Regular Meeting Dates for the UTA Board of Trustees and Audit Committee for Calendar Year 2021
BACKGROUND:	The Utah Open and Public Meetings Act as codified in Title 52, Chapter 4, Part 2 of the Utah Code provides that any public body which holds regular meetings that are scheduled in advance over the course of a year shall give public notice at least once each year of its annual meeting schedule and that such notice shall specify the date, time, and place of such meetings.
DISCUSSION:	The proposed 2021 meeting schedule is anticipated to meet the needs of the Board of Trustees and the agency. If additional meetings are deemed necessary, or if cancellations are needed, they will be properly noticed according to the Utah Open and Public Meetings Act.
ALTERNATIVES:	Amendments to the proposed meeting dates could be considered.
ATTACHMENTS:	1) R2020-12-06 2) 2021 Board of Trustees Meeting Calendar

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE UTAH TRANSIT
AUTHORITY GIVING NOTICE AND SETTING REGULAR MEETING DATES FOR
THE AUTHORITY'S BOARD OF TRUSTEES AND AUDIT COMMITTEE FOR
CALENDAR YEAR 2021**

R2020-12-06

December 9, 2020

WHEREAS, the Utah Transit Authority (the "Authority") is a large public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities- Local Districts Act and the Utah Public Transit District Act; and

WHEREAS, the Utah Open and Public Meetings Act as codified in Title 52, Chapter 4, Part 2 of the Utah Code provides that any public body which holds regular meetings that are scheduled in advance over the course of a year shall give public notice at least once each year of its annual meeting schedule and that such notice shall specify the date, time, and place of such meetings; and

WHEREAS, the Board of Trustees desires to afford stakeholders and the public greater participation and accessibility to the meetings of the Board of Trustees throughout the public transit district; and

WHEREAS, it is considered necessary and desirable by the Board of Trustees of the Authority to adopt a resolution providing for the holding and giving notice of regular meetings of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Utah Transit Authority that the Board of Trustees shall hold its regular meetings and Audit Committee meetings for 2021 as follows:

NOTICE OF ANNUAL MEETING SCHEDULE
BOARD OF TRUSTEES OF THE UTAH TRANSIT AUTHORITY

In accordance with the provisions of the Open and Public Meetings Act, public notice is hereby given that the Utah Transit Authority, a public transit district organized under the laws of the State of Utah, will hold its regular meetings and Audit Committee meetings at the location of 669 West 200 South, Salt Lake City, Utah 84101, or by remote participation in accordance with Utah Code § 52-4-207 on the following dates and times:

Regular Board of Trustees Meetings:

- Wednesday, January 13, 2021 9:00 a.m.
- Wednesday, January 27, 2021 9:00 a.m.
- Wednesday, February 10, 2021 9:00 a.m.
- Wednesday, February 24, 2021 9:00 a.m.
- Wednesday, March 10, 2021 9:00 a.m.
- Wednesday, March 24, 2021 9:00 a.m.
- Wednesday, April 7, 2021 9:00 a.m.
- Wednesday, April 14, 2021 9:00 a.m.
- Wednesday, April 28, 2021 9:00 a.m.
- Wednesday, May 12, 2021 9:00 a.m.
- Wednesday, May 26, 2021 9:00 a.m.
- Wednesday, June 9, 2021 9:00 a.m.
- Wednesday, June 23, 2021 9:00 a.m.
- Wednesday, June 30, 2021 9:00 a.m.
- Wednesday, July 14, 2021 9:00 a.m.
- Wednesday, July 28, 2021 9:00 a.m.
- Wednesday, August 4, 2021 9:00 a.m.
- Wednesday, August 11, 2021 9:00 a.m.
- Wednesday, August 25, 2021 9:00 a.m.
- Wednesday, September 8, 2021 9:00 a.m.
- Wednesday, September 22, 2021 9:00 a.m.
- Wednesday, October 6, 2021 9:00 a.m.
- Wednesday, October 13, 2021 9:00 a.m.
- Wednesday, October 27, 2021 9:00 a.m.
- Wednesday, November 3, 2021 9:00 a.m.
- Wednesday, November 10, 2021 9:00 a.m.
- Wednesday, December 1, 2021 9:00 a.m.
- Wednesday, December 8, 2021 9:00 a.m.
- Wednesday, December 15, 2021 9:00 a.m.

Regular Audit Committee Meetings:

- Monday, February 1, 2021 3:00 p.m.
- Monday, April 12, 2021 3:00 p.m.
- Monday, June 21, 2021 3:00 p.m.
- Monday, August 23, 2021 3:00 p.m.
- Monday, November 15, 2021 3:00 p.m.

The agenda of each meeting, together with the date, time and place of each meeting shall be posted in compliance with the requirements of the Utah Open and Public Meetings Act.

The Board of Trustees may invite brief comments or questions from the public before and/or during its regularly scheduled Board meetings. The Chair of the Board shall determine the format, duration, and timing of the public comment period. Persons desiring to address the Board at a regularly scheduled meeting will be given a limited amount of time to speak.

Approved and adopted this 9th day of December 2020.

Carlton Christensen, Chair
Board of Trustees

ATTEST:

Secretary of the Authority

(Corporate Seal)

Approved As To Form:

DocuSigned by:
David Wilkins
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Legal Counsel

UTA BOARD CALENDAR

2021

January						
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8/31-9/2 Budget Work Sessions

March						
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8/31-9/2 Budget Work Sessions

December						
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UTA Holidays
 Board of Trustees
 Audit Committee
 Local Advisory Council



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Mary DeLoretto, Chief Service Development Officer
PRESENTER(S): Paul Drake, Director of Real Estate & TOD

BOARD MEETING DATE: December 9, 2020

SUBJECT:	R2020-12-07 Resolution Authorizing the Purchase of Real Property for Box Elder County Right of Way with Dutch "A", LLC (Parcel 1070:T)
AGENDA ITEM TYPE:	Resolution
RECOMMENDATION:	Approve Resolution R2020-12-07 authorizing the Executive Director to execute the real estate contract and associated disbursements with Dutch "A" LLC ("Seller") to purchase Parcel 1070:T for the amount of \$2,489,000.
BACKGROUND:	In 2007, Box Elder County passed the second-quarter sales tax to support the development of the extension of commuter rail to Brigham City. UTA has received Box Elder County tax funds to purchase and preserve critical right of way.
DISCUSSION:	<p>Project Parcel 1070:T has been identified as necessary for corridor preservation as well as a prime location for a potential station. The subject property contains two parcels totaling approximately 37.5 acres of raw land located at roughly 550 West 750 North in Willard, Utah. The Ombudsman appraisal has valued the parcel at \$2,489,000, or \$66,411 per acre, which the sellers have agreed to accept as the purchase price.</p> <p>Purchasing the Subject Property meets Box Elder County objectives to preserve right of way for future transit expansion, avoiding future acquisition and potential relocation costs.</p>
ALTERNATIVES:	Deny approval. Waiting to purchase the property could result in increased future costs or loss of opportunity. Non-action could also strain relations with Box Elder County and Brigham City, who have appropriated funding and prioritized the corridor preservation.
FISCAL IMPACT:	The cost to acquire the property is \$2,489,000 plus standard title closing costs. This amount is within the approved 2020 Capital Budget for the Box Elder Right-of-Way project to acquire future transportation right-of-way. Purchasing the property now will save the agency acquisition costs in the future.
ATTACHMENTS:	<ol style="list-style-type: none">1) Resolution R2020-12-07, including Exhibit A, Real Estate Purchase Contract2) Site Map

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE UTAH TRANSIT
AUTHORITY AUTHORIZING THE PURCHASE OF REAL PROPERTY
FOR BOX ELDER COUNTY RIGHT OF WAY WITH DUTCH "A", LLC
(Parcel 1070:T)**

R2020-12-07

December 9, 2020

WHEREAS, Utah Transit Authority (the "Authority") is a large public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities – Local Districts Act and the Utah Public Transit District Act; and

WHEREAS, the Authority is in the process of developing an extension of its commuter rail to Brigham City (the "Project") in Box Elder County; and

WHEREAS, the Authority entered into negotiation with Dutch "A", LLC (the "Seller") for acquisition of property located at approximately 550 West 750 North in Willard, Utah (the "Property"), also known as parcels 1070:T for the Project; and

WHEREAS, the Authority requires the Property for corridor preservation for the Project; and

WHEREAS, the Property contains two parcels totaling approximately 37.5 acres, which the Authority finds meets its objectives to preserve right of way for future transit development; and

WHEREAS, the Authority has obtained a certified appraisal identifying the value of the Property to be \$2,489,000.00 for fee acquisition; and

WHEREAS, the Authority finds that the appraised value is fair market value for the Property;

NOW, THEREFORE, BE IT RESOLVED by the Board of the Authority (the "Board"):

1. That the Board hereby approves the purchase of the Property in the amount of \$2,489,000.00.
2. That the Executive Director and her designee(s) are authorized to execute the contract attached as Exhibit A and any closing statements, escrow forms and other documents and instruments, and take any additional actions as may be necessary or prudent to

complete the purchase in accordance with the terms indicated herein.

3. That the Board hereby ratifies any and all actions previously taken by the Authority's management, staff, and legal counsel with regard to the purchase of the Property.
4. That the corporate seal be attached hereto.

Approved and adopted this 9th day of December 2020.

Carlton Christensen, Chair
Board of Trustees

ATTEST:

Secretary of the Authority

(Corporate Seal)

Approved as to form:

DocuSigned by:
David Wilkins
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Legal Counsel

Exhibit A
(Right of Way Contract)

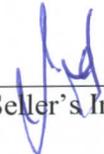
REAL ESTATE PURCHASE CONTRACT

Project No.: MSP-140	Parcel No(s): 1070:T
Job/Proj/Auth. No.: FrontRunner North Extension	Pin No.: 880051
Project Location: Weber-Box Elder Counties	
County of Property: Box Elder	Tax Id./Sidwell Nos.:02-044-0001, 02-044-0007
Property Address: Approximately 550 West 750 North, Willard, UT 84340	
Seller(s): Dutch "A" LLC	
Seller's Address: PO Box 303, Willard, UT 84340	

IN CONSIDERATION of the mutual promises herein Dutch "A" LLC ("Seller") agrees to sell to the Utah Transit Authority ("UTA"), the Sale Property for transportation-related purposes. UTA and Seller agree as follows:

1. **SALE PROPERTY.** The Sale Property referred to in this Contract is Box Elder County Tax ID numbers 02-044-0001 and 02-044-0007 identified as UTA project parcel 1070:T, more particularly described in Exhibit "A", which is attached hereto and incorporated herein, together with all structures and appurtenances.
 - 1.1. This is a voluntary sale to UTA and is not subject to condemnation. As this is a voluntary sale, the Seller waives any "right of first refusal" to repurchase any surplus property not used for transportation-related purposes.
2. **PURCHASE PRICE.** The Purchase Price for the Sale Property is \$2,489,000.00.
3. **SETTLEMENT AND CLOSING.**
 - 3.1. **Settlement.** "Settlement" shall mean that Seller and UTA have signed and delivered to each other or to the escrow/closing office all documents required by this Contract or by the escrow/closing office, and that all monies required to be paid by Seller or UTA under this Contract have been delivered to the escrow/closing office, in the form of cash, wire transfer, cashier's check, or other form acceptable to the escrow/closing office.
 - 3.2. **Closing.** "Closing" shall mean that: (a) Settlement has been completed; (b) the amounts owing to Seller for the sale of the Sale Property have been paid to Seller, and (c) the applicable Closing documents have been recorded in the office of the county recorder ("Recording"). Settlement and Closing shall be completed at the earliest time convenient to the parties and the closing office.
 - 3.3. **Possession.** Upon signing of this Contract by Seller and UTA, Seller grants UTA, its employees and contractors, including utility service providers and their contractors, the right to immediately occupy the Sale Property. Any contracted rental of the Sale Property prior to or after Closing, between Seller and UTA, shall be by separate written agreement. Seller agrees to deliver the Property to UTA free of any debris and personal belongings, except as outlined under separate agreement. The provisions of this Section 3.3 shall survive Closing.
 - 3.4. **Scrivener's Errors.** Parties agree that it is their intent that the Sale Property boundaries and easement boundaries close. In the event of any scrivener's errors in the deeds or survey, the parties shall cooperate in promptly executing a corrected instrument.
4. **PRORATIONS / ASSESSMENTS / OTHER PAYMENT OBLIGATIONS.**

Prorations. All prorations, including, but not limited to, homeowner's association dues, property taxes for the current year and rents shall be made as of the time of Settlement by Seller. Greenbelt rollback taxes owing on Sale Property, if any, shall be the responsibility of Seller.


Seller's Initials

4.1. Fees/Costs.

4.1.1. Escrow Fees. UTA agrees to pay the fees charged by the escrow/closing office for its services in the settlement/closing process.

4.1.2. Title Insurance. If UTA elects to purchase title insurance, UTA will pay the cost thereof.

5. **TITLE TO SALE PROPERTY.** Seller represents and warrants that Seller has fee title to the Sale Property. Seller shall indemnify and hold UTA harmless from all claims, demands and actions from lien holders, lessees, or other third parties claiming an interest in the Sale Property or the Purchase Price paid hereunder. Seller will convey marketable title to the Sale Property to UTA at Closing by warranty deed. The provisions of this Section 5 shall survive Closing.
6. **SELLER DISCLOSURES CONCERNING ENVIRONMENTAL HAZARDS.** Seller represents and warrants that there are no claims and/or conditions known to Seller relating to environmental hazards, contamination or related problems affecting the Sale Property. Seller agrees to transfer the Sale Property free of all hazardous materials including paint, oil and chemicals. The provisions of this Section 6 shall survive Closing.
7. **CONDITION OF SALE PROPERTY AND CHANGES DURING TRANSACTION.** Seller agrees to deliver the Sale Property to UTA in substantially the same general condition as it was on the date that Seller signed this Contract.
8. **AUTHORITY OF SIGNERS.** If Seller is a corporation, partnership, trust, estate, limited liability company or other entity, the person signing this Contract on its behalf warrants his or her authority to do so and to bind Seller.
9. **COMPLETE CONTRACT.** This Contract, together with any attached addenda and exhibits, (collectively referred to as the "Contract"), constitutes the entire contract between the parties and supersedes and replaces any and all prior negotiations, representations, warranties, understandings or contracts between the parties whether verbal or otherwise. The Contract cannot be changed except by written agreement of the parties. This Contract may be executed in counterparts.
10. **ELECTRONIC TRANSMISSION AND COUNTERPARTS.** This Contract may be executed in counterparts. Signatures on any of the documents, executed physically, shall be deemed original signatures and shall have the same legal effect as original signatures.



Seller's Initials

SELLER:

DUTCH "A" LLC

John B. Zundel
By: John B. Zundel
Its: President

11-5-2020
Date

SELLER:

By: _____
Its: _____

Date

UTAH TRANSIT AUTHORITY:

By: Spencer Burgoyne
Manager of Property Administration

Date

By: Hal Johnson
Project Manager

Date

By: Mary Deloretto
Chief Service Development Officer

Date

By: Carolyn Gonot
Executive Director

Date

APPROVED AS TO FORM:

Tim Merrill
Assistant Attorney General

JZ
Seller's Initials

Exhibit "A"

Page 1 of 4

WHEN RECORDED, MAIL TO:
Utah Transit Authority
C/O Property Management
669 West 200 South
Salt Lake City, Utah 84101

Warranty Deed (Limited Liability Company)

Box Elder County

Tax ID No. 02-044-0001
02-044-0007
UTA Project No. MSP-140
UDOT PIN No. 880051
Parcel No. 1070:T

Dutch "A" LLC, Grantor(s), a Limited Liability Company of the State of Utah, hereby CONVEYS AND WARRANTS to the Utah Transit Authority, a large public transit district organized and existing pursuant to Utah law, Grantee, at 669 West 200 South, Salt Lake City, Utah 84101, for the sum of TEN (\$10.00), Dollars, and other good and valuable considerations, the following described parcel of land in Box Elder County, State of Utah, to-wit:

An entire tract of land in fee, situate in the Lot 1 of Section 22, T.8N., R.2W., S.L.B. & M. The boundaries of said parcel of land are described as follows:

PARCEL 1: 02-044-0007

A PART OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 8 NORTH, RANGE 2 WEST, SLB&M:

BEGINNING AT A POINT ON THE SOUTH RIGHT OF WAY LINE OF STATE HIGHWAY 315 LOCATED SOUTH 89°37'57" WEST 3423.18 FEET AND SOUTH 00°00'00" WEST 135.77 FEET FROM THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SECTION 23, TOWNSHIP 8 NORTH, RANGE 2 WEST, RUNNING THENCE SOUTH 13°04'57" WEST 432.58 FEET (432.24 FEET RECORD); THENCE SOUTH 83°50'17" WEST 661.26 FEET (587.50 FEET RECORD) TO THE EAST RIGHT OF WAY LINE OF THE O.S.L.R.R.; THENCE NORTH 05°54'55" WEST 419.85 FEET (402.30 FEET RECORD) ALONG SAID EAST RIGHT OF WAY LINE OF SAID SOUTH RIGHT OF WAY LINE OF STATE HWY 315; THENCE ALONG SAID RIGHT OF WAY LINE THE FOLLOWING TWO COURSES;

Continued on Page 2
LIMITED LIABILITY RW-01LL (11-01-03)

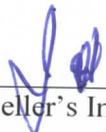

Seller's Initials

Exhibit "A"

Page 2 of 4

PAGE 2

UTA Project No.	MSP-140
UDOT PIN No.	880051
Parcel No.	1070:T

(1) NORTH 83° 50'17" EAST 441.70 FEET; (2) TO THE RIGHT ALONG THE ARC OF A 5679.58 FEET RADIUS CURVE, A DISTANCE OF 360.57 FEET, CHORD BEARS NORTH 85°39'24" EAST 360.51 FEET TO THE POINT OF BEGINNING.

The above described entire tract of land contains 306,620 square feet in area or 7.039 acres, more or less.

Together with:

An entire tract of land in fee, situate in the Lots 1 and 2 of Section 22, T.8N., R.2W., S.L.B. & M. The boundaries of said parcel of land are described as follows:

PARCEL 2: 02-044-0001

A PART OF THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 8 NORTH, RANGE 2 WEST, SLB&M:

BEGINNING AT A POINT LOCATED SOUTH 89°37'57" WEST 3423.18 FEET AND SOUTH 00°00'00" WEST 135.77 FEET AND SOUTH 13°04'57" WEST 432.58 FEET FROM THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SECTION 23, TOWNSHIP 8 NORTH, RANGE 2 WEST, RUNNING THENCE SOUTH 32°05'03" EAST 250.90 FEET; THENCE SOUTH 42°02'03" EAST 168.40 FEET; THENCE SOUTH 42°44'03" EAST 263.60 FEET; THENCE SOUTH 36°50'03" EAST 263.60 FEET; THENCE SOUTH 34°47'03" EAST 291.6 FEET; THENCE SOUTH 16°22'03" EAST 300.00 FEET TO GRANTOR'S SOUTH PROPERTY LINE AND AN EXISTING FENCE LINE; THENCE NORTH 89°37'04" WEST 1368.32 FEET TO THE EAST RIGHT OF WAY LINE OF THE O.S.L.R.R.; THENCE NORTH 05°54'55" WEST 1193.45 FEET ALONG SAID RIGHT OF WAY LINE; THENCE NORTH 83° 50'17" EAST 661.26 FEET TO THE POINT OF BEGINNING.

The above described entire tract of land contains 1,325,952 square feet in area or 30.440 acres, more or less.

The above described two (2) entire tracts of land contain a combined area of 1,632,572 square feet in area or 37.479 acres, more or less.

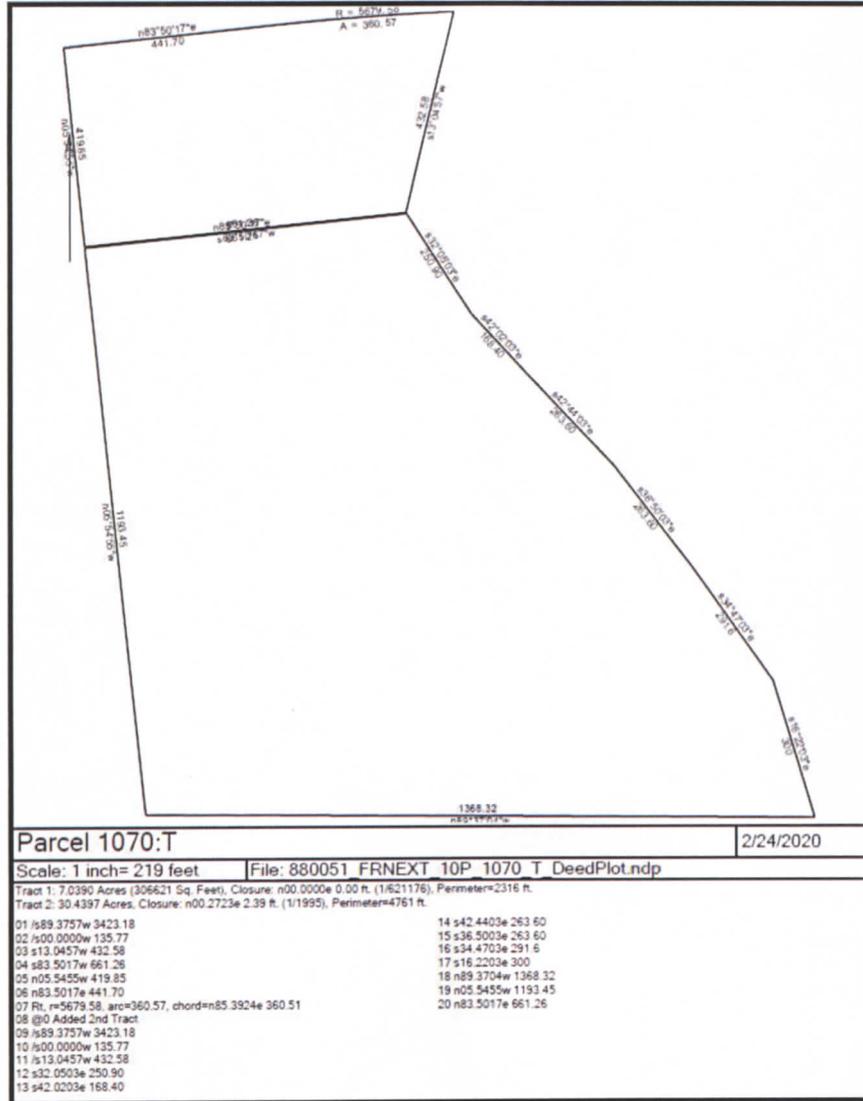
Continued on Page 3
LIMITED LIABILITY RW-01LL (11-01-03)

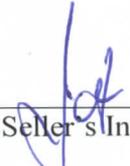


Seller's Initials

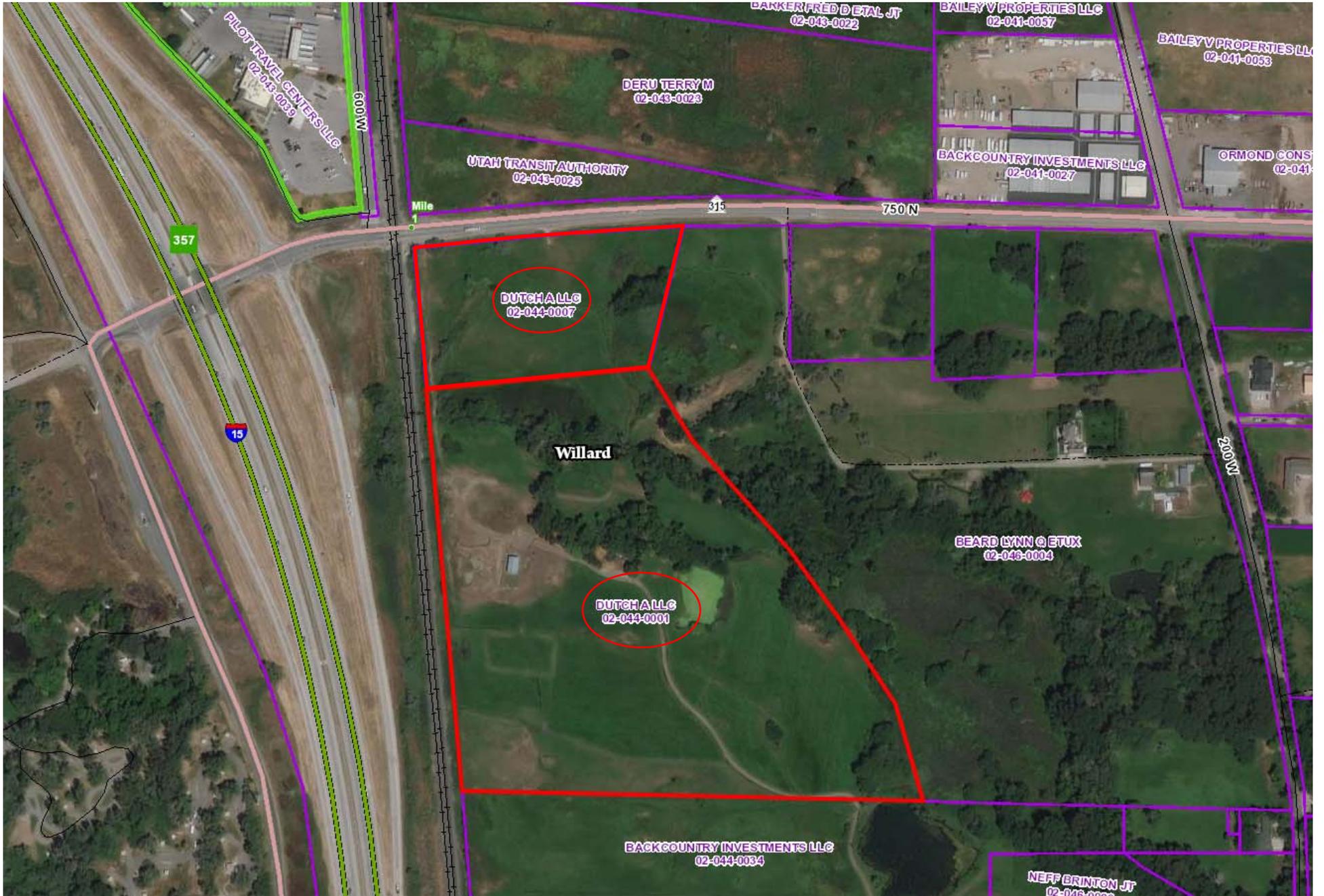
Exhibit "A"

Page 4 of 4





 Seller's Initials





MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Bill Greene, Chief Financial Officer
PRESENTER(S): Todd Mills, Senior Supply Chain Manager

BOARD MEETING DATE: December 9, 2020

SUBJECT:	Pre-Procurements
AGENDA ITEM TYPE:	Contract Pre-Procurement
RECOMMENDATION:	Informational report for discussion
BACKGROUND:	Utah's Public Transit District Act requires all contracts valued at \$200,000 or greater be approved by the UTA Board of Trustees. This informational report on upcoming procurements allows Trustees to be informed and provide input on upcoming procurement projects. Following the bid solicitation and contract negotiation process, final contracts for these projects will come before the board for approval.
DISCUSSION:	<p>The following projects, services, or products have an approved requisition by the Executive Director and are ready for bid solicitation:</p> <ul style="list-style-type: none">• <i>Vineyard double-tracking materials.</i> This is a procurement to purchase the signal and track materials necessary to install Frontrunner double-tracking at the Vineyard Frontrunner station. This project is being constructed per an Interagency Cooperative Agreement with UDOT, and UTA is responsible to pay for the materials needed for construction. UDOT performed an RFP for the Phase I design and Phase II construction of this project, and Stacey Witbeck was selected as the vendor. Construction will take place in 2021, however some items are long lead-time items, and an order needs to be placed now in order to avoid a project delay. This will be a one-time purchase and the materials will be procured through the contractor, Stacey Witbeck, who performed a competitive bid for the materials as part of their bid. (Req. 8876)



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: William Greene, Chief Financial Officer
PRESENTER(S): Monica Morton, Fares Director

BOARD MEETING DATE: December 9, 2020

SUBJECT:	Pass Purchase and Distribution Agreement (Visit Ogden)	
AGENDA ITEM TYPE:	Service and Fare Approval	
RECOMMENDATION:	Approve the Pass Purchase and Distribution Agreement with Visit Ogden	
BACKGROUND:	<p>For the 2019-2020 ski season, UTA and Visit Ogden partnered together through a Ski Bus Pass Distribution Agreement. This agreement allowed Visit Ogden to distribute passes to Weber County hotels to sell to their guests. The one-way ski fare at the time was \$4.50, or \$9.00 for round trip. Visit Ogden sold the passes for \$7.20, a 20 percent discount. Each Visit Ogden pass was in the form of an electronic fares card (“EFC”) and was valid for twenty-four (24) hours after the first tap. The passes were valid fare on the Ski Bus Service as described in Exhibit A of the contract and connecting bus routes.</p> <p>Due to the unforeseen circumstances of the COVID-19 pandemic, Visit Ogden did not sell any passes to their hotel partners for the 2019-20 Ski Season. Therefore, UTA did not bill Visit Ogden for any day pass use.</p>	
DISCUSSION:	<p>For the 2020-21 Ski Season, UTA and Visit Ogden will once again partner in a Ski Bus Pass Distribution Agreement. This agreement will allow Visit Ogden to distribute passes, in the form of an EFC card to Weber County hotels to sell to their guests.</p> <p>On December 1, 2020, the new UTA Fare Policy will go into effect. This will increase the ski bus rate from \$4.50 to \$5.00. Visit Ogden will sell the passes for \$8.00, which is a 20% discount. On April 15, 2021, Visit Ogden will report to UTA total passes sold and return all unsold passes. UTA will bill Visit Ogden at the rate of \$8.00 per pass sold on or before April 15. UTA and Visit Ogden have historically partnered together to offer a UTA transit pass for use on ski bus.</p>	
CONTRACT SUMMARY:	Contractor Name: Visit Ogden	Contract Number: 20-F0165
	Base Contract Effective Dates: December 10, 2020 through April 15, 2021	Extended Contract Dates: N/A

	Existing Contract Value:	Amendment Amount:
	Total Amount Contract Value (2020-21): \$1,500-\$2,500	
	Procurement Method: N/A	Funding Sources: N/A
ALTERNATIVES:	Do not authorize the discount, potentially leading to a decrease in pass sales and ridership.	
FISCAL IMPACT:	<p>No Visit Ogden ski Passes were sold for the 2019-20 Ski Season. However, total sales in 2018-19 ski season were about \$2,900.</p> <p>Considering the service capacity limits that have been implemented on ski bus, and a possible decline in ridership because of the Pandemic, total revenue for the 2020-21 ski season is expected to be between \$1,500-\$2,500. This revenue also takes into account the fare increase on ski bus. It does not consider revenue loss due to service being suspended partially or fully.</p>	
ATTACHMENTS:	1) Contract: Visit Ogden	

PASS DISTRIBUTION AGREEMENT
Visit Ogden

This Pass Distribution Agreement (“Agreement”) is effective on the 10 day of December, 2020 (“Effective Date”), by and between **UTAH TRANSIT AUTHORITY**, a public transit district, hereinafter referred to as “UTA”, and **VISIT OGDEN**, a Utah non-profit corporation.

RECITALS

- A. UTA is a public transit district organized under the provisions of the Utah Public Transit District Act and provides public transit service within the State of Utah, including regularly scheduled service in Weber County and ski bus service; and
- B. Visit Ogden encourages tourists to travel to areas in and around Weber County and desires to make transit passes available to the guests of area hotels for transportation on UTA’s ski bus service.

NOW, THEREFORE, in consideration of the mutual covenants, condition and promises as hereinafter set forth, it is mutually agreed as follows:

AGREEMENT

- 1) Term. This Agreement shall be effective from Effective Date through April 15, 2021.
- 2) Transit Passes. UTA agrees to provide day transit passes (“Passes”) to Visit Ogden for use on the ski bus service as described in Exhibit A and connecting bus routes (the “Service”). UTA agrees to accept Passes as valid fare on the Service for each Pass holder who taps-on and taps-off pursuant to UTA’s Electronic Fare Collection Enforcement Rules. Passes will be valid for twenty-four (24) hours after the first tap. Passes will not be valid on any other UTA service, including, but not limited to, non-connecting regular bus routes, express bus routes, paratransit, flex routes, Park City Connect, FrontRunner, TRAX, and any other service. Passes are not transferrable. Use of UTA’s transportation system is subject to the rules, regulations and ordinances promulgated by UTA at its sole discretion. UTA may implement additional rules or procedures related to the redemption and use of the Passes as reasonably necessary.
- 3) Distribution of Passes. Visit Ogden agrees to distribute Passes to Weber County hotels (“Hotels”) to sell to their guests. Visit Ogden shall prohibit Hotels from providing a Pass to any person who has not purchased a Pass. Visit Ogden shall require Hotels to maintain a log of all Passes received from Visit Ogden and all Passes sold to guests. The obligation under the preceding sentence shall include: (a) the Hotel maintaining the unique identification number of each Pass received by Hotel; and (b) Hotel being able to identify, by number, any Passes identified as lost or stolen for which replacement Passes have been issued. Visit Ogden shall prohibit Hotels from charging guests more than \$8.00 for each Pass.

- 4) Payment for Passes. On or before April 13, 2021, Visit Ogden shall return all unsold Passes to UTA. UTA will invoice Visit Ogden \$8.00 for each Pass provided to Visit Ogden that is not returned to UTA by April 15, 2021. UTA shall charge a one percent (1%) per month late fee on balances under this Agreement that remain unpaid forty-five (45) days from date of invoice. Visit Ogden is solely responsible for collecting payment from Hotels selling Passes to their guests.
- 5) Termination. This Agreement may be terminated with or without cause by either party by providing thirty (30) days advance written notice of termination. In the event the Agreement is terminated after UTA begins Service, the amount owed under this Agreement shall be prorated based on the number of days UTA provided the Service.
- 6) Modification of Agreement. This Agreement may be supplemented, amended, or modified only by the mutual agreement of the parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by the parties.
- 7) Default. In the event that either party fails to perform any of the terms and conditions of this Agreement, upon fifteen (15) days' notice of such failure to perform, the right of the defaulting party under this Agreement shall expire.
- 8) Attorney's Fees. The defaulting party agrees to pay the non-defaulting party's costs and reasonable attorney's fees in the event such are incurred to enforce any of the provisions of this Agreement.
- 9) Assignment. No party hereto shall have the right to assign its right and obligations hereunder without the express written consent of the other parties hereto.
- 10) Non-discrimination. The parties agree that they shall not exclude any individual from participation in or deny any individual the benefits of this Agreement, on the basis of race, color, national origin, disability, sex, or age in accordance with the requirements of 49 U.S.C. 5332.
- 11) Relationship of the Parties. The relationship between the parties is an arms-length contractual relationship, and is not fiduciary in nature. Nothing contained in this Agreement will be deemed to create an association, partnership, or joint venture between the parties, give rise to fiduciary duties, or cause any of the parties to be liable or responsible in any way for the actions, liabilities, debts or obligations of the other party. The parties shall not have any right, power, or authority to make any representation or to assume or create any obligation, whether express or implied, on behalf of the other party(ies), or to bind the other party(ies) in any manner.
- 12) Severability. If any part or provision of this Agreement is found to be prohibited or unenforceable in any jurisdiction, such part or provision of this Agreement shall, as to such jurisdiction only, be inoperative, null and void to the extent of such prohibition or unenforceability without invalidating the remaining parts or provisions hereof, and any such

prohibition in any other jurisdiction. Those parts or provisions of this Agreement, which are not prohibited or unenforceable, shall remain in full force and effect.

- 13) Authorization. The persons executing this Agreement on behalf of a party hereby represent and warrant that they are duly authorized and empowered to execute the same, that they have carefully read this Agreement, and that this Agreement represents a binding and enforceable obligation of such party.
- 14) Governing Law and Venue. This Agreement and all transactions contemplated hereunder and/or evidenced hereby shall be governed by and construed under and enforced in accordance with the laws of the State of Utah without giving effect to any choice of law or conflict of law rules or provisions. If either party brings against the other party any proceeding arising out of this Agreement, then that party may bring that proceeding only in the Third District Court in the State of Utah or the United States District Court for the District of Utah if there is federal subject matter jurisdiction.
- 15) Indemnification. UTA is a governmental entity under the Utah Governmental Immunity Act of the Utah Code, Section 63G-7-101 et seq. 1953 (as amended) (hereinafter, the "Act"). Nothing in this Agreement shall be construed to be a waiver by UTA of any protections, rights, or defenses applicable under the Act. It is not the intent of UTA to incur by contract any liability for the negligent operations, acts, or omissions of the other party or any third party and nothing in this Agreement shall be so interpreted or construed.
- 16) Notice or Demands. Any notice or demand to be given by one party to the other shall be given in writing per personal service, express mail, Federal Express, or any other similar form of courier or delivery service, or mailing in the United States Mail, postage prepaid, certified, return receipt requested and addressed to such party as follows:

If to:

Visit Ogden
ATTN: Sara Toliver
2438 Washington Blvd.
Ogden, UT 84401

If to:

Utah Transit Authority
ATTN: Kensey Kunkel
669 West 200 South
Salt Lake City, Utah 84101

Either party may change the address at which such party desires to receive notice on written notice of such change to any other party. Any such notice shall be deemed to have been given, and shall be effective, on delivery to the notice address then applicable for the party to which the notice is directed; provided, however, that refusal to accept delivery of a notice or the inability to deliver a notice because of an address change which was not properly communicated shall not defeat or delay the giving of a notice.

- 17) Project Manager. The UTA Project Manager for this Agreement shall be Mr. Trevan Blaisdell, or designee. All correspondence regarding the technical aspects of this Agreement should be addressed to Mr. Blaisdell, or designee.

18) Contract Administrator. The UTA Contract Administrator for this Agreement is Mr. Brian Motes, or designee. All questions and correspondence relating to the contractual aspects of this Agreement should be directed to Mr. Motes, or designee.

19) Counterparts; Electronically Transmitted Signatures. This Agreement may be executed in counterparts, each of which shall be deemed an original, and all such counterparts shall constitute one and the same Agreement. Signatures transmitted by facsimile and/or e-mail shall have the same force and effect as original signatures.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year first above written.

UTAH TRANSIT AUTHORITY:

VISIT OGDEN:

Date
By:
Title:

Date
By:
Title:

Date
By:
Title:

Approved As To Form:

Michael Bell
Assistant Attorney General
Counsel for UTA

EXHIBIT A
Weber County Ski Bus Service – Operating Plan

- a. Route. The Ski Bus Service will run along two separate routes from the Ogden Transit Center, terminating at Powder Mountain Ski Resort and Snowbasin Ski Resort, as shown and depicted on the maps attached hereto. Buses travelling from the ski resorts to the Ogden Transit Center will travel the same routes, in the reverse direction. The routes are depicted on Exhibit 1 hereto.
- b. Stops. The Ski Bus Service will stop at some or all of the following locations:
- Ogden Transit Center
 - Courtyard by Marriott, Lincoln Ave., North/South bound, Lincoln Ave.
 - Ben Lomond Hotel, Washington Blvd., North/South bound, Washington Blvd.
 - Hampton and Hilton Hotel, Washington Blvd., North/South bound, Washington Blvd.
 - 12th Street and Washington Blvd., East/West bound
 - Lakeside Village Properties
 - Moose Hollow
 - Powder Mountain Outpost
 - Powder Mountain Ski Resort, Lower Lift, Upper Parking Lot
 - Snowbasin Ski Resort

The stops are shown on Exhibit 1 hereto.

In the event that snow removal and/or vehicles parked alongside the roadway render any stop and/or Park & Ride lot either unsafe or unworkable, at UTA's sole discretion and determination, then such stops will be eliminated.

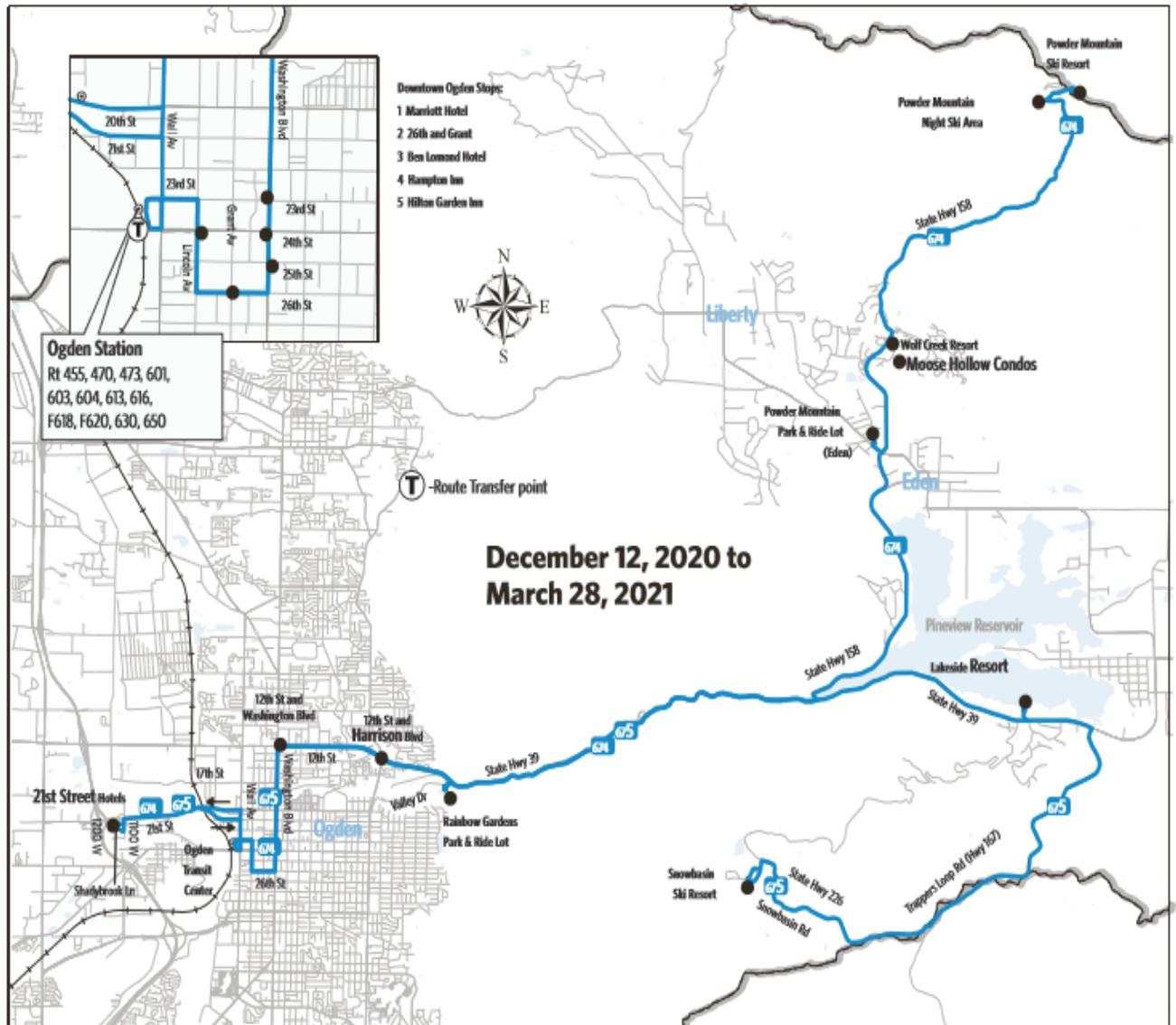
- c. Park and Ride Lots. The Ski Bus Service will be served by the following park and ride lots:
- Rainbow Gardens
 - Eden Park & Ride lot, east of Valley Market (Hwy 158)
- d. Buses. The Ski Bus Service will primarily use buses designed for ski services. UTA reserves the right to use buses that meet the demand per trip and time of day.

Exhibit 1

Ogden Ski Service

Route 674 to Powder Mountain Resort

Route 675 to Snowbasin Resort





MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: William Greene, Chief Financial Officer
PRESENTER(S): Monica Morton, Fares Director

BOARD MEETING DATE: December 9, 2020

SUBJECT:		Sponsored Fare Agreement: Lagoon/Station Park Shuttle Bus Service – Amendment 2 (Farmington City)	
AGENDA ITEM TYPE:	Service and Fare Approval		
RECOMMENDATION:	Approve Amendment 2 to the Bus Agreement with Farmington City Corporation		
BACKGROUND:	Utah Transit Authority has a longstanding relationship with the city of Farmington. In 2019, Farmington City Corporation (“the City”) entered into an agreement with UTA that included three (3) one-year options to renew the contract. The city chose to renew their agreement with UTA in 2020. This agreement allows the City to partner with UTA to fund a portion of the operating cost of the service for the “Lagoon/Station Park Shuttle” (Route 667). Per the terms of the agreement, the City agrees to pay 25 percent of the operating costs. In 2020, the City paid UTA \$72,630.		
DISCUSSION:	UTA and the City have agreed to renew the contract terms found in paragraph 1 of the original contract for the year 2021. This is the second renewal option that the city has exercised. The City will continue to fund a portion of the operating cost of the shuttle service between the Farmington FrontRunner Station and the bus stop at 45 E. State Street, Farmington. The City has agreed to pay to UTA \$74,090 in 2021. Fares will not be collected on the Lagoon/Station Park Shuttle (Route 667).		
CONTRACT SUMMARY:	Contractor Name:	Farmington City Corporation	Contract Number:
			18-2898AB-A2
	Base Contract Effective Dates:	January 1, 2019 through December 31, 2020	Extended Contract Dates:
			January 1, 2021 through December 31, 2021
	Total Amount Contract Value (2020-21): \$74,090		
	Procurement Method:	N/A	Funding Sources:
			N/A

ALTERNATIVES:	Not providing sponsored fare could result in a possible reduction in ridership.
FISCAL IMPACT:	\$74,090 in revenue reimbursement to UTA
ATTACHMENTS:	1) Contracts and Amendments: a. Base Contract b. Amendment 2

SERVICE AGREEMENT

THIS AGREEMENT is effective on the 1st day of January, 2019, by and between UTAH TRANSIT AUTHORITY, a public transit district, hereinafter referred to as "UTA", and FARMINGTON CITY CORPORATION, a municipal corporation of the State of Utah, hereinafter referred to as "City".

RECITALS:

A. UTA is a public transit district organized under the provisions of the Utah Public Transit District Act and provides public transit service within the State of Utah, including regularly scheduled service in the City; and

B. The City desires that UTA provide additional service to certain areas of the City and is willing to help defray the costs of such service.

NOW, THEREFORE, in consideration of the mutual covenants, condition and promises as hereinafter set forth, it is mutually agreed as follows:

AGREEMENT:

1. Term. The term of this Agreement shall commence on the 1st day of January, 2019, and run through the 31st day of December, 2019. This Agreement may be renewed for three additional one-year terms if the parties agree in writing by December 15 of each year to changes, if any, to the amount to be paid by City, the days of service, and the route identified on Attachment 1.

2. Shuttle Service. UTA agrees to provide free shuttle service (the "Service") on the route described in Attachment 1. The shuttle route will connect the bus stop at 45 E. State Street in Farmington with the FrontRunner Station at approximately 30 minute intervals with priority given to making connections with commuter trains. UTA agrees to publish information on the shuttle route in the same way it publishes information on other UTA routes.

3. Dates of Service. In addition to the regular Monday – Saturday 8:00 AM to 8:00 PM service, UTA will provide additional late night service to match the Lagoon operating calendar. Late night service will operate until midnight. Route 470 will continue to operate Sunday service as well when Lagoon is open on Sundays, and provide service to the Pioneer Village Campground entrance. UTA will also provide extended late night service during the Thursday and Friday of UEA weekend in October 2019. UTA will provide Service on its Saturday schedule on Monday February 18, (President's Day), Monday May 27, (Memorial Day), Thursday July 4, (Independence Day), Wednesday July 24, (Pioneer Day), Monday September 2 (Labor Day), and Friday November 29, (Black Friday). UTA will not provide the Service or operate Route 470 on New Year's Day, Thanksgiving Day or Christmas Day.

4. Termination. This Agreement may be terminated with or without cause by either party by providing thirty (30) days advance written notice of termination.

5. Consideration. The City and UTA share in the operating cost of providing the service. UTA assumes seventy-five (75%) percent and the City pays twenty-five (25%) of the operating cost. Twenty-five (25%) of the operating cost for the service in calendar year 2019 is seventy thousand six hundred and thirty dollars (\$70,630). The City agrees to pay UTA the sum of seventy thousand six hundred and thirty dollars (\$70,630) to provide the Service. Payment shall be made in two (2) equal payments: thirty-five thousand three hundred and fifteen dollars (\$35,315) to be paid on or before May 31, 2019 and thirty-five thousand three hundred and fifteen

dollars (\$35,315) to be paid on or before October 31, 2019. UTA is entitled to one hundred percent (100%) of the advertising revenues generated from any advertising placed on any transit vehicles providing the Service.

6. Modification of Agreement. This Agreement may be supplemented, amended, or modified only by the mutual agreement of the parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by all parties.

7. Indemnification. Both the City and UTA are governmental entities under the Utah Governmental Immunity Act of the Utah Code, Section 63G-7-101 et seq. 1953 (as amended) (hereinafter, the "Act"). Nothing in this Agreement shall be construed to be a waiver by either UTA or the City of any protections, rights, or defenses applicable under the Act. It is not the intent of either party to incur by contract any liability for the negligent operations, acts, or omissions of the other party or any third party and nothing in this Agreement shall be so interpreted or construed.

8. Default. In the event that either party fails to perform any of the terms and conditions of this Agreement, upon fifteen (15) days' notice of such failure to perform, the right of the defaulting party under this Agreement shall expire.

9. Attorney's Fees. The defaulting party agrees to pay the non-defaulting party's costs and reasonable attorney's fees in the event such are incurred to enforce any of the provisions of this Agreement.

10. Assignment. No party hereto shall have the right to assign its right and obligations hereunder without the express written consent of the other parties hereto.

11. Notice or Demands. Any notice or demand to be given by one party to the other shall be given in writing per personal service, express mail, Federal Express, or any other similar form of courier or delivery service, or mailing in the United States Mail, postage prepaid, certified, return receipt requested and addressed to such party as Follows:

If to the City:
Dave Millheim
Farmington City Manager
160 South Main Street
Farmington, Utah 84025

If to UTA:
Utah Transit Authority
ATTN: Amanda Burton
669 West 200 South
Salt Lake City, Utah 84101

Either party may change the address at which such party desires to receive notice on written notice of such change to any other party. Any such notice shall be deemed to have been given, and shall be effective, on delivery to the notice address then applicable for the party to which the notice is directed; provided, however, that refusal to accept delivery of a notice or the inability to deliver a notice because of an address change which was not properly communicated shall not defeat or delay the giving of a notice.

12. Project Manager. The UTA project Manager for this Agreement shall be Mr. Trevan Blaisdell, or designee. All correspondence regarding the technical aspects of this Agreement should be addressed to Mr. Blaisdell, or designee.

13. Contract Administrator. The UTA Contract Administrator for this Agreement is Ms. Amanda Burton, or designee. All questions and correspondence relating to the contractual aspects of this Agreement should be directed to Ms. Burton, or designee.

14. Governing Law and Venue. This Agreement and all transactions contemplated hereunder and/or evidenced hereby shall be governed by and construed under and enforced in accordance with the laws of the State of Utah without giving effect to any choice of law or conflict of law rules or provisions. If either party brings against the other party any proceeding arising out of this Agreement, then that party may bring that proceeding only in the

Third District Court in the State of Utah or the United States District Court for the District of Utah if there is federal subject matter jurisdiction.

15. Non-discrimination. The parties agree that they shall not exclude any individual from participation in or deny any individual the benefits of this Agreement, on the basis of race, color, national origin, disability, sex, or age in accordance with the requirements of 49 U.S.C. 5332.

16. Counterparts; Electronically Transmitted Signatures. This Agreement may be executed in counterparts, each of which shall be deemed an original, and all such counterparts shall constitute one and the same Agreement. Signatures transmitted by facsimile and/or e-mail shall have the same force and effect as original signatures.

17. Entire Agreement. This Agreement contains the entire agreement between the parties hereto for the term stated and cannot be modified except by written agreement signed by both parties. Neither party shall be bound by any oral agreements or special arrangements contrary to or in addition to the terms and conditions as stated herein.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year first above written.

UTAH TRANSIT AUTHORITY

By: [Signature] Date: 11/26/18
D. Eddy Cmins
Vice President of Operations, Capital, & Assets

By: [Signature] Date: 11/27/18
Andres Colman
Regional General Manager

ATTEST:

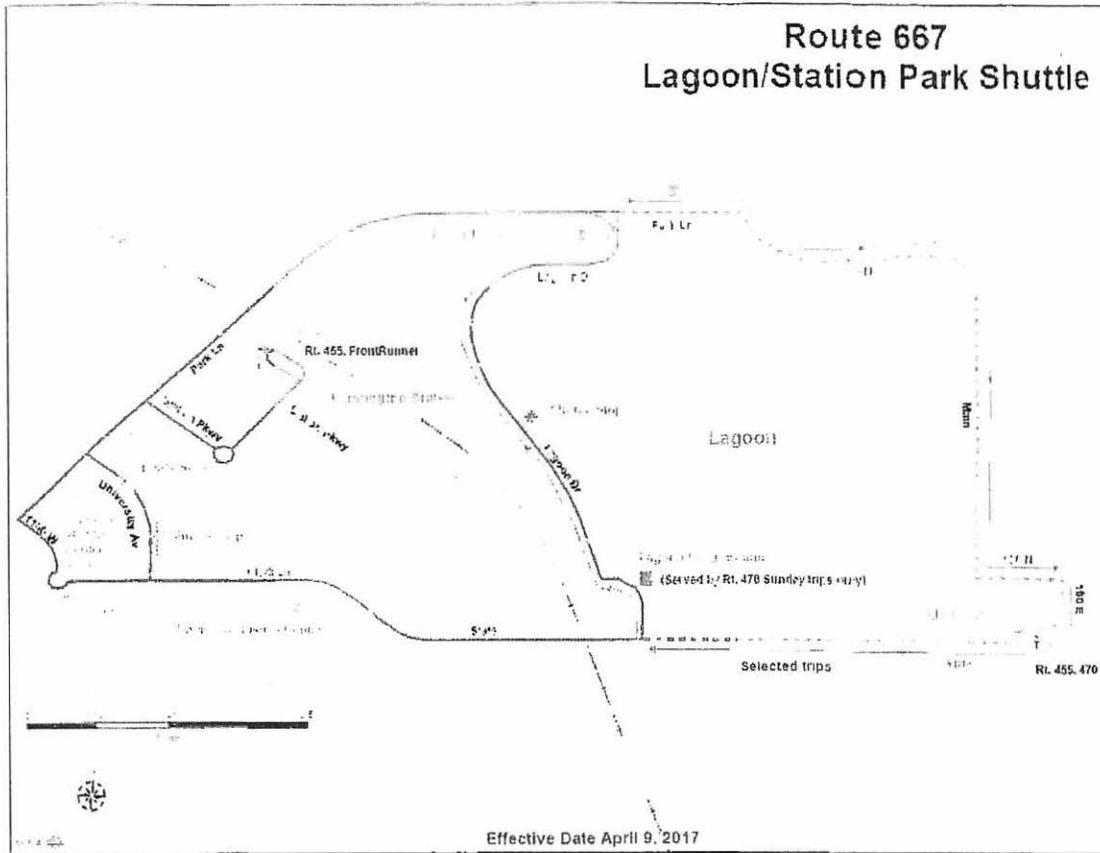
FARMINGTON CITY CORPORATION

[Signature] Date: 11/13/18 [Signature] Date: 11/13/18

Approved As To Form:

[Signature]
UTA Legal Counsel

ATTACHMENT 1 TO SERVICE AGREEMENT



RENEWAL AMENDMENT 2
Bus Service Agreement
Farmington City Corporation

This amendment no. 2 is effective January 1, 2021 (“Effective Date”), by and between **UTAH TRANSIT AUTHORITY**, a public transit district (“UTA”) and **FARMINGTON CITY CORPORATION**, a municipal corporation of the State of Utah, hereinafter referred to as “City” (Hereinafter the “Parties”).

Whereas, the Parties entered into a Bus Service Agreement (hereinafter the “Agreement”) with an effective date of January 1, 2019 for bus service between the Farmington FrontRunner Station and the bus stop at 45 E. State Street, Farmington.

Whereas, the Parties desire to renew the Agreement for an additional one year term from January 1, 2021 until December 31, 2021.

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

1. The parties agree to renew the Agreement for an additional one year term from January 1, 2021 through December 31, 2021.
2. The amount to be paid by City shall be increased as described below:

The City agrees to pay UTA the total sum of (\$74,090) to provide the services described in paragraph 3 below. Payment shall be made in two (2) equal payments: (\$37,045) to be paid on or before May 31, 2021 and dollars (\$37,045) to be paid on or before October 31, 2021.

3. The dates of service shall be adjusted as described below:

UTA will provide daily service (Monday through Saturday) beginning Friday, January 1, 2021 and continuing through Friday, December 31, 2021. UTA will provide service on its Saturday schedule Monday, February 15 (President’s Day), Monday, May 31 (Memorial Day), Sunday, July 4 (Independence Day), Saturday, July 24 (Pioneer Day), Monday, September 6 (Labor Day) and Friday, November 26, (Black Friday) 2021. UTA will not provide the Service on Friday, January 1 (New Year’s Day), Thursday November 25, (Thanksgiving Day) and Saturday, December 25 (Christmas Day) 2021.

-
4. The operating plan shall be adjusted as described below:

No Changes

All other terms and conditions of the Agreement shall continue in full force and effect and remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the dates shown below.

UTAH TRANSIT AUTHORITY:

FARMINGTON CITY CORPORATION:

_____ Date
By:
Title:

_____ Date
By:
Title:

_____ Date
By:
Title:

Approved As To Form:

UTA Legal Counsel



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: William Greene, Chief Financial Officer
PRESENTER(S): Monica Morton, Fares Director

BOARD MEETING DATE: December 9, 2020

SUBJECT:	Sponsored Fare Agreement: Trolley Bus Service – Amendment 1 (Layton City)	
AGENDA ITEM TYPE:	Service and Fare Approval	
RECOMMENDATION:	Authorize Amendment 1 to the Bus Agreement with Layton City Corporation	
BACKGROUND:	Utah Transit Authority has a longstanding relationship with Layton City. In 2020, Layton City Corporation (“the City”) entered into a Bus Agreement with UTA that included three (3) one-year options to renew the contract. This agreement allowed the City to partner with UTA to fund a portion of the operating cost of the service for the “Midtown Trolley” (Route 628). Per the terms of the agreement, the City agrees to pay 25 percent of the operating costs. In 2020, the City paid UTA \$159,158.	
DISCUSSION:	UTA and the City have agreed to renew the contract terms found in paragraph 1 of the original contract for the year 2021. This is the first renewal option that the city has exercised. The City will continue to fund a portion of the operating cost of the trolley service That will connect the Layton and Clearfield FrontRunner Stations. The City has agreed to pay to UTA \$162,760 in 2021. Fares will not be collected on the Midtown Trolley (Route 628).	
CONTRACT SUMMARY:	Contractor Name: Layton City Corporation	Contract Number: 19-F0009-2 A1
	Base Contract Effective Dates: January 1, 2020 through December 31, 2020	Extended Contract Dates: January 1, 2021 through December 31, 2021
	Total Amount Contract Value (2020-21): \$162,760	
	Procurement Method: N/A	Funding Sources: N/A
ALTERNATIVES:	Not providing sponsored fare could result in a possible reduction in ridership.	

FISCAL IMPACT:	\$162,760 in revenue reimbursement to UTA
ATTACHMENTS:	1) Contracts and Amendments: a. Base Contract b. Amendment 1

SERVICE AGREEMENT

THIS AGREEMENT is effective on the 1st day of January, 2020, by and between UTAH TRANSIT AUTHORITY, a public transit district, hereinafter referred to as “UTA”, and LAYTON CITY CORPORATION, a municipal corporation of the State of Utah, hereinafter referred to as “City”.

RECITALS:

A. UTA is a public transit district organized under the provisions of the Utah Public Transit District Act and provides public transit service within the State of Utah, including regularly scheduled service in the City; and

B. The City desires that UTA provide additional service to certain areas of the City and is willing to help defray the costs of such service.

NOW, THEREFORE, in consideration of the mutual covenants, condition and promises as hereinafter set forth, it is mutually agreed as follows:

AGREEMENT:

1. Term. The term of this Agreement shall commence on the 1st day of January, 2020, and run through the 31st day of December, 2020. This Agreement may be renewed for three additional one-year terms if the parties agree in writing by December 15 of each year to changes, if any, to the amount to be paid by City, the days of service, and the route identified on Attachment 1.

2. Trolley Service. UTA agrees to provide trolley service (the “Service”) on the route described in Attachment 1. The trolley route shall be free to customers, and no transfer credit shall be provided. The provisions of this Agreement are intended to compensate UTA for anticipated farebox revenue. The trolley route will connect the Layton and Clearfield FrontRunner Stations at approximately 30 minute intervals with priority given to making connections with commuter trains. UTA agrees to publish information on the trolley route in the same way it publishes information on other UTA routes. The route shall be called “Midtown Trolley”. Any additional logo or branding activities shall be mutually developed and agreed upon by UTA and Layton City, with appropriate compliance with UTA’s approved Customer Information Standards guide.

3. Dates of Service. UTA will provide daily Service (Monday through Saturday) beginning Wednesday, January 1, 2020 and continuing through Thursday, December 31, 2020. UTA will provide Service on its Saturday schedule Thursday February 18 (President’s Day), Monday May 25 (Memorial Day), Saturday July 4 (Independence Day), Friday July 24 (Pioneer Day), Monday September 7 (Labor Day) and Friday, November 27, (Black Friday) 2019. UTA will not provide the Service on Tuesday January 1 (New Year’s Day), Thursday November 26, (Thanksgiving Day) and Friday December 25 (Christmas Day) 2020.

4. Termination. This Agreement may be terminated with or without cause by either party by providing thirty (30) days advance written notice of termination.

5. Consideration. The City agrees to pay UTA the sum of one hundred fifty-nine thousand one hundred and fifty-eight dollars (\$159,158) to provide the Service. UTA shall invoice the City for the Service in two equal installments of seventy-nine thousand five-hundred and seventy-nine dollars (\$79,579) in May and November 2020. Payment shall be due thirty days after the date on the invoice. UTA is entitled to one hundred percent (100%) of the advertising revenues generated from any advertising placed on any transit vehicles providing the Service.

6. Modification of Agreement. This Agreement may be supplemented, amended, or modified only by the mutual agreement of the parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by all parties.

7. Recognition of Sponsors. UTA agrees to identify the sponsors of the Service on the interior of the buses providing the Service. UTA and the City agree to work together to develop signage identifying the sponsors of the Service, but UTA retains sole discretion and decision-making authority regarding the content, size, design and placement of all signage.

8. Indemnification. Both the City and UTA are governmental entities under the Utah Governmental Immunity Act of the Utah Code, Section 63G-7-101 et seq. 1953 (as amended) (hereinafter, the "Act"). Nothing in this Agreement shall be construed to be a waiver by either UTA or the City of any protections, rights, or defenses applicable under the Act. It is not the intent of either party to incur by contract any liability for the negligent operations, acts, or omissions of the other party or any third party and nothing in this Agreement shall be so interpreted or construed.

9. Default. In the event that either party fails to perform any of the terms and conditions of this Agreement, upon fifteen (15) days' notice of such failure to perform, the right of the defaulting party under this Agreement shall expire.

10. Attorney's Fees. The defaulting party agrees to pay the non-defaulting party's costs and reasonable attorney's fees in the event such are incurred to enforce any of the provisions of this Agreement.

11. Assignment. No party hereto shall have the right to assign its right and obligations hereunder without the express written consent of the other parties hereto.

12. Notice or Demands. Any notice or demand to be given by one party to the other shall be given in writing per personal service, telegram, express mail, Federal Express, or any other similar form of courier or delivery service, or mailing in the United States Mail, postage prepaid, certified, return receipt requested and addressed to such party as Follows:

If to the City:
Layton City
ATTN: Alex Jensen
437 North Wasatch Drive
Layton, Utah 84041

If to UTA:
Utah Transit Authority
ATTN: Amanda Burton
669 West 200 South
Salt Lake City, Utah 84101

Either party may change the address at which such party desires to receive notice on written notice of such change to any other party. Any such notice shall be deemed to have been given, and shall be effective, on delivery to the notice address then applicable for the party to which the notice is directed; provided, however, that refusal to accept delivery of a notice or the inability to deliver a notice because of an address change which was not properly communicated shall not defeat or delay the giving of a notice.

13. Project Manager. The UTA project Manager for this Agreement shall be Mr. Trevan Blaisdell, or designee. All correspondence regarding the technical aspects of this Agreement should be addressed to Mr. Blaisdell, or designee.

14. Contract Administrator. The UTA Contract Administrator for this Agreement is Ms. Jolene Higgins, or designee. All questions and correspondence relating to the contractual aspects of this Agreement should be directed to Ms. Burton, or designee.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year first above written.

LAYTON CITY CORPORATION

UTAH TRANSIT AUTHORITY



Alex Jensen
City Manager
Date: 12/12/19

DocuSigned by:
By:  Date: 2/3/2020
D. Eddy Cumins
Chief Operating Officer

Attest:

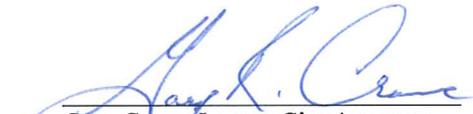

Kimberly S Read, City Recorder



DocuSigned by:
By:  Date: _____
Andres Colman
Regional General Manager

Approved As To Form:

Approved As To Form:



Gary Crane, Layton City Attorney

DocuSigned by:


82323E2963D5460
UTA Legal Counsel

ok ctw
12-11-19

RENEWAL AMENDMENT 1
Bus Service Agreement
Layton City

This amendment no. 1 is effective on January 1st, 2021 (“Effective Date”), by and between **UTAH TRANSIT AUTHORITY**, a public transit district (“UTA”) and **LAYTON CITY**, a municipal corporation of the State of Utah, hereinafter referred to as “City”. (Hereinafter the “Parties”).

Whereas, the Parties entered into a Bus Service Agreement (hereinafter the “Agreement”) with an effective date of January 1, 2020 for bus service that will connect the Layton and Clearfield FrontRunner Stations.

Whereas, the Parties desire to renew the Agreement for an additional one year term from January 1, 2021 until December 31, 2021.

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

1. The parties agree to renew the Agreement for an additional one year term from January 1, 2021 through December 31, 2021.
2. The amount to be paid by City shall be increased as described below:

The City agrees to pay UTA the total sum of \$162,760 to provide the services described in paragraph 3 below. UTA shall invoice the City for the Service in two equal installments of (\$ 81,380) in May and November 2021.

-
3. The dates of service shall be adjusted as described below:

UTA will provide daily service (Monday through Saturday) beginning Friday, January 1, 2021 and continuing through Friday, December 31, 2021. UTA will provide service on its Saturday schedule Monday, February 15 (President’s Day), Monday, May 31 (Memorial Day), Sunday, July 4 (Independence Day), Saturday, July 24 (Pioneer Day), Monday, September 6 (Labor Day) and Friday, November 26, (Black Friday) 2021. UTA will not provide the Service on Friday, January 1 (New Year’s Day), Thursday November 25, (Thanksgiving Day) and Saturday, December 25 (Christmas Day) 2021.

-
4. The operating plan shall be adjusted as described below:

No Changes

All other terms and conditions of the Agreement shall continue in full force and effect and remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the dates shown below.

UTAH TRANSIT AUTHORITY:

LAYTON CITY:

_____ Date
By:
Title:

_____ Date
By:
Title:

_____ Date
By:
Title:

Approved As To Form:

UTA Legal Counsel



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: William Greene, Chief Financial Officer
PRESENTER(S): Monica Morton, Fares Director

BOARD MEETING DATE: December 9, 2020

SUBJECT:	Sponsored Fare Agreement: Trolley Bus Service - Amendment 1 (Ogden City)	
AGENDA ITEM TYPE:	Service and Fare Approval	
RECOMMENDATION:	Approve the Amendment to the Trolley Bus Service Agreement with Ogden City	
BACKGROUND:	Utah Transit Authority has a longstanding relationship with Ogden City. In 2020, Ogden City entered into a Bus Agreement with UTA that included three (3) one-year options to renew the contract. This agreement allowed the city to partner with UTA to fund a portion of the operating cost of the service for the “Ogden Trolley” (Route 601 Circulator Bus Service). Per the terms of the agreement, Ogden City agrees to pay 25% of the operating costs. In 2020, Ogden City paid UTA \$72,328.	
DISCUSSION:	UTA and Ogden City have agreed to renew the contract terms found in paragraph 1 of the original contract for the year 2021. This is the first renewal option that the city has exercised. Ogden City will continue to fund a portion of the operating cost of the trolley that will connect Downtown Ogden City with the Ogden FrontRunner Station. Ogden City has agreed to pay to UTA \$72,906 in 2021. Fares will not be collected on the Ogden Trolley (Route 601 Circulator Bus Service).	
CONTRACT SUMMARY:	Contractor Name: Ogden City	Contract Number: 19-F0055-A1
	Base Contract Effective Dates: January 1, 2020 through December 31, 2020	Extended Contract Dates: January 1, 2021 through December 31, 2021
	Total Amount Contract Value (2020-21): \$72,906	
	Procurement Method: N/A	Funding Sources: N/A
ALTERNATIVES:	Not providing sponsored fare could result in a possible reduction in ridership.	

FISCAL IMPACT:	\$72,906 in revenue reimbursement to UTA
ATTACHMENTS:	1) Contracts and Amendments: a. Base Contract b. Amendment 1

SERVICE AGREEMENT

THIS AGREEMENT is effective on the 1st day of January, 2020, by and between UTAH TRANSIT AUTHORITY, a public transit district, hereinafter referred to as “UTA”, and Ogden City, a municipal corporation of the State of Utah, hereinafter referred to as “City”.

RECITALS:

A. UTA is a large public transit district organized under the provisions of the Utah Public Transit District Act and provides public transit service within the State of Utah, including regularly scheduled service in the City; and

B. The City desires that UTA provide additional service to certain areas of the City and is willing to help defray the costs of such service.

NOW, THEREFORE, in consideration of the mutual covenants, condition and promises as hereinafter set forth, it is mutually agreed as follows:

AGREEMENT:

1. Term. The term of this Agreement shall commence on the 1ST day of January, 2020, and run through the 31st day of December, 2020. This Agreement may be renewed for three additional one-year terms if the parties agree in writing by December 15 of each year to changes, if any, to the amount to be paid by City, the days of service, and the route identified on Attachment 1.

2. Trolley Service. UTA agrees to provide trolley service (the “Service”) on the route described in Attachment 1. The trolley route shall be free to customers, and no transfer credit shall be provided. The provisions of this Agreement are intended to compensate UTA for anticipated farebox revenue. The trolley route will connect Downtown Ogden City with the Ogden FrontRunner Station at approximately 20 minute intervals with priority given to making connections with commuter trains. UTA agrees to publish information on the trolley route in the same way it publishes information on other UTA routes. The route shall be called “Ogden Trolley”. Any additional logo or branding activities shall be mutually developed and agreed upon by UTA and Ogden City, with appropriate compliance with UTA’s approved Customer Information Standards guide.

3. Dates of Service. UTA will provide daily Service (Monday through Saturday) beginning Wednesday, January 1, 2020 and continuing through Thursday, December 31, 2020. UTA will provide Service on its Saturday schedule Tuesday February 18 (President’s Day), Monday May 25 (Memorial Day), Saturday July 4 (Independence Day), Friday July 24 (Pioneer Day), Monday September 7 (Labor Day) and Friday, November 27, (Black Friday) 2019. UTA will not provide the Service on Tuesday January 1 (New Year’s Day), Thursday November 26, (Thanksgiving Day) and Friday December 25 (Christmas Day) 2020.

4. Termination. This Agreement may be terminated with or without cause by either party by providing thirty (30) days advance written notice of termination.

5. Consideration. The City agrees to pay UTA the sum of seventy-two thousand three hundred and twenty-eight dollars (\$72,328) to provide the Service. UTA shall invoice the City for the Service in one instalment of seventy-two thousand three hundred and twenty-eight dollars (\$72,328) in November 2020. Payment shall be due thirty days after the date on the invoice. UTA is entitled to one hundred percent (100%) of the advertising revenues generated from any advertising placed on any transit vehicles providing the Service.

6. Modification of Agreement. This Agreement may be supplemented, amended, or modified only by the mutual agreement of the parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by all parties.

7. Recognition of Sponsors. UTA agrees to identify the sponsors of the Service with 2 car-cards on the interior of the buses providing the Service. UTA and the City agree to work together to develop signage identifying the sponsors of the Service, but UTA retains sole discretion and decision-making authority regarding the content, size, design and placement of all signage.

8. Indemnification. Both the City and UTA are governmental entities under the Utah Governmental Immunity Act of the Utah Code, Section 63G-7-101 et seq. 1953 (as amended) (hereinafter, the "Act"). Nothing in this Agreement shall be construed to be a waiver by either UTA or the City of any protections, rights, or defenses applicable under the Act. It is not the intent of either party to incur by contract any liability for the negligent operations, acts, or omissions of the other party or any third party and nothing in this Agreement shall be so interpreted or construed.

9. Default. In the event that either party fails to perform any of the terms and conditions of this Agreement, upon fifteen (15) days' notice of such failure to perform, the right of the defaulting party under this Agreement shall expire.

10. Attorney's Fees. The defaulting party agrees to pay the non-defaulting party's costs and reasonable attorney's fees in the event such are incurred to enforce any of the provisions of this Agreement.

11. Assignment. No party hereto shall have the right to assign its right and obligations hereunder without the express written consent of the other parties hereto.

12. Notice or Demands. Any notice or demand to be given by one party to the other shall be given in writing per personal service, telegram, express mail, Federal Express, or any other similar form of courier or delivery service, or mailing in the United States Mail, postage prepaid, certified, return receipt requested and addressed to such party as Follows:

If to the City:
Ogden City
ATTN:

If to UTA:
Utah Transit Authority
ATTN: Amanda Burton
669 West 200 South
Salt Lake City, Utah 84101

Either party may change the address at which such party desires to receive notice on written notice of such change to any other party. Any such notice shall be deemed to have been given, and shall be effective, on delivery to the notice address then applicable for the party to which the notice is directed; provided, however, that refusal to accept delivery of a notice or the inability to deliver a notice because of an address change which was not properly communicated shall not defeat or delay the giving of a notice.

13. Project Manager. The UTA project Manager for this Agreement shall be Mr. Trevan Blaisdell, or designee. All correspondence regarding the technical aspects of this Agreement should be addressed to Mr. Blaisdell, or designee.

14. Contract Administrator. The UTA Contract Administrator for this Agreement is Ms. Amanda Burton, or designee. All questions and correspondence relating to the contractual aspects of this Agreement should be directed to Ms. Burton, or designee.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year first above written.

OGDEN CITY

UTAH TRANSIT AUTHORITY

Mark Johnson Date: Mar 2, 2020
City Manager

DocuSigned by:
D. Eddy Cumins
By: D453D7B9E73D44C... Date: _____
D. Eddy Cumins
Chief Operating Officer

Attest:
Lee Ann Peterson
City Recorder Mar 3, 2020

DocuSigned by:
Andres Colman
By: 73879E2C5BD04CB... Date: _____
Andres Colman
Regional General Manager

Approved As To Form:

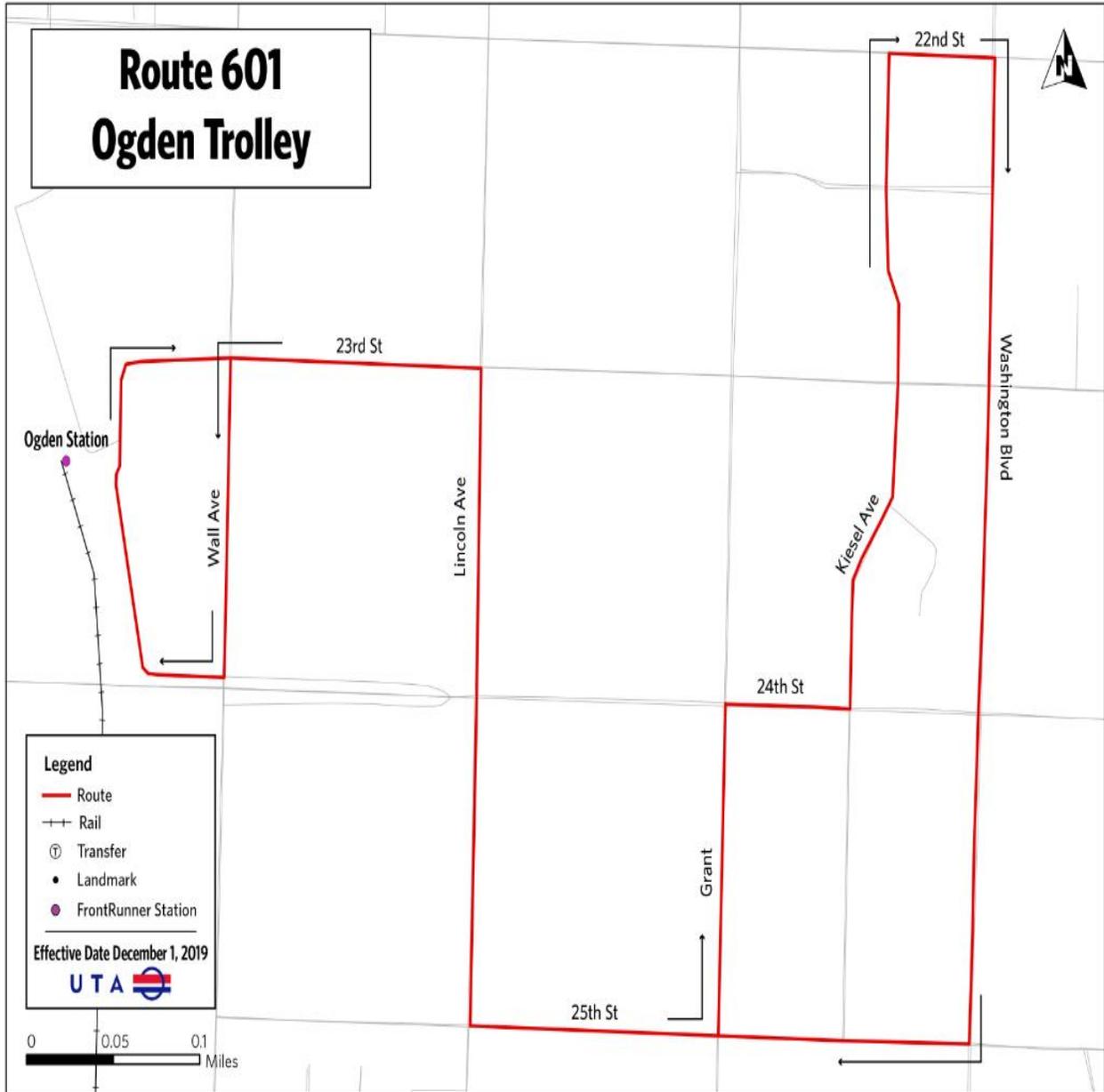
Approved As To Form:

Mark Stratford
Mark Stratford (Mar 2, 2020)
Ogden City Attorney Mar 2, 2020

DocuSigned by:
Mike Bell
361F16F838704A9...
UTA Compliance Officer



ATTACHMENT 1 TO SERVICE AGREEMENT



RENEWAL AMENDMENT 1
Bus Service Agreement
Ogden City

This amendment no. 1 is effective on January 1st, 2021 (“Effective Date”), by and between **UTAH TRANSIT AUTHORITY**, a public transit district (“UTA”) and **OGDEN CITY**, a municipal corporation of the State of Utah, hereinafter referred to as “City”. (Hereinafter the “Parties”).

Whereas, the Parties entered into a Bus Service Agreement (hereinafter the “Agreement”) with an effective date of January 1, 2020 for bus service that will connect Downtown Ogden City with the Ogden FrontRunner Station.

Whereas, the Parties desire to renew the Agreement for an additional one year term from January 1, 2021 until December 31, 2021.

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

1. The parties agree to renew the Agreement for an additional one year term from January 1, 2021 through December 31, 2021.
2. The amount to be paid by City shall be increased as described below:

The City agrees to pay UTA the total sum of (\$72,906) to provide all of the services described in paragraph 3 below. UTA shall invoice the City for the service in one installment of (\$72,906) in November 2021.

3. The dates of service shall be adjusted as described below:

UTA will provide daily service (Monday through Saturday) beginning Friday, January 1, 2021 and continuing through Friday, December 31, 2021. UTA will provide service on its Saturday schedule Monday, February 15 (President’s Day), Monday, May 31 (Memorial Day), Sunday, July 4 (Independence Day), Saturday, July 24 (Pioneer Day), Monday, September 6 (Labor Day) and Friday, November 26, (Black Friday) 2021. UTA will not provide the Service on Friday, January 1 (New Year’s Day), Thursday November 25, (Thanksgiving Day) and Saturday, December 25 (Christmas Day) 2021.

-
4. The operating plan shall be adjusted as described below:
No Changes

All other terms and conditions of the Agreement shall continue in full force and effect and remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the dates shown below.

UTAH TRANSIT AUTHORITY:

OGDEN CITY:

_____ Date
By:
Title:

_____ Date
By:
Title:

_____ Date
By:
Title:

Approved As To Form:

UTA Legal Counsel



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: William Greene, Chief Financial Officer
PRESENTER(S): Monica Morton, Fares Director

BOARD MEETING DATE: December 9, 2020

SUBJECT: HIVE Pass Purchase and Administration Agreement Amendment 1
(Salt Lake City Corporation)

AGENDA ITEM TYPE: Service and Fare Approval

RECOMMENDATION: Approve Amendment 1 to the Custom HIVE Cooperative Pass Purchase and Administration Agreement (“HIVE Pass”) with Salt Lake City Corporation

BACKGROUND: On July 1, 2020 UTA entered into a custom agreement with Salt Lake City Corporation (“SLC Corp.”). The Hive Cooperative Pass Purchase and Administration Agreement is a transit pass program that gives Salt Lake City residents access to a discounted regular monthly adult pass. Each pass is in the form of an electronic fare card and users are required to tap-on and tap-off the system when riding UTA services. This program has been in place since June 2015.

The current price of the regular monthly adult pass through the Hive Pass Program is \$67.00 per month which is a 20 percent discount off the retail monthly pass price. SLC Corp. pays \$25.00 of the pass price, and the resident pays \$42.00. Passes can be purchased from the Salt Lake City County Building, Public Utilities Office, and the Sorenson Unity Center.

Prior to selling a pass, SLC Corp. verifies that the resident seeking to purchase a pass lives within the boundaries of Salt Lake City proper. This verification process is outlined in Section 3 of the contract.

DISCUSSION: On December 1, 2020, the new UTA fare policy will go into place. This will update the price of the regular monthly adult pass. The updated price for this pass will be \$85.00 rather than \$83.75. Due to this approved fare change, an amendment has been created to reflect the updated price of this pass in this agreement.

Under the proposed amendment, the amount owed to UTA by SLC Corp. for the sale of each regular monthly adult pass shall be \$68.00. The Administrator shall pay \$26.00 and each Authorized User shall pay \$42.00 which amount shall be collected by the Administrator.

	In addition, the Amendment modifies Section 9 of the contract, rounding amounts owed to UTA to the nearest \$0.50 rather than to the nearest \$1.00.	
CONTRACT SUMMARY:	Contractor Name: Salt Lake City Corporation	Contract Number: 20-F00048-2A1
	Base Contract Effective Dates: July 1, 2020 – June 30, 2021	Extended Contract Dates: N/A
	Total Amount Contract Value: \$825,000	
	Procurement Method: N/A	Funding Sources: N/A
ALTERNATIVES:	Not approve contract amendment and proceed with former contract that started on July 1, 2020.	
FISCAL IMPACT:	It is estimated that the contract revenue will be \$825,000.	
ATTACHMENTS:	1) Contracts and Amendments: <ol style="list-style-type: none"> a. Base Contract b. Amendment 1 	

Salt Lake City Contract No. 06-3-20-2282

RECORDED

MAY 18 2020

CITY RECORDER

**HIVE COOPERATIVE
PASS PURCHASE AND ADMINISTRATION AGREEMENT**

This Hive Cooperative Pass Purchase and Administration Agreement (the "Agreement") is made this first day of July, 2020 ("Effective Date") between the UTAH TRANSIT AUTHORITY, a public transit district organized under the laws of the State of Utah ("UTA"), and SALT LAKE CITY CORPORATION, a Utah municipal corporation whose address is 349 S. 200 E, STE 150, Salt Lake City, Utah 84111 ("Administrator").

RECITALS

WHEREAS, UTA is a public transit district providing public transit service within the State of Utah;

WHEREAS, Both Administrator and UTA recognize the benefits of public transit to individuals, businesses and the community in reducing congestion, improving the quality of air and the environment, and limiting the amount of real property set aside or dedicated to motor vehicle uses and parking in urban locations;

WHEREAS, Administrator desires to encourage transit ridership by administering a program whereby Administrator shall be responsible for selling and issuing transit passes to Salt Lake City residents for use on certain UTA transit services pursuant to the terms and conditions set forth in this Agreement.

AGREEMENT

NOW THEREFORE, in consideration of the mutual covenants hereinafter set forth, and for other good and valuable consideration, the parties hereby agree as follows:

SECTION I: DEFINITIONS

- 1.1 The term "**Administrator**" shall mean Salt Lake City Corporation.
- 1.2 The term "**Agreement**" shall mean this Agreement and all exhibits.
- 1.3 The term "**Authorized Services**" shall mean those UTA transit services and service types listed in Paragraph 4 and Exhibit "A," the Pass Program Configuration Form.
- 1.4 The term "**Authorized User**" shall mean an individual who is a current resident of Salt Lake City, Utah and who has provided sufficient documentation to Administrator as set forth in Paragraph 3 to verify his or her residency.
- 1.5. The term "**Electronic Fare Collection Rules**" or "**EFC Rules**" shall mean UTA's EFC Rules located in Exhibit B
- 1.6 The term "**Trip**" shall mean each occasion an active Pass issued to an Authorized User is presented as fare to board a UTA vehicle in service.

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SALT LAKE CITY, UTAH 84114-5515

1.7. The term “**Pass**” shall mean an electronic fare card issued in compliance with this Agreement that is electronically enabled and valid on Authorized Services when used in accordance with UTA’s EFC Rules. The term Pass shall include Standard Adult Local Passes.

SECTION II: TERMS AND CONDITIONS

- 1) PURPOSE OF AGREEMENT. The purpose of this Agreement is to allow Administrator to sell and issue Passes to Authorized Users. Administrator is responsible for selling and issuing Passes to Authorized Users in accordance with this Agreement and UTA’s EFC Rules.
- 2) TERM OF AGREEMENT. This Agreement shall begin upon recording by the Salt Lake City Recorder and end on June 30, 2021, and may be extended for an additional one-year term upon the written authorization of both parties, which shall occur at least ninety (90) days before the scheduled termination of the Agreement.
- 3) PASS APPLICATION AND VERIFICATION OF RESIDENCE. Prior to selling a Pass, Administrator shall verify the individual seeking to purchase a Pass is a resident of Salt Lake City, Utah. Administrator shall require each individual seeking to purchase a Pass to present a valid Utah Driver's License, State-Issued Identification Card, or other document showing credible evidence of City residency. Administrator shall also require each individual seeking to purchase a Pass to present one of the following: (1) a lease or rental agreement, (2) a county tax bill, or (3) two pieces of formal mail such as a utility bill or bank statement with the individual’s name and home address printed on it. Individuals seeking to purchase Passes for minors shall provide the preceding documentation as well as one other document showing credible evidence establishing the minor’s residency, including, but not limited to, the minor’s valid Utah Driver’s License or State-Issued Identification Card.
- 4) AUTHORIZED SERVICES. Administrator agrees and acknowledges that Authorized Services are public transit services, which may be altered from time to time as UTA modifies its public routes. Subject to the foregoing, Passes shall be valid on the following Authorized Services:
 - A. Standard Adult Local Pass. The Standard Adult Local Pass shall be valid for regular fare bus routes, TRAX light rail, and Streetcar light rail. The Standard Adult Local Pass shall not be valid on Ski Service, Paratransit Service, Special Services, Park City-Salt Lake City Connect Service, express bus routes, and FrontRunner commuter rail service. The Pass may be used for a \$2.50 transfer credit on express bus routes, FrontRunner commuter rail service, or any other special service. Authorized Users must pay for additional station costs for FrontRunner commuter rail service and additional transfer costs for express bus routes prior to boarding.
- 5) FORM OF PASS. Each Pass shall take the form of a unique electronic micro-chip embedded in an electronic fare card media, which shall be activated by UTA. Prior to issuing a Pass, Administrator shall print the name of the purchasing Authorized User on the Pass. Administrator shall issue a receipt for each Pass issued.
- 6) TERM OF PASS AND PASS EXPIRATION. Standard Adult Local Monthly Passes

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shall be recognized as full fare for Authorized Services for one calendar month.

- 7) PASS ADMINISTRATION, SALE, AND DISTRIBUTION. Administrator is responsible for the marketing, promotion, sale, distribution, and management of Passes to Authorized Users as well as the collection of payments from Authorized Users for Passes. Each Authorized User is eligible to have one active Pass at any time. In the event an Authorized User fails to pay for a Pass, Administrator shall deactivate the Pass by the third calendar day of the month of the non-payment.
- 8) PRE-AUTHORIZATION. The completed Pass Program Configuration Form is attached hereto as Exhibit "A" and is incorporated herein by reference. The parties hereby ratify the elections contained in the Pass Program Configuration Form and agree to be bound by the terms designated therein. All terms used in the Pass Program Configuration Form shall have the same meaning as used in this Agreement.
- 9) PURCHASE PRICE AND PAYMENT. UTA agrees to sell and Administrator agrees to purchase Standard Adult Local Monthly Passes from UTA at a twenty percent (20%) discount off the standard price for such Passes as advertised on UTA's website. Administrator agrees to further discount the Passes an additional thirty percent (30%) and sell UTA's Passes to Authorized Users at a fifty percent (50%) discount off the cost of the Passes as advertised on UTA's website. Dollar amounts owed under this Agreement shall be rounded to the nearest \$1.00. UTA reserves the right to change the price for its Passes at any time in its sole discretion. UTA shall give Administrator sixty (60) days' advance written notice of any price increase. The percentage discounts set forth in this Paragraph shall remain in effect regardless of any variation in Pass price.
 - A. As of the date of this Agreement, the amount owed to UTA by Administrator for the sale of each Standard Adult Local Monthly Pass shall be \$67.00 per month. Of that \$67.00, Administrator shall pay \$25.00, and each Authorized User shall pay \$42.00, which amount shall be collected by Administrator.
 - B. On the last Saturday of each month, UTA shall run an Active Card Report. On a monthly basis, UTA shall invoice Administrator \$67.00 for each Local Pass that is active on the last Saturday of the month as established by the Active Card Report. Administrator shall also pay the amount of \$67.00 for each Local Pass to UTA for each Pass that has accrued ten (10) or more Trips during the month even if the Pass does not appear on the Active Card Report. Administrator shall pay the amount invoiced within thirty (30) days of receipt of invoice.
 - i. Notwithstanding the provisions of paragraph 9, at Administrator's option, it may further discount the price it charges Authorized Users for Standard Adult Monthly Passes if it correspondingly increases the amount Administrator paid to UTA for each Standard Adult Monthly Pass. Administrator shall give UTA sixty (60) days' advanced written notice of any change in the amount Administrator will contribute and the corresponding change in the amount to be paid by the Authorized Users.
- 10) HANDLING OF PASSES/FARE MEDIA. Administrator shall not furnish, provide, assign, sell or resell, or otherwise transfer a Pass to any person who is not an Authorized User. Issuance records for each issued Pass will be maintained by Administrator. At all times

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during the term of this Agreement, Administrator must be able, upon reasonable request of UTA, to account for all Passes distributed to Administrator under this Agreement. The obligation under the preceding sentence shall include: (a) Administrator being able to identify the unique identification number of each issued Pass and the corresponding person issued such Pass; (b) Administrator being able to produce for inspection, upon request during regular business hours, any Passes delivered to Administrator that have not been issued to an Authorized User; and (c) Administrator being able to identify, by number, any Passes identified as lost or stolen for which replacement Passes have been issued. UTA maintains the right, upon reasonable notice, to inspect during regular business hours, all records maintained by Administrator in connection with this Agreement at all times during the term of this Agreement and for a period of one year after the expiration or termination of this Agreement.

- 11) CONFISCATION OF PASS/UNAUTHORIZED USE OF PASS. UTA has the right to confiscate a Pass at any time (without notice to the Administrator) from any person who UTA reasonably believes is not an Authorized User. UTA has the right to confiscate any Pass that UTA reasonably believes has been duplicated or altered. UTA reserves the right to pursue claims or demands against, or seek prosecution of any person who duplicates, alters or uses a Pass in any unauthorized way. Administrator shall not re-issue or replace a Pass confiscated by UTA so long as UTA informs Administrator of the confiscation of the Pass. UTA shall not pursue any claims or suits against the Administrator for any unauthorized use of a Pass, unless: (a) the unauthorized use results from counterfeiting a Pass and the Administrator had actual or constructive knowledge of such action and Administrator failed to report such action to UTA within three (3) business days; (b) the Administrator falsely certified to UTA the name of a person who is not an Authorized User; or (c) the unauthorized use resulted from Administrator's acts or omissions or misconduct. UTA shall have the right to confiscate any and all Passes or electronic fare cards if UTA believes that the information provided has been falsified, or a Pass has been given by the Administrator or its authorized representatives to a person who is not an Authorized User.
- 12) ISSUANCE OF PASSES. Administrator shall be solely responsible for issuing Passes to Authorized Users.
- 13) COST FOR LOST, REPLACEMENT OR STOLEN PASSES. At its discretion, Administrator may charge a card replacement fee to Authorized Users.
- 14) NON-TRANSFERABLE. A Pass is not transferable to any other Authorized User, a member of the Authorized User's household, or any other person.
- 15) DELIVERY OF PASSES. Inactive Passes shall be furnished to Administrator's representative at its primary address listed below on a monthly basis, or as often as needed, for issuance to Authorized Users.
- 16) SECURITY TERMS. Administrator agrees to be responsible for all Passes delivered to Administrator by UTA and to treat unissued Passes with the same care and safeguards as cash. Administrator agrees to pay any expenses of UTA in deactivating and/or replacing the unissued Passes and pay any fees associated with the use of the unissued Passes, whether occasioned by loss, theft or forgery. UTA agrees that if a receipt is presented to Administrator by an Authorized User, a Pass can be re-issued using the UTA Partner Web Application, unless the Pass was confiscated by UTA.

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- 17) RECONCILIATION. Administrator shall cooperate with and permit UTA to examine the unissued Passes distributed to Administrator and to inspect and reconcile all records and accounts pertaining to this Agreement on a monthly basis, if requested, during regular business hours.
- 18) PROMOTION AND ADVERTISING. The parties shall work together in good faith to develop an overall marketing strategy for the sale of Passes. Administrator shall be responsible for promoting, advertising, and direct marketing for Passes, as well as educating its residents and Authorized Users regarding the use of Passes. UTA shall supply supplemental marketing for the Pass on its website, social media, and its other marketing efforts as appropriate.
- 19) TERMINATION OF AGREEMENT. Either Party may terminate this Agreement at any time for any reason by giving sixty (60) days' written notice of its intent to terminate the Agreement. Upon termination, Administrator shall make an accounting and reconciliation as described in Paragraph 17, if requested by UTA.
- 20) THIRD PARTY INTERESTS. No person not a party to this Agreement shall have any rights or entitlements of any nature under it.
- 21) NON-DISCRIMINATION. Administrator agrees that it shall not exclude any individual from participation in or deny any individual the benefits of this Agreement on the basis of race, color, national origin, disability, sex, sexual orientation, or age in accordance with the requirements of 49 U.S.C. 5332 and other applicable state and federal laws.
- 22) ENTIRE AGREEMENT. This Agreement and the Exhibits attached hereto contain the entire agreement between the parties hereto for the term stated and cannot be modified except by written agreement signed by both parties. Neither party shall be bound by any oral agreement or special arrangements contrary to or in addition to the terms and condition as stated herein. This Agreement also supersedes any and all other agreements or contracts, whether oral or written, between the parties with respect to the subject matter hereof.
- 23) INTENT TO BE LEGALLY BOUND. The undersigned parties have duly caused this Agreement to be executed, and the signatories are duly authorized by his or her respective governmental entity to execute this Agreement.
- 24) GOVERNING LAW. This Agreement and all transactions contemplated hereunder and/or evidenced hereby shall be governed by and construed under and enforced in accordance with the laws of the State of Utah without giving effect to any choice of law or conflict of law rules or provisions.
- 25) WAIVER. The waiver by either party of any of the covenants as contained in this Agreement shall not be deemed a waiver of such party's rights to enforce the same or any other covenant herein, and the rights and remedies of the parties hereunder shall be in addition to, and not in lieu of, any right or remedy as provided by law.
- 26) PRIVACY. UTA shall not disclose Authorized Users' personal information or travel data to Administrator, except as required by law.

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- 27) NOTICES. Except as otherwise indicated, notices to be given hereunder shall be sufficient if given in writing in person or by personal delivery, U.S. mail, or electronic mail. All notices shall be addressed to the respective party at its address shown below or at such other address or addresses as each may hereafter designate in writing. Notices shall be deemed effective and complete at the time of receipt, provided that the refusal to accept delivery shall be construed as receipt for purposes of this Agreement.

If to UTA:

Kensley Kunkel
669 West 200 South
Salt Lake City, UT 84101
Tel: (801) 741-8806
E-mail: [kkunkel @ rideuta.com](mailto:kkunkel@rideuta.com)

If to Administrator:

Name: Lara Handwerker
Company: Salt Lake City Division of Transportation
Address: 349 South 200 East, Suite 150
Salt Lake City, Utah 84114
Tel: 801-535-7175
Email: Lara.handwerker@slcgov.com

Either party may change the address at which such party desires to receive written notice by giving written notice of such change to the other party. Any such notice shall be deemed to have been given, and shall be effective, on delivery to the notice address then applicable for the party to which the notice is directed, provided, however, that refusal to accept delivery of a notice or the inability to deliver a notice because of an address change which was not properly communicated shall not defeat or delay the giving of a notice.

- 28) NO WAIVER OF IMMUNITY. Both Administrator and UTA are governmental entities under the Utah Governmental Immunity Act of the Utah Code, Section 63G-7-101 et seq. 1953 (as amended) (hereinafter, the "Act"). Nothing in this Agreement shall be construed to be a waiver by either UTA or Administrator of any protections, rights, or defenses applicable under the Act. It is not the intent of either party to incur by contract any liability for the negligent operations, acts, or omissions of the other party or any third party and nothing in this Agreement shall be so interpreted or construed.

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement to be effective as of the Effective Date.

SALT LAKE CITY CORPORATION

By: *Erin Mendenhall* Date: 05/15/2020
Erin Mendenhall
Mayor
Salt Lake City

RECORDED

MAY 18 2020

CITY RECORDER

Approved as to Form:

By: *Megan DePaulis* Date: 05/13/2020
Megan DePaulis (May 13, 2020)
Senior City Attorney

Attest:

By: *[Signature]* Date: 5/18/20
City Recorder
Deputy



UTAH TRANSIT AUTHORITY

DocuSigned by:
By: *Carolyn Gonot* Date: 6/18/2020
Carolyn Gonot
Executive Director

DocuSigned by:
By: *Robert K. Biles* Date: 6/17/2020
Robert K. Biles
Chief Financial Officer

Approved as to Form:

DocuSigned by:
By: *Mike Bell* Date: 6/17/2020
Michael Bell
Assistant Attorney General
Counsel for UTA

PROPERTY OF SALT LAKE
CITY RECORDER'S OFFICE
P.O. BOX 145515
SALT LAKE CITY, UTAH 84114-5515

Exhibit A

Pass Program Configuration Form

A. Authorized UTA Services

Standard Adult Local Pass. The Standard Adult Local Pass shall be valid for regular fare bus routes, TRAX light rail, and Streetcar light rail. The Standard Adult Local Pass shall not be valid on Ski Service, Paratransit Service, Special Services, Park City-Salt Lake City Connect Service, express bus routes, and FrontRunner commuter rail service.

B. Form of Passes

- UTA-Printed Passes:** Complete, Table 1 "Initial Pass Order Quantity" below:

Initial Pass Order Quantity

UTA Printed Pass Product Electronic Fare Card	Quantity <i>(Total Authorized User Count)</i>
HIVE 2.0 Standard Adult Local Pass	

- Administrator-Printed Passes**

C. Administrator Personnel

UTA will be contacting the following Authorized User(s) to set up logins for UTA web interface purposes. List of Authorized Users who need access for card replacements and card lookups:

First & Last Name	Email Address
Randy Buckley	Randy.Buckley@slcgov.com
Rob Hughes	Rob.Hughes@slcgov.com
Philip Lynch	Philip.Lynch@slcgov.com
Marisela Alvarado	Marisela.Alvarado@slcgov.com
Mandy Heywood	Mandy.Heywood@slcgov.com
Julianne Sabula	Julianne.sabula@slcgov.com
Amy Pufahl	Amy.Pufahl@slcgov.com
Cherise Vernon	Cherise.vernon@slcgov.com
Ashlee Sprouse	Ashlee.Sprouse@slcgov.com
Lara Handwerker	Lara.Handwerker@slcgov.com

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EXHIBIT B: ELECTRONIC FARE COLLECTION RULES

ADMINISTRATION RULES

Transit Coordinator

Administrator must designate a Transit Coordinator (“TC”) that will oversee the pass program administration. The TC will be trained by UTA staff on how to use the UTA Partner Web Site where card management functions are to be performed. TC’s are responsible for training staff how to issue, activate, deactivate and replace cards. Please provide the designated TC contact information in your application.

Procurement of Passes

Initial pass order: fill out the program application and indicate the type in quantity of each fare product you would like to receive.

Additional Passes: send an email to passprograms@rideuta.com and indicate the quantity and type of passes.

Issuance of Passes

Administrator is responsible for issuing cards and is responsible to complete the following upon issuance:

- Confirm the recipient qualifies under this agreement
- Print the recipient’s name on the card in permanent ink
- Record the recipient name and the card number issued to them (see record keeping below)
- Review the Cardholder Rules with each recipient

Record Keeping

Administrator is required to maintain the following card issuance records:

- The card number of each issued card, including replacement cards, and the corresponding person issued such pass
- The card number of each unissued card

Card Replacements

Administrator is responsible for replacing cards that are lost, stolen, defective, or otherwise require replacement. All card replacements must be done using the “replace card” functionality on UTA’s partner website: www.tap2rideuta.com. For more information on how to replace a card, refer to the

UTA Partner Web Site User Guide provided during training. Only 30-day passes are eligible for card replacement.

Tapping

Administrator is responsible for ensuring that cardholders are made aware of UTA's requirement to "tap-on" and "tap-off" at designated readers when riding UTA services. Failure to do so may result in a citation or fine to the cardholder pursuant to UTA Ordinances. Pass is only valid fare when cardholder has tapped the card and it is properly validated (green light) by an electronic reader. A red light indicates the pass has expired or is no longer valid.

Requests for Electronic Tap Data

According to Utah Code 17B-2a-815(3)(a), UTA can only provide limited tap data to administrators. To access reports currently available, go to UTA's partner website: www.tap2rideuta.com, and click on "Reports." If you need data not provided on the partner website, email passprograms@rideuta.com with your request, and someone will contact you.

Customer Service

TC's are supported by UTA's Business Development and Sales team and are assigned a specific sales representative to assist as needed. TC's are expected to be the primary contact for cardholders.

If a cardholder experiences card related issues and contacts UTA's customer service team, they will be directed back to the TC for assistance. UTA's customer service team can assist and help cardholders with issues such as basic trouble shooting and answering questions about riding UTA service.

CARDHOLDER RULES

Tapping

Cardholder is required to "tap-on" and "tap-off" at designated readers when riding UTA services. Failure to do so may result in a citation or fine to the cardholder pursuant to UTA Ordinances. Pass is only valid fare when cardholder has tapped the card and it is properly validated (green light) by an electronic reader. A red light indicates the pass has expired or is no longer valid.

Non-Transferable

Passes are not transferable and should not be shared with any other person.

Card Care

It is important to protect the cards from damage. The card will not work if sensitive wires inside are broken. Do not punch holes, bend, keep in excessive heat or do anything to the card that could damage it. In order for the card to be read properly on electronic card readers, ensure that your card is not against other plastic cards, metal objects or electronic devices. Otherwise, it will interfere with the card signal causing the card not to be read or to be read improperly.

AMENDMENT NO. 1

to

Hive Cooperative

Pass Purchase and Administration Agreement

WHEREAS, Salt Lake City Corporation (City) and Utah Transit Authority (UTA) entered into the Hive Cooperative Pass Purchase and Administrative Agreement on July 1, 2020; and

WHEREAS, the Parties now desire to make certain changes to the aforesaid agreement to adjust the prices to be paid for the UTA passes due to UTA increasing the price for all of its Adult Monthly Passes; and

NOW THEREFORE, THE PARTIES AGREE TO THIS AMENDMENT NO. 1 AS FOLLOWS:

1. As of the date of this Amendment, Section 9 shall be deleted and replaced with the following:

9. Purchase Price And Payment. UTA agrees to sell and Administrator agrees to purchase Standard Adult Local Monthly Passes from UTA at a twenty percent (20%) discount off the standard price for such Passes as advertised on UTA's website. Administrator agrees to further discount the Passes an additional thirty percent (30%) and sell UTA's Passes to Authorized Users at a fifty percent (50%) discount off the cost of the Passes as advertised on UTA's website. Dollar amounts owed under this Agreement shall be rounded to the nearest \$ 0.50. UTA reserves the right to change the price for its Passes at any time in its sole discretion. UTA shall give Administrator sixty (60) days' advance written notice of any price increase. The percentage discounts set forth in this Paragraph shall remain in effect regardless of any variation in Pass price.

A. The amount owed to UTA by Administrator for the sale of each Standard Adult Local Monthly Pass shall be \$68.00 per month. Of that \$68.00, Administrator shall pay \$26.00, and each Authorized User shall pay \$42.00, which amount shall be collected by Administrator.

B. On the last Saturday of each month, UTA shall run an Active Card Report. On a monthly basis, UTA shall invoice Administrator \$68.00 for each Local Pass that is active on the last Saturday of the month as established by the Active Card Report. Administrator shall also pay the amount of \$68.00 for each Local Pass to UTA for each Pass that has accrued ten (10) or more Trips during the month even if the Pass does not appear on the Active Card Report. Administrator shall pay the amount invoiced within thirty (30) days of receipt of invoice.

i. Notwithstanding the provisions of paragraph 9, at Administrator's option, it may further discount the price it charges Authorized Users for Standard Adult Monthly Passes if it correspondingly increases the amount Administrator paid to UTA for each Standard Adult Monthly Pass. Administrator shall give UTA sixty (60) days' advanced written notice of any change in the amount Administrator will contribute and the corresponding change in the amount to be paid by the Authorized Users.

2. All other terms and conditions of the Agreement are unaffected by the Amendment No. 1 and remain in full force and effect.

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement to be effective as of the date of last signature below.

SALT LAKE CITY CORPORATION

By: _____ Date: _____
Erin Mendenhall
Mayor
Salt Lake City

Approved as to Form:

By: _____ Date: _____
Senior City Attorney

Attest:
By: _____ Date: _____
City Recorder

UTAH TRANSIT AUTHORITY

By: _____ Date: _____
Carolyn Gonot
Executive Director

By: _____ Date: _____
William Green
Chief Financial Officer

Approved as to Form:

By: _____ Date: _____
Michael Bell
Assistant Attorney General
Counsel for UTA



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: William Greene, Chief Financial Officer
PRESENTER(S): William Greene, Chief Financial Officer

BOARD MEETING DATE: December 9, 2020

SUBJECT:	Agency 2021 Final Budget
AGENDA ITEM TYPE:	Discussion
RECOMMENDATION:	Informational report for discussion
BACKGROUND:	Each year, the Authority is required to prepare an operating and capital budget for the succeeding year. After consultation with the Board of Trustees, and in accordance with Utah Code 17B-1-702 and 17B-2a-801, the Executive Director has prepared the Final 2021 Budget for Board review.
DISCUSSION:	<p>The Board of Trustees and UTA staff discussed and set 2021 budget priorities and timelines earlier this year. Long-term financial planning assumptions were reviewed by the Board of Trustees. 2021 operating and capital expense budget targets were established and communicated to UTA staff. The Board of Trustees reviewed preliminary 2021 operating and capital budget information in September. The Local Advisory Council reviewed the preliminary 2021 capital budget information at their September and November meetings.</p> <p>At the November 4, 2020 Board of Trustees' meeting, the Board approved the Tentative 2020 Budget. A virtual public meeting was held on November 10, 2020 and a public hearing was held on November 11, 2020 and public comment period is open through December 11, 2020. The Local Advisory Council reviewed and was consulted on the Tentative Budget at their November 18, 2020 meeting. All public and stakeholder comments received to date regarding the 2021 budget have been provided to the Board of Trustees.</p> <p>Changes from the Tentative to Final 2020 Budget are as follows:</p> <p>Organizational Changes</p> <ul style="list-style-type: none">• Operations – Repurpose one FTE from Special Services to People – Talent Development <u>2021 impact - net zero budget impact and zero FTE</u>

	<ul style="list-style-type: none"> • People – Change Records Management Clerk from part-time to full time to enhance records management – with a 2021 focus on Real Estate/TOD <u>2021 impact - \$15,975 budget and 0.27 FTE increase</u> • Enterprise Strategy – <u>Add one FTE</u> creating an administrative support position <u>2021 impact - net zero budget and 1.0 FTE increase</u> <p>Financial Plan Changes</p> <ul style="list-style-type: none"> • Update debt service based on November 2020 bond refunding and 2020 expected lease payments and terms: <u>2021 impact: +\$2,300,000 to debt service/lease payments, no impact to operating budget</u> <p>Summary information about the Final 2021 Budget is provided in the presentation</p>
ALTERNATIVES:	Discussion item
FISCAL IMPACT:	Proposed changes would increase debt service \$2.3 million and add \$15,975 in budget authority in 2021
ATTACHMENTS:	None Link to Budget Information



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Nichol Bourdeaux, Planning and Engagement Officer
PRESENTER(S): Jaron Robertson, Director Innovative Mobility Solutions
Eric Callison, Manager of Service Planning
Ryan Taylor, Coordinated Mobility Manager
Libby Oseguera, Executive Director, Utah Developmental Disabilities Council

BOARD MEETING DATE: December 9, 2020

SUBJECT:	UTA Microtransit Planning Project Report
AGENDA ITEM TYPE:	Discussion
RECOMMENDATION:	Informational Report for Discussion
BACKGROUND:	<p>In 2019, UTA partnered with the Utah Developmental Disabilities Council (UDDC), Via, and FourSquare ITP to research and simulate how microtransit can provide a more equitable, accessible, efficient, and convenient transportation service for individuals with cognitive and mobility disabilities. The outcome of this research and simulation study is the <i>Utah Transit Authority Microtransit Project Planning Report</i>, which serves as a roadmap for microtransit expansion. UTA has already recognized the benefits of this study by incorporating innovative transit solutions and opportunity zones as part of the development of UTA's Five-Year Service Plan.</p> <p>The study utilized a spatial assessment across the UTA service area, including a methodology for identifying microtransit opportunity areas based on improving mobility for people with disabilities, transit needs, and transit potential. A total of 18 microtransit opportunity zones were identified, largely in lower-density suburban, rural, and industrial areas outside of Salt Lake City, addressing a series of criteria including:</p> <ul style="list-style-type: none">• Where within UTA's service area could UTA operate microtransit services?• How big and what do the service area boundaries look like?• How do service area boundaries complement existing transit services?• Is there a viable market for first/last mile microtransit connections?• Is there a viable market for community services?• How many patrons will benefit from the various services?• How can microtransit services be accessible and convenient for all individuals, including riders with developmental, cognitive, and/or mobility disabilities?• What are the resources needed and characteristics of the service, how many vehicles and drivers are needed, what are the optimal days and hours of

	<p>service, should the service travel alongside fixed checkpoints with deviations, or should all stops be on-demand?</p> <ul style="list-style-type: none"> • What is the distribution of expected wait times for microtransit passengers? • How does this compare to existing fixed-route options?
DISCUSSION:	<p>The UTA project team with representatives from the UDDC will discuss the outcomes and findings of the report, including how the report supports UTA’s Five-Year Service Plan and other strategic goals and objectives. Discussion topics include:</p> <ul style="list-style-type: none"> • UTA planning coordination • Scope of work • Accessibly recommendations • Benefits for access and mobility • Transit needs and potential • Microtransit opportunity zones • Zone by zone simulation • Zone prioritization • Next steps
ALTERNATIVES:	N/A
FISCAL IMPACT:	N/A
ATTACHMENTS:	1) Utah Transit Authority Microtransit Planning Project Report



Utah Transit Authority Microtransit Planning Project

Prepared by Via Mobility, LLC

September 2020



Provided by



Project team.

Jaron Robertson

Director, Innovative Mobility Solutions

Eric Callison

Manager of Service Planning

Ryan Taylor

Coordinated Mobility Manager

Consultants

Via Mobility and FourSquare ITP

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1. Executive summary.

In recent years, microtransit (also known as on-demand transit) has emerged as a promising alternative to fixed-route transit. In particular, microtransit shows significant potential in the following areas: providing first-and-last mile connections to transit; improving mobility in hard-to-serve areas; reducing private vehicle dependence; and replacing underperforming flex and fixed route buses.

The Utah Transit Authority (UTA) serves more than 1.8 million people living across one of the largest geographic service areas of any transit agency in the United States. In order to meet the diverse needs of the community, the Authority is continually evaluating new ways to serve riders.

In late 2019, **UTA launched UTA on Demand by Via**, a microtransit pilot in southern Salt Lake County. Prior to the launch of this service, a similar

microtransit planning study was also conducted to help guide decisions regarding service quality, cost, and ridership. The service has grown steadily since launch and been popular with riders — it completed approximately 400 - 500 trips per day prior to the spread of COVID-19, with an average customer satisfaction rating of 4.8 out of 5.0. If the pilot is deemed successful, this study will provide guidance on where and how microtransit can be extended in the UTA service area.

In order to identify areas with a high potential for successful microtransit service, the project team first conducted a spatial assessment across the UTA service area. The methodology for identifying microtransit opportunity areas was based on transit need and transit potential, and was determined in close collaboration with stakeholders through a workshop held in November 2019. A total of 18 microtransit opportunity zones were identified, largely in lower-density suburban, rural, and industrial areas outside of Salt Lake City.

1. EXECUTIVE SUMMARY

Each microtransit opportunity area was then refined through engagement with UTA planners and two stakeholder focus groups. The project team identified the most likely use cases for each zone, such as first-and-last mile connections to transit, or general purpose trips in areas with limited transit coverage. Low, medium, and high ridership projections were developed for each zone based on several criteria including existing transit ridership levels, parking availability, walkability, diversity of use cases, poverty rates, and number of zero-vehicle households. These ridership estimates were developed prior to the impact of COVID-19, and while there remains significant uncertainty about the long term impacts on transit ridership, the low scenario may be the most appropriate to consider in the short-to-medium term. The zones were then simulated using an agent-based microtransit simulation tool to determine the number of vehicles and vehicle hours required to meet a desired level of service — typically average wait times of 10 - 30 minutes and walking distances of less than a quarter mile.

The results of the simulations were then compiled into an evaluation matrix that highlights the performance of each zone against UTA's goals and objectives. While UTA's ultimate prioritization of the service zones for implementation will depend on the relative importance assigned to each of the evaluation criteria, some zones performed more strongly than others.

Highest-ranked zones: North Ogden, South Davis County, South Valley, South Jordan, Sandy, Southern Salt Lake County (current pilot zone), Tooele County, and Springville/Spanish Fork.

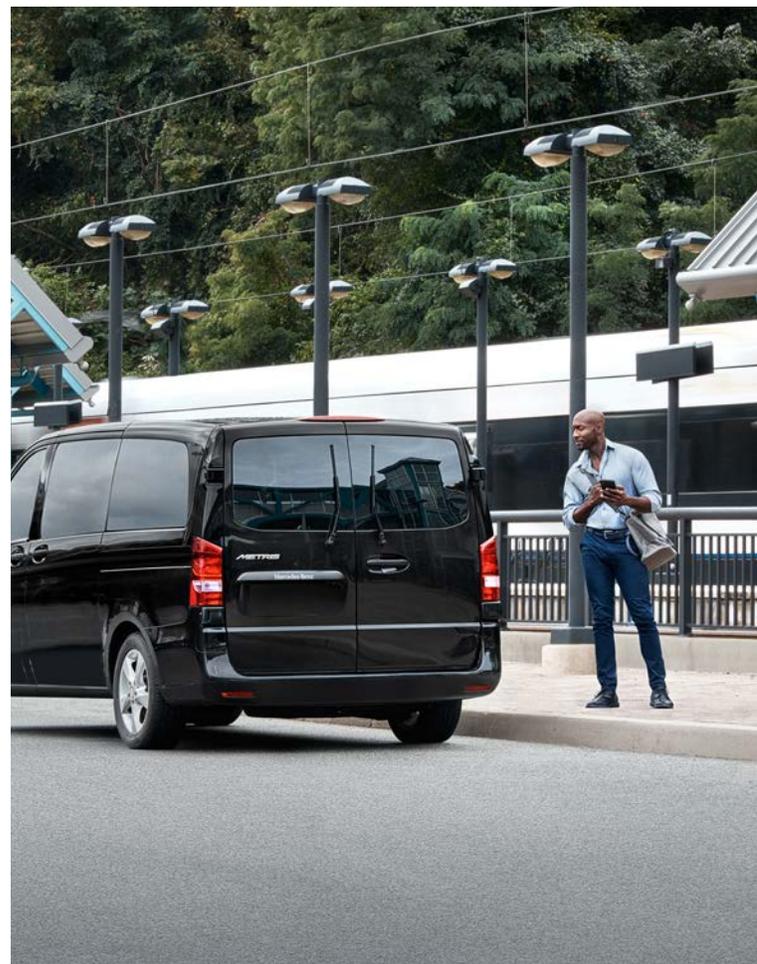
Moderate-ranked zones: West Weber County, West Davis County, Lindon/Vineyard, North Utah County, and West Provo.

Lower-ranked zones: Brigham City, West Salt Lake City Industrial /Inland Port, East Millcreek, Eagle Mountain / Saratoga Springs, Lehi, and South Utah County.

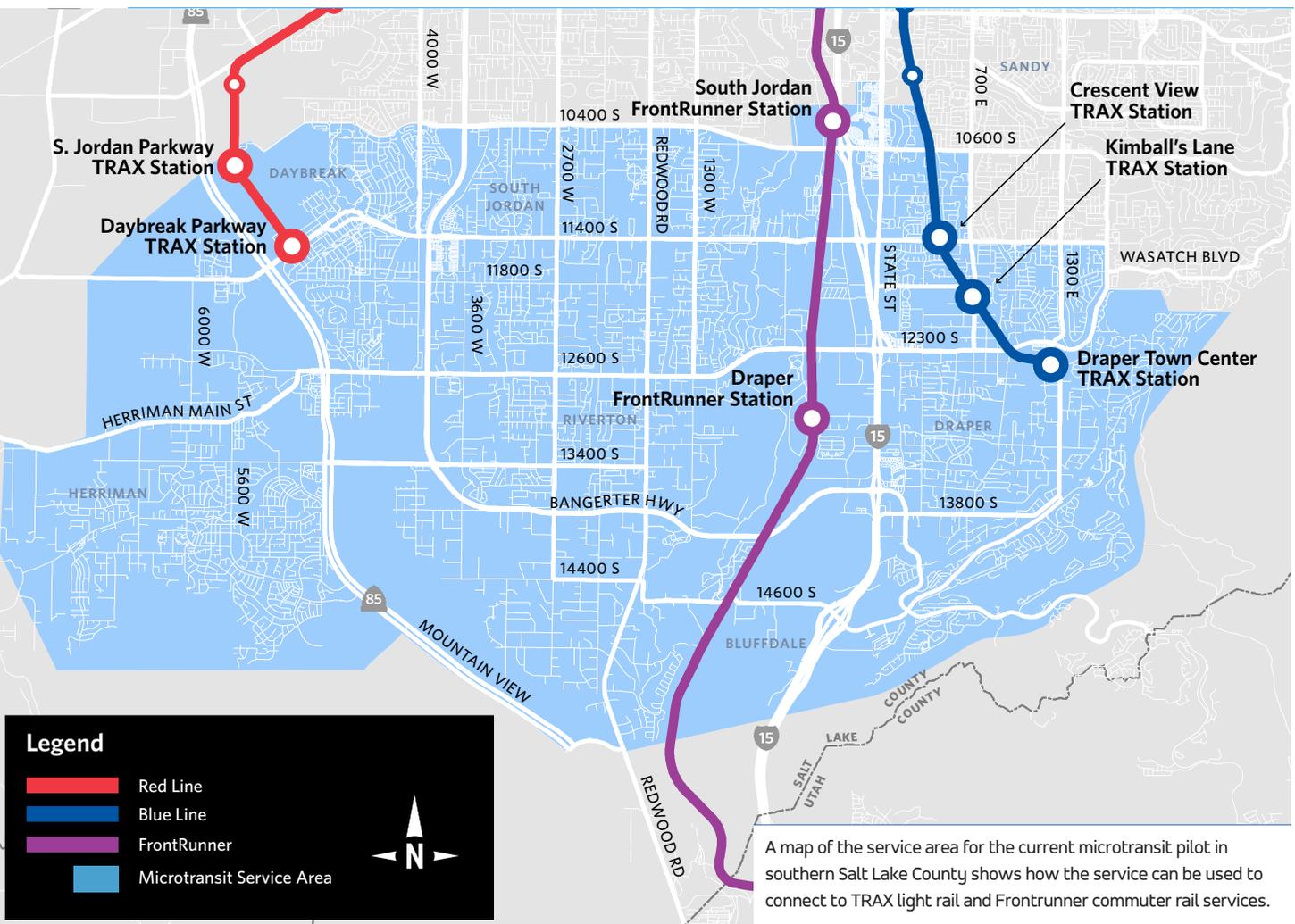
If UTA decides to proceed with new microtransit zones (beyond the current pilot), the actual zones that are selected will depend on several factors beyond those identified in the evaluation matrix, such as funding availability at the time of launch and adjustments to the UTA fixed route network.

All microtransit services should be designed to be accessible for all riders, including those with disabilities. The project team carried out an accessibility analysis to better understand how to ensure that microtransit services are accessible to all users, and held a workshop with the UTA Committee for Accessible Transportation. This report identifies several service design features that are recommended for accessible microtransit, such as multiple booking channels, a WCAG 2.0 compliant Android and iOS app, door-to-door or curb-to-curb trips for riders that require them, and a sufficient number of wheelchair accessible vehicles to ensure equivalent wait times.

As UTA navigates the budgetary and operational challenges caused by COVID-19 and its impact on ridership, this report is intended to provide a roadmap for potential microtransit expansion beyond the existing pilot. The next steps are to conduct public engagement on the highest potential zones and where feasible, launch additional microtransit services.



2. PROJECT OVERVIEW



2. Project overview.

The Utah Transit Authority (UTA) provides public transportation throughout the Wasatch Front region of Utah. The agency has a service area of approximately 1,400 square miles, across which it operates fixed route buses, flex-route (deviated fixed route) buses, paratransit services, vanpool services, three light rail lines (TRAX), a streetcar line (S-Line), and a commuter rail train (FrontRunner) from Ogden City through Salt Lake City to Provo City.

In late 2019, UTA launched UTA on Demand by Via, a microtransit pilot in southern Salt Lake County (see 3. **Microtransit overview** for a description of microtransit). This public-private partnership was implemented to test whether microtransit can

complement existing transit services by providing a flexible route, on-demand, and shared ride service. In addition, microtransit may offer more equitable, accessible, efficient, and convenient transportation for individuals with cognitive and mobility disabilities.

This study provides guidance to UTA regarding the possible future expansion of microtransit services following the completion of the pilot. The study outlines UTA's goals and objectives for microtransit, identifies locations where microtransit address these goals and objectives, simulates and prioritizes potential microtransit zones, and discusses how to ensure microtransit is accessible to those with disabilities. The results of the project will help UTA to plan for microtransit services as part of its Five-Year Service Plan.

3. Microtransit overview.

Microtransit, also known as on-demand transit, uses technology to route a fleet of vehicles based on real-time passenger demand.

Microtransit is similar to a bus in that passengers are asked to walk to meet a vehicle at a ‘virtual bus stop’ that may, in general, be up to ¼ of a mile from their requested location. However, it is different from a bus in that there are no schedules or route maps. Instead, trips must start and end within zones that fill gaps in the bus network.

Passengers can book a trip using a smartphone application (“app”), a website, or through a call center. Each microtransit service has specific operating hours and geographies that constrain where and when a passenger can travel.

To book a ride, a passenger starts by indicating the number of passengers in their party and their desired pickup and drop-off locations. When booking using the app, passengers will clearly see the geofenced zone in which service is offered. Requesting a trip beyond this zone is not possible, so passengers always know where the microtransit service is available. Once the passenger

submits a trip request, they are given a proposal that tells them when the vehicle will arrive and where to meet it. Typically, passengers must wait between 5 -20 minutes for a trip, although this may vary depending on the level of demand and the number of vehicles available. Passengers can track the vehicle in real-time using the app. The passenger is provided with vehicle information—for example: license plate, driver name, driver photo, and vehicle ID number. Passengers can usually cancel a ride at any time before pickup, but as cancellations may negatively affect other passengers, a small fee is often charged to discourage cancellations.

Once the vehicle arrives, the driver confirms the passenger’s details using the driver app. Passengers can pay using credit and debit cards, **UTA transit passes**, cash, vouchers, and more. It is important to include options for people without credit cards or bank accounts to ensure that the service is accessible to all. The passenger is then taken to their destination. Along the way, the vehicle will pick up and drop off other passengers heading in the same direction, but care is taken to avoid lengthy detours for passengers already on board. The passenger can track their progress using the app. After each trip, passengers may be automatically emailed a receipt. Passengers may also be able to provide real-time and post-trip feedback through the app.



Any type of vehicle can be used, but minivans or small cutaway buses are generally recommended over full-sized buses or sedans.

4. UTA's microtransit goals and objectives.

In order to understand where and how microtransit can be integrated into UTA's network, the project team first identified UTA's goals and objectives for this type of service. These were identified through a workshop with UTA stakeholders and two focus group meetings with external stakeholders that included state and local government agencies, major employers, community organizations, and nonprofits.

The key goals of microtransit in the region are:

Provide first-and-last-mile connections to transit: Microtransit can provide high-quality first-and-last mile connections to help grow transit ridership on the existing UTA network, particularly near high-frequency commuter rail (Frontrunner) and light rail (TRAX) routes.

Improve mobility in hard-to-serve areas: Microtransit can provide service in areas where traditional fixed route buses may not be cost effective or well utilized. These areas are typically low density, but may also include areas with difficult geographies (e.g., steep streets), small and isolated neighborhoods, and more.

Reducing private vehicle dependence: As UTA seeks to reduce congestion and improve air quality, it hopes to entice individuals who otherwise would not use transit to leave their private vehicles at home. Microtransit can be an effective tool in capturing these riders.

Replace underperforming flex and fixed route buses: UTA has several routes that operate with relatively low ridership, resulting in a high cost per passenger. Microtransit could replace these fixed route services at a lower cost, freeing up funding available for investment into other areas of the network.



5. Transit needs assessment.

Microtransit must be designed to meet the needs of passengers and each zone may have its own unique goals and use-cases. For example, it can help to eliminate transit ‘deserts’ in low-density areas, or to provide high-quality first-and-last mile connections in denser areas.

5.1 Methodology.

The following methodology was used to identify areas where implementing a microtransit service could achieve one or more of UTA’s goals and objectives. This methodology is based on three important characteristics - **transit need**, **transit potential**, and **existing transit service levels**.

- **Transit potential** reflects population and employment density. Areas with high transit potential may be served by various modes of transit. Areas with medium-to-low transit potential are often poor candidates for fixed-route transit, but may be well served by microtransit.
- **Transit need** focuses on socio-economic characteristics such as income, automobile availability, age, and disability status, which are indicative of a higher propensity to use transit.
- **Transit service level** is the quality and quantity of transit available in an area. It is based on proximity to a transit stop, frequency of service, and historical ridership in the area.

To identify opportunities for microtransit service in the Salt Lake City region, the study team began by examining the Transit Potential and Transit Need of the region, by Traffic Analysis Zones (TAZ). All TAZs within a four-mile buffer of the UTA fixed route network were included in these analyses. A four-mile buffer was selected because this buffer distance captures all of the significantly developed areas in the Salt Lake City region.

5.2 Transit needs assessment results.

Within the UTA service area, Transit Potential and

Transit Need are generally well-aligned (see **Figure 1 - Transit potential index** and **Figure 2 - Transit need index**). The few exceptions include:

- The Glendale and Inland Port areas south of the Salt Lake City International Airport. Transit Potential outpaces Transit Need in this area, likely due to industrial land uses and the number of jobs in the neighborhood. Because more factors are used in the Transit Need analysis, the presence of these jobs is less salient in the Transit Need scores.
- The Herriman area scores higher in Transit Potential than Transit Need, as do areas west of Riverton and South Jordan.
- The commercial and employment corridor of US 15 has a higher Transit Potential than Transit Need, especially around the South Jordan FrontRunner Station.
- Conversely, some neighborhoods in West Valley City and Kearns have a higher Transit Need than Transit Potential.

In addition to areas with high Transit Need but low Transit Potential, there are several other scenarios in which microtransit could be a more suitable mobility tool than fixed route service. In fact, any part of the UTA service area with low Transit Potential, regardless of Transit Need, can be considered a candidate for microtransit service, simply because fixed route service is unlikely to be an effective option. **Figure 3 - Low transit potential** map highlights areas of the region with low Transit Potential (5 or fewer people and/or jobs per acre).

However, high Transit Potential does not guarantee high transit-use if other key elements, such as a supportive pedestrian environment, are missing from an area. Thus, some parts of the UTA service area that do have the density to support fixed route service (more than five people and/or jobs per acre) can also be good candidates for microtransit service, especially if fixed route service in the area has failed to attract significant ridership.

Figure 4 - UTA service network and transit potential index highlights areas that fit this criteria.

5. TRANSIT NEEDS ASSESSMENT

To assess whether a TAZ is effectively served by fixed route service, the study team placed a half-mile buffer around every rail station and high-ridership bus stop (10+ passengers per day). The half-mile buffer represents the maximum distance that most transit riders are willing to walk to access transit service, although this distance varies greatly depending on the quality of the pedestrian environment. **Figure 5 - Transit potential**

index of areas poorly served by existing fixed-route transit highlights areas that are either unserved or poorly served by the current fixed-route transit network.

A full set of demographic maps, along with an overview of the methodology used to calculate Transit Potential and Transit Need are included in the Appendix.



FrontRunner is a commuter rail train with service from Ogden in central Weber County through Davis County, Salt Lake City, and Salt Lake County to Provo in central Utah County.

5. TRANSIT NEEDS ASSESSMENT

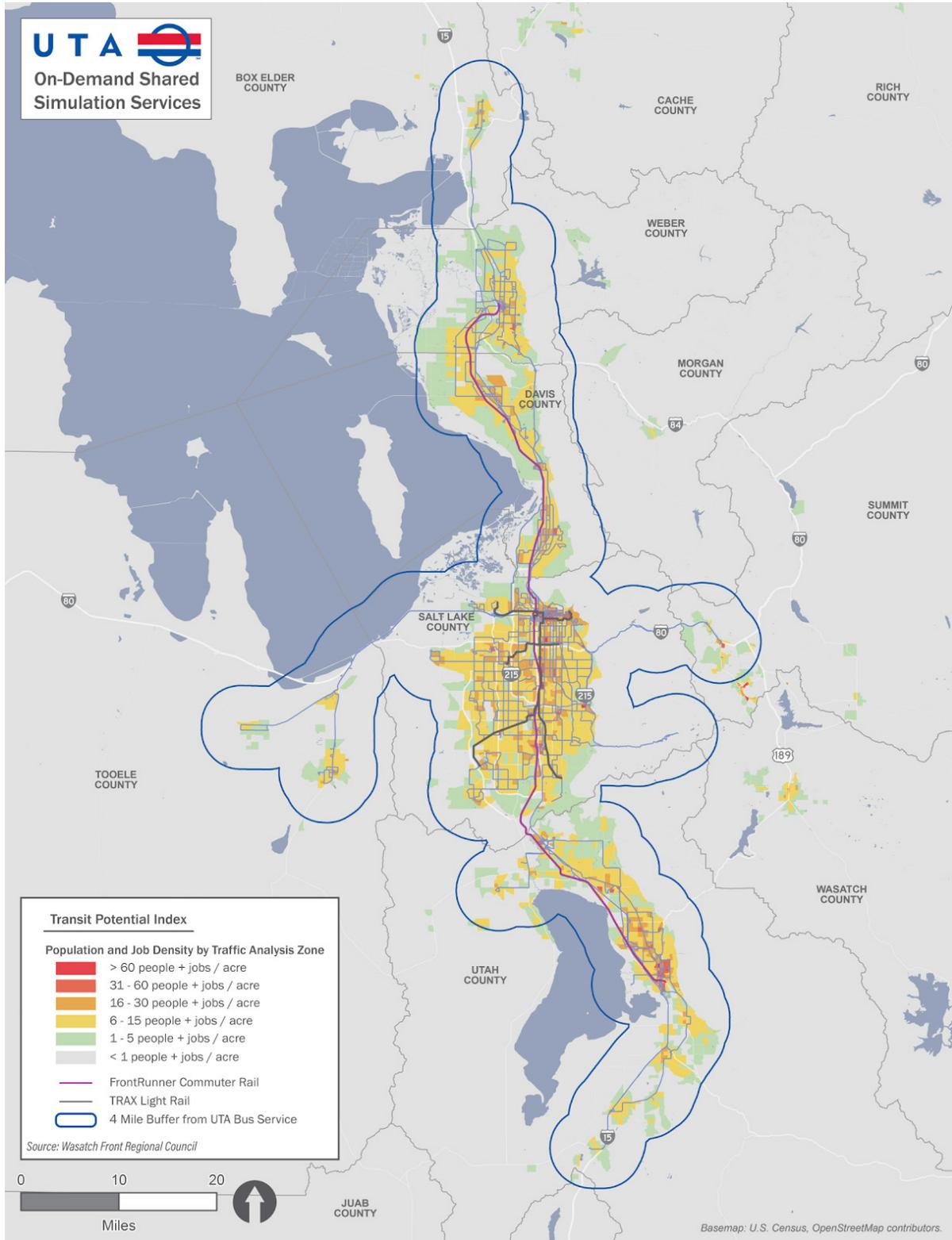


Figure 1 - Transit potential index: Transit potential is an analysis of population and employment density. Areas with high transit potential may be served by various modes of transit. Areas with medium-to-low transit potential are often poor candidates for fixed-route transit, but may be well served by microtransit.

5. TRANSIT NEEDS ASSESSMENT

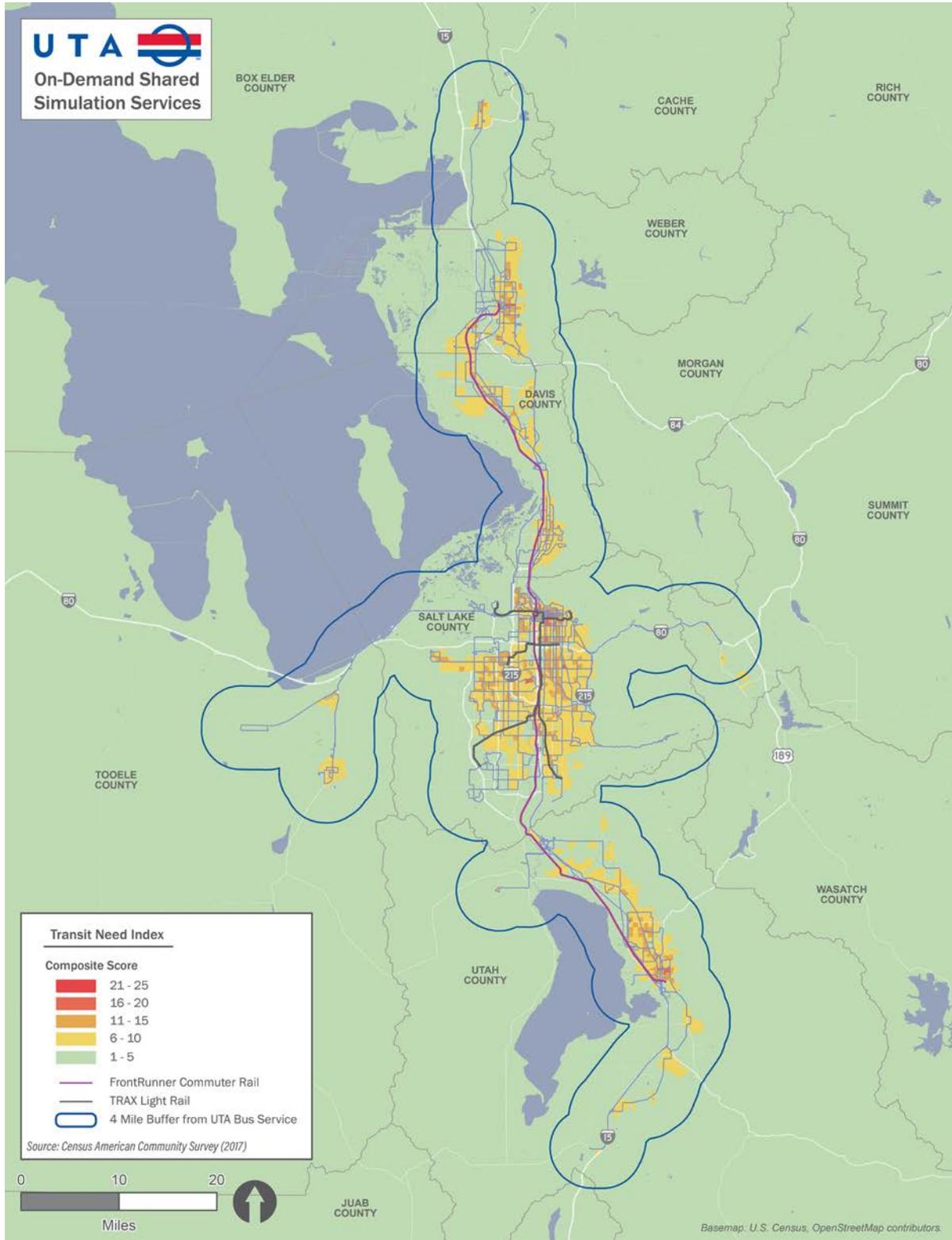


Figure 2 - Transit need index: Transit need focuses on socio-economic characteristics such as income, automobile availability, age, and disability status, which are indicative of a higher propensity to use transit.

5. TRANSIT NEEDS ASSESSMENT

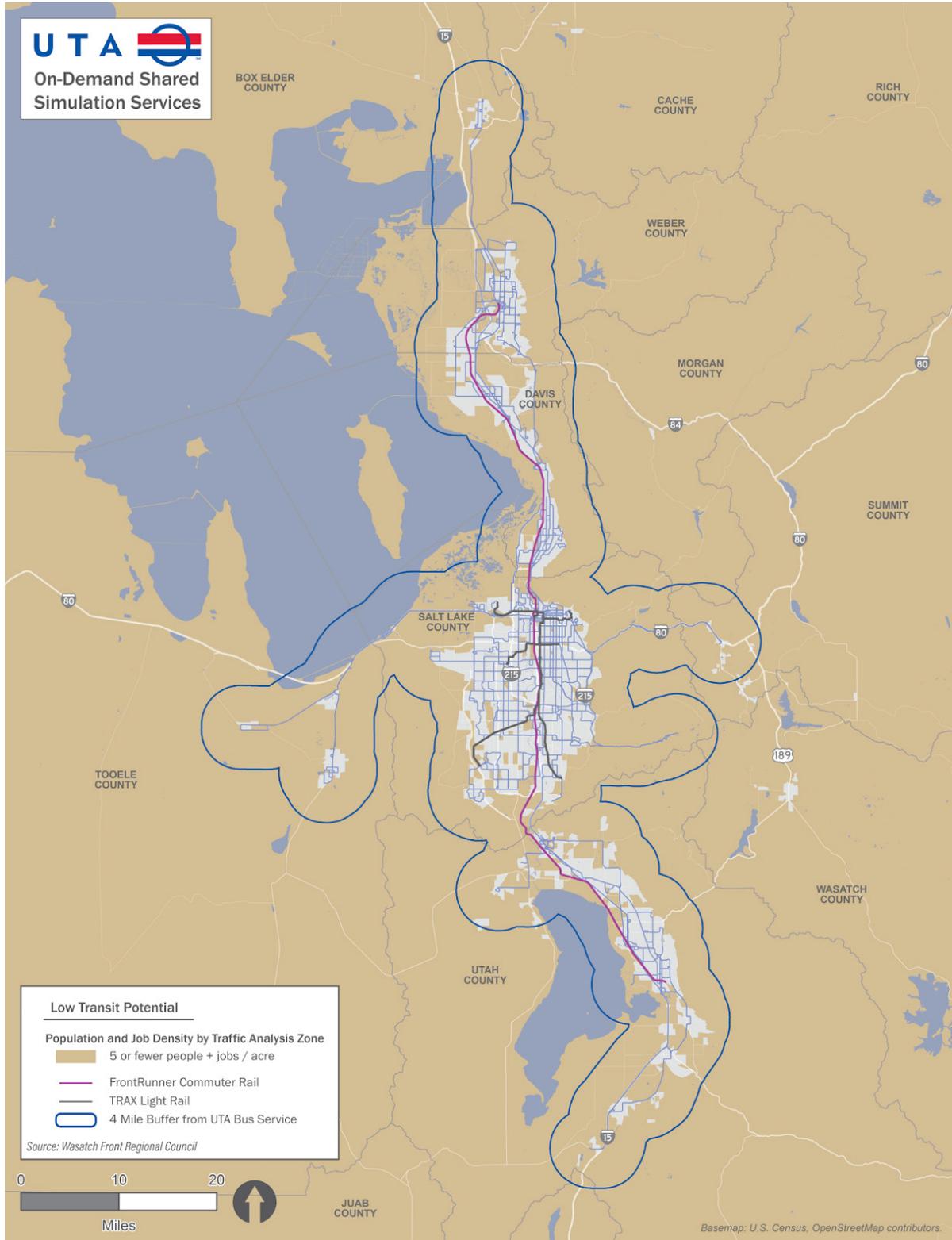


Figure 3 - Low transit potential areas: Any part of the UTA service area with low Transit Potential, regardless of Transit Need, can be considered a candidate for microtransit service, simply because fixed route service is unlikely to be an effective option. This image highlights areas of the region with low Transit Potential (5 or fewer people and/or jobs per acre).

5. TRANSIT NEEDS ASSESSMENT

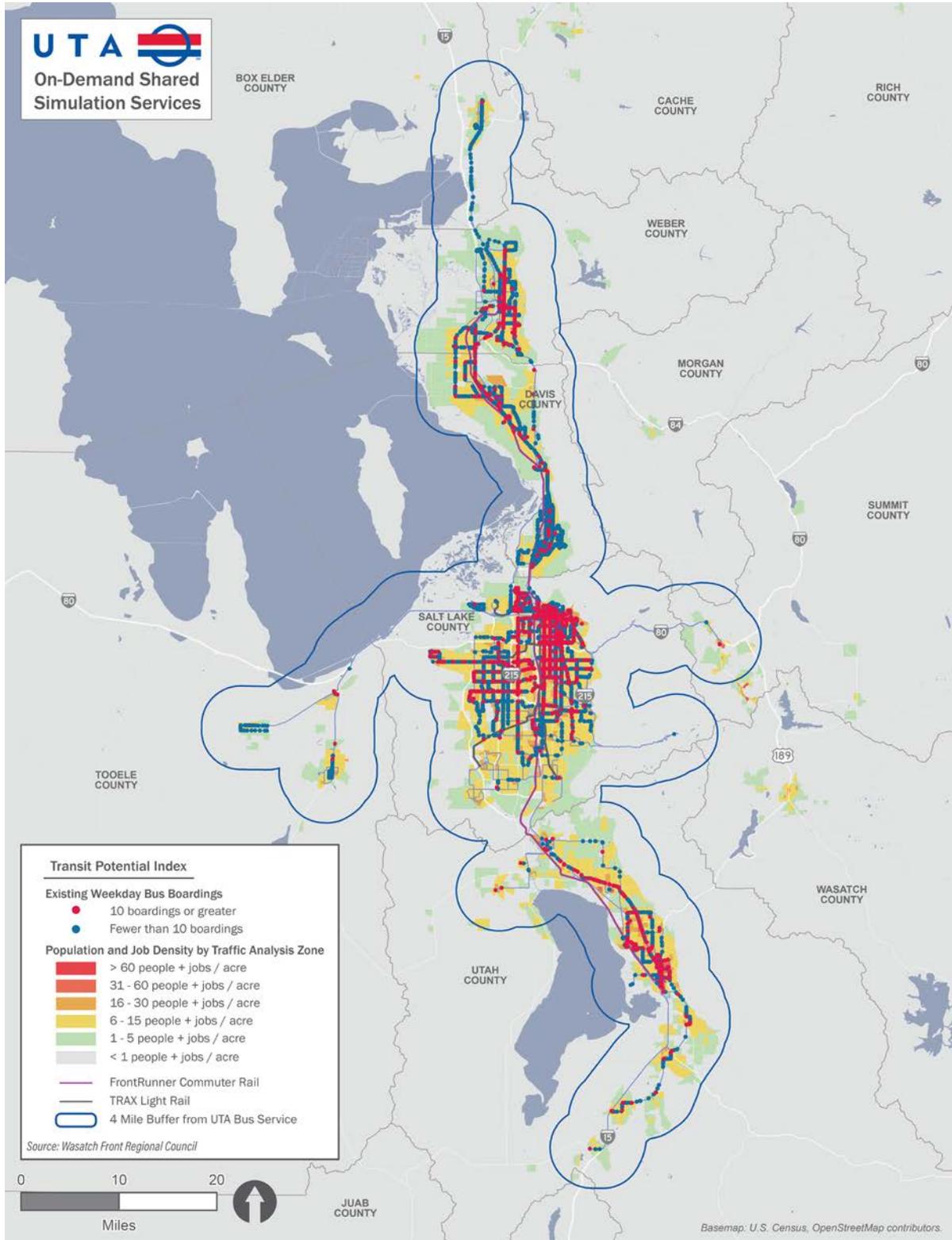


Figure 4 - UTA service network and transit potential index: This map shows the existing UTA service network, overlaid on the map of Transit Potential. Bus stops are color-coded by average weekday ridership. High-ridership stops (greater than 10 boardings per day) are shown in red, while low-ridership stops (less than 10 boardings per day) are shown in blue.

5. TRANSIT NEEDS ASSESSMENT

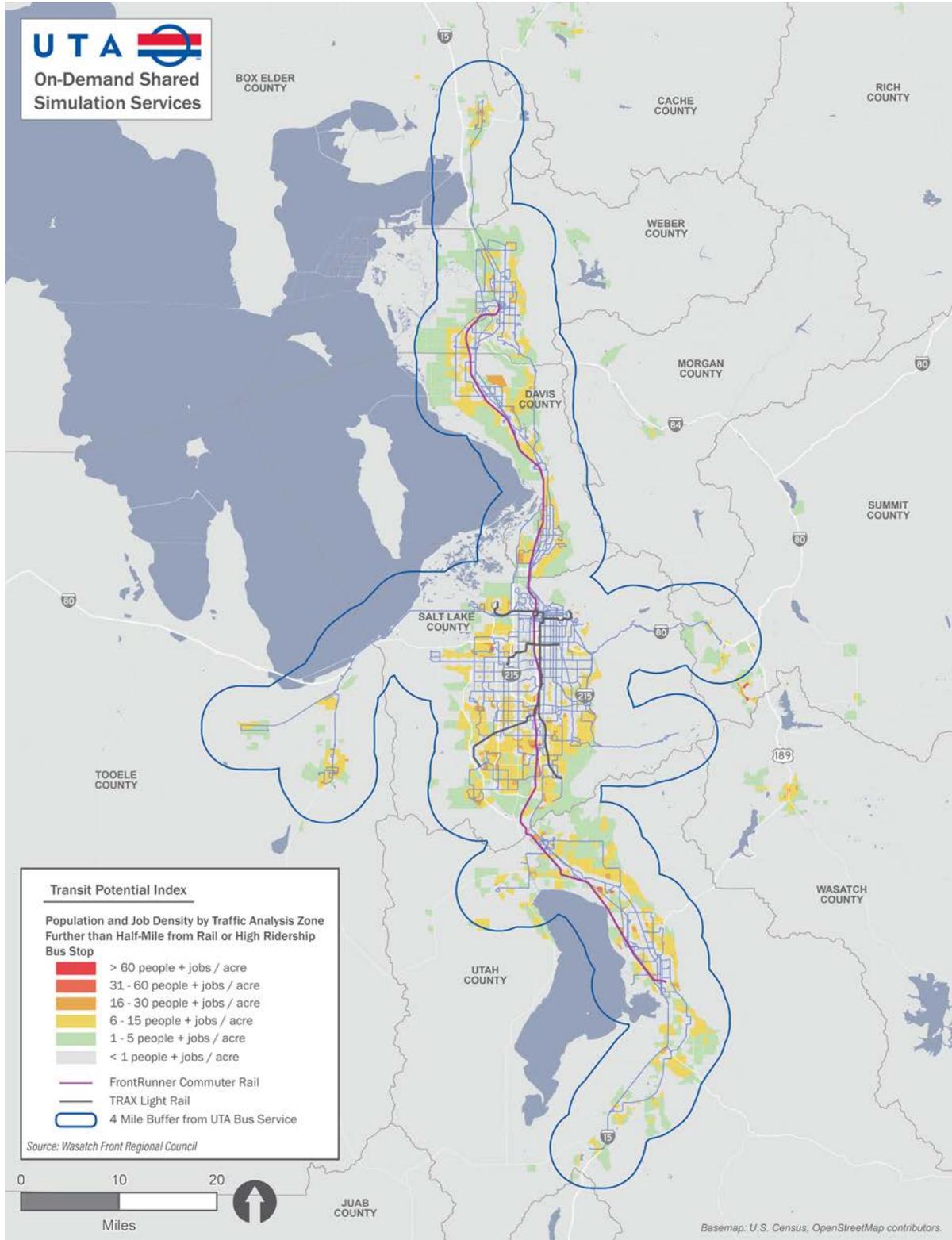


Figure 5 - Transit potential index of areas poorly served by existing fixed-route transit: This map shows the Transit Potential of areas that are either unserved or poorly served by the current fixed-route transit network. Poorly served areas are defined as those TAZs that are more than half a mile from a rail station or a high-ridership bus stop. Among these TAZs, the ones with the highest Transit Potential are the strongest candidates for microtransit service.

5.3 Microtransit opportunity zones.

Based on the technical analyses described, the project team identified 19 microtransit opportunity zones for further analysis and modeling. As shown in **Figure 6 - Microtransit Opportunity Zones**, these zones are distributed throughout UTA's service area, extending as far north as Brigham City and as far south as Santaquin.

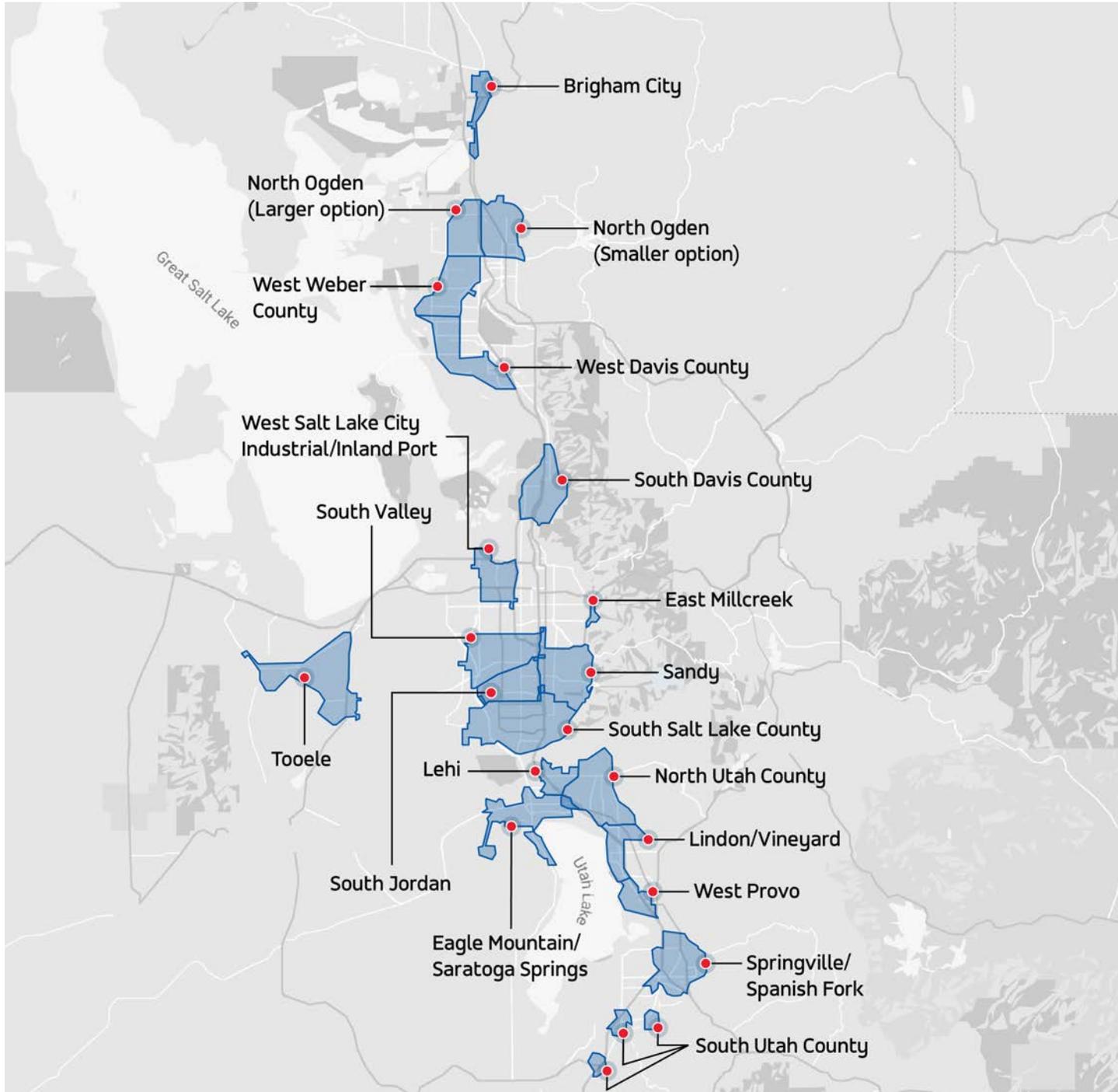


Figure 6 - Microtransit opportunity zones: This map shows 19 high-potential microtransit zones that were selected for further analysis and modeling.

5.4 Zone refinement.

After identifying the broad areas where microtransit services would address UTA's goals and objectives, each zone was examined more closely to understand:



Use cases.

The types of trips that passengers would use the microtransit service for in each zone. FrontRunner is a commuter rail train with service from Ogden in central Weber County through Davis County, Salt Lake City, and Salt Lake County to Provo in central Utah County.



Boundaries.

The area that a trip must start and end within. While general boundaries were identified in **5.3 Microtransit Opportunity Zones**, exact boundaries are determined based on factors such as major roads, bus routes, or geographic features.



Trip restrictions.

In some zones, certain trips may be allowed or denied despite the zone boundaries. Most commonly, these restrictions are implemented where there is a fixed route service like a bus or train that could complete certain trips more cost-effectively.

The recommendations for each zone are presented in **7. Zone-by-Zone Simulation Results**.

6. Estimate ridership.

Demand estimates inform important decisions such as the size of the fleet and level of funding required for each zone. They are also a useful measure of how many people will benefit from a microtransit service.

6.1 Methodology.

In order to understand how well each zone will perform, ridership estimates were based largely on two factors:

1. The number of residents living in each zone.
2. The number of workers who have a place of employment within the zone.

However, some zones are likely to have a higher microtransit mode share than others. Mode share is the percentage of travelers using a particular type of transportation – meaning, microtransit zones with a higher mode share score will capture a larger percentage of trips. To estimate ridership, Via developed an overall mode share score for each zone based on Via’s internal demand model. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure. The factors that were decided to have the most significantly impact for this study were:

Demand factor	Explanation
Transit ridership	In areas where existing transit ridership is high, individuals are more likely to leave their car at home and use transit. In areas where private vehicle use is dominant, enticing drivers from their cars is typically more difficult.
Parking availability at stations	The price and availability of parking at key destinations such as transit stations or major retail destinations will impact demand. When parking is difficult to find or expensive, individuals are more likely to consider alternative options.
Walkability and street grid patterns	In zones with poor walkability or street grid patterns, individuals are less likely to use public transportation. This qualitative ranking includes: <ul style="list-style-type: none"> • Walking infrastructure: Areas with good quality sidewalks, pedestrian crossings, and signalized intersections, are more appealing to pedestrians. • Road design: High-speed, wide roads and highways are less appealing to pedestrians than slower, narrower streets. Large grids with long distances between intersections are less appealing than smaller, more walkable blocks. • Land-use: Industrial or sparsely developed areas are less appealing to pedestrians than residential and retail-orientated areas.
Diversity of use cases	In zones with a mix of residential, commercial, and industrial areas, the likelihood that an individual can use a microtransit service to get somewhere useful is higher. Therefore, zones with mixed-use cases were expected to have a higher microtransit mode share than purely residential or industrial zones, for example.

6. ZONE REFINEMENT

Relative poverty rate	Low-income households are more likely to use transit as it is typically more affordable than owning a private vehicle.
Zero vehicle household	Households without a private vehicle are more likely to use transit.

6.2 Demand estimates by zones.

A low, medium, and high ridership estimate was developed for each zone. Due to the impact of COVID-19 on transit ridership, demand is likely to fall between the low and medium scenarios in the short term.

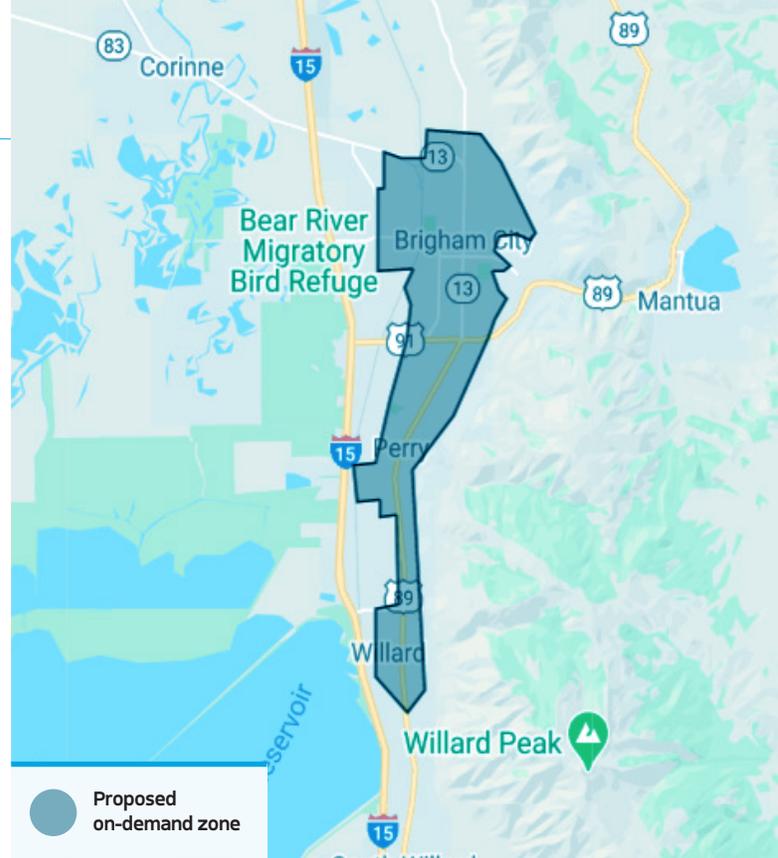
Zone name	Ridership estimate (passengers per weekday)		
	Low	Med	High
Brigham City	53	95	153
North Ogden Small	153	275	440
North Ogden Large	174	313	500
West Davis County	150	270	432
West Weber County	62	112	179
South Davis County	184	331	529
West Salt Lake City Industrial/Inland Port.	47	85	136
East Millcreek	23	41	66
South Valley	316	568	909
South Jordan	166	300	479
Sandy	375	675	1080
Tooele County	94	170	272
Lehi	82	148	237
Eagle Mountain / Saratoga Springs	92	166	266
North Utah County	319	574	919
Lindon / Vineyard	105	189	302
West Provo	87	156	250
Springville/Spanish Fork	133	239	382
South Utah County	49	88	141

7. Zone-by-zone simulation results.

The following pages detail the result from each zone.

ZONE OVERVIEW

Brigham City On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
11.7 sq.mi	24k people	2.0k people per sq. mi	8k jobs

Zone design rationale:

The zone was selected for investigation for the following reasons:

- Improves mobility throughout Brigham City, Perry, and Willard.
- Provides access to grocery stores, retail stores, and employers.
- Potentially replaces Flex Route F638.

Major trip generators:

- Walmart
- Brigham City Community Hospital
- Box Elder High School
- Utah State Universtiy Brigham City

Expected use cases:

- Likely** Coverage service
- Likely** Flex bus route replacement (F638)

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday 6 AM - 9 PM • Sunday - No Service

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

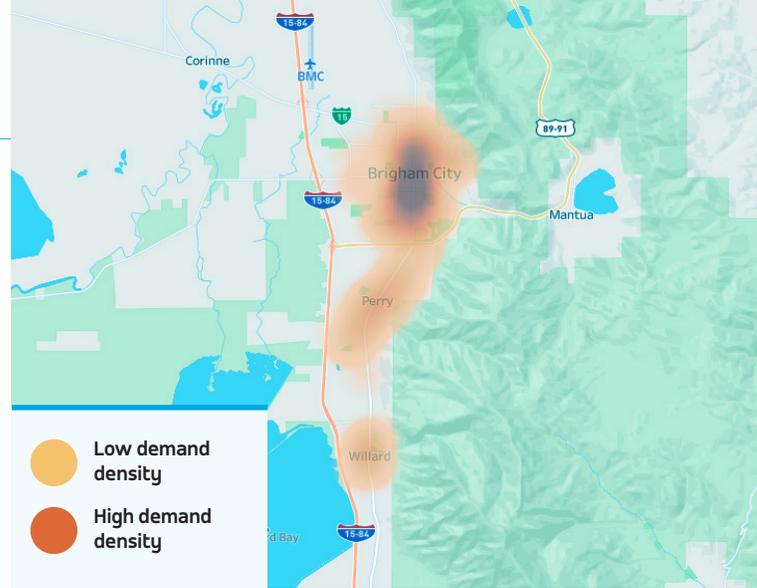
Brigham City.

Eligible trips: All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a 'capture rate' based on Via's internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	N/A
Walkability and grid pattern	Moderate
Diversity of use cases	Moderate
Relative poverty rate	Low
Zero-vehicle households	Moderate
Overall mode share score	11 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	50	100	150	Passengers per day
Weekly ridership	270	480	760	Passengers per week
Annual ridership	14,000	25,000	40,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

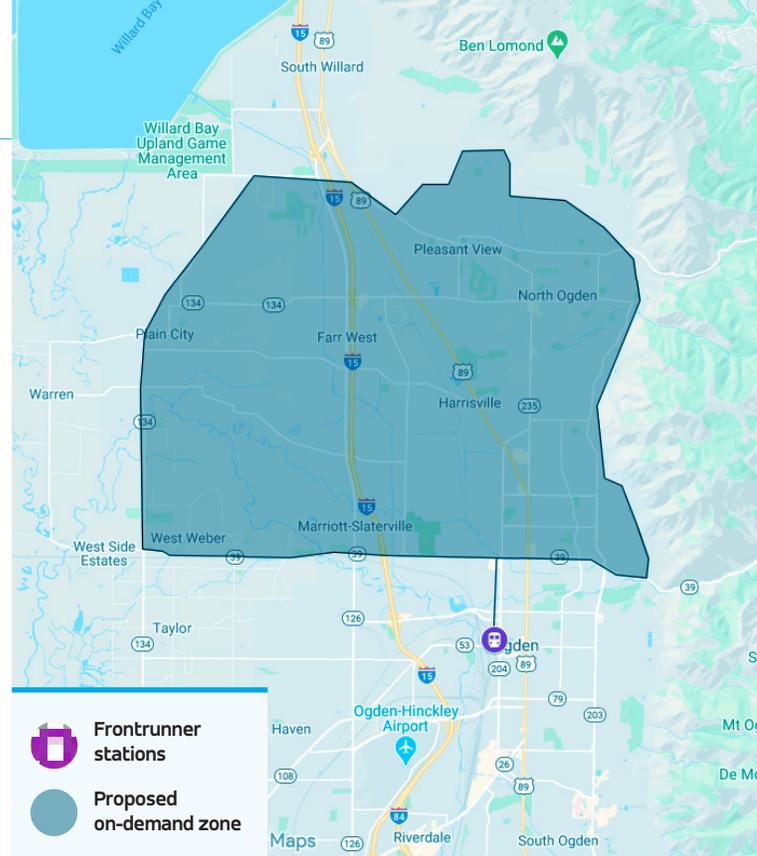
Demand Scenario	Low	Medium	High	Units
Fleet size	2	3	4	Vehicles
Annual vehicle hours	8,000	11,000	15,000	Vehicle hours per year
Vehicle utilization	1.9 - 2.4	2.2 - 2.7	2.9 - 3.4	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in 'Recommended Parameters'

ZONE OVERVIEW

North Ogden (Larger Zone) On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
47.2 sq.mi	77k people	1.6k people per sq. mi	24k jobs

Zone design rationale:

The zone is the larger of two alternatives selected for investigation in North Ogden: It was selected for the following reasons:

- Improves connections from neighborhoods both east and west of US 15 to Ogden FrontRunner Station and nearby commercial areas.
- Expands transit to areas that currently have limited or no transit, including Farr West and Plain City.
- Complements the high ridership bus routes running along Washington Boulevard. Complements and potentially provides an alternative to the low-moderate ridership Ogden / BDO Flex Route F618.

Major trip generators:

- Ogden FrontRunner Station
- Business Depot Ogden
- Ogden-Weber Technical College
- Golden Spike Event Center
- Two Walmart locations

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service
- Possible** Partial bus replacement (#613, F618)

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: <ul style="list-style-type: none"> • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: <ul style="list-style-type: none"> • Weekday 6 AM - 9 PM • Saturday 6 AM - 9 PM • Sunday - No Service

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

North Ogden (Larger Zone).

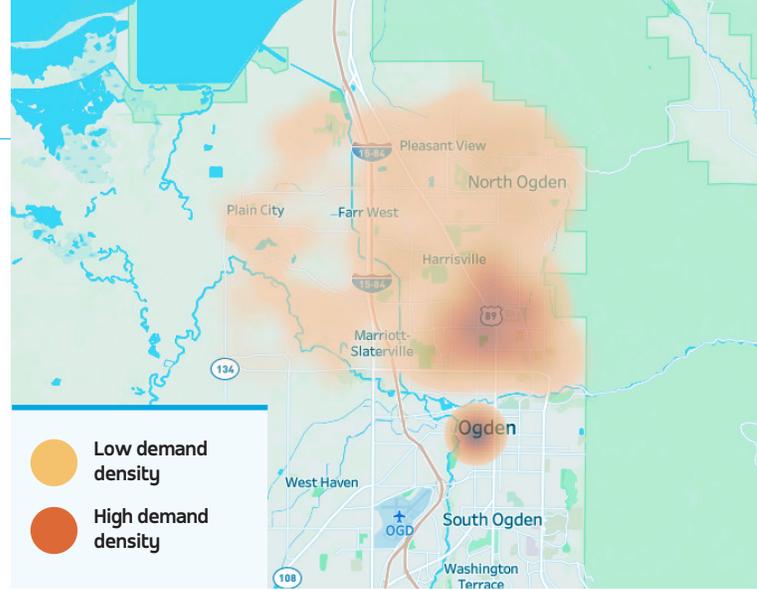
Eligible trips:

All trips are allowed within the zone, although trips along Washington Boulevard may be restricted if they are more effectively served by existing bus routes.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a 'capture rate' based on Via's internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Moderate
Parking availability at stations	Available
Walkability and grid pattern	Poor
Diversity of use cases	Moderate
Relative poverty rate	Moderate
Zero-vehicle households	Moderate
Overall mode share score	11 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	170	310	500	Passengers per day
Weekly ridership	1,000	1,800	3,000	Passengers per week
Annual ridership	50,000	100,000	160,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

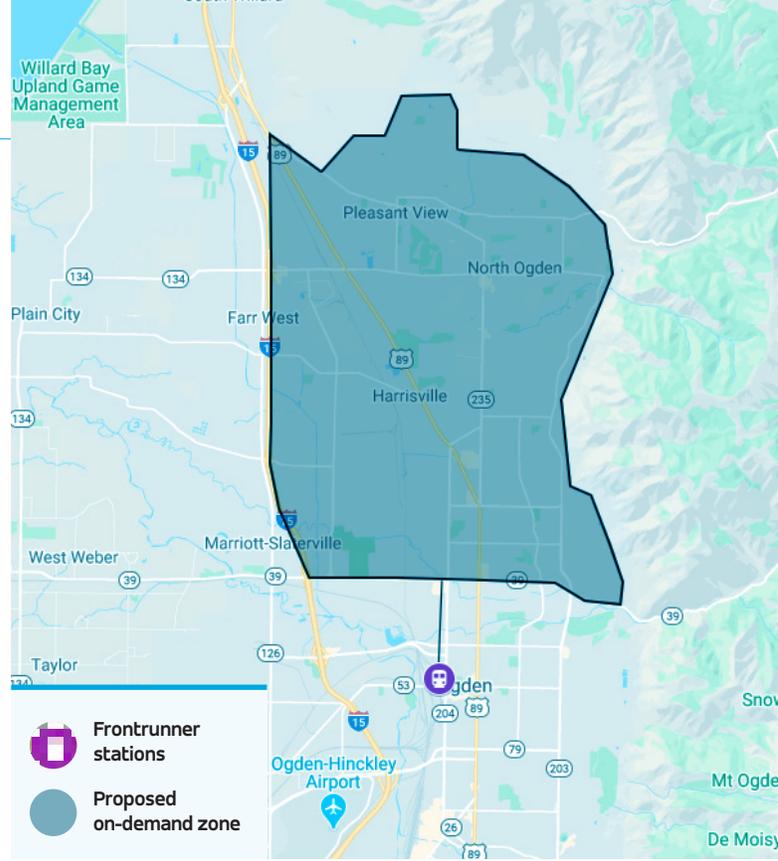
Demand Scenario	Low	Medium	High	Units
Fleet size	6	8	11	Vehicles
Annual vehicle hours	22,000	32,000	41,000	Vehicle hours per year
Vehicle utilization	2.3 - 2.8	3.0 - 3.5	3.7 - 4.2	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in 'Recommended Parameters'

ZONE OVERVIEW

North Ogden (Smaller Zone) On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
27.1 sq.mi	65k people	2.4k people per sq. mi	16k jobs

Zone design rationale:

This zone is the smaller of two alternatives selected for investigation in North Ogden. It was selected for the following reasons:

- Improves connections from neighborhoods east of US 15 to Ogden FrontRunner Station and nearby commercial areas. Unlike the larger zone, it does not extend west of US 15. It requires fewer vehicles and a smaller budget.
- Complements the high ridership bus routes running along Washington Boulevard. Complements and potentially provides an alternative to the low-moderate ridership Ogden / BDO Flex Route F618.

Major trip generators:

- Ogden FrontRunner Station
- Business Depot Ogden
- Ogden's George S. Eccles Dinosaur Park
- Ogden-Weber Technical College
- Golden Spike Event Center
- Walmart

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service
- Possible** Partial bus replacement (#613, F618)

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: <ul style="list-style-type: none"> Average 5 - 15 minute wait Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: <ul style="list-style-type: none"> Weekday 6 AM - 9 PM Saturday 6 AM - 9 PM Sunday - No Service

SIMULATION RESULTS

North Ogden (Smaller Zone).

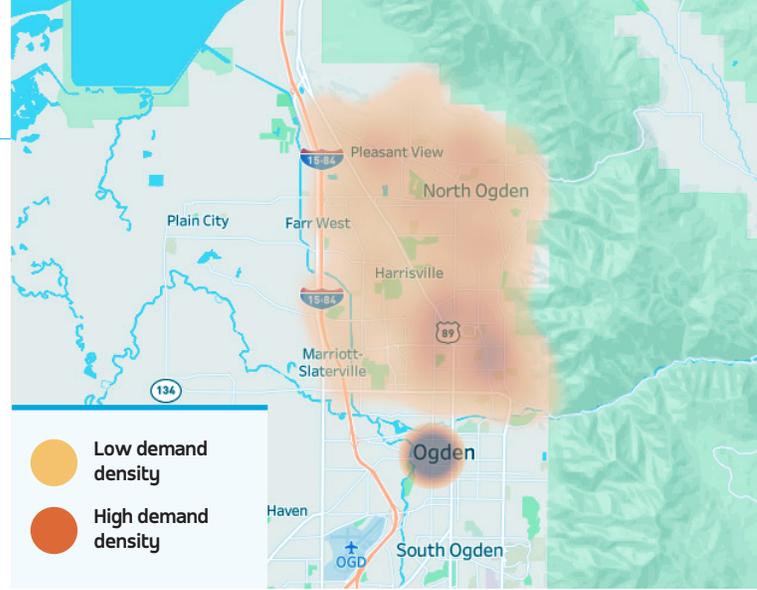
Eligible trips:

All trips are allowed within the zone, although trips along Washington Boulevard may be restricted if they are more effectively served by existing bus routes.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a ‘capture rate’ based on Via’s internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Moderate
Parking availability at stations	Available
Walkability and grid pattern	Moderate
Diversity of use cases	Moderate
Relative poverty rate	Moderate
Zero-vehicle households	Moderate
Overall mode share score	12 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	170	280	440	Passengers per day
Weekly ridership	900	1,600	2,600	Passengers per week
Annual ridership	50,000	90,000	140,000	Passengers per year

Estimating fleet requirements and quality of service:

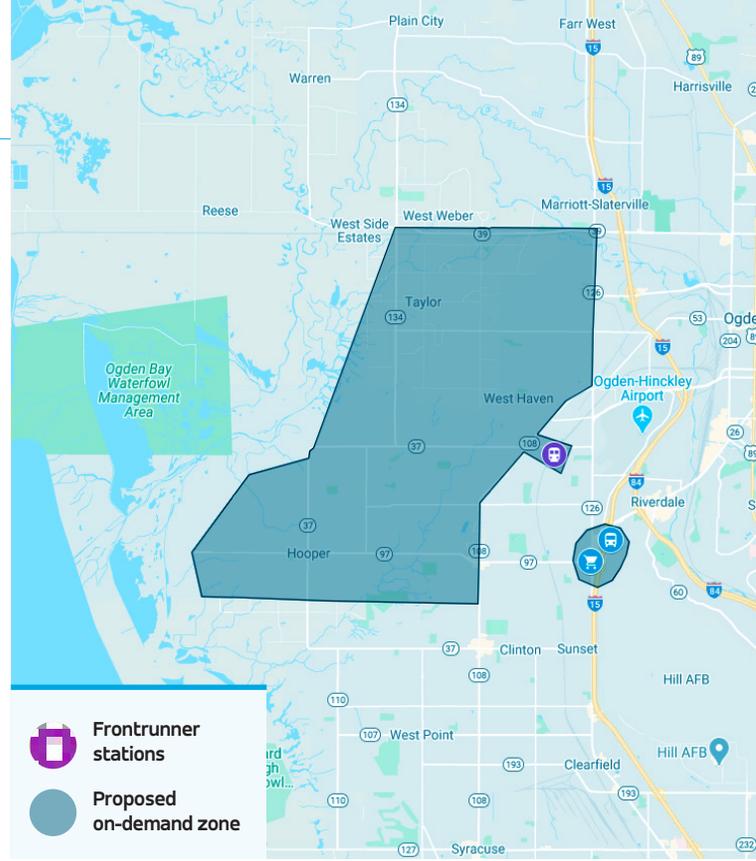
Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

Demand Scenario	Low	Medium	High	Units
Fleet size	5	8	9	Vehicles
Annual vehicle hours	19,000	26,000	34,000	Vehicle hours per year
Vehicle utilization	2.4 - 2.9	32 - 3.7	4.0 - 4.5	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below. ² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in ‘Recommended Parameters’

ZONE OVERVIEW

West Weber County On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
28.5 sq.mi	35k people	1.3k people per sq. mi	5k jobs

Zone design rationale:

This zone was selected for the following reasons:

- Improves connections from neighborhoods west of US 15 to Roy FrontRunner Station and Roy Park & Ride.
- Provides connections between low-density suburban neighbourhoods in western areas of the zone and retail and commercial destinations in Roy.

Major trip generators:

- Roy FrontRunner Station
- Roy Park & Ride
- Harmons Grocery Roy

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday 6 AM - 9 PM • Sunday - No Service

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

West Weber County.

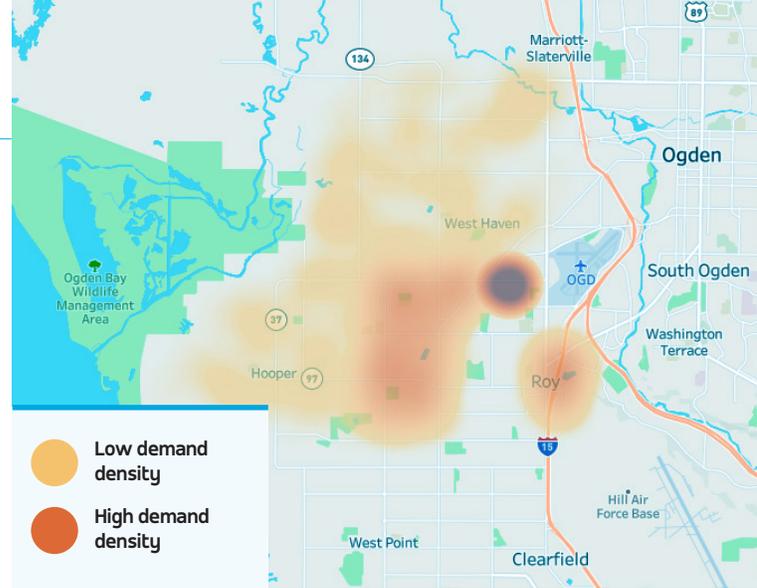
Eligible trips:

All trips are allowed within the zone, including a service island in the City of Roy.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a 'capture rate' based on Via's internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	Available
Walkability and grid pattern	Low
Diversity of use cases	Low
Relative poverty rate	Low
Zero-vehicle households	Low
Overall mode share score	9 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	60	110	180	Passengers per day
Weekly ridership	380	670	1,000	Passengers per week
Annual ridership	19,000	35,000	56,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

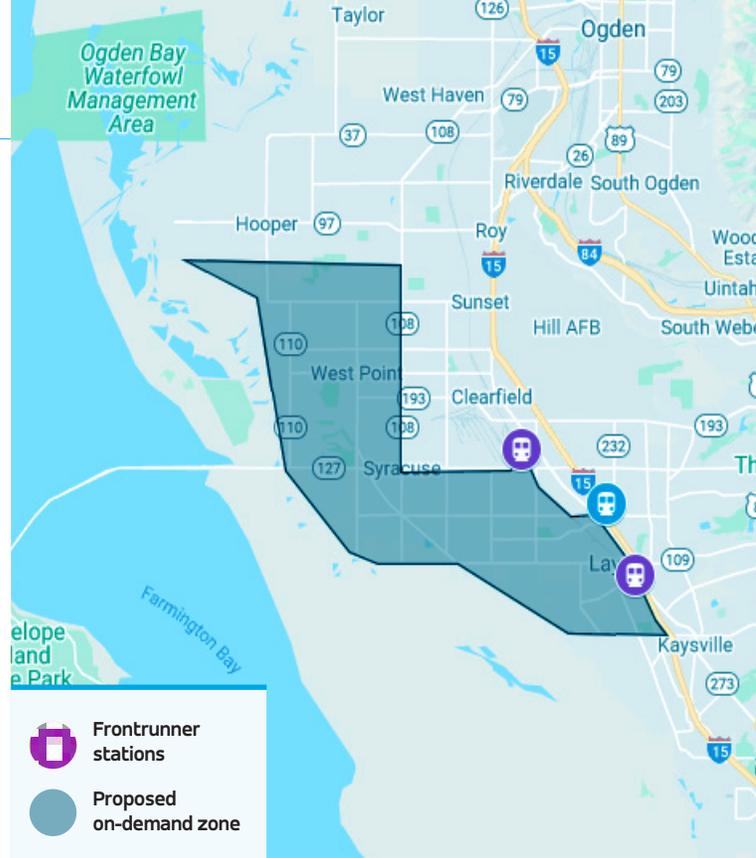
Demand Scenario	Low	Medium	High	Units
Fleet size	3	4	5	Vehicles
Annual vehicle hours	12,000	15,000	19,000	Vehicle hours per year
Vehicle utilization	1.5 - 2.0	2.1 - 2.6	2.9 - 3.4	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in 'Recommended Parameters'

ZONE OVERVIEW

West Davis County On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
30.3 sq.mi	64k people	2.1k people per sq. mi	20k jobs

Zone design rationale:

This zone was selected for investigation for the following reasons:

- Improves connections from underserved neighborhoods west of US 15 to Layton and Clearfield Stations (excluding areas served by Route 626).
- Provides access to grocery stores, other retail stores, and several major employers in Layton.

Major trip generators:

- Layton FrontRunner Station
- Clearfield FrontRunner Station
- Walmart in Layton
- Layton Village Shopping Center
- Layton Hospital

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday 6 AM - 9 PM • Sunday - No Service

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

West Davis County.

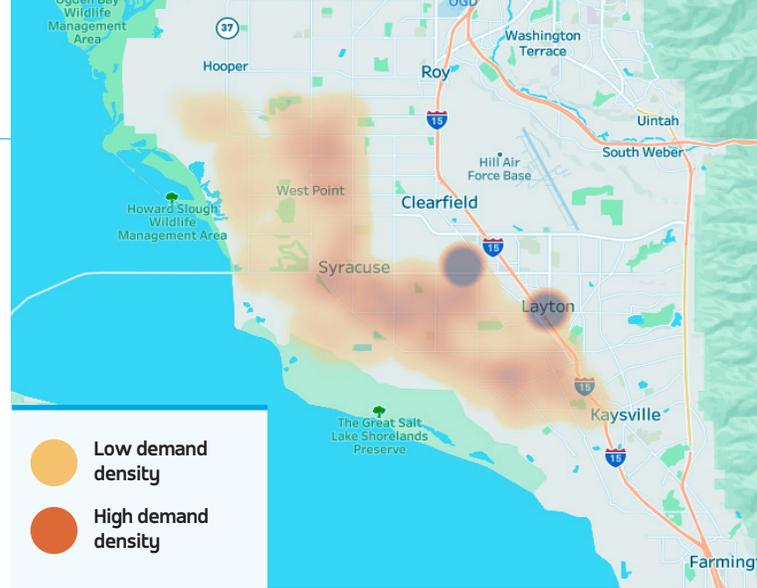
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a 'capture rate' based on Via's internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	Limited
Walkability and grid pattern	Low-Moderate
Diversity of use cases	Moderate
Relative poverty rate	Moderate
Zero-vehicle households	Low
Overall mode share score	11 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	150	270	430	Passengers per day
Weekly ridership	900	1,600	2,600	Passengers per week
Annual ridership	50,000	80,000	130,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

Demand Scenario	Low	Medium	High	Units
Fleet size	6	9	13	Vehicles
Annual vehicle hours	22,000	34,000	49,000	Vehicle hours per year
Vehicle utilization	2.0 - 2.5	2.3 - 2.7	2.7 - 3.2	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in 'Recommended Parameters'

ZONE OVERVIEW

South Davis County On-Demand Transit.

Key zone statistics:

Zone Size	Population	Pop. Density	Employment
28.0 sq.mi	92k people	3.3k people per sq. mi	29k jobs

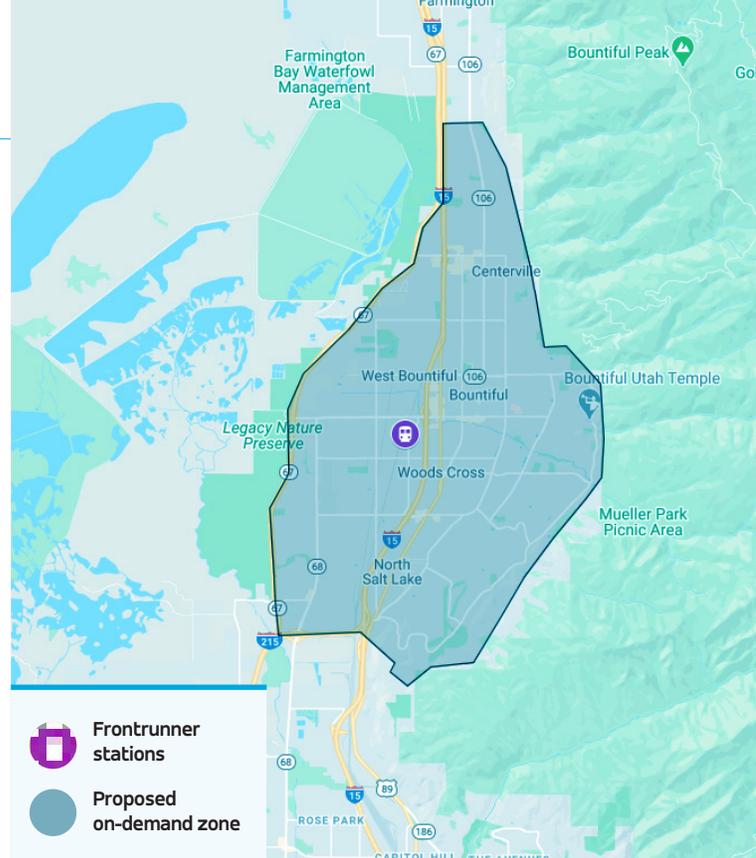
Zone design rationale:

This zone was selected for investigation for the following reasons:

- Replaces Routes 460, 461, 462, 463, 471, and F605.
- Improves connections from neighborhoods both east and west of US 15 to Woods Cross FrontRunner Station, including hard to serve areas in foothills.
- Serves riders who are not within walking distance of the well-performing bus routes running along Main St. and Orchard Dr.

Major trip generators:

- Woods Cross FrontRunner Station
- Walmart in Centerville
- Lakeview Hospital
- Bountiful Utah Temple



Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service
- Likely** Bus replacement

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday 6 AM - 9 PM • Sunday - No Service

SIMULATION RESULTS

South Davis County.

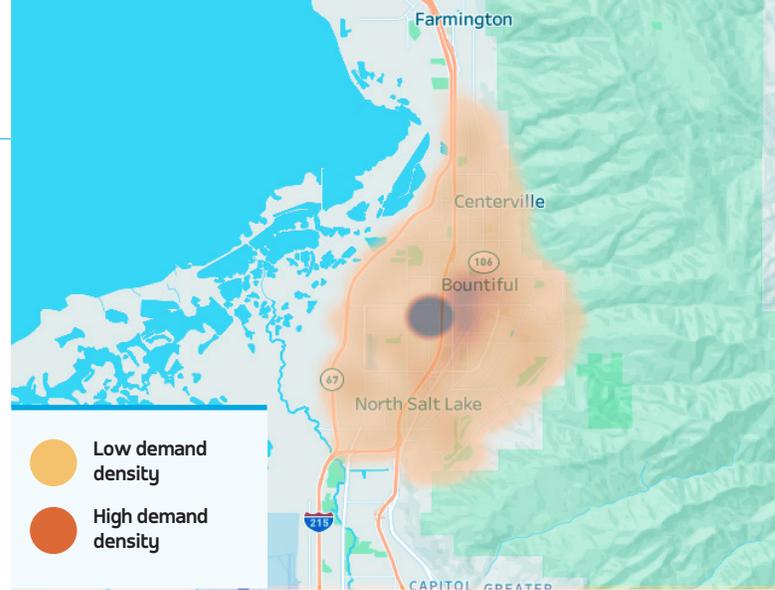
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a ‘capture rate’ based on Via’s internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	Available
Walkability and grid pattern	Moderate
Diversity of use cases	Moderate
Relative poverty rate	Low
Zero-vehicle households	Moderate
Overall mode share score	11 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	330	530	850	Passengers per day
Weekly ridership	1,900	3,200	5,100	Passengers per week
Annual ridership	100,000	160,000	260,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

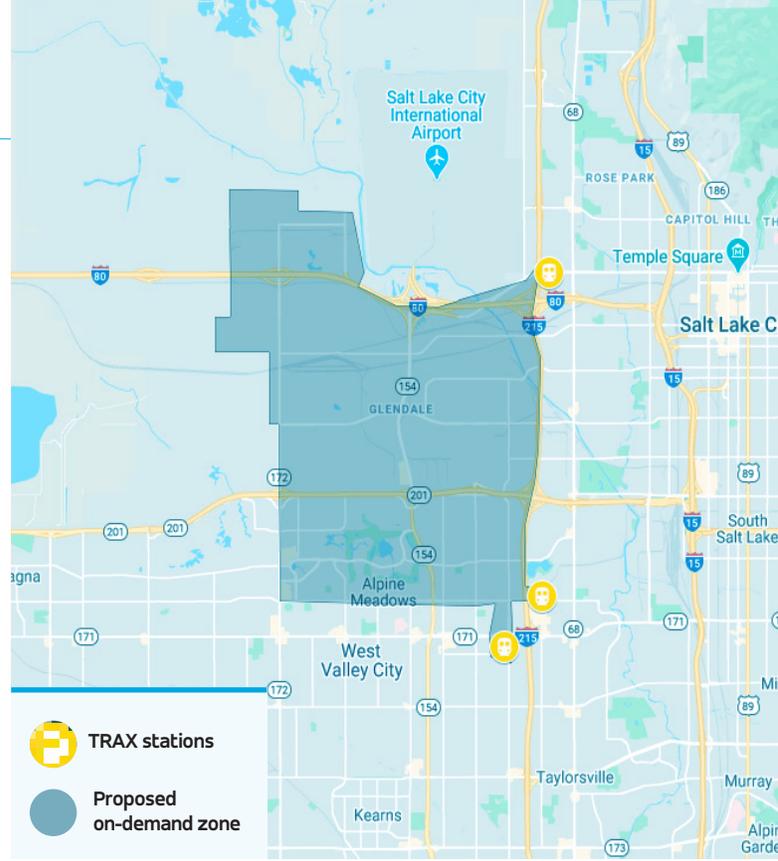
Demand Scenario	Low	Medium	High	Units
Fleet size	7	9	12	Vehicles
Annual vehicle hours	27,000	34,000	45,000	Vehicle hours per year
Vehicle utilization	3.5 - 4.0	4.4 - 4.9	5.8 - 6.3	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in ‘Recommended Parameters’

ZONE OVERVIEW

West Salt Lake City Industrial / Inland Port On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
21.0 sq.mi	4.6k people	0.1k people per sq. mi	72k jobs

Zone design rationale:

This zone was selected for investigation for the following reasons:

- Improves connections from industrial areas in western Salt Lake City and the Inland Port area to three Green Line TRAX Stations.
- Expands transit coverage to areas with limited or no existing fixed-route bus service.

Major trip generators:

- Three Green Line Trax Stations
- Westlake Business Park
- Amazon Fulfillment Center

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service
- Possible** Partial bus replacement

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: <ul style="list-style-type: none"> • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Frequent Service Hours: <ul style="list-style-type: none"> • Weekday 5 AM - Midnight • Saturday 5 AM - Midnight • Sunday 7 AM - 7 PM

SIMULATION RESULTS

West Salt Lake City Industrial / Inland Port.

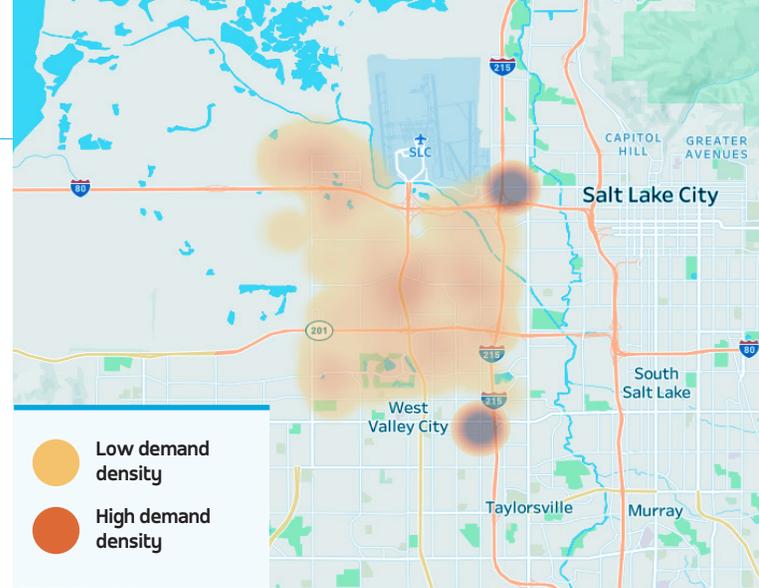
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a ‘capture rate’ based on Via’s internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	Available
Walkability and grid pattern	Low
Diversity of use cases	Low
Relative poverty rate	N/A
Zero-vehicle households	N/A
Overall mode share score	4 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	50	90	140	Passengers per day
Weekly ridership	240	430	680	Passengers per week
Annual ridership	12,000	22,000	35,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

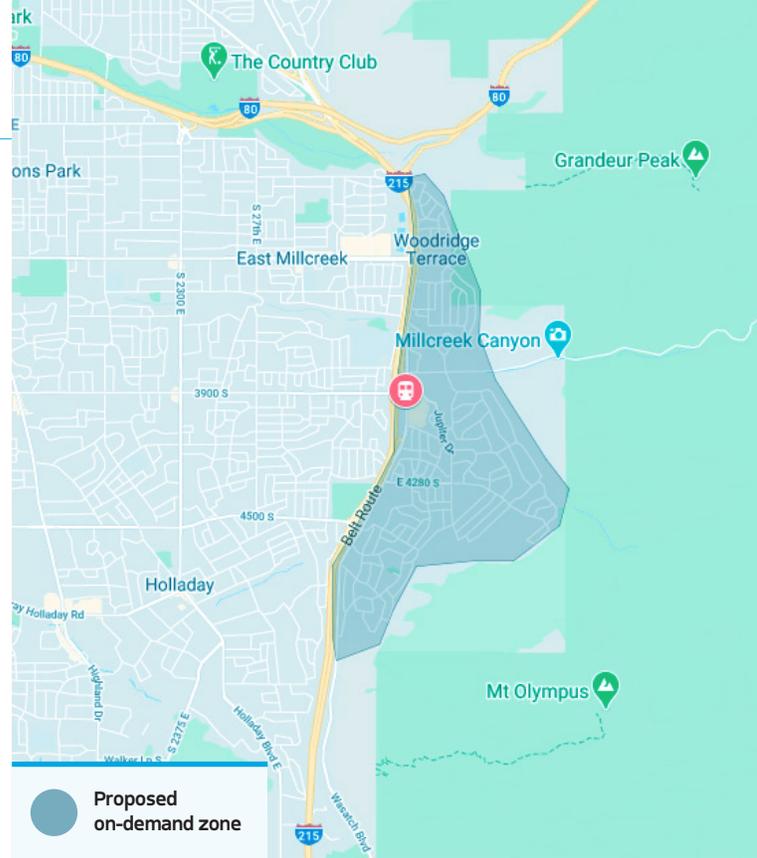
Demand Scenario	Low	Medium	High	Units
Fleet size	2	3	4	Vehicles
Annual vehicle hours	8,000	11,000	15,000	Vehicle hours per year
Vehicle utilization	1.7 - 2.2	2.1 - 2.6	2.5 - 3.0	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in ‘Recommended Parameters’

ZONE OVERVIEW

East Millcreek On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
2.1 sq.mi	9.1k people	4.3k people per sq. mi	1.2k jobs

Zone design rationale:

The zone was selected for investigation for the following reasons:

- Provides connections from residential, steep areas of East Millcreek to Olympus Park and Ride, allowing connections to Routes 4 and 354 and local Routes 33, 39, and 45.
- Expands transit coverage to areas not current served by fixed-route buses.

Major trip generators:

- Olympus Cove Park and Ride
- Olympus Hills Shopping Center
- Churchill Junior High

Expected use cases:

- Likely** Coverage service
- Likely** Flex bus route replacement (F638)

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday 6 AM - 9 PM • Sunday - No Service

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

East Millcreek.

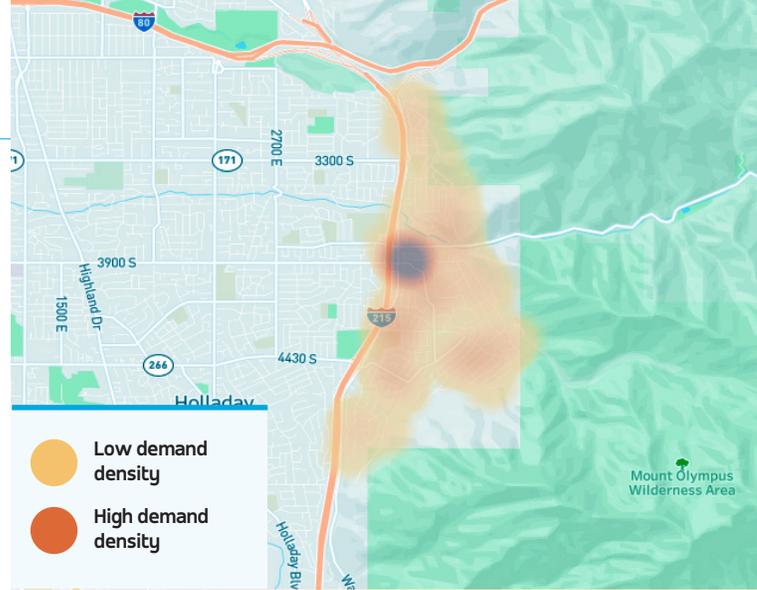
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a 'capture rate' based on Via's internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Moderate
Parking availability at stations	Available
Walkability and grid pattern	High
Diversity of use cases	Moderate
Relative poverty rate	Moderate
Zero-vehicle households	Moderate
Overall mode share score	13 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	20	40	65	Passengers per day
Weekly ridership	140	250	400	Passengers per week
Annual ridership	7,000	13,000	21,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

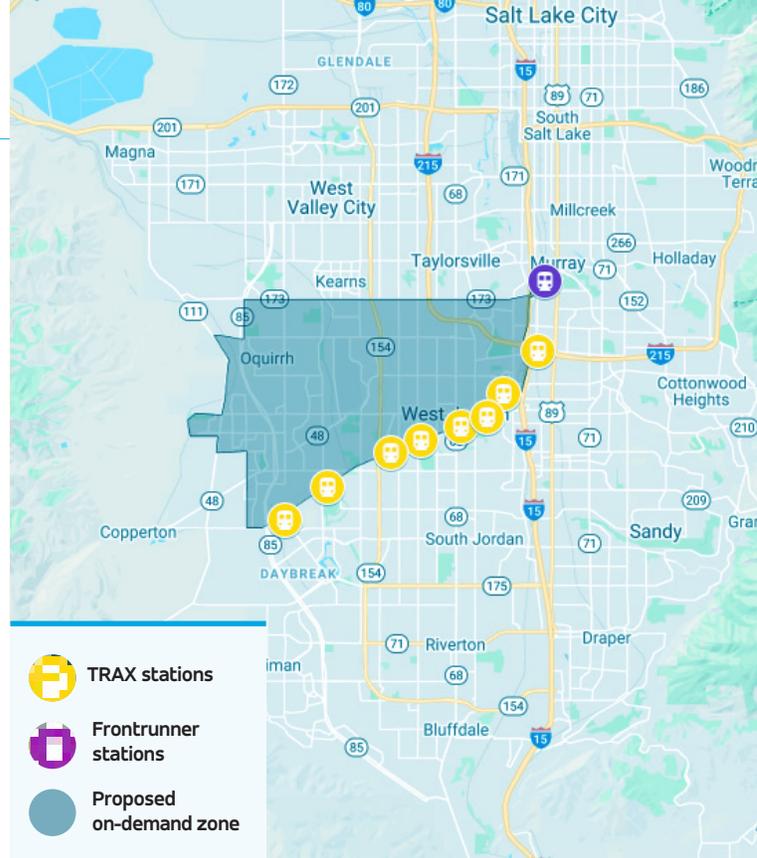
Demand Scenario	Low	Medium	High	Units
Fleet size	1	2	2	Vehicles
Annual vehicle hours	5,000	7,000	8,000	Vehicle hours per year
Vehicle utilization	1.5 - 2.0	1.8 - 2.3	2.3 - 2.8	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in 'Recommended Parameters'

ZONE OVERVIEW

South Valley On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
33.6 sq.mi	140K people	4.1k people per sq. mi	39k jobs

Zone design rationale:

The zone was selected for investigation for the following reasons:

- Improves connections from neighborhoods west of US 15 to Murray Central Frontrunner Station.
- Improves connections to Blue Line and Red Line TRAX Stations along the southern and eastern borders of the zone.
- Provides transit coverage in areas with limited service.

Major trip generators:

- Murray Central FrontRunner Station
- Two Blue Line stations
- Eight Red Line stations
- Jordan Landing shopping mall
- Three Walmart locations
- Intermountain Primary Children’s at Wasatch Canyons
- West Jordan Soccer Complex

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service
- Possible** Partial bus replacement

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday 6 AM - 9 PM • Sunday - No Service

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

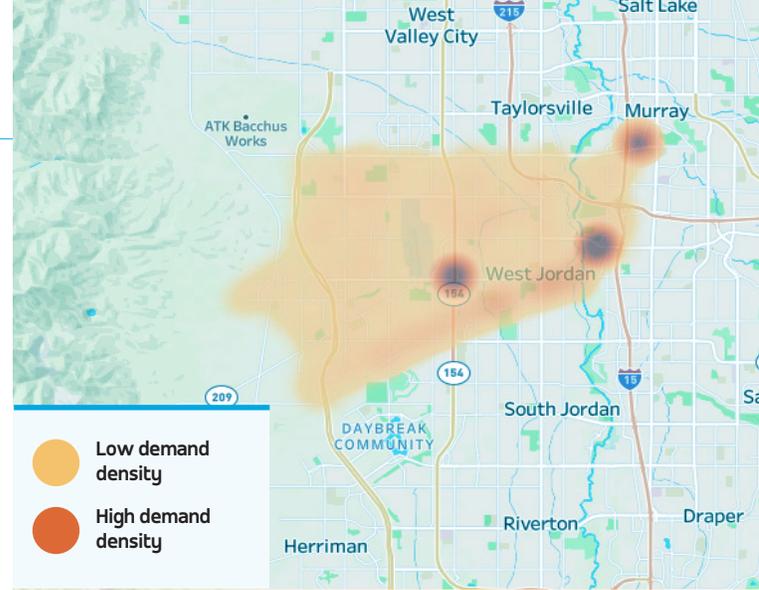
South Valley.

Eligible Trips: All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a ‘capture rate’ based on Via’s internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Moderate
Parking availability at stations	Available
Walkability and grid pattern	Moderate
Diversity of use cases	Moderate
Relative poverty rate	Low
Zero-vehicle households	Low
Overall mode share score	11 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	320	570	900	Passengers per day
Weekly ridership	1,900	3,400	5,4000	Passengers per week
Annual ridership	100,000	180,000	280,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

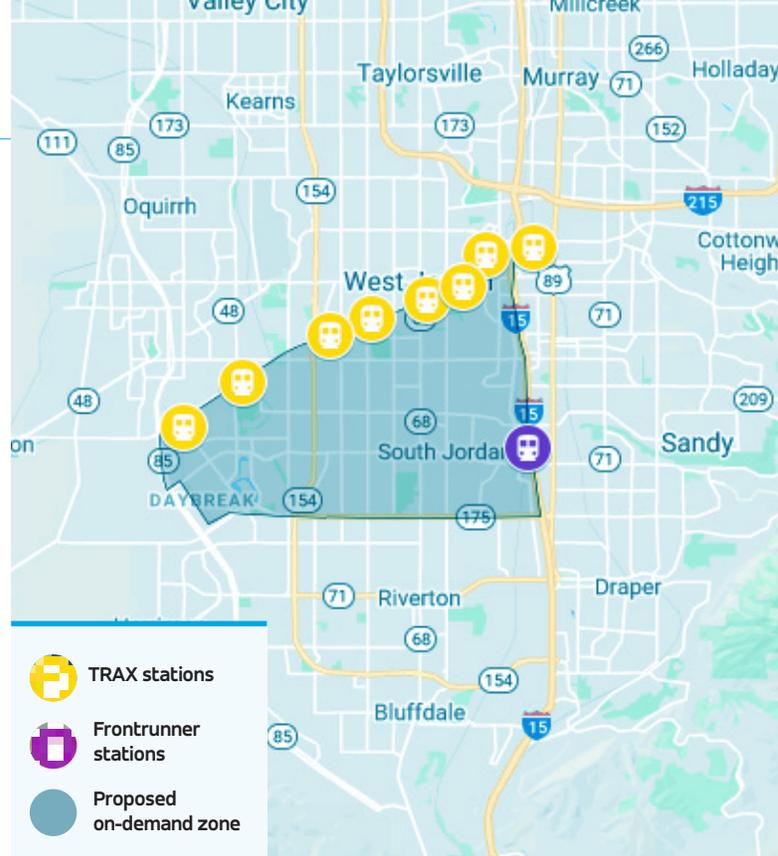
Demand Scenario	Low	Medium	High	Units
Fleet size	10	16	21	Vehicles
Annual vehicle hours	37,000	60,000	75,000	Vehicle hours per year
Vehicle utilization	2.5 - 3.0	2.8 - 3.4	3.4 - 3.9	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in ‘Recommended Parameters’

ZONE OVERVIEW

South Jordan On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
16.3 sq.mi	71K people	4.3k people per sq. mi	30k jobs

Zone design rationale:

The zone was selected for investigation for the following reasons:

- Improves connections from neighborhoods west of US 15 to South Jordan Frontrunner Station.
- Improves connections to Red Line TRAX Stations along the northern border of the zone, and provides a connection to one Blue Line TRAX Station at Fashion Place West.
- Provides transit coverage in areas with limited service.

Major trip generators:

- Murray Central FrontRunner Station
- Eight Red Line stations
- One Blue Line Station
- Jordan Valley Medical Center
- Salt Lake Community College: Jordan Campus

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service
- Possible** Partial bus replacement

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday 6 AM - 9 PM • Sunday - No Service

SIMULATION RESULTS

South Jordan.

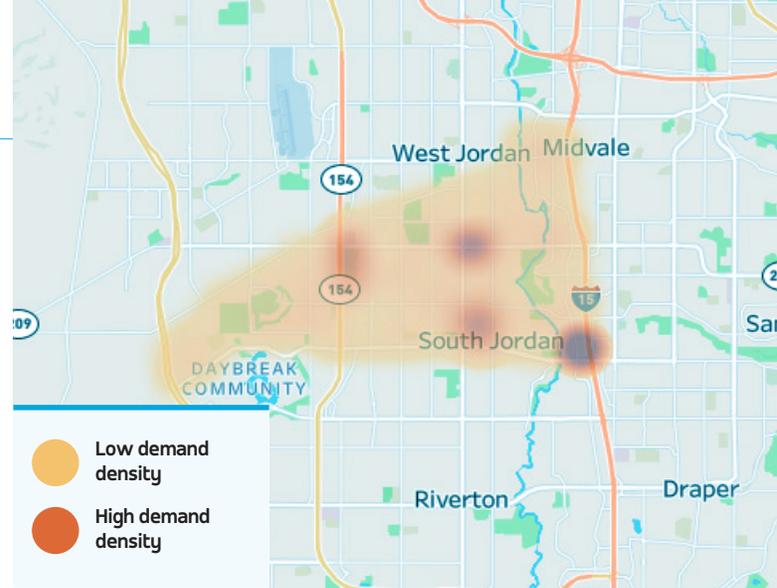
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a ‘capture rate’ based on Via’s internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Moderate
Parking availability at stations	Available
Walkability and grid pattern	Moderate
Diversity of use cases	Moderate
Relative poverty rate	Low
Zero-vehicle households	Low
Overall mode share score	11 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	170	300	480	Passengers per day
Weekly ridership	1,000	1,800	2,900	Passengers per week
Annual ridership	50,000	90,000	150,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

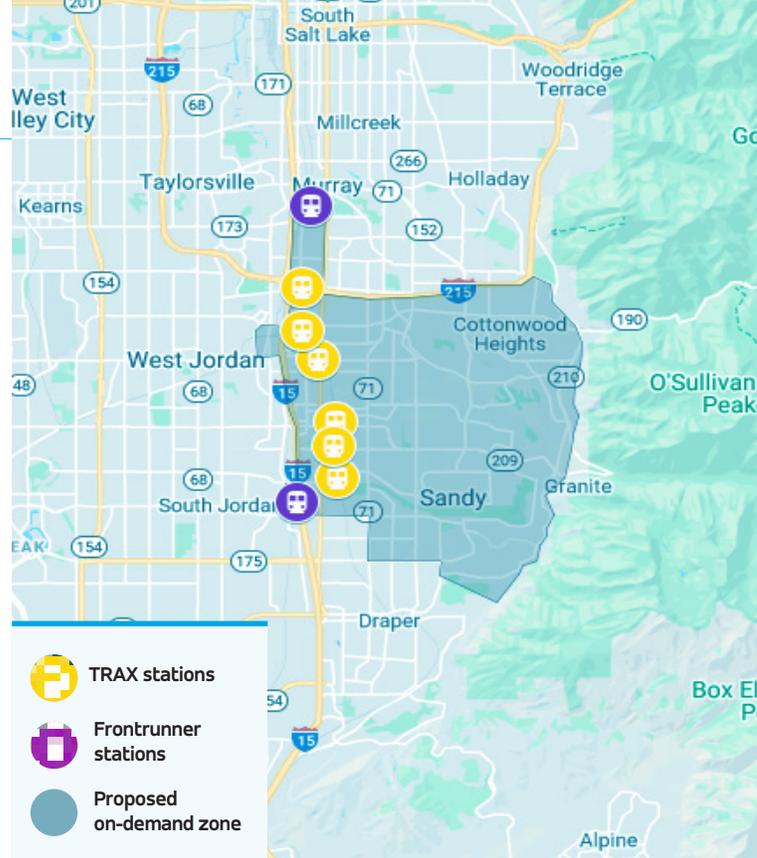
Demand Scenario	Low	Medium	High	Units
Fleet size	4	6	9	Vehicles
Annual vehicle hours	15,000	22,000	34,000	Vehicle hours per year
Vehicle utilization	3.1 - 3.6	3.8 - 4.3	4.2 - 4.7	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in ‘Recommended Parameters’

ZONE OVERVIEW

Sandy On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
35.6 sq.mi	148K people	4.1k people per sq. mi	63k jobs

Zone design rationale:

The zone was selected for investigation for the following reasons:

- Improves connections from neighborhoods east of US 15 to Murray Central and South Jordan Frontrunner Stations.
- Improves connections to Blue and Red Line TRAX Stations along the eastern border of the zone.
- Provides transit coverage in areas with limited service, including foothill neighborhoods with hard-to-serve circuitous road networks.

Major trip generators:

- Murray Central and South Jordan FrontRunner Stations
- Four Blue Line stations, two Red Line Stations, and two stations that serve both the Blue and Red Lines
- Alta View Hospital
- Quarry View Shopping Mall
- The Shops at Fort Union Shopping Mall
- Two Walmart locations.

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service
- Possible** Partial bus replacement

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday 6 AM - 9 PM • Sunday - No Service

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

Sandy.

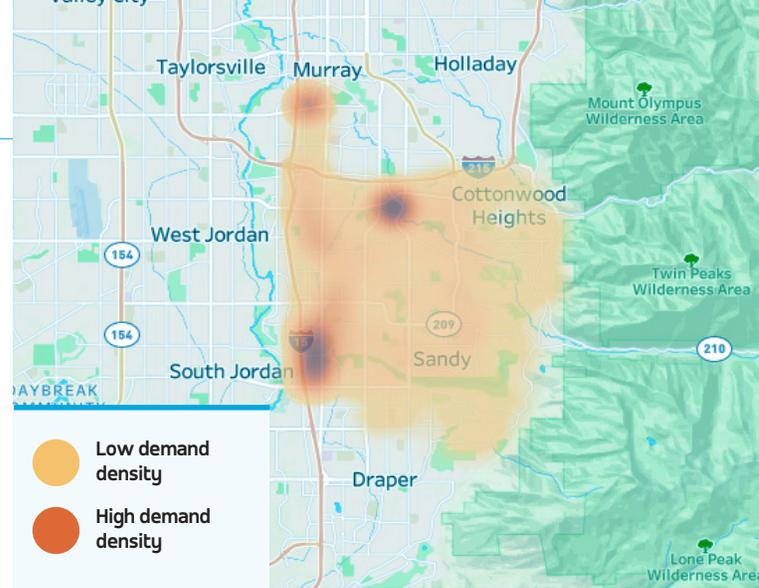
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a 'capture rate' based on Via's internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	Available
Walkability and grid pattern	Moderate
Diversity of use cases	Moderate
Relative poverty rate	Low
Zero-vehicle households	Moderate
Overall mode share score	11 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	380	680	1,100	Passengers per day
Weekly ridership	2,300	4,000	6,500	Passengers per week
Annual ridership	120,000	210,000	340,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

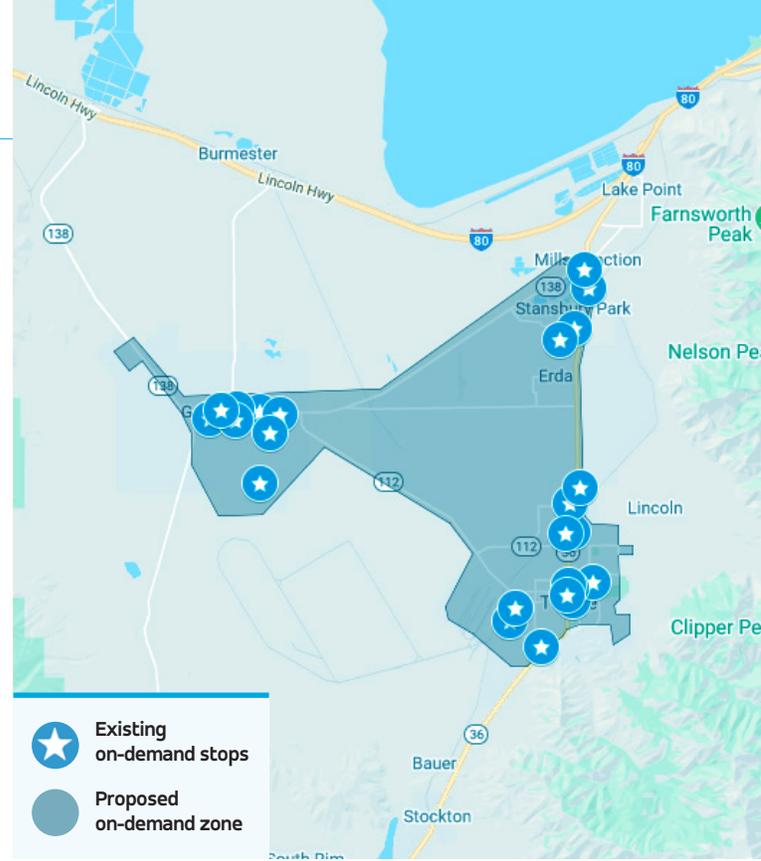
Demand Scenario	Low	Medium	High	Units
Fleet size	10	14	18	Vehicles
Annual vehicle hours	37,000	52,000	67,000	Vehicle hours per year
Vehicle utilization	2.8 - 3.3	3.8 - 4.3	4.7 - 5.2	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in 'Recommended Parameters'

ZONE OVERVIEW

Tooele On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
50.4 sq.mi	43K people	0.9k people per sq. mi	5.6k jobs

Zone design rationale:

The zone was selected for investigation for the following reasons:

- Improves connections between Tooele, Grantsville, and Stansbury Park.
- Improves and potentially replaces Flex Routes F400 and F402 that currently operates in City of Tooele. These routes average approximately four and six passengers per hour, respectively.
- Improves and potentially replaces the Tooele On-Demand bus service.

Major trip generators:

- Tooele Main Street
- North Pointe Medical Clinic
- Valley Behavioural Health
- Stansbury High School
- Two Walmart locations, including one Walmart distribution center in Grantsville

Expected use cases:

- Likely** Existing bus replacement (flex route and on-demand)
- Likely** Coverage service
- Possible** First-and-last mile connections (buses to Salt Lake City)

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 30 - 40 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday - No Service • Sunday - No Service

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

Tooele.

Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a 'capture rate' based on Via's internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	N/A
Walkability and grid pattern	Moderate
Diversity of use cases	Poor
Relative poverty rate	Low
Zero-vehicle households	Moderate
Overall mode share score	10 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	90	170	270	Passengers per day
Weekly ridership	470	850	1,400	Passengers per week
Annual ridership	25,000	44,000	70,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

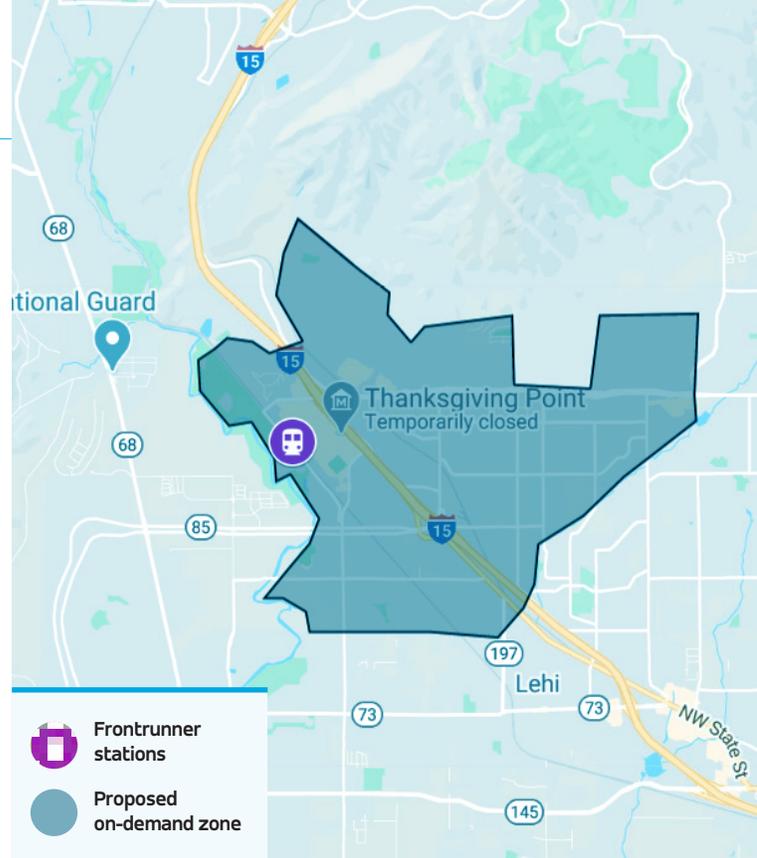
Demand Scenario	Low	Medium	High	Units
Fleet size	4	6	7	Vehicles
Annual vehicle hours	13,000	19,000	22,000	Vehicle hours per year
Vehicle utilization	1.8 - 2.3	2.2 - 2.7	3.0 - 3.5	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in 'Recommended Parameters'

ZONE OVERVIEW

Lehi On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
10.5 sq.mi	31K people	3.0k people per sq. mi	20k jobs

Zone design rationale:

The zone was selected for investigation for the following reasons:

- Improves connections to the Lehi Fronrunner Station.
- Provides a high quality connection to ‘Silicon Slopes’ employers.
- Improves connections to major retail, medical, and other destinations such as the Outlets at Traverse Mountain and Thanksgiving Point.

Major trip generators:

- Lehi Fronrunner Station
- Thanksgiving Point.
- Mountain Point Medical Center.
- Outlets at Traverse Mountain
- Adobe
- Xactware

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service
- Possible** Partial bus replacement

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday - 6 AM - 9 PM • Sunday - No Service

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

Lehi.

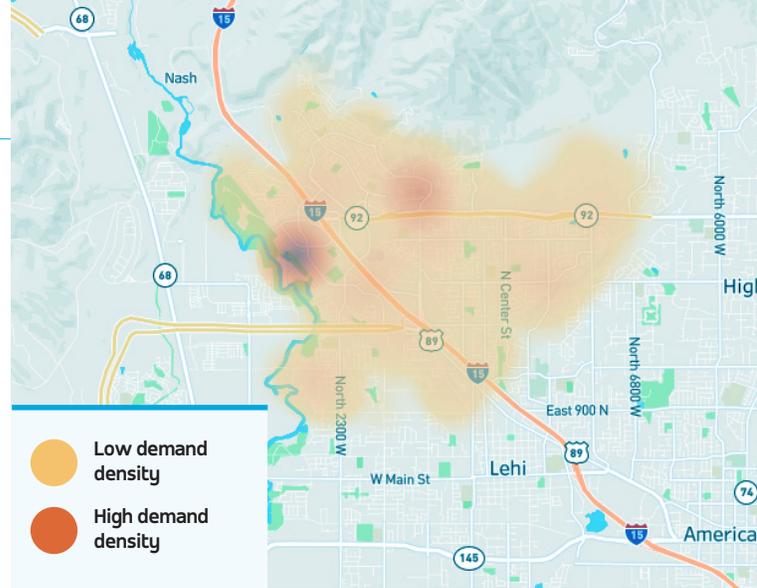
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a ‘capture rate’ based on Via’s internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	Available
Walkability and grid pattern	Low-Moderate
Diversity of use cases	Highly Mixed
Relative poverty rate	Low
Zero-vehicle households	Moderate
Overall mode share score	11 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	80	170	240	Passengers per day
Weekly ridership	500	900	1,400	Passengers per week
Annual ridership	26,000	46,000	74,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

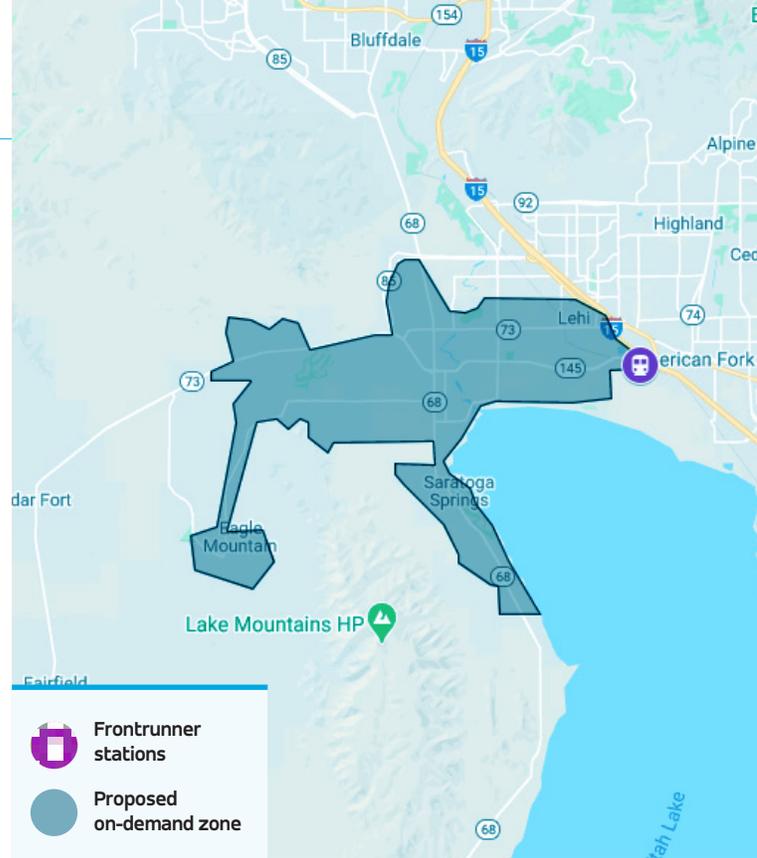
Demand Scenario	Low	Medium	High	Units
Fleet size	3	5	6	Vehicles
Annual vehicle hours	11,000	19,000	22,000	Vehicle hours per year
Vehicle utilization	2.2 - 2.7	2.4 - 2.9	3.2 - 3.7	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in ‘Recommended Parameters’

ZONE OVERVIEW

Eagle Mountain & Saratoga Springs On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
34.8 sq.mi	55K people	1.7k people per sq. mi	9k jobs

Zone design rationale:

The zone was selected for investigation for the following reasons:

- Provides transit coverage in low density neighborhoods of Eagle Mountain and Saratoga Springs.
- Improves connections to American Fork Frontrunner Station.
- Provides connections to Lehi Main Street Historic District.

Major trip generators:

- American Fork Frontrunner Station
- Lehi Main Street Historic District
- Walmart Supercenter (Crossroads Blvd)

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 15 - 25 minute wait • Maximum 30 - 40 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday - No Service • Sunday - No Service

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

Eagle Mountain & Saratoga Springs.

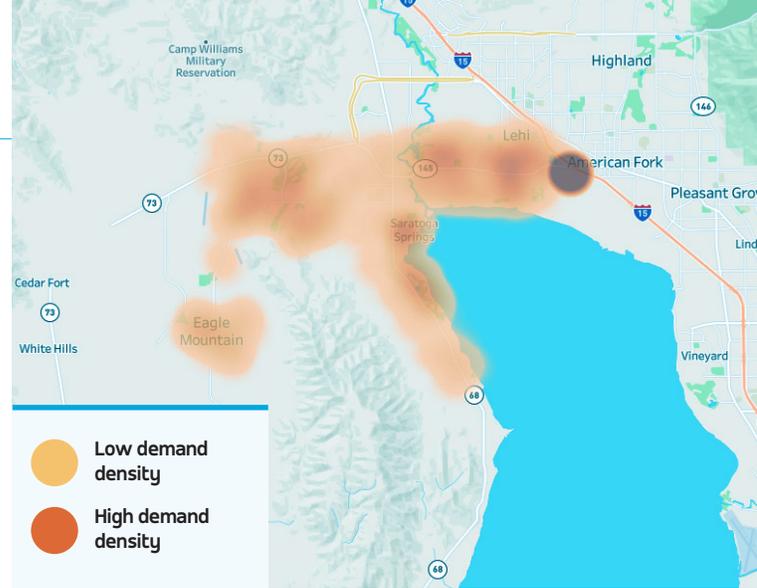
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a 'capture rate' based on Via's internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	Limited
Walkability and grid pattern	Low
Diversity of use cases	Low
Relative poverty rate	Low
Zero-vehicle households	Low
Overall mode share score	9 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	90	170	270	Passengers per day
Weekly ridership	460	570	920	Passengers per week
Annual ridership	24,000	43,000	69,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

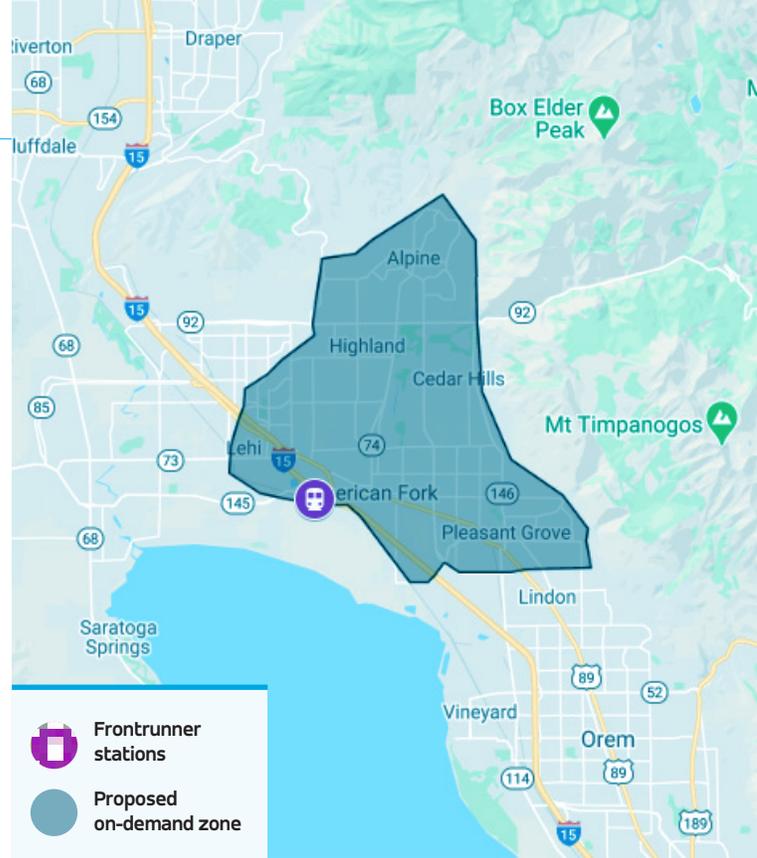
Demand Scenario	Low	Medium	High	Units
Fleet size	5	7	10	Vehicles
Annual vehicle hours	16,000	22,000	31,000	Vehicle hours per year
Vehicle utilization	1.3 - 1.8	1.8 - 2.3	2.0 - 2.5	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in 'Recommended Parameters'

ZONE OVERVIEW

North Utah County On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
37.6 sq.mi	116k people	3.1k people per sq. mi	49k jobs

Zone design rationale:

This zone was selected for investigation for the following reasons:

- Improves connections to the American Fork Frontrunner Station.
- Expands transit coverage to areas with limited or no existing bus services, such as areas of Highland, Cedar Hills, and Alpine.
- Improves connections to major retail, medical, and other destinations such as American Fork Hospital, The Meadows Shopping Center, and Walmart in Cedar Hills.

Major trip generators:

- American Fork Frontrunner Station
- American Fork Hospital
- The Meadows Shopping Center
- Walmart in Cedar Hills

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Frequent Service Hours: • Weekday 6 AM - 9 PM • Saturday 6 AM - 9 PM • Sunday 7 AM - 7 PM

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

North Utah County.

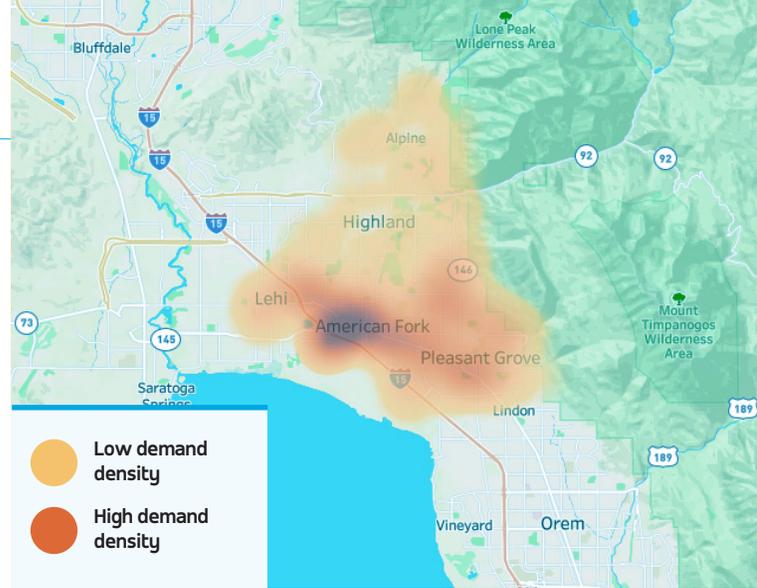
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a 'capture rate' based on Via's internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	Limited
Walkability and grid pattern	Moderate
Diversity of use cases	Mixed
Relative poverty rate	Low
Zero-vehicle households	Moderate
Overall mode share score	13 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	320	570	920	Passengers per day
Weekly ridership	1,900	3,400	5,500	Passengers per week
Annual ridership	100,000	180,000	290,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

Demand Scenario	Low	Medium	High	Units
Fleet size	9	13	18	Vehicles
Annual vehicle hours	34,000	49,000	67,000	Vehicle hours per year
Vehicle utilization	2.9 - 3.4	3.7 - 4.3	4.2 - 4.7	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in 'Recommended Parameters'

ZONE OVERVIEW

Lindon / Vineyard On-Demand Transit.

Key zone statistics:

Zone Size	Population	Pop. Density	Employment
15.6 sq.mi	26k people	1.7k people per sq. mi	23k jobs

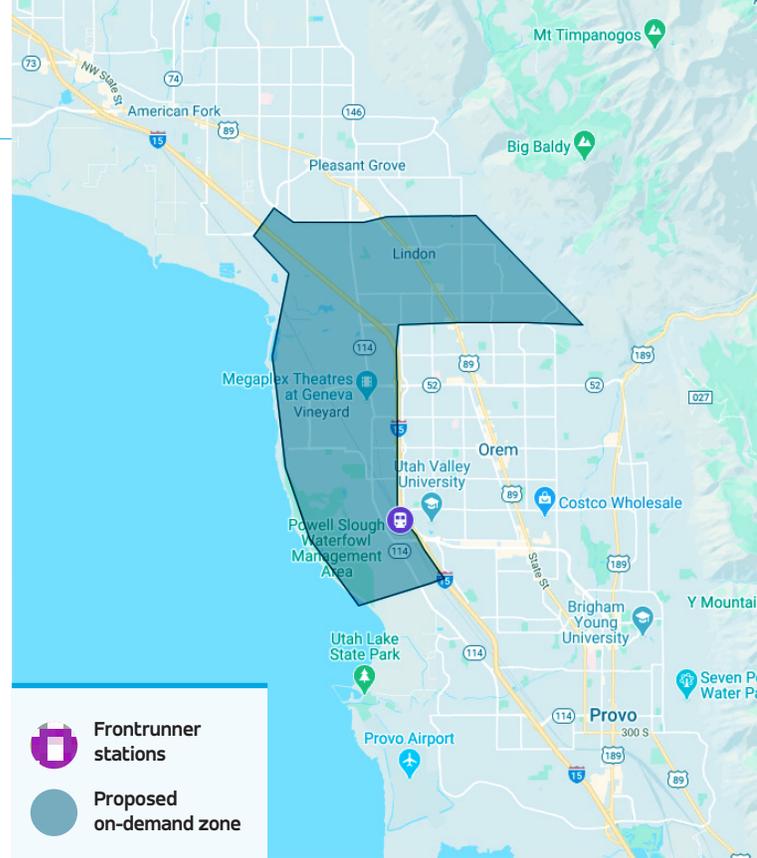
Zone design rationale:

This zone was selected for investigation for the following reasons:

- Improves connections to Orem Frontrunner Station and the Utah Valley Express bus route.
- Provides a connection to the southwestern entrance to Utah Valley University near Orem Frontrunner Station.
- Expands transit coverage to areas with limited or no existing bus services, including fast growing areas of Vineyard and suburban areas in Lindon.

Major trip generators:

- Orem Frontrunner Station
- Utah Valley University (southwestern entrance only)
- Retail and residential developments at Geneva



Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Frequent Service Hours: • Weekday 6 AM - 9 PM • Saturday 6 AM - 9 PM • Sunday No Service

7. ZONE-BY-ZONE SIMULATION RESULTS

SIMULATION RESULTS

Lindon / Vineyard.

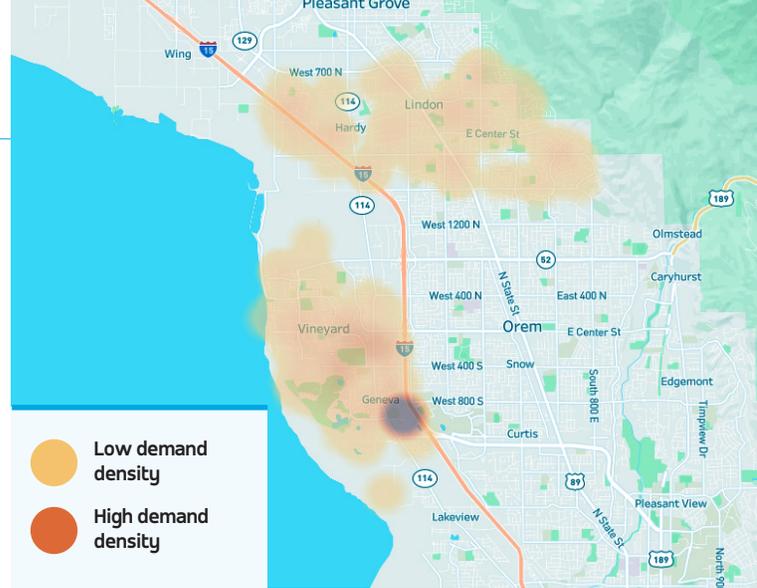
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a 'capture rate' based on Via's internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	Limited
Walkability and grid pattern	Low
Diversity of use cases	Mixed
Relative poverty rate	Moderate
Zero-vehicle households	Moderate
Overall mode share score	13 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	100	190	302	Passengers per day
Weekly ridership	630	1,100	1,800	Passengers per week
Annual ridership	33,000	59,000	94,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

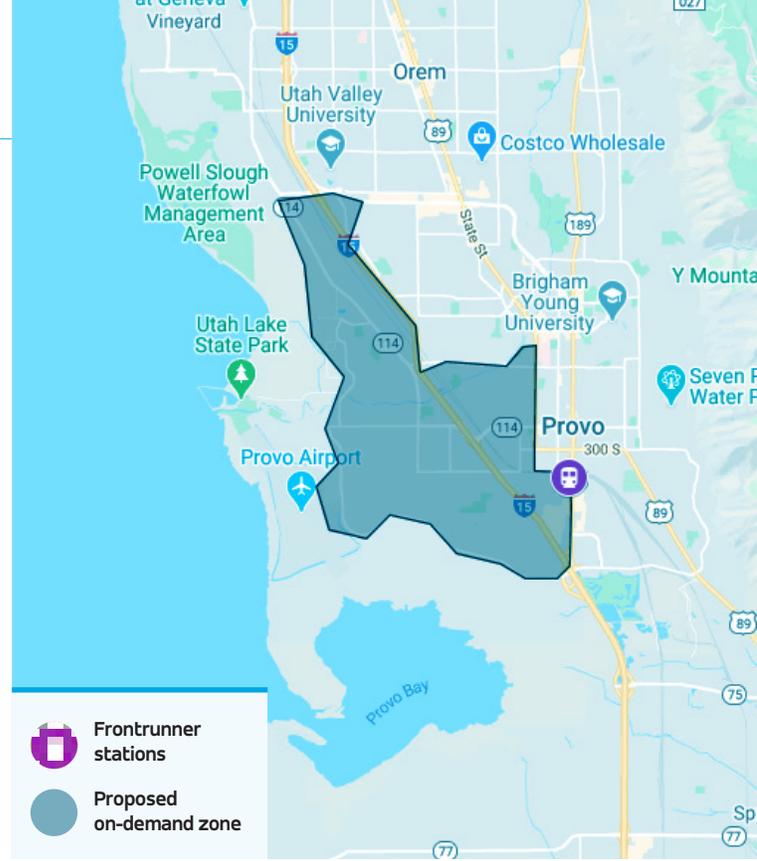
Demand Scenario	Low	Medium	High	Units
Fleet size	4	5	7	Vehicles
Annual vehicle hours	14,000	19,000	26,000	Vehicle hours per year
Vehicle utilization	2.2 - 2.7	3.0 - 3.5	3.4 - 3.9	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in 'Recommended Parameters'

ZONE OVERVIEW

West Provo On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
11.5 sq.mi	28K people	2.4k people per sq. mi	5k jobs

Zone design rationale:

The zone was selected for investigation for the following reasons:

- Improves connections to the Provo Frontrunner Station.
- Expands transit coverage to areas with limited or no existing bus services, such as Provo Airport, and areas in Lake View, Fort Utah, and Sunset.
- Improves connections to Provo Town Center and nearby retailers.

Major trip generators:

- Provo Frontrunner Station
- Provo Airport
- Utah Valley Hospital
- Walmart

Expected use cases:

- Likely** First-and-last mile connections
- Likely** Coverage service

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday - 6 AM - 9 PM • Sunday - No Service

SIMULATION RESULTS

West Provo.

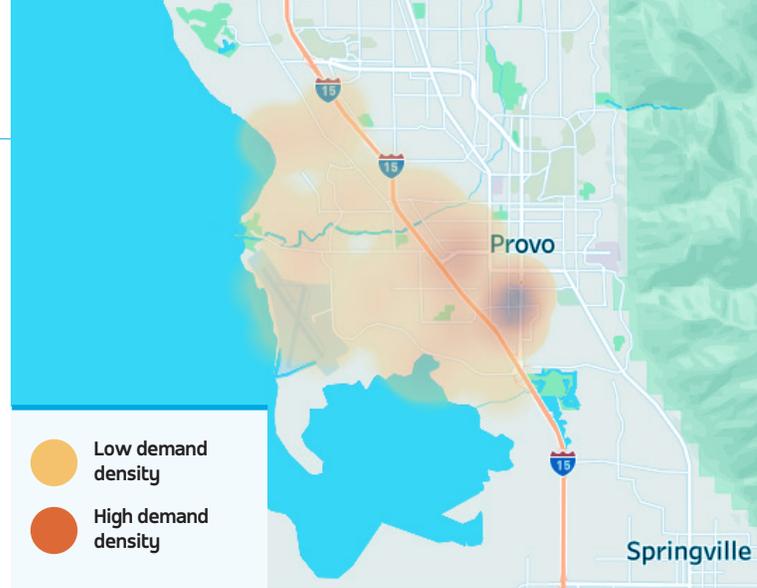
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a ‘capture rate’ based on Via’s internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	Limited
Walkability and grid pattern	Moderate
Diversity of use cases	Mixed
Relative poverty rate	Moderate
Zero-vehicle households	Moderate
Overall mode share score	15 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	90	160	250	Passengers per day
Weekly ridership	520	930	1,400	Passengers per week
Annual ridership	27,000	49,000	78,000	Passengers per year

Estimating fleet requirements and quality of service:

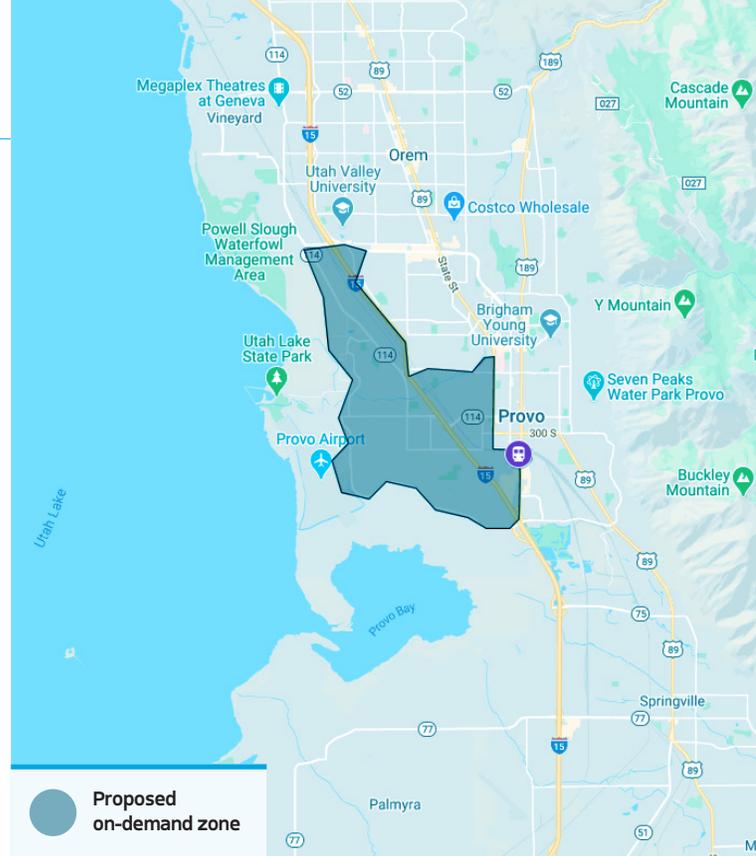
Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

Demand Scenario	Low	Medium	High	Units
Fleet size	3	4	4	Vehicles
Annual vehicle hours	11,000	15,000	17,000	Vehicle hours per year
Vehicle utilization	2.3 - 2.8	3.1 - 3.6	4.4 - 4.9	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.
² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in ‘Recommended Parameters’

ZONE OVERVIEW

Springville / Spanish Fork On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
32.2 sq.mi	72K people	2.2k people per sq. mi	25k jobs

Zone design rationale:

The zone was selected for investigation for the following reasons:

- Expands transit coverage to areas with limited or no existing bus services, such as parts of Springville, Spanish Fork, and Mapleton.

Major trip generators:

- Spanish Fork Hospital
- Two Walmart locations
- Costco

Expected use cases:

- Likely** Coverage service
- Possible** First-and-last mile connections (to buses)

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 5 - 15 minute wait • Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday - 6 AM - 9 PM • Sunday - No Service

SIMULATION RESULTS

Springville / Spanish Fork

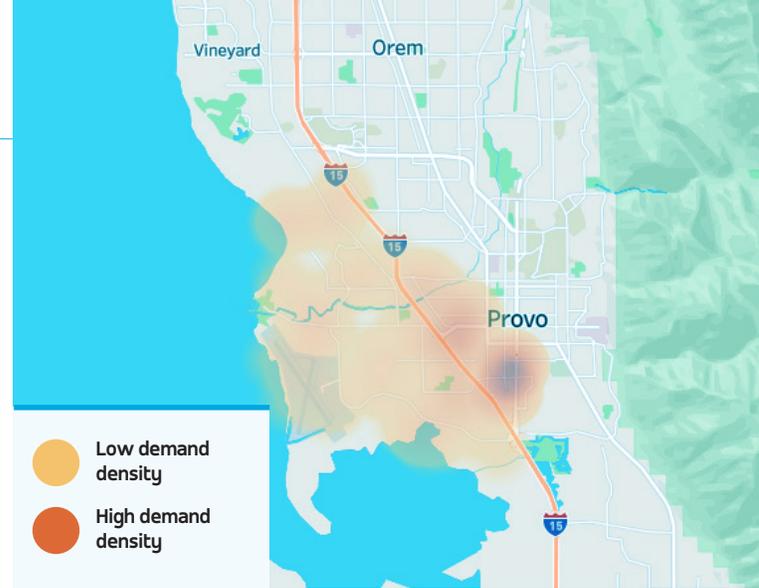
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a ‘capture rate’ based on Via’s internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	N/A
Walkability and grid pattern	Low-Moderate
Diversity of use cases	Moderate
Relative poverty rate	Low
Zero-vehicle households	Moderate
Overall mode share score	9 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	130	240	380	Passengers per day
Weekly ridership	800	1,400	2,300	Passengers per week
Annual ridership	41,000	75,000	120,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

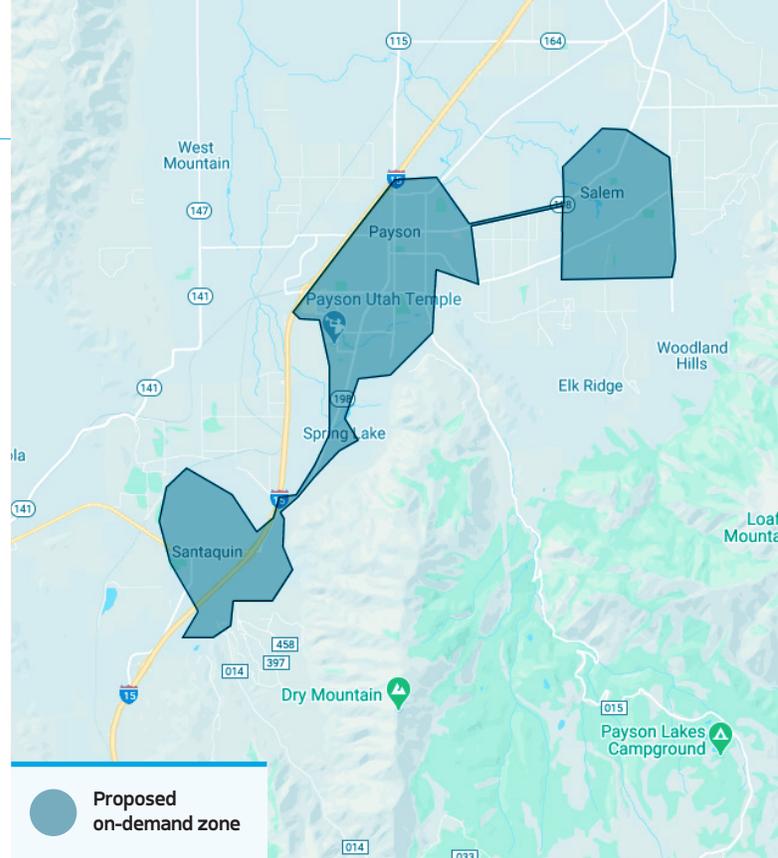
Demand Scenario	Low	Medium	High	Units
Fleet size	4	6	8	Vehicles
Annual vehicle hours	15,000	22,000	30,000	Vehicle hours per year
Vehicle utilization	2.7 - 3.2	3.2 - 3.7	3.8 - 4.3	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.

² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in ‘Recommended Parameters’

ZONE OVERVIEW

South Utah County On-Demand Transit.



Key zone statistics:

Zone Size	Population	Pop. Density	Employment
12.0 sq.mi	32K people	2.7k people per sq. mi	6k jobs

Zone design rationale:

The zone was selected for investigation for the following reasons:

- Expands transit coverage to areas with limited or no existing bus services, such as parts of Santaquin, Spring Lake, Payson, and Salem.

Major trip generators:

- Mountain View Hospital
- Walmart
- Payson Utah Temple

Expected use cases:

Likely Coverage service

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: • Average 15 - 25 minute wait • Maximum 30 - 40 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: • Weekday 6 AM - 9 PM • Saturday - No Service • Sunday - No Service

SIMULATION RESULTS

South Utah County.

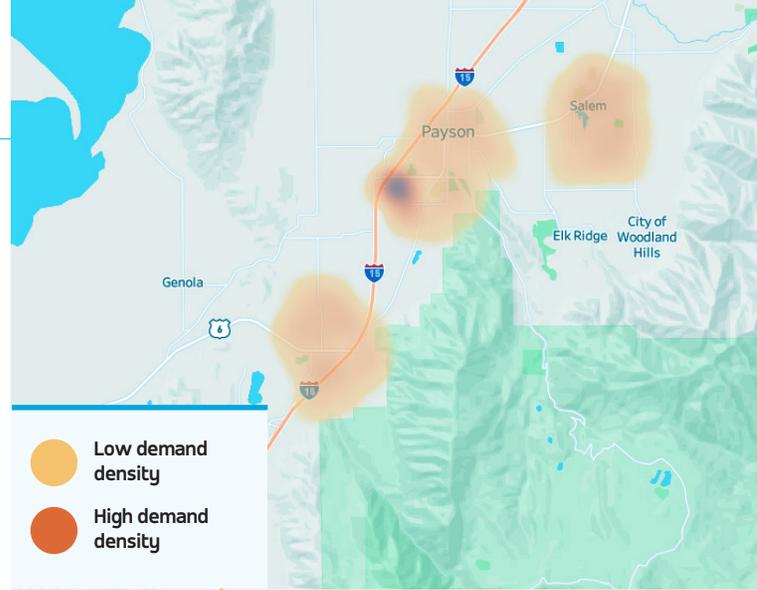
Eligible trips:

All trips are allowed within the zone.

Estimated demand scenarios:

Travel patterns are based on the locations of households, employment, and major trip generators such as rail stations. A heatmap of expected origins and destinations is shown (top right). Areas shown in darker orange are expected to have a higher density of demand, while light orange areas are expected to have a lower density of demand.

To estimate the level of demand, Via developed an overall mode share score that corresponds with a ‘capture rate’ based on Via’s internal demand model. The factors that influence the mode share score are shown in the table (right). A mode share is the percentage of travelers using a particular type of transportation – meaning, on-demand transit zones with a higher mode share score will capture a larger percentage of trips. In practice, there are a wide variety of factors that can influence demand, such as the marketing budget and fare structure.



Demand drivers:

Transit ridership per capita	Low
Parking availability at stations	N/A
Walkability and grid pattern	Low
Diversity of use cases	Low
Relative poverty rate	Moderate
Zero-vehicle households	Moderate
Overall mode share score	8 / 25

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	50	90	140	Passengers per day
Weekly ridership	240	440	700	Passengers per week
Annual ridership	13,000	23,000	37,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

Demand Scenario	Low	Medium	High	Units
Fleet size	3	4	5	Vehicles
Annual vehicle hours	9,000	12,000	16,000	Vehicle hours per year
Vehicle utilization	1.3 - 1.8	1.7 - 2.2	2.2 - 2.7	Passengers per vehicle hour

¹ Ridership often takes between 3 to 12 months to develop as individuals change their travel habits. Therefore during the initial few months to one year, ridership may be lower than the estimates shown below.
² Daily, weekly, and annual ridership estimates are based on the operating hours and days described in ‘Recommended Parameters’

8. Prioritization of zones.

8. PRIORITIZATION OF ZONES



8. Prioritization of zones.

Like all transit agencies, UTA has a limited budget and competing funding priorities, and not all zones are likely to proceed beyond the planning phase. In order to prioritize the implementation of the potential microtransit zones, each zone was compared against UTA's goals and objectives.

On the basis of our engagement with UTA leadership and staff, the project team identified five broad UTA goals and objectives: expanding transit

coverage, providing cost efficient service, replacing underperforming bus routes, supplementing ADA paratransit, and increasing equity.

As the relative importance of each goal is subjective, the project team has chosen to present the information in a table rather than provide an overall score (each metric is weighed equally). The current microtransit pilot zone in southern Salt Lake County is included for comparison purposes. It is recommended that UTA leadership refer to this table when evaluating potential microtransit service expansion.

8.1 Prioritization methodology.

Each zone was classified into one of three groups (low / medium / high) for each of the five criteria outlined below:

1. **Expands transit coverage:** The number of additional residents and workers that would gain transit coverage if the microtransit zone was launched. A resident/worker was determined to be outside UTA fixed route coverage if they are more than half a mile from an existing transit stop.
 - 1.1. **Low:** <10,000 residents and workers
 - 1.2. **Medium:** 10,000 - 20,000 residents and workers
 - 1.3. **High:** >20,000 residents and workers
2. **Provides cost-efficient transit service:** The cost efficiency of a service is largely driven by the utilization (passengers per vehicle hour). The expected utilization was determined using the average of the low, medium, and high scenarios and was an output of Via's microtransit simulations.
 - 2.1. **Low:** <2.5 passengers per vehicle hour
 - 2.2. **Medium:** 2.5 - 3.0 passengers per vehicle hour
 - 2.3. **High:** >3.0 passengers per vehicle hour
3. **Replaces underperforming bus routes:** The number of low-ridership bus routes that can be removed and replaced with the microtransit service at a similar or lower cost-per-passenger
 - 3.1. **Low:** No bus routes could be replaced
 - 3.2. **Medium:** 1 bus route could be replaced
 - 3.3. **High:** 2+ bus routes could be replaced
4. **Supplements ADA paratransit service:** The percentage of paratransit origins and destinations that fall within the microtransit service zone. While not all of these trips will be completed using microtransit (the majority are interzone trips), paratransit users can use microtransit to connect to a fixed-route transit service (or a paratransit vehicle) for the rest of the trip.
 - 4.1. **Low:** Less than 1.0% of UTA paratransit origins and destinations
 - 4.2. **Medium:** 1.0% - 3.0% of UTA paratransit origins and destinations
 - 4.3. **High:** More than 3.0% of UTA paratransit origins and destinations
5. **Increases equity:** The percentage of residents who are historically underserved minorities. The minority population was defined as all individuals who do not identify as non-Hispanic Whites.
 - 5.1. **Low:** <5% minority residents
 - 5.2. **Medium:** 5-10% minority residents
 - 5.3. **High:** >10% minority residents

8. PRIORITIZATION OF ZONES

8.2 Microtransit zone prioritization matrix.

Zone	Resources required	Expands transit coverage	Provides cost efficient transit	Replaces bus routes	Supplements paratransit service	Increases equity
	Thousands of annual vehicle service hours required to operate zone ('000s)	Number of residents and jobs that would gain transit access	Passengers per vehicle hour	Number of bus routes that can be partially or fully replaced	Percentage of paratransit origins/ destinations within the zone	Percentage minority population living in the zone
Brigham City	12	5,000	2.6	1	0.1%	9%
North Ogden (Small)	32	20,000	3.5	1	4.2%	15%
North Ogden (Large)	26	7,000	3.2	1	4.1%	18%
West Weber County	35	45,000	2.6	0	2.1% ¹	12%
West Davis County	15	22,000	2.5	0	1.5% ¹	10%
South Davis County	35	10,000	4.9	5	2.9%	7%
West Salt Lake City Industrial/Inland Port.	12	12,000	2.4	1	0.1%	42%
East Millcreek	7	1,000	2.5	0	0.9%	3%
South Valley	52	21,000	3.2	5	9.7%	21%
South Jordan	24	10,000	4.0	0	4.4%	12%
Sandy	52	20,000	4.1	0	9.9%	9%
South Salt Lake County (current pilot zone)	52	47,000	3.0	5	3.6%	7%
Tooele County	18	21,000	2.6	2	0.2%	11%
Lehi	18	14,000	2.9	1	0.2%	7%
Eagle Mountain/ Saratoga Springs	23	43,000	2.0	0	0.0%	8%
North Utah County	50	71,000	3.9	0	1.6%	6%
Lindon / Vineyard	20	11,000	3.2	0	0.7%	10%
West Provo	14	5,000	3.6	1	0.8%	26%
Springville/Spanish Fork	22	57,000	3.5	0	1.6% ¹	10%
South Utah County	12	13,000	2.0	0	0.4% ¹	11%

¹ Less than 50% of this zone is within 3/4 mile of paratransit so currently the majority of residents are not eligible for paratransit service

High
 Medium
 Low

8. PRIORITIZATION OF ZONES

8.3 Future microtransit expansions.

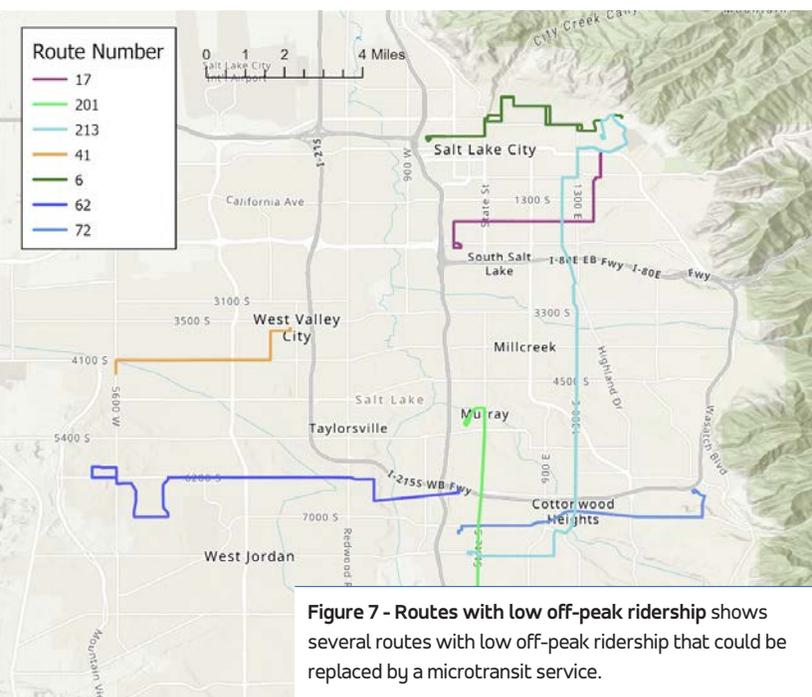
As well as the zones identified in the previous section of the report, there are several promising opportunities for future microtransit expansion.

- 1. Off-peak microtransit services:** UTA ridership drops significantly during off-peak hours, such as evenings and weekends. During these periods, many low-ridership routes could be operated at lower cost using microtransit. In addition, passengers tend to have a lower walking distance and wait time tolerance at night. Microtransit could reduce walking distances and ensure passengers only need to go outside as their vehicle approaches. These services would be particularly valuable to essential workers who often rely on infrequent public transit during off-peak hours.

An example service zone could encompass the routes shown below by **Figure 7 - Routes with low off-peak ridership**. The eight bus routes displayed on the map were selected because they have only 600 trips per week from 8pm onwards. UTA could stop operating these bus routes at 8 PM and instead offer a broader late night microtransit service covering most of Salt Lake City. To ensure the remaining bus routes are not cannibalized, passengers who request a trip that could be completed using a fixed route would be told to use this option when they try to book using the microtransit app.

- 2. Combined microtransit zones:** Several microtransit zones are located in adjacent areas (for example, Sandy, South Salt Lake County, South Jordan, and South Valley). If these zones were combined, passengers would be able to access additional destinations. However, this would increase the average distance of each trip, and therefore, reduce the capacity of the service. In order to address this, UTA could consider the following options:
 - a. Charge distance-based fares for longer trips.
 - b. Require passengers to transfer when travelling from one zone to another.
 - c. Allow passengers to travel between zones, but guide them to a fixed route service where feasible.

- 3. Integrated mobility solution:** UTA could expand microtransit to cover the entire UTA service area over time. While it would be inefficient to serve all trips using microtransit, the microtransit rider app could direct passengers to the optimal mode for their specific trip. For example, a passenger may be directed to a microtransit vehicle for the first leg of their trip, followed by a bus to their final destination. In theory, microtransit vehicles would be able to travel anywhere in the UTA service area, but areas that are well served by buses and trains would rarely or never require a microtransit vehicle. This model would be most successful if real-time vehicle locations for both fixed route and on-demand services were available so transfers are coordinated and seamless even during irregular operations.





9. Accessibility.

Under the Americans with Disabilities Act (ADA), all public transportation services must be accessible, including microtransit. As accessible service must provide equivalent access to individuals with disabilities, as defined by the following service characteristics:

1. Response time;
2. Fares;
3. Geographic area of service;
4. Hours and days of service;
5. Restrictions or priorities based on trip purpose;
6. Availability of information and reservations capability; and
7. Any constraints on capacity or service availability.

The project team developed accessibility recommendations based on input from;

1. **UTA Committee for Accessible Transportation (CAT) workshop:** On July 7, 2020, the project team held a virtual workshop

with several individuals from the CAT. The workshop attendees represented individuals with several categories of disability. Each attendee was provided with an opportunity to test UTA's current microtransit app and provide more general input on microtransit services.

2. **Via:** As the consultant leading this study and a microtransit and paratransit operator, Via teams provided direct input for this project.
3. **Meeting The Challenge (MTC):** Geoff Ames is an Accessibility Implementation Executive Consultant at Meeting the Challenge. Geoff provided input based on his experience working on accessibility projects across the US.

In order to provide equivalent service and to reflect the unique considerations of an on-demand, technology enabled microtransit service, the following recommendations have been developed. As UTA is likely to procure the required microtransit technology from a third-party developer, it is recommended that these features are discussed with potential software providers to ensure they can be provided.

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9.1 Mobile app design.

The selected smartphone application and booking website should comply with the Web Content Accessibility Guidelines (WCAG) 2.1. These guidelines cover a wide range of recommendations for making Web content more accessible. During the CAT workshop, several individuals provided commentary on the app design. In particular, recommendations from this workshop were:

- Ensure the mobile app is available on both iOS and Android so it is compatible with most devices.

- Provide a mobile application guide or video tutorial so those who are not familiar with smartphone applications can teach themselves how to make a booking.
- Ensure the booking flow is intuitive and streamlined. While feedback was generally positive, some users struggled to easily cancel their trip during testing as they could not locate the option on their screen.

9.2 Alternative booking methods.

Different booking methods are suitable for different passengers so providing several alternatives is important.

Booking method	Suitable for:	Unsuitable for:
Smartphone application and website	<ul style="list-style-type: none"> ✓ Hearing impairments ✓ Speech impairments ✓ Language barriers 	<ul style="list-style-type: none"> ✗ Non-smartphone and computer owners ✗ Visually impaired ✗ Dexterity issues ✗ Some cognitive disabilities
SMS reservations	<ul style="list-style-type: none"> ✓ Hearing impairments ✓ Speech impairments ✓ Non-smartphone and computer owners 	<ul style="list-style-type: none"> ✗ Visually impaired ✗ Dexterity issues ✗ Some cognitive disabilities
Call center	<ul style="list-style-type: none"> ✓ Non-smartphone and computer owners ✓ Visually impaired ✓ Dexterity issues ✓ Some cognitive disabilities 	<ul style="list-style-type: none"> ✗ Hearing impairments ✗ Speech impairments ✗ Language barriers



9.3 Curb-to-curb vs door-to-door

While corner-to-corner trips should be the default to maximize efficiency, passengers who have certain disabilities or who are unable to walk to a virtual bus stop should be provided with a curb-to-curb or door-to-door service.

- **Curb-to-curb:** These services pick up and deliver passengers at the curb or roadside directly outside their destination. Passenger assistance is generally not rendered other than for actual boarding and alighting.
- **Door-to-door:** These services extend beyond curb-to-curb service by also including assistance to the door of the building where the passenger is travelling to/from. In the current pilot in southern Salt Lake County, UTA has implemented procedures to provide door-to-door assistance for a small number of passengers who may require it.

The majority of passengers with a disability are comfortable using a curb-to-curb service. However, for some passengers, a curb-to-curb service is not enough, as they may be unable to safely travel from the curb to the door.

Microtransit services have a unique opportunity to provide a hybrid between a door-to-door and curb-to-curb service for passengers. For example, the driver app can inform the driver if a passenger requires assistance to their door. As the recommended vehicles are small and maneuverable, the driver can typically travel beyond the curb and park the vehicle directly outside the door of the building. As the number of passengers in a vehicle is typically low, drivers and passengers can communicate specific drop off requirements and use their judgement when stepping outside the vehicle to assist a passenger.

In order to implement both door-to-door and curb-to-curb trips, the following steps are required:

- The driver app allows pickup and dropoff notes so the driver is notified if assistance to the door is required.
- Drivers are provided with training for these situations.
- A process is established to allow passengers with disabilities to request a door-to-door service where they are unable to travel to/from the curb.

9.4 Pickup navigation.

The pickup process presents unique challenges for passengers with disabilities, particularly for those with visual or cognitive disabilities. Two specific recommendations can help to reduce friction during the pickup process:

- 1. Driver pickup notes:** Passengers with disabilities should have the option to add information to their profile that will be shared with their driver upon arrival at the pickup location. For example, passengers with visual impairments may request that their driver sound the horn on arrival. It is important that this system is ‘opt-in’ to protect the privacy of passengers. It is also important that these messages are not seen as an opportunity for passengers to request special accommodations that extend beyond the mandate of the service, such as asking a driver to enter a building and tell the passenger they have arrived. For this reason, it is recommended that these notes are added by a dispatcher through the call center, rather than by passengers themselves. This idea was raised independently during the Committee for Accessible Transit (CAT) workshop, where individuals explained that they would most likely voluntarily submit this information to streamline the pickup process.
- 2. Multiple pickup points for major destinations:** For large facilities with multiple entrances, such as hospitals and universities, the microtransit software should allow passengers to specify which pickup location within the facility they will wait at (for example, a particular door or sign). This feature can help to reduce confusion for all passengers during pickup and dropoff. When launching a zone, effort should be made to identify these locations in advance, and locations that are expected to have a high number of trips by individuals with disabilities should be prioritized.



An additional feature could be to allow a driver to see the location of a passenger using their GPS-enabled device. Depending on the selected software provider, this feature may be technically challenging and involve additional development cost. Many passengers are apprehensive about sharing their location so may choose not to opt into this service.

9.5 Accessible vehicles.

Regulations for individuals with disabilities require that demand-responsive services provide an equivalent level of service to individuals with disabilities². If this condition is met, there is no requirement to ensure that all vehicles are accessible. Based on the expected level of demand for accessible vehicles, **approximately 25%** of the fleet in each zone should be accessible vehicles to provide equivalent wait times for all passengers. For fleets smaller than four vehicles, the percentage may need to be even higher (for example, a four vehicle fleet may require 2 accessible vehicles). While it is possible to provide an entirely accessible fleet, there is limited upside to doing so. If the fleet is fully accessible, operating and capital costs will be higher. Accessible vehicles often have reduced seating capacity, reducing the capacity of the service.

9.6 Customer support.

Some passengers, such as those with hearing impairments, may prefer to contact customer support in writing. Therefore, it is recommended that UTA allows passengers to communicate with a real person using either email, SMS, or the smartphone app.

9.7 Integration with paratransit.

Paratransit trips are typically more expensive to serve than microtransit trips, while also being less convenient for the customer due to the advanced booking requirements and lack of a smartphone app. Therefore, it is in everyone's interest that trips are completed using the microtransit service where possible. However, 80 - 90% of all paratransit trips extend beyond the proposed microtransit zones. There are several approaches to completing trips that extend beyond a microtransit zone:

- **Status quo:** Continue to complete trips that meet UTA's ADA paratransit criteria separately from the microtransit service. Paratransit passengers will only use the microtransit service if their trip begins and ends in the same microtransit zone.

- **Encourage connections to fixed-route transit:** All UTA fixed-route transit services are accessible, but in many cases passengers struggle to travel the first-and-last mile to a fixed route stop. In this option, passengers are encouraged to use the microtransit service to reach an accessible transit stop within their service zone. From there, the passenger can connect to fixed-route transit to complete their journey. However, some passengers may face a barrier at the other end of their trip, as there may be a gap between the fixed route service and their final destination. In this case, UTA will need to provide a paratransit or microtransit trip to complete the journey. Paratransit-eligible passengers are provided with a UTA transit pass, so free connections to fixed-route transit are possible when using this pass.
- **Encourage connections to paratransit:** In this option, passengers use the microtransit service to complete part of their trip (to the edge of the microtransit zone) and then connect to a paratransit service. In this option, the paratransit and microtransit trips must be coordinated so the passenger is not left unattended or in an exposed location.

The following approach is recommended for UTA, depending on the origin and destination of each trip:

- **Trips entirely within a microtransit zone:** Passengers should be encouraged to use the microtransit service as there are no advanced booking requirements and the service is fully-accessible. It is important to note that passengers have the right to request a paratransit trip if their origin and destination are within $\frac{3}{4}$ of a mile of fixed route stop and should not be forced to use a microtransit service if they do not wish to.
- **Trips within an origin/destination outside the microtransit zone but accessible from an accessible fixed route stop:** Passengers should be encouraged to use the microtransit service to connect to/from a fixed route service to reach their destination. This alternative allows passengers to travel 'on-demand' while still providing an accessible route.

² §37.77 (b) If the system, when viewed in its entirety, provides a level of service to individuals with disabilities, including individuals who use wheelchairs, equivalent to the level of service it provides to individuals without disabilities, it may purchase new vehicles that are not readily accessible to and usable by individuals with disabilities.

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- **Trips with an origin/destination outside the zone that is not accessible using fixed-route transit:** Passengers should be encouraged to use the microtransit service to travel to a designated paratransit connection location, where they can connect with a paratransit vehicle. These trips are not ‘on-demand’ and would need to be booked as a multi-leg paratransit trip. To make this process seamless for passengers, UTA needs to ensure the transfer between vehicles is managed well. This will require a technology solution to allow paratransit dispatchers to oversee and book trips on the microtransit platform.

In some cases, if the passenger is close to the edge of the microtransit zone, they may be able to directly meet the paratransit vehicle at a designated meeting point, eliminating the complexity of timing the connection between the microtransit and paratransit legs.

In order to encourage passengers to use microtransit where possible, UTA will need to educate both paratransit passengers and UTA booking agents. There are two recommended processes to educate passengers:

1. **Zone launch:** When each microtransit zone is launched, proactively reach out to paratransit riders who frequently travel to/from this area to let them know how to use the new service.

2. **Booking a trip:** When a passenger requests a trip within an origin/destination within a microtransit zone, UTA paratransit booking agents should inform the passenger about the microtransit service (while still making it clear they are eligible for paratransit, if this is the case). This will require booking agents to be aware of the location of microtransit zones. If a passenger can use microtransit to connect to a fixed route service, the specific routes and transfer point should be explained. A list of locations that are fully accessible using fixed route services should be developed.

As noted, passengers always have the right to request a paratransit trip when travelling within $\frac{3}{4}$ of a mile of a fixed route stop. However, by providing a more flexible option for passengers, many will choose microtransit over paratransit. Additionally, paratransit eligible passengers can use microtransit at no cost with their UTA transit pass so can save money by using this option.

While the recommendations outlined above specifically focus on the integration between microtransit and paratransit, a separate report on the potential impact of new technologies on UTA’s paratransit service has also been developed and is expected to be published in September 2020.





10. Operation plans.

10.1 Service operator.

UTA has two alternative service models to consider:

- 1. Third-party operated:** This model, also known as a turnkey contract or Transportation-as-a-Service model, is where UTA contracts a microtransit vendor to provide the entire service, including the microtransit technology, drivers, vehicles, and operations management. The advantages of a TaaS solution include potentially lower hourly per-vehicle costs than a UTA-operated service, as well as scalability—a service could be launched and scaled relatively quickly. This model is currently being used for the southern Salt Lake County microtransit pilot service.
- 2. UTA-operated:** This model, also known as a Software as a Service (SaaS) model, is where UTA procures the microtransit technology from a third-

party vendor, while using its existing fleet, drivers, and operations team (or new vehicles and resources procured by the UTA). Depending on the technology solution UTA selects, ongoing service design and optimization, operational support, and customer service may be provided by the software provider. The advantages of this approach include the ability to leverage UTA's existing drivers and fleet.

It is recommended that UTA evaluate the costs and benefits of each option to determine which is more suitable for each zone. Some zones, like Tooele, may be better suited for a UTA-operated service model as an on-demand service, including vehicles and drivers, is currently operational.

10.2 Vanpool.

The UTA vanpool program leases vans to people who travel to and from similar locations. These vanpools help riders to make their commute more productive and reduce emissions and congestion. Vehicles typically seat seven to 15 passengers and the cost is split evenly. Many vanpool services are promoted by large employers who have a sufficient employee base to aggregate trips from different areas.

Microtransit technologies may be able to improve the UTA's vanpool experience in several ways:

Simpler trips: A rider app, similar to that used for microtransit services, would allow vanpool passengers to book their trip in advance and track their vehicle in real-time.

Improved trip sharing: If trips are pre-booked, the number of seats that are available is known in advance. This means the vanpool could be opened to more riders while ensuring nobody is turned away from a vehicle.

Integration with microtransit zones: Some vanpool trips occur in potential future microtransit zones. UTA could integrate these vanpool services into the microtransit zone to assign non-vanpool riders to a vanpool vehicle if they are travelling to the same location. Alternatively, if a vanpool vehicle is overbooked, these trips could seamlessly be assigned to a microtransit vehicle.



11. Next Steps.

UTA intends to use this microtransit study to inform future transit choices. UTA has identified several next steps following this study:

1. **UTA's Five-Year Service Plan:** UTA is required by law to develop a Five-Year Service Plan every two years. This report will support the development of that plan. Microtransit will be evaluated alongside other transit choices for inclusion in UTA's long-term transit plans, and the microtransit zones identified as candidates in this report should be considered as potential candidates for service expansion
2. **Microtransit Accessibility:** The report makes several accessibility-related recommendations that will ensure all current and future microtransit services are accessible for all users
3. **COVID-19 Service Changes:** As UTA continues to respond to ridership changes due to the impact of COVID-19, this report can help to evaluate the costs and benefits of using microtransit to replace low-ridership routes.
4. **Service Choices Study:** UTA is currently conducting a service choices study, which is a public outreach

and planning effort using input collected from the community. This report can inform this study.

5. **Stakeholder and Community Engagement:** Many UTA stakeholders, including mayors and community boards, regularly advocate for additional service in their areas. This report can help to inform these discussions.
6. **Paratransit Plan:** UTA can use this report to inform potential changes to paratransit service. In particular, paratransit demand is likely to be lower in zones where microtransit is available. Integration between the paratransit and microtransit services should be provided.
7. **Specialized Transportation Plan:** UTA is currently developing a specialized transportation plan, and microtransit is one tool to improve mobility for individuals who use these services.
8. **Funding Applications:** This report will be used by UTA to access or apply for new funding streams for microtransit services.

For any questions related to this study, please contact Jaron Robertson, Director of Innovative Mobility Solutions at UTA (JRobertson@rideuta.com).

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