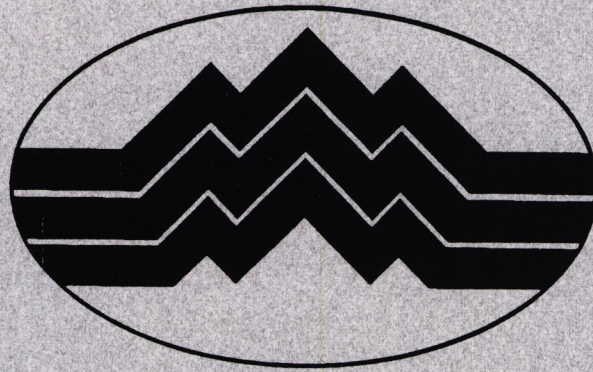


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**Foothill Transit**

**SHORT RANGE TRANSIT PLAN  
FOR  
FISCAL YEAR 1993 - FISCAL YEAR 1995**

**MARCH 1992**

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**SHORT RANGE TRANSIT PLAN  
FOOTHILL TRANSIT  
FY 1993-FY 1995**

**INTRODUCTION**

This updated Foothill Transit Short Range Transit Plan is for the period July 1, 1992 and extending through June 30, 1995. Discussed below are the major funding policy, capital and operating assumption of this planning document to allow for a better understanding of its major assumptions. The issues to be discussed in detail are:

- Operating and Capital Funding of BSCP Service
- Foothill Transit Funding Methodology/Included Municipal Operator Status
- Base Service Plan and Service Enhancements FY 1993
- Capital Program
- Financial Plan (Table-L-5)

We have also enclosed for your reference a copy of our FY 1993 Management by Objectives (MBO) Plan which is the foundation of this SRTP.

**FUNDING OF BSCP SERVICE IN FY 1993 AND BEYOND:**

**Background:**

Based upon a prior agreement between the County and Foothill Transit, Foothill Transit took over the administration of the BSCP lines in November 1990.<sup>1</sup> These BSCP lines were dropped by SCRTD and operated by the County of Los Angeles since October 1987 as part of a three year demonstration period to explore the cost savings potentials of contracted service.<sup>2</sup> With the beginning of FY 1992 Foothill Transit started invoicing LACTC directly for the BSCP service up to the

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<sup>1</sup> These are the lines 192/194, 291/293 and the express lines 492 & 494.

<sup>2</sup> For a more detailed discussion of the BSCP service, please refer to the BSCP evaluation study published by LACTC on January 31, 1992.







grant limit reserved in the Prop A Incentive Program for this project.<sup>3</sup> The official transfer agreement of these lines from the County to Foothill Transit is currently being prepared by LACTC staff.

**Proposed Future BSCP Operating Funding:**

Based upon a prior action taken by the Los Angeles County Transportation Commission regarding LADOT's portion of the BSCP service, Foothill Transit is requesting to become an included municipal operator for the BSCP service. This service meets all Commission criteria for becoming an included municipal operator as outlined in its guidelines. Based upon the above mentioned prior LACTC action regarding the continued funding for the BSCP service provided by LADOT, Foothill Transit is requesting that LACTC permanently transfer funds from the Prop A Incentive Fund to Foothill Transit at the **formula equivalent level**. This permanent transfer of funds for the BSCP service out of the Prop A Incentive fund will have the effect that none of the other included operators will be negatively impacted by the inclusion of Foothill Transit as an included municipal operator for the BSCP service.

The formula equivalent operating funding for the BSCP service at audited FY 1991 level will amount to an additional Prop A allocation to Foothill Transit in the amount of \$1,135,148.<sup>4</sup> Foothill Transit has included this estimated funding level in its financial plan for FY 1993-FY 1995 (Table L-5). In accordance with LACTC's action regarding LADOT's BSCP service, Foothill Transit assumed that this Prop A allocation will be adjusted annually by CPI which Foothill Transit assumed to be 5% each in both FY 1994 and FY 1995.<sup>5</sup>

It should be noted that the audited data for FY 1991, which was used to determine the "base funding" for the BSCP service, does not include any service

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<sup>3</sup> It should be noted that the Prop A Incentive funds, reserved for the BSCP service, covered only the operating cost of this service. No subsidies were provided to fund the capital and/or administrative overhead cost.

<sup>4</sup> A copy of Foothill's spreadsheet determining the appropriate formula equivalent funding is enclosed for your reference. Foothill staff used LACTC's most recent FY 1993 funding marks dated March 10, 1992.

<sup>5</sup> Foothill Transit assumes that LACTC and Foothill Transit will enter into a separate MOU regarding the BSCP service.







enhancements Foothill Transit implemented in FY 1992 (Saturday service) and/or is planning for FY 1993. These service increases are substantial as can be seen below:

Vehicle Revenue Miles:	FY 1991 (Audited)	501,735
	FY 1992 (Estimated)	520,000
	FY 1993 (Estimated)	560,000

Foothill Transit is currently funding these service improvements internally from its savings, obtained through efficiency improvements. Foothill Transit assumes that LACTC will make available additional operating funds out of new funding sources and/or additional formula funding to allow us to continue to provide this service in the future. In accordance with the draft Prop A Restructuring Guidelines, Foothill Transit assumes that the annualized value of any approved service<sup>6</sup>, will receive priority funding from LACTC out of Prop C or other new funding sources prior to the funding of any other new service by LACTC.

#### Capital Funding for the BSCP Service:

Twenty-two vehicles are currently required to perform the BSCP service. Since July 1, 1991 Foothill Transit has paid the annual vehicle lease payments for 15 BSCP buses out of its (Foothill Transit) Prop A reserves. The annual vehicle leasing costs for these vehicles are \$416,196<sup>7</sup>, not including the County's request that Foothill Transit pay an additional \$500,000 for the remaining value of the other seven (7) buses purchased by the County when implementing the BSCP service.<sup>8</sup> Foothill Transit requests that LACTC provide additional capital funding for any BSCP capital costs. There are several options to do this. LACTC could

- increase Foothill's annual BSCP Prop A allocation by the capital costs, or
- allocate Section 9 Capital Funds on a COP or cash basis to Foothill Transit for these BSCP capital costs.

Foothill Transit would prefer the first option since there may be legal obstacles to Foothill obtaining Section 9 capital funding.

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<sup>6</sup> Approved in either FY 1991 and/or FY 1992 SRTP

<sup>7</sup> ChiCorp Lease, Schedule 5

<sup>8</sup> This issue has not been resolved as of this date.





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## FUNDING METHODOLOGY FOR Foothill TRANSIT SERVICE

The LACTC funding marks for FY 1993 continue to fund all Foothill Transit service, transferred from SCRTD, on the revenue per hour subsidy method. The approved Zone guidelines state that any service "package" operated by the Zone for three full fiscal years will receive formula funding based on audited data. Foothill Transit is requesting that this procedure be followed and that it becomes an included municipal operator for the two express lines 495 & 498, which are the only lines eligible to be rolled into the formula in FY 1993.

In accordance with the Zone guidelines, Foothill's formula funding for these two lines should be calculated based on the audited FY 1991 data. The rolling-in of Foothill Transit's express service will have no impact on the municipal operators in FY 1993. The formula amount (with a frozen Prop A Base) would be a straight funding exchange from SCRTD to Foothill Transit .

But, since the Prop A Discretionary funding shares have been "frozen" at FY 1990 audited service level, it is necessary to make Foothill Transit "whole" for any lost Prop A Discretionary funding.<sup>9</sup> A full funding of Foothill Transit out of all funding sources, hence making Foothill Transit "whole" in the Prop A Base, leads to a total increase of \$1,032,527 in Foothill's funding allocation. Foothill staff has prepared for your reference a spreadsheet showing the formula allocation funding of the express service out of all funding sources.

Based on the implementation schedule of the Foothill Transit Zone, the remaining Foothill Transit service would be rolled into the formula according the following schedule:

FY 1994:	Lines 178,185,274/276,280
FY 1996:	Lines 187,480/481,482, 486 & 488

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<sup>9</sup>Foothill Transit implemented some service increases in FY 1991 and considerably more in FY 1992. Additional service increases are planned for FY 1993. The "freezing" of the Prop A Base has the result that Foothill Transit will not receive its "fair" funding share out of Prop A based on the audited FY 1991 data. Furthermore it will mean that any additional service enhancements will not receive its fair funding share out of more than 1/3 of all bus transit funding sources in Los Angeles County.





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## PLANNED Foothill TRANSIT SERVICE IN FY 1993

### "Base Service":

Foothill Transit's estimates that it will provide approximately 256,607 hours of revenue service in FY 1992 and 369,186 in FY 1993. The 369,186 represent only the annualized hours of revenue service in effect as of June 30, 1992. It reflects one full year of revenue services of the lines 486 and 488, scheduled to be transferred from SCR TD on June 21, 1992, the annualized value of the Saturday service implemented on all local lines in December of 1991, and finally the annualized value of the planned service enhancement on lines 480/481 and 187 to be implemented later this fiscal year in an effort to reduce overcrowding and improve on-time performance.

We have enclosed for your information a table showing the estimated vehicle revenue hours by line for the FY 1992 and FY 1993 "base" service which does not include any service enhancements to be implemented in FY 1993.

### Transit Service Expansion Service: Line 690

Foothill Transit received a separate funding allocation out of the Transit Service Expansion Program for the operation of a new commuter express service from Claremont to Downtown Pasadena along the 210 Freeway. The very poor performance of this service to-date has been attributed to the delay in the opening of the HOV lane on the 210 Freeway. Without the HOV lane in place and with the low cost of parking in downtown Pasadena there are few advantages to using public transit. Foothill Transit hopes that the performance will improve considerably with the opening of the HOV lane scheduled for January 1993. Therefore, Foothill Transit has decided to continue to operate the service even though Foothill Transit will contribute almost \$360,000 annually out of its own Prop A reserves to fund this service. Our current operating plan assumes the continued operation of this service through FY 1995. Should the performance not improve in FY 1994 after the opening of the HOV lane, Foothill Transit's Executive Board may decide to re-deploy these resources to more productive services.

### Service Expansion Plans FY 1993

Foothill Transit's financial plan assumes that it will increase its service level by an additional \$1.5 million worth of transit service over and above the "base" service discussed above. A complete list of service expansion service currently in the





planning stage was included in Foothill's FY 1993 submission to the Private Sector and is included here by reference. Some of the service enhancements are necessary to reduce overcrowding and improve schedule adherence, other service proposals were developed in response to the changing demographics and transit demands in the growing San Gabriel Valley. A valuable tool in this developing these transit expansion plans was also the marketing survey of riders and non-riders which Foothill Transit undertook in FY 1992. While some of the service enhancements will be implemented easily, others require RTD notification and/or public hearings. Due to Foothill's constrained staffing and its current reliance on consultants to do the scheduling, we do not have the precise list of when each project will be implemented. It is Foothill Transit's intention to cost each project out and implement them according to their priority. It is estimated that an additional \$1.5 million worth of transit service will lead to approximately 30,000-40,000 hours of additional revenue service, depending on the type of service enhancement implemented.

It should be noted that, if Foothill Transit receives additional capital funding for its capital vehicle leasing costs, much needed operating funds will be freed up which will enable Foothill Transit to further increase its transit services. Our prudent financial operating plan does not include any service increases over and above the \$1.5 million discussed above. It is our intention though that any capital leasing cost savings will be put into additional service. The project list of service enhancement shows that \$1.5 million will only allow us to implement a small portion of service enhancements listed.

Foothill Transit made very conservative assumptions regarding the farebox recovery ratio of this service enhancement and assumes only a 20% farebox recovery ratio in FY 1993, 30% in FY 1994 and 38% in FY 1995.

### CAPITAL PLAN FY 1993

#### A. Non Vehicle Lease Related Capital Plan:

Foothill Transit has a very ambitious capital plan in FY 1993, totalling almost \$1.6 million. Since the LACTC has made us an permanent operator in July of 1991, we believe that the time has come to initiate some major capital improvements to our system. The major capital projects are highlighted below:

- **Design and Installation of ADA approved Bus Stop Signs \$530,000**  
It is Foothill Transit's plan to become a leader in Los Angeles in complying





with the mandates of the ADA as they relate to fixed route transit operation. It is Foothill Transit's plan to replace more than 3,000 bus stop signs utilizing the new ADA design criteria.

- **Installation of Electronic Headsigns on All Buses: \$625,000**  
All coaches purchased prior to FY 1990 do not have any electronic headsigns. The replacement of the curtains with electronic headsigns contributes to the customer convenience and visibility for our riding public and reduced operating expense.
- **Comprehensive Bus Shelter Program: (\$120,000)**  
Foothill Transit plans to implement a comprehensive bus shelter program modelled after a similar program in Palm Springs. The shelters will be modern, with phones and lighting. Most shelters will be self-funded through advertising. The program costs represent the replacement cost of those shelters along the I-10 freeway where Caltrans prohibits any advertising.
- **Purchase of Scheduling Software: \$120,000**  
In an effort to ensure the cost-efficient use of our equipment and better enable us to quickly implement scheduling changes we propose the purchase of a scheduling, run-rutting and rostering software.
- **Purchase of 2 Vans and 1 Maintenance Truck: \$85,000**  
As part of our plan to improve our bus stop maintenance and schedule distribution program Foothill Transit is planning to hire two full time staff person. The maintenance truck and a schedule distribution van are necessary to perform these required job responsibilities. Furthermore, with the full implementation of Foothill Transit one additional supervisor and a van are necessary to ensure a close street supervision of our contractors.
- **Computers, Printers, Software, Furniture and Misc. Office Equipment: \$37,000**  
To provide the additional staff with an appropriate working environment and in order to maximize its productivity, the above described purchases necessary.

**B. Vehicle Lease Related Capital Plan:**

Due to the demonstration nature of Foothill Transit during the initial three years of operation, Foothill Transit was forced to finance all its buses out of its Prop A operating allocation. In FY 1993, Foothill Transit will pay almost \$5.3 million for the vehicle leasing cost of 192 vehicles. Since the FY 1993 funding marks allocate



only \$14.3 million to Foothill Transit, it means that more than 37% of Foothill's operating funds are tied up for the vehicle cost, hence limiting severely our ability to put additional service on the street.

Since Foothill Transit has been made an included operator by LACTC on July 24, 1992, Foothill Transit is eligible to receive separate capital funding for its buses<sup>10</sup>. Since all buses have been procured competitively within FTA guidelines, a refinancing of these buses using Section 9 capital would be a funding possibility.

Foothill Transit has included in this SRTP three potential options on how to finance the capital cost of the vehicles.

**Option 1:**

The first option assumes that LACTC refinances all 192 over the remaining useful life of the buses with Section 9 funds on a COP basis while continued Prop A Funding for the Sutro B lease<sup>11</sup>. The 192 buses of the ChiCorp and Sutro A lease represent replacement vehicles and should have highest priority according to LACTC's list of capital priorities. This option would require Section 9 funds in the amount of \$4.9 million in FY 1993, \$4.8 million in FY 1994 and \$4.6 million in FY 1995. Foothill Transit would use Prop A subsidies in the amount of \$1.2 in FY 1993, \$1.7 million in FY 1994, and \$2.5 million in FY 1995 to cover the 20% local contribution of the Section 9 financing and to pay the vehicle leasing cost for the Sutro B agreement which is considerably less than the continued funding of all vehicles leasing cost out of the Prop A Discretionary grant allocation.

**Option 2:**

The second option assumes cash financing using Section 9 capital for the repayment of the ChiCorp Lease of 105 buses while the Sutro A and B leases would continue to be paid from Prop A Discretionary. This option requires \$15.1 million in Section 9 capital in FY 1993 and no Section 9 capital during the FY 1994 and FY 1995. Option 2 requires the draw down of \$6.5 million in FY 1993 from Foothill Transit's Prop A Set Aside Balance to pay the 20% local contribution on the ChiCorp Lease and the annual vehicle lease payments for the Sutro A & B vehicle leases. In FY 1994 Foothill Transit would use \$3.2 million (\$3.8 million,

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<sup>10</sup> see also page 10 of Zone guidelines

<sup>11</sup> The Sutro B lease represents the financing for an additional 25 expansion vehicles which Foothill Transit entered into in December 1991.





FY 1995) of its Prop A allocation to pay the vehicle leasing cost for the remaining 112 vehicles (87 + 25 = 112).

### Option 3

The third option assumes that Foothill receives no additional capital support and continues to pay for all of its capital and operating expenditures out of its Prop A allocation. This option would require that Foothill Transit uses \$5.3 million (FY 1993), 5.7 million (FY 1994) and 6.4 million (1995) out of its annual Prop A operating allocation to pay the vehicle leasing cost.

It should be noted that the options 2 & 3 far exceed Foothill Transit's annual Prop A funding allocation. These options can only be funded by drawing down almost all of our prior year Prop A reserve balance. Moreover, option 3 leads to a continued drawdown of more Prop A reserved in FY 1994 and FY 1995, and an almost total depletion of all reserves by the end of FY 1995.

While we hope that LACTC will allocate Section 9 capital to Foothill Transit and that we will be able to meet all federal grant requirements, we do request that LACTC continues to include in its Prop A MOU the capital leasing cost of the vehicles since Foothill Transit's monthly obligation to pay the vehicle leasing cost will continue while any grant application is being processed.<sup>12</sup> Once any grant funds are released, Foothill Transit would return these funds to LACTC to be placed into its Prop A Set-aside account.

### FINANCIAL PLAN FY 1993 - FY 1995 (TABLE L-5)

Based on the three different capital funding assumptions Foothill Transit has prepared three different L-5 tables which differ in its capital funding but not in its operating budget assumptions.

#### Passenger Fares:

Foothill Transit made very conservative fare revenue assumptions with regard to

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<sup>12</sup> We propose that any Prop A funds for non-vehicle leasing cost related capital items are released by LACTC upon invoicing from Foothill Transit.





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total unlinked passengers and average fare per passenger. It's fare assumptions are based on \$0.89 per unlinked passenger which is in line with our recent actual revenue history. Due to the lack of any historic data, prior passenger and revenue estimates were difficult to project. We trust that, with the full implementation of Foothill Transit in June 1992, we will be better able to develop an accurate fare forecasting model.

As said before, the plan assumes a 20% farebox recovery ratio for any service enhancements which takes into account that overcrowding relief and the addition of running time to the schedule do not necessarily lead to more passengers and/or revenues.

The FY 1993 fare revenue assumptions are based on the current fare structure. Foothill Transit is considering a review of the fare structure during FY 1993 and may make adjustments, if necessary, during FY 1993. Under consideration are both base fare increases and the restructuring of the discounted fare media.

It should be noted that Foothill Transit assumes a 5% fare revenue increase in both FY 1994 and FY 1995 which could be achieved through ridership increases and/or fare structure adjustments.

#### **Prop A Discretionary Allocation:**

Even though Foothill Transit is requesting formula funding for the express lines 495 & 498, its Financial Plan is based upon a continued Prop A "Only" funding scenario as stated in LACTC's "draft" funding marks for FY 1993. Based on these funding marks Foothill Transit budgeted LACTC's Prop A subsidies in the amount of \$14,435,256 (FY 1993), \$15,798,259 (FY 1994), and \$17,088,056 (FY 1995).

#### **Service Expansion Funds:**

Foothill Transit's Financial Plan does not include any continued funding for the 690 service beyond the demonstration period which ends in May 1994. But, we assume that the service will obtain separate funding if it becomes successful as determined by LACTC. Without any funding from LACTC this service is unlikely to be continued beyond FY 1993.

#### **Prop A Incentive (BSCP Funding):**

As discussed earlier, our financial plan assumes the funding of the BSCP service at a formula equivalent level in FY 1993 with CPI increases in subsequent years. We have listed the formula equivalent BSCP funding under Prop A Incentive since it is



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assumed that the funding will be transferred from the Prop A Incentive fund.

**Use of Prop A Reserves to Balance FY 1993-FY 1995 Financial Plan:**

As can be seen from the various L-5 tables, Foothill Transit's capital and operating needs under Option 2 & 3 exceed its approved funding allocation in FY 1993 by \$2.4 million (Option 3) and \$3.6 million (Option 2). Foothill Transit's financial plan is balanced though since Foothill Transit has accumulated an estimated set-aside savings balance of \$4.3 million through the end of FY 1992.

But, option 3 would require additional Prop A reserve draw-downs amount of \$0.9 million in FY 1994 and \$0.7 million in FY 1995, thus resulting in an almost depletion of all our reserves after FY 1995.





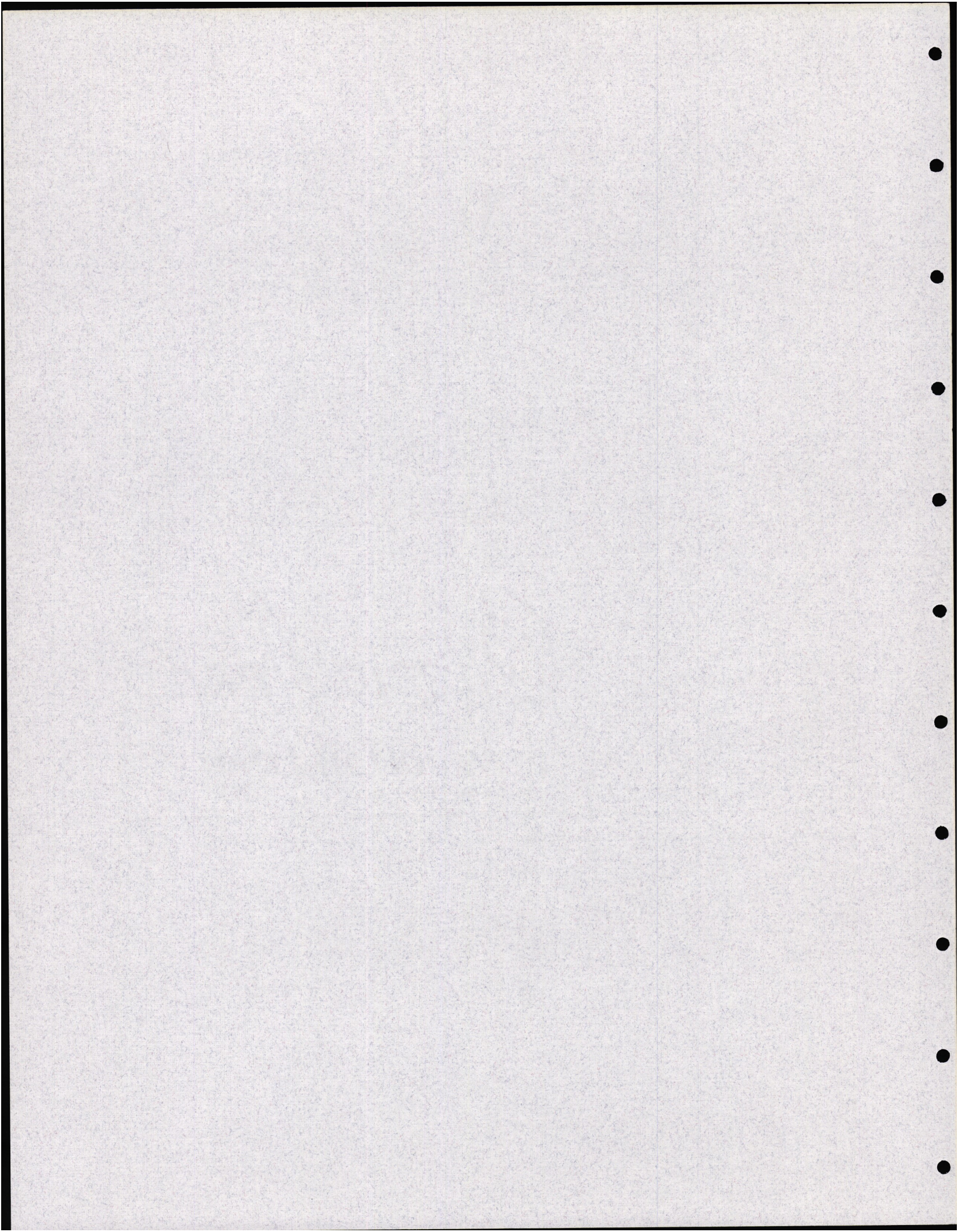


**LIST OF TABLES  
FOOTHILL TRANSIT  
SHORT RANGE TRANSIT PLAN FY 1993-FY 1995**

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**FY 1993 BSCP FUNDING AT FORMULA EQUIVALENT LEVEL**  
FUNDS TO BE TRANSFERRED FROM PROP A INCENTIVE  
BASED ON LACTC FUNDING MARKS DATED 3/10/92

	VR MILES	FARE REVENUES	BASE FARE	50% MILES	50% FARE UNITS	SUM	UNADJUSTED PROP. A SHARE	FAP SHARE
ARCADIA	91 TPM	\$85,800	\$0.75	182,550	\$57,200.00	239,750.00	0.1356%	0.1214%
CLAREMENT	91 TPM	\$18,000	\$0.50	57,800	\$18,000.00	75,800.00	0.0429%	0.0384%
COMMERCE	91 TPM	\$0	\$0.00	120,500		120,500.00	0.0681%	0.0682%
CULVER CITY	91 TPM	\$1,401,418	\$0.50	465,269	\$1,401,418.00	1,866,687.00	1.0556%	1.0559%
FOOTHILL TRANSIT(BSCP)	91 TPM	\$525,244	\$0.85	250,868	\$308,967.06	559,834.56	0.3166%	0.3167%
GARDENA	91 TPM	\$1,247,000	\$0.50	655,500	\$1,247,000.00	1,902,500.00	1.0758%	1.0762%
LA MIRADA	91 TPM	\$37,477	\$0.50	103,656	\$37,477.00	141,132.50	0.0798%	0.0715%
LONG BEACH	91 TPM	\$8,276,000	\$0.75	3,279,000	\$5,517,333.33	8,796,333.33	4.9742%	4.9757%
MONTEBELLO	91 TPM	\$2,778,242	\$0.60	832,403	\$2,315,201.67	3,147,604.17	1.7799%	1.7806%
NORWALK	91 TPM	\$435,554	\$0.50	429,638	\$435,554.00	865,191.50	0.4893%	0.4894%
REDONDO BEACH	91 TPM	\$15,011	\$1.00	29,403	\$7,505.50	36,908.50	0.0209%	0.0187%
SANTA MONICA	91 TPM	\$6,399,200	\$0.50	1,756,150	\$6,399,200.00	8,155,350.00	4.6118%	4.6131%
SCRPTD	91 TPM	\$229,663,000	\$1.10	42,038,000	\$104,392,272.73	148,518,376.87	83.9856%	84.0100%
FOOTHILL (to be funded SCRPTD)	91 TPM	\$2,368,113	\$0.85	695,097	\$1,393,007.65	Included in SCRPTD	0.0000%	0.0000%
TORRANCE	91 TPM	\$1,584,900	\$0.50	827,100	\$1,584,900.00	2,412,000.00	1.3640%	1.3644%
						176,837,968.43	100.00%	100.00%

FUNDING AMOUNT: BSCP FY 1993 AT FORMULA EQUIVALENT LEVEL

FAP (SEC 9, STA, TDA)	SHARE:	AMOUNT	FUNDING
PROP A	0.3167%	\$227,869,095	\$721,599
	0.3166%	\$130,629,938	\$413,549
		\$356,499,033	\$1,135,148

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FORMULA FUNDING OF EXPRESS SERVICE (495&498)

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OPERATOR	VR MILES	FARE REVENUES	BASE FARE	50% MILES	50% FARE UNITS	SUM	UNADJUSTED PROP A SHARE	FAP SHARE
ARCADIA	365,100	\$85,800	\$0.75	182,550	\$57,200.00	239,750.00	0.1353%	0.1214%
CLAREMONT	115,600	\$18,000	\$0.50	57,800	\$18,000.00	75,800.00	0.0428%	0.0384%
COMMERCE	241,000	\$0	\$0.00	120,500		120,500.00	0.0680%	0.0680%
CULVER CITY	930,538	\$1,401,418	\$0.50	465,269	\$1,401,418.00	1,866,687.00	1.0534%	1.0537%
FOOTHILL TRANSIT(express 495 & 498)	613,429	\$1,383,618	\$0.85	306,715	\$813,892.94	1,120,607.44	0.6323%	0.6325%
GARDENA	1,311,000	\$1,247,000	\$0.50	655,500	\$1,247,000.00	1,902,500.00	1.0736%	1.0739%
LA MIRADA	207,311	\$37,477	\$0.50	103,656	\$37,477.00	141,132.50	0.0796%	0.0715%
LONG BEACH	6,558,000	\$8,276,000	\$0.75	3,279,000	\$5,517,333.33	8,796,333.33	4.9637%	4.9651%
MONTEBELLO	1,664,805	\$2,778,242	\$0.60	832,403	\$2,315,201.67	3,147,604.17	1.7762%	1.7767%
NORWALK	859,275	\$435,554	\$0.50	429,638	\$435,554.00	865,191.50	0.4882%	0.4884%
REDONDO BEACH	58,808	\$15,011	\$1.00	29,403	\$7,505.50	36,908.50	0.0208%	0.0187%
SANTA MONICA	3,512,300	\$6,399,200	\$0.50	1,756,150	\$6,399,200.00	8,155,350.00	4.6020%	4.6033%
SCRTD	84,689,429	\$231,046,618	\$1.10	42,344,715	\$105,021,190.00	148,333,401.21	83.7031%	83.7270%
FOOTHILL (to be funded SCRTD)	776,764	\$984,495	\$0.85	388,382	\$579,114.71	Included in SCRTD share	0.0000%	0.0000%
TORRANCE	1,654,200	\$1,584,900	\$0.50	827,100	\$1,584,900.00	2,412,000.00	1.3611%	1.3615%
						177,213,785.65	100.00%	100.00%

"FAIR" FUNDING AMOUNT: BSCP FY 1993 AT FORMULA EQUIVALENT LEVEL  
DISREGARDING OF "FROZEN" PROP A BASE

FAP (SEC 9, STA, TDA)	SHARE	AMOUNT	FUNDING
PROP A	0.6325%	\$227,969,095	\$1,441,336
	0.6323%	\$130,829,938	\$826,036
		\$358,499,033	\$2,267,372
REVENUE HOURS METHOD		19,635	\$62.89
			\$1,234,845
ADDITIONAL FUNDING FOR FOOTHILL TRANSIT			\$1,032,527

# Foothill Transit - Prop A

Line	Years									
	1988	1989	1990	1991	1992	1993	1994	1995		
495, 498										
178, 185, 274/276, 280										
187, 480/481										
482										
486, 488										

30-Mar-92

02:07 PM

**PROJECTED EXPENDITURES  
FY 1993 - FY 1995**

DAYS  
365

Route	GRAND TOTAL VSH	Contract Rate	Projected Increase	PROJECTED	FY 1994	FY 1995
				COST FY 1993		
178	22,822	\$37.23	39.84	\$891,349	\$935,917	\$982,712
185	17,727	\$35.69	38.19	\$669,588	\$703,065	\$738,219
187	40,416	\$36.68	39.25	\$1,568,921	\$1,647,367	\$1,729,735
274/27	21,009	\$36.48	39.03	\$811,133	\$851,689	\$894,274
280	15,285	\$37.36	39.98	\$604,357	\$634,575	\$666,303
<b>Total Local</b>	<b>117,059</b>			<b>\$4,545,346</b>	<b>\$4,772,613</b>	<b>\$5,011,244</b>
480/48	93,529	\$40.38	\$41.87	\$3,892,826	\$4,087,467	\$4,291,840
482	33,167	\$40.38	\$41.87	\$1,363,988	\$1,432,187	\$1,503,796
486	25,024	\$44.88	\$46.75	\$1,124,030	\$1,180,231	\$1,239,243
488	22,437	\$44.25	\$46.10	\$993,684	\$1,043,368	\$1,095,536
495	16,914	\$74.20	\$77.29	\$1,268,096	\$1,331,501	\$1,398,076
498	17,131	\$69.75	\$72.66	\$1,207,343	\$1,267,710	\$1,331,096
690	7,053	\$70.03	74.93	\$498,265	\$523,178	\$549,337
<b>Total Zone Express</b>	<b>215,254</b>			<b>\$10,348,230</b>	<b>\$10,865,642</b>	<b>\$11,408,924</b>
192/194	15,740	\$36.74	39.31	\$598,513	\$628,439	\$659,861
291/293	16,413	\$36.74	39.31	\$624,132	\$655,338	\$688,105
<b>BSCP Local</b>	<b>32,153</b>			<b>\$1,222,645</b>	<b>\$1,283,777</b>	<b>\$1,347,966</b>
492	2,486	\$61.95	\$64.53	\$155,627	\$163,408	\$171,579
494	2,234	\$70.42	\$73.36	\$158,946	\$166,893	\$175,238
<b>BSCP Express</b>	<b>4,720</b>			<b>\$314,573</b>	<b>\$330,302</b>	<b>\$346,817</b>
<b>TOTAL LOCAL (Base)</b>	<b>149,212</b>			<b>\$5,767,990</b>	<b>\$6,056,390</b>	<b>\$6,359,210</b>
<b>TOTAL EXPRESS (Base)</b>	<b>219,974</b>			<b>\$10,662,803</b>	<b>\$11,195,943</b>	<b>\$11,755,740</b>
<b>EXPANSION SERVICE</b>	<b>30,814</b>			<b>\$1,500,000</b>	<b>\$1,575,000</b>	<b>\$1,653,750</b>
<b>GRAND TOTAL</b>	<b>400,000</b>			<b>\$17,930,793</b>	<b>\$18,827,333</b>	<b>\$19,768,700</b>
<b>RTD SUPPORT</b>				<b>\$700,000</b>	<b>\$850,000</b>	<b>\$886,599</b>
<b>TOTAL ZONE ADMINISTRATION</b>				<b>\$1,609,207</b>	<b>\$1,627,667</b>	<b>\$1,619,702</b>
<b>MARKETING</b>				<b>\$660,000</b>	<b>\$695,000</b>	<b>\$725,000</b>
<b>TOTAL OPERATING</b>				<b>\$20,900,000</b>	<b>\$22,000,000</b>	<b>\$23,000,000</b>
<b>CAPITAL</b>						
ChiCorp 2,3,4			90	\$2,150,802	\$2,150,802	\$2,150,802
ChiCorp 5 (BSCP)			15	\$416,196	\$416,196	\$416,196
Sutro A			87	\$2,704,862	\$2,708,502	\$2,707,796
Sutro: Series B (Option for 25)				\$0	\$462,500	\$1,085,206
<b>Subtotal: Leases</b>			<b>192</b>	<b>\$5,271,860</b>	<b>\$5,738,000</b>	<b>\$6,360,000</b>
Bus Shelters @ \$15,000			8	\$120,000		
Luminator Signs @ \$5,000			125	\$625,000		
De-acceleration Lights @170			125	\$21,250		
Supervisor Vehicle				\$25,000		
Truck (Maintenance Worker)				\$40,000		
Van (Schedule Distribution)				\$20,000		
Furniture & Misc. Office Equipment				\$7,000		
Installation of ADA approved Foothill Transit Stops) (3,500 @\$150)				\$525,000		
Scheduling Software				\$120,000		
Plotjar Machine				\$5,000		
Computers, Laser Printers, Software Printers				\$30,000		
<b>Subtotal: Non Vehicle Lease Related Capital</b>				<b>\$1,538,250</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL CAPITAL</b>				<b>\$6,810,110</b>	<b>\$5,738,000</b>	<b>\$6,360,000</b>
<b>CAPITAL &amp; OPERATING</b>				<b>\$27,710,110</b>	<b>\$27,738,000</b>	<b>\$29,360,000</b>





30-Mar-92

**PROJECTED  
END OF FISCAL YEAR PROP A SET-ASIDE BALANCE  
"RESERVE"**

**Based on Prop A Only Funding**

	<b>OPTION 1 Section 9 COP Financing</b>		<b>OPTION 2 Section 9 Cash Financing</b>		<b>OPTION 3 No Section 9</b>
<b>FY 1990</b>	\$1,700,105		\$1,700,105		\$1,700,105
<b>FY 1991</b>	\$2,605,886		\$2,605,886		\$2,605,886
<b>FY 1992</b>	\$4,334,598		\$4,334,598		\$4,334,598
<b>FY 1993</b>	\$5,936,542		\$690,430		\$1,896,432
<b>FY 1994</b>	\$9,529,706		\$2,304,982		\$943,596
<b>FY 1995</b>	\$13,122,870		\$4,136,289		\$207,903



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**CURRENT FARE STRUCTURE: FY 1992**  
**TABLE L-1**

Transit System: Foothill Transit  
 Prepared By: Birgit Brazill  
 Date: March 11, 1992

Fare Categories (Applicable At All Times)	Local Fixed Route Service		Express Fixed Route Service	
	Base	Zone	Base	Zone
Regular Adult	\$0.85	-	\$1.20	\$0.35
Transfer (Within System)	\$0.10	-	\$0.10	-
Transfer (To Other System)	\$0.10	-	\$0.10	-
Persons With Disabilities(1)	\$0.40	-	\$0.40	-
Elderly(1)	\$0.40	-	\$0.40	-
Student	\$0.85	-	\$1.20	\$0.35
Discount	-	-	-	-
<b>PASSES</b>				
- Regular Adult	\$32	-	\$44	\$12
- Student (K-12)	\$12	-	\$44	\$12
- Student (College)	\$15	-	\$44	\$12
- Elderly/Disabled(1)	\$7	-	\$7	-

(1) Same definitions as SCRTD

Note:

Lines which go through El Monte Station: 480, 481, 482, 486, and 488 would have the same fare as SCRTD for trips originating at the El Monte Station and destined for Los Angeles (\$2.30 cash fare and \$68.00 monthly pass).

**FLEET INVENTORY AS OF DECEMBER 31, 1991**  
**TABLE L-2**

Transit System: Foothill Transit  
Prepared By: Birgit Brazill  
Date: March 12, 1992

Bus #	Year Built	Manufacturer	Model	Seats	Length	Width	Type of Fuel	NUMBER OF VEHICLES				Veh. With Wheel Chairs			
								Owned & Leased*	Route Service	Vehicles Fixed	Used For Demand		Vehicles		
													In Active Service	With Major Rehab	Program Year
F-200-216	1987	Gillig	Phantom	43	40 feet	96 inches	Diesel	17	17	0	17	0	1999	1999	17
F-217-233	1988	Gillig	Phantom	43	40 feet	96 inches	Diesel	17	17	0	17	0	2000	2000	17
F-300-305	1989	Gillig	Phantom	43	40 feet	96 inches	Diesel	6	6	0	4	0	2001	2001	6
F-600-629	1989	Gillig	Phantom	45	40 feet	96 inches	Diesel	30	30	0	30	0	2001	2001	30
F-700-738	1989	Gillig	Phantom	45	40 feet	96 inches	Diesel	39	39	0	39	0	2001	2001	39
F-900-907	1991	Gillig	Phantom	37	35 feet	96 inches	Diesel	8	8	0	8	0	2003	2003	8
F-100-106	1991	Gillig	Spirit	24	28 feet	96 inches	Diesel	7	7	0	7	0	2003	2003	7
F-250-263	1991	Gillig	Phantom	43	40 feet	96 inches	Diesel	14	14	0	6	0	2003	2003	14
F-630-648	1991	Gillig	Phantom	45	40 feet	96 inches	Diesel	19	19	0	3	0	2003	2003	19
F-750-768	1991	Gillig	Phantom	45	40 feet	96 inches	Diesel	19	19	0	19	0	2003	2003	19
<b>TOTAL NUMBER OF VEHICLES</b>								176	176	0	150	0	176	176	176

**Notes:**

1. The 7 vehicles (F-200-206) are officially owned by County. They were purchased for the BSCP service.
2. All other vehicles are leased by Foothill Transit.
3. The non-active fleet buses were purchased in anticipation of the take-over of the remaining lines 486/488 in June 1992
4. Two non-active vehicles are currently leased out to Santa Clarita

Not on property as of 12/31/91

800 series 23 1991 Gillig Phantoms, 45 seats, 40 foot, diesel buses with traps.

Buses have CARB waiver and are currently being delivered. Hence, as of June 30, 1992 Foothill Transit will have 199 buses

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# HISTORICAL FLEET CHARACTERISTICS

## Table L-3

Transit System: Foothill Transit  
 Prepared by: Birgit Brazill  
 Date: March 20, 1992

	Local Fixed Route		Express Fixed Route		System Total		
	1990 Audited	1992 Estimated	1990 Audited	1991 Audited	1990 Audited	1991 Audited	1992 Estimated
Peak-Hour Fleet	15	40	24	38	39	53	126
Spares for Maintenance	2	8	3	5	5	7	24
Spare Ratio(*)	13%	20%	13%	13%	13%	13%	19%
Energy Contingency Reserve	0	0	0	0	0	0	0
Inactive Fleet	13	28	45	36	58	64	26
<b>Total Vehicles</b>	<b>30</b>	<b>45</b>	<b>72</b>	<b>79</b>	<b>102</b>	<b>124</b>	<b>176</b>
New Expansion Vehicles	30	19	27	7	57	22	52
New Replacement Vehicles	0	0	0	0	0	0	0

(\*) Spare ratio = spares for maint./peak-hour fleet

Note: Fleet does not include 23 trap buses for local service currently being delivered; ties into fleet inventory as of 12/31/91  
 Peak fleet does not include lines 486 & 488 service which will be taken over at the end of June 1992 which will require 26 vehicles (23 peak, 3 spares)

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**PROJECTED FLEET CHARACTERISTICS**  
**Table L-4**

Foothill Transit  
Birgit Brazill  
March 20, 1992

Transit System:  
Prepared by:  
Date:

	Local Fixed Route			Express Fixed Route			System Total		
	1993 PLANNED	1994 PLANNED	1995 PLANNED	1993 PLANNED	1994 PLANNED	1995 PLANNED	1993 PLANNED	1994 PLANNED	1995 PLANNED
Peak-Hour Fleet	48	54	60	124	130	135	172	184	195
Spares for Maintenance	8	8	9	19	19	20	27	27	29
Spare Ratio(*)	17%	15%	15%	15%	15%	15%	16%	15%	15%
Energy Contingency Reserve	0	0	0	0	0	0	0	0	0
Inactive Fleet	0						0	0	0
<b>Total Vehicles</b>	<b>56</b>	<b>62</b>	<b>69</b>	<b>143</b>	<b>149</b>	<b>155</b>	<b>199</b>	<b>211</b>	<b>224</b>
New Expansion Vehicles	-8	6	7	31	6	6	23	12	13
New Replacement Vehicles	0	0	0	0	0	0	0	0	0

(\*) Spare ratio = spares for maint./peak-hour fleet

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**HISTORICAL AND PROJECTED FINANCIAL STATUS  
SOURCE AND APPLICATION OF FUNDS FOR CAPITAL AND OPERATIONS  
BY YEAR OF EXPENDITURE  
TABLE L-5**

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**OPTION I: Section 9 COP Financing of 192 Buses**

Date: 30-Mar-92  
Contact: Birgit Brazill  
Transit System: Foothill Transit  
Mode: Bus

		AUDITED FY 1990	AUDITED FY 1991*	ESTIMATED FY 1992	PLANNED FY 1993	PLANNED FY 1994	PLANNED FY 1995
<b>SOURCES OF FUNDS FOR CAPITAL</b>							
<b>FEDERAL CAPITAL GRANTS</b>							
1	UMTA Section 3	\$0	\$0	\$0	\$0	\$0	\$0
2	UMTA Section 9	\$0	\$0	\$0	\$4,939,000	\$4,788,000	\$4,830,000
3	UMTA Section 18	\$0	\$0	\$0	\$0	\$0	\$0
4	FAU Grants	\$0	\$0	\$0	\$0	\$0	\$0
5	Other Federal	\$0	\$0	\$0	\$0	\$0	\$0
<b>STATE CAPITAL GRANTS AND SUBVENTIONS</b>							
6	TDA/STAF Carryover Prior Yrs (T. 3)	\$0	\$0	\$0	\$0	\$0	\$0
7	TDA/STAF from Current Year Reserves	\$0	\$0	\$0	\$0	\$0	\$0
8	TDA/STAF from Prior Years Reserves	\$0	\$0	\$0	\$0	\$0	\$0
9	Other State	\$0	\$0	\$0	\$0	\$0	\$0
<b>LOCAL CAPITAL GRANTS</b>							
10	System Generated		\$0	\$0	\$0	\$0	\$0
11	General Fund		\$0	\$0	\$0	\$0	\$0
12	Prop. A Local Return		\$0	\$0	\$0	\$0	\$0
13	Prop. A 40% Discretionary	\$1,282,073	\$2,190,211	\$4,042,937	\$2,770,000	\$1,192,000	\$1,158,000
14	<b>SUBTOTAL CAPITAL REVENUES</b>	\$1,282,073	\$2,190,211	\$4,042,937	\$7,709,000	\$5,960,000	\$5,788,000
15	<b>TOTAL CAPITAL EXPENSES</b>	\$1,282,073	\$2,190,211	\$4,042,937	\$7,709,000	\$5,960,000	\$5,788,000

**SOURCES OF FUNDS FOR OPERATING**

**FEDERAL GRANTS AND REIMBURSEMENTS**

16	UMTA Section 9	\$0	\$0	\$0	\$0	\$0	\$0
17	UMTA Section 18 - Operating	\$0	\$0	\$0	\$0	\$0	\$0
18	UMTA Section 8	\$0	\$0	\$0	\$0	\$0	\$0
19	Other Federal	\$0	\$0	\$0	\$0	\$0	\$0

**STATE GRANTS AND REIMBURSEMENTS**

20	TDA Carryover- Prior Year	\$0	\$0	\$0	\$0	\$0	\$0
21	TDA Current from Unallocated	\$0	\$0	\$0	\$0	\$0	\$0
22	STA Current from Unallocated	\$0	\$0	\$0	\$0	\$0	\$0
23	STA Carryover from prior years	\$0	\$0	\$0	\$0	\$0	\$0
24	Other State	\$0	\$0	\$0	\$0	\$0	\$0

**LOCAL CASH GRANTS & REIMBURSEMENTS**

25	Passenger Fares	\$2,002,221	\$2,373,562	\$6,445,037	\$9,150,000	\$9,795,000	\$10,284,750
26	Special Transit Service	\$0	\$0	\$0	\$0	\$0	\$0
27	Charter	\$0	\$414,327	\$0	\$0	\$0	\$0
28	Auxiliary Transportation Revenue	\$0	\$21,588	\$0	\$0	\$0	\$0
29	Non-Transportation Revenue	\$40,942	\$140,800	\$0	\$0	\$0	\$0
30	Prop. A Discretionary Grant	\$2,037,353	\$2,183,925	\$5,065,063	\$10,063,312	\$11,013,095	\$11,463,749
30a	Prop A Discretionary Service Expansion	\$0	\$85,406	\$612,900	\$551,540	TBD	TBD
31	Prop. A Local Return	\$0	\$0	\$0	\$0	\$0	\$0
32	Prop. A Incentive Fund(BSCP)	\$0	\$0	\$932,000	\$1,135,148	\$1,191,905	\$1,251,501
33	Other Local - Prop. A Exchanges	\$0	\$0	\$0	\$0	\$0	\$0
34	Prop. C Local Return	\$0	\$0	\$0	\$0	\$0	\$0
35	Prop. C Discretionary Grant	\$0	\$0	\$0	\$0	\$0	\$0

36	<b>SUBTOTAL OPERATING REVENUES</b>	\$4,080,516	\$5,219,608	\$13,055,000	\$20,900,000	\$22,000,000	\$23,000,000
37	<b>TOTAL OPERATING EXPENSES</b>	\$3,925,270	\$5,042,557	\$13,055,000	\$20,900,000	\$22,000,000	\$23,000,000

<b>TOTAL CAPITAL &amp; OPERATING</b>	\$5,207,343	\$7,232,768	\$17,097,937	\$28,609,000	\$27,960,000	\$28,788,000
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Notes: \* FY 1991 included shuttle revenues

PROP A DRAW-DOWN	\$3,319,426	\$4,374,136	\$9,108,000	\$12,833,312	\$12,205,095	\$12,621,749
PROP A ALLOCATION	\$3,932,865	\$4,394,772	\$10,374,912	\$14,435,256	\$15,798,259	\$17,088,056
SET ASIDE ESTIMATE FISCAL YEAR END:	\$1,700,105	\$2,605,886	\$4,334,598	\$5,936,542	\$9,529,706	\$13,122,870
	APPROVED	DRAFT	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE





**HISTORICAL AND PROJECTED FINANCIAL STATUS**  
**SOURCE AND APPLICATION OF FUNDS FOR CAPITAL AND OPERATIONS**  
**BY YEAR OF EXPENDITURE**  
**TABLE L-5**

DRA

**OPTION II: Section 9 Cash Financing of ChiCorp Master Lease (105 Buses)**

Date: 30-Mar-92  
 Contact: Birgit Brazill  
 Transit System: Foothill Transit  
 Mode: Bus

	AUDITED FY 1990	AUDITED FY 1991*	ESTIMATED FY 1992	PLANNED FY 1993	PLANNED FY 1994	PLANNED FY 1995
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**SOURCES OF FUNDS FOR CAPITAL**

**FEDERAL CAPITAL GRANTS**

1	UMTA Section 3	\$0	\$0	\$0	\$0	\$0	\$0
2	UMTA Section 9	\$0	\$0	\$0	\$15,093,000	\$0	\$0
3	UMTA Section 18	\$0	\$0	\$0	\$0	\$0	\$0
4	FAU Grants	\$0	\$0	\$0	\$0	\$0	\$0
5	Other Federal	\$0	\$0	\$0	\$0	\$0	\$0

**STATE CAPITAL GRANTS AND SUBVENTIONS**

6	TDA/STAF Carryover Prior Yrs (T. 3)	\$0	\$0	\$0	\$0	\$0	\$0
7	TDA/STAF from Current Year Reserves	\$0	\$0	\$0	\$0	\$0	\$0
8	TDA/STAF from Prior Years Reserves	\$0	\$0	\$0	\$0	\$0	\$0
9	Other State	\$0	\$0	\$0	\$0	\$0	\$0

**LOCAL CAPITAL GRANTS**

10	System Generated	\$0	\$0	\$0	\$0	\$0	\$0
11	General Fund	\$0	\$0	\$0	\$0	\$0	\$0
12	Prop. A Local Return	\$0	\$0	\$0	\$0	\$0	\$0
13	Prop. A 40% Discretionary	\$1,282,073	\$2,190,211	\$4,042,937	\$8,016,112	\$3,170,612	\$3,793,000

14	SUBTOTAL CAPITAL REVENUES	\$1,282,073	\$2,190,211	\$4,042,937	\$23,109,112	\$3,170,612	\$3,793,000
15	TOTAL CAPITAL EXPENSES	\$1,282,073	\$2,190,211	\$4,042,937	\$23,109,112	\$3,170,612	\$3,793,000

**SOURCES OF FUNDS FOR OPERATING**

**FEDERAL GRANTS AND REIMBURSEMENTS**

16	UMTA Section 9	\$0	\$0	\$0	\$0	\$0	\$0
17	UMTA Section 18 - Operating	\$0	\$0	\$0	\$0	\$0	\$0
18	UMTA Section 8	\$0	\$0	\$0	\$0	\$0	\$0
19	Other Federal	\$0	\$0	\$0	\$0	\$0	\$0

**STATE GRANTS AND REIMBURSEMENTS**

20	TDA Carryover- Prior Year	\$0	\$0	\$0	\$0	\$0	\$0
21	TDA Current from Unallocated	\$0	\$0	\$0	\$0	\$0	\$0
22	STA Current from Unallocated	\$0	\$0	\$0	\$0	\$0	\$0
23	STA Carryover from prior years	\$0	\$0	\$0	\$0	\$0	\$0
24	Other State	\$0	\$0	\$0	\$0	\$0	\$0

**LOCAL CASH GRANTS & REIMBURSEMENTS**

25	Passenger Fares	\$2,002,221	\$2,373,562	\$6,445,037	\$9,150,000	\$9,795,000	\$10,284,750
26	Special Transit Service	\$0	\$0	\$0	\$0	\$0	\$0
27	Charter	\$0	\$414,327	\$0	\$0	\$0	\$0
28	Auxiliary Transportation Revenue	\$0	\$21,588	\$0	\$0	\$0	\$0
29	Non-Transportation Revenue	\$40,942	\$140,800	\$0	\$0	\$0	\$0
30	Prop. A Discretionary Grant	\$2,037,353	\$2,183,925	\$5,065,063	\$10,063,312	\$11,013,095	\$11,463,749
30a	Prop A Discretionary Service Expansion	\$0	\$85,406	\$612,900	\$551,540	TBD	TBD
31	Prop. A Local Return	\$0	\$0	\$0	\$0	\$0	\$0
32	Prop. A Incentive Fund(BSCP)	\$0	\$0	\$932,000	\$1,135,148	\$1,191,905	\$1,251,501
33	Other Local - Prop. A Exchanges	\$0	\$0	\$0	\$0	\$0	\$0
34	Prop. C Local Return	\$0	\$0	\$0	\$0	\$0	\$0
35	Prop. C Discretionary Grant	\$0	\$0	\$0	\$0	\$0	\$0

36	SUBTOTAL OPERATING REVENUES	\$4,080,516	\$5,219,608	\$13,055,000	\$20,900,000	\$22,000,000	\$23,000,000
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37	TOTAL OPERATING EXPENSES	\$3,925,270	\$5,042,557	\$13,055,000	\$20,900,000	\$22,000,000	\$23,000,000
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	\$5,207,343	\$7,232,768	\$17,097,937	\$44,009,112	\$25,170,612	\$26,793,000
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Notes: \* FY 1991 Included shuttle revenues

PROP A DRAW-DOWN	\$3,319,426	\$4,374,136	\$9,108,000	\$18,079,424	\$14,183,707	\$15,256,749
PROP A ALLOCATION	\$3,932,865	\$4,394,772	\$10,374,912	\$14,435,256	\$15,798,259	\$17,088,056

SET ASIDE ESTIMATE FISCAL YEAR END:	\$1,700,105	\$2,605,886	\$4,334,598	\$690,430	\$2,304,982	\$4,136,289
	APPROVED	DRAFT	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE



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**HISTORICAL AND PROJECTED FINANCIAL STATUS  
SOURCE AND APPLICATION OF FUNDS FOR CAPITAL AND OPERATIONS  
BY YEAR OF EXPENDITURE  
TABLE L-5**

OPTION III: No Section 9 Funding: All Leases Paid out of Prop A Allocation

Date: 30-Mar-92  
Contact: Birgit Brazill  
Transit System: Foothill Transit  
Mode: Bus

	AUDITED FY 1990	AUDITED FY 1991*	ESTIMATED FY 1992	PLANNED FY 1993	PLANNED FY 1994	PLANNED FY 1995
<b>SOURCES OF FUNDS FOR CAPITAL</b>						
<b>FEDERAL CAPITAL GRANTS</b>						
1	UMTA Section 3	\$0	\$0	\$0	\$0	\$0
2	UMTA Section 9	\$0	\$0	\$0	\$0	\$0
3	UMTA Section 18	\$0	\$0	\$0	\$0	\$0
4	FAU Grants	\$0	\$0	\$0	\$0	\$0
5	Other Federal	\$0	\$0	\$0	\$0	\$0
<b>STATE CAPITAL GRANTS AND SUBVENTIONS</b>						
6	TDA/STAF Carryover Prior Yrs (T. 3)	\$0	\$0	\$0	\$0	\$0
7	TDA/STAF from Current Year Reserves	\$0	\$0	\$0	\$0	\$0
8	TDA/STAF from Prior Years Reserves	\$0	\$0	\$0	\$0	\$0
9	Other State	\$0	\$0	\$0	\$0	\$0
<b>LOCAL CAPITAL GRANTS</b>						
10	System Generated		\$0	\$0	\$0	\$0
11	General Fund		\$0	\$0	\$0	\$0
12	Prop. A Local Return		\$0	\$0	\$0	\$0
13	Prop. A 40% Discretionary	\$1,282,073	\$2,190,211	\$4,042,937	\$6,810,110	\$5,738,000
14	<b>SUBTOTAL CAPITAL REVENUES</b>	\$1,282,073	\$2,190,211	\$4,042,937	\$6,810,110	\$5,738,000
15	<b>TOTAL CAPITAL EXPENSES</b>	\$1,282,073	\$2,190,211	\$4,042,937	\$6,810,110	\$5,738,000
<b>SOURCES OF FUNDS FOR OPERATING</b>						
<b>FEDERAL GRANTS AND REIMBURSEMENTS</b>						
16	UMTA Section 9	\$0	\$0	\$0	\$0	\$0
17	UMTA Section 18 - Operating	\$0	\$0	\$0	\$0	\$0
18	UMTA Section 8	\$0	\$0	\$0	\$0	\$0
19	Other Federal	\$0	\$0	\$0	\$0	\$0
<b>STATE GRANTS AND REIMBURSEMENTS</b>						
20	TDA Carryover- Prior Year	\$0	\$0	\$0	\$0	\$0
21	TDA Current from Unallocated	\$0	\$0	\$0	\$0	\$0
22	STA Current from Unallocated	\$0	\$0	\$0	\$0	\$0
23	STA Carryover from prior years	\$0	\$0	\$0	\$0	\$0
24	Other State	\$0	\$0	\$0	\$0	\$0
<b>LOCAL CASH GRANTS &amp; REIMBURSEMENTS</b>						
25	Passenger Fares	\$2,002,221	\$2,373,562	\$6,445,037	\$9,150,000	\$9,795,000
26	Special Transit Service	\$0	\$0	\$0	\$0	\$0
27	Charter	\$0	\$414,327	\$0	\$0	\$0
28	Auxiliary Transportation Revenue	\$0	\$21,588	\$0	\$0	\$0
29	Non-Transportation Revenue	\$40,942	\$140,800	\$0	\$0	\$0
30	Prop. A Discretionary Grant	\$2,037,353	\$2,183,925	\$5,065,063	\$10,063,312	\$11,013,095
30a	Prop A Discretionary Service Expansion	\$0	\$85,406	\$612,900	\$551,540	TBD
31	Prop. A Local Return	\$0	\$0	\$0	\$0	\$0
32	Prop. A Incentive Fund(BSCP)	\$0	\$0	\$932,000	\$1,135,148	\$1,191,905
33	Other Local - Prop. A Exchanges	\$0	\$0	\$0	\$0	\$0
34	Prop. C Local Return	\$0	\$0	\$0	\$0	\$0
35	Prop. C Discretionary Grant	\$0	\$0	\$0	\$0	\$0
36	<b>SUBTOTAL OPERATING REVENUES</b>	\$4,080,516	\$5,219,608	\$13,055,000	\$20,900,000	\$22,000,000
37	<b>TOTAL OPERATING EXPENSES</b>	\$3,925,270	\$5,042,557	\$13,055,000	\$20,900,000	\$22,000,000
<b>TOTAL CAPITAL &amp; OPERATING</b>						
		\$5,207,343	\$7,232,768	\$17,097,937	\$27,710,110	\$27,738,000
<b>Notes: * FY 1991 included shuttle revenues</b>						
<b>PROP A DRAW-DOWN</b>						
PROP A ALLOCATION	\$3,319,426	\$4,374,136	\$9,108,000	\$16,873,422	\$16,751,095	\$17,823,749
SET ASIDE ESTIMATE AT FY END:	\$3,932,865	\$4,394,772	\$10,374,912	\$14,435,256	\$15,798,259	\$17,088,056
APPROVED	\$1,700,105	\$2,605,886	\$4,334,598	\$1,896,432	\$943,596	\$207,903
DRAFT			ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE





**TPM/TDA REPORTING FORM**  
**Table L-6**  
**Fiscal Year 1991**  
**Audited**

DRAFT

Foothill Lines, 690 & BSCP Overhead  
 Transit System: Foothill Transit Zone  
 Prepared by: Birgit Brazill  
 Date: March 20, 1992  
 All service is "demand based"

Annual Weekday	Total Local Service	Total Express Service	System Total Fixed Routes	OTHER	TOTAL SYSTEM
Total Vehicle Miles(000)	826.6	1,271.5	2,098.1		2,098.1
Vehicle Service Miles(000)	733.2	633.7	1,366.9		1,366.9
Total Vehicle Hours(000)	55.4	47.8	103.2		103.2
Vehicle Service Hours(000)	51.9	26.7	78.6		78.6
Peak Vehicles	15	38	53		53
Unlinked Passengers(000)	1,610.0	749.3	2,359.3		2,359.3
Linked Passengers(000)	1,382.1	741.9	2,124.0		2,124.0
Passenger Revenue(\$000)	\$920.2	\$1,389.1	\$2,309.3		\$2,309.3
Aux. Rev./Local Subs.(\$000)	\$102.5	\$104.5	\$207.0		\$207.0
Oper. Cost less Deprec.(\$000)	\$2,050.3	\$2,090.2	\$4,140.5		\$4,140.5
Full-time Equiv. Employees	55.0	50.0	105.0		105
Base Fare	\$0.85				
Total System Annual Saturday, Sunday & Holiday, and Weekdays	Total Local Service	Total Express Service	System Total Fixed Routes	OTHER	TOTAL SYSTEM
Total Vehicle Miles(000)	874.5	1,271.5	2,146.0	0	2,146
Vehicle Service Miles(000)	776.8	633.7	1,410.5	0	1,411
Total Vehicle Hours(000)	58.6	47.8	106.4	0	106.4
Vehicle Service Hours(000)	54.9	26.7	81.6	0	81.6
Peak Vehicles	15	38	53	0	53
Unlinked Passengers(000)	1,718.7	749.3	2,468.0	0	2,468
Linked Passengers(000)	1,477.2	741.9	2,219.1	0	2,219
Passenger Revenue(\$000)	\$984.5	1,389.1	\$2,373.6	\$414.3	\$2,787.9
Aux. Rev./Local Subs.(\$000) see Note	\$108.5	104.5	\$213.0	\$40.0	\$253.0
Oper. Cost less Deprec.(\$000) see Note	\$2,170.1	2,090.2	\$4,402.3	\$640.3	\$5,042.6

Notes: Operating Costs of \$4,402,250 exclude \$272,505 in operating cost attributable to line 187, a non operating line at June 30, 199 see Simpson and Simpson Section 15 Audit; cost include BSCP attributabel overhead costs  
 Operating Cost include overhead cost attributable to BSCP (\$141,987)  
 Auxiliary Revenue: Foothill actual received \$61,558 in auxilliary revenues (\$40,000 BSCP administr. contribution and \$21,558 i advertising); remaining amount represents the County's contribution equivalent from purchase of buses



**TPM/TDA REPORTING FORM**

**Table L-6**

**Fiscal Year 1992**

**Estimated Actual**

Transit System: Foothill Transit

Includes Foothill Lines, Line 690 & BSCP service

Prepared by: Birgit Brazill

Date: March 20, 1992

All service is "demand based"

<b>Annual Weekday</b>	<b>Total Local Service</b>	<b>Total Express Service</b>	<b>System Total Fixed Routes</b>
<b>Total Vehicle Miles(000)</b>			
<b>Vehicle Service Miles(000)</b>	1,721.3	2,564.3	4,285.6
<b>Total Vehicle Hours(000)</b>			
<b>Vehicle Service Hours(000)</b>	118.0	116.0	234.0
<b>Peak Vehicles</b>	40	86	126
<b>Unlinked Passengers(000)</b>	3,256.1	2,839.1	6,095.2
<b>Linked Passengers(000)</b>	2,798.6	2,811.0	5,609.6
<b>Passenger Revenue(\$000)</b>	\$3,599.7	\$2,284.9	\$5,884.6
<b>Aux. Rev./Local Subs.(\$000)</b>	\$0.0	\$0.0	\$0.0
<b>Oper. Cost less Deprec.(\$000)</b>	\$5,250.1	\$6,647.2	\$11,897.3
<b>Full-time Equiv. Employees</b>			
<b>Base Fare</b>	\$0.85		
<b>Total System Annual Saturday, Sunday &amp; Holiday, and Weekdays</b>	<b>Total Local Service</b>	<b>Total Express Service</b>	<b>System Total Fixed Routes</b>
<b>Total Vehicle Miles(000)</b>			
<b>Vehicle Service Miles(000)</b>	1,721.3	2,564.3	4,285.6
<b>Total Vehicle Hours(000)</b>			
<b>Vehicle Service Hours(000)</b>	128.7	127.9	256.6
<b>Peak Vehicles</b>	40	86	126
<b>Unlinked Passengers(000)</b>	3,551.6	3,130.3	6,681.9
<b>Linked Passengers(000)</b>	3,052.6	3,099.4	6,151.9
<b>Passenger Revenue(\$000)</b>	\$3,926.4	\$2,519.3	\$6,445.7
<b>Aux. Rev./Local Subs.(\$000)</b>	\$0.0	\$0.0	\$0.0
<b>Oper. Cost less Deprec.(\$000)</b>	\$5,726.5	\$7,329.1	\$13,055.6

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**TPM/TDA REPORTING FORM**

**Table L-6**

**Fiscal Year 1993**

**PLANNED**

Transit System: Foothill Transit

Includes Foothill Lines, Line 690 & BSCP service

Prepared by: Birgit Brazill

Date: March 20, 1992

All service is "demand based"

Annual Weekday	Total Local Service	Total Express Service	System Total Fixed Routes
Total Vehicle Miles(000) see Note 1	NA	NA	NA
Vehicle Service Miles(000) see Note 2	\$1,380	\$2,798	\$4,177
Total Vehicle Hours(000) see Note 1	NA	NA	NA
Vehicle Service Hours(000) see Note	139.0	212.0	351.0
Peak Vehicles	48	124	172
Unlinked Passengers(000)	3,735.0	5,795.0	9,530.0
Linked Passengers(000)	3,210.2	5,737.8	8,948.0
Passenger Revenue(\$000)	\$2,145.8	\$5,900.7	\$8,046.5
Aux. Rev./Local Subs.(\$000)	\$0.0	\$0.0	\$0.0
Oper. Cost less Deprec.(\$000)	\$6,354.9	\$12,000.1	\$18,355.0
Full-time Equiv. Employees			
Base Fare	\$0.85		
Total System Annual Saturday, Sunday & Holiday, and Weekdays	Total Local Service	Total Express Service	System Total Fixed Routes
Total Vehicle Miles(000) see Note 1	NA	NA	NA
Vehicle Service Miles(000) see Note 2	1,971.0	3,497.0	5,468.0
Total Vehicle Hours(000) see Note 1	NA	NA	NA
Vehicle Service Hours(000) see Note	160.0	240.0	400.0
Peak Vehicles	48	124	172
Unlinked Passengers(000)	4,150.0	6,100.0	10,250.0
Linked Passengers(000)	3,566.9	6,039.8	9,606.7
Passenger Revenue(\$000)	\$2,470.0	\$6,680.0	\$9,150.0
Aux. Rev./Local Subs.(\$000)	\$0.0	\$0.0	\$0.0
Oper. Cost less Deprec.(\$000)	\$7,315.0	\$13,585.0	\$20,900.0

Note 1: Difficult to calculate because of change in contractors effective 3/30/92 and uncertainty

Note 2: Included only base service

Note 3: Included estimated service enhancements at 30,000 hours annually.

**TPM/TDA REPORTING FORM**  
**Table L-6**  
**Fiscal Year 1994**  
**PLANNED**

DRAFT

Transit System: Foothill Transit  
 Prepared by: Birgit Brazill  
 Date: March 30, 1992  
 All service is "demand based"

Includes Foothill Lines, Line 690 & BSCP service

Annual Weekday	Total Local Service	Total Express Service	System Total Fixed Routes
Total Vehicle Miles(000) see Note 1	NA	NA	NA
Vehicle Service Miles(000) see Note 2	\$1,380	\$2,798	\$4,177
Total Vehicle Hours(000) see Note 1	NA	NA	NA
Vehicle Service Hours(000) see Note	136.9	209.2	346.1
Peak Vehicles	54	130	184
Unlinked Passengers(000)	4,036.5	6,386.7	10,423.2
Linked Passengers(000)	3,469.3	6,323.6	9,792.9
Passenger Revenue(\$000)	\$2,262.4	\$6,233.2	\$8,495.6
Aux. Rev./Local Subs.(\$000)	\$0.0	\$0.0	\$0.0
Oper. Cost less Deprec.(\$000)	\$6,588.3	\$12,464.8	\$19,053.1
Full-time Equiv. Employees			
Base Fare	\$0.85		
Total System Annual Saturday, Sunday & Holiday, and Weekdays	Total Local Service	Total Express Service	System Total Fixed Routes
Total Vehicle Miles(000) see Note 1	NA	NA	NA
Vehicle Service Miles(000) see Note 2	1,971.0	3,497.0	5,468.0
Total Vehicle Hours(000) see Note 1	NA	NA	NA
Vehicle Service Hours(000) see Note	160.0	240.0	400.0
Peak Vehicles	54	130	184
Unlinked Passengers(000)	4,485.0	6,722.8	11,207.8
Linked Passengers(000)	3,854.8	6,656.4	10,511.2
Passenger Revenue(\$000)	\$2,644.2	\$7,150.9	\$9,795.0
Aux. Rev./Local Subs.(\$000)	\$0.0	\$0.0	\$0.0
Oper. Cost less Deprec.(\$000)	\$7,700.0	\$14,300.0	\$22,000.0

Note 1: Difficult to calculate because of change in contractors effective 3/30/92 and uncertainty

Note 2: Included only base service

Note 3: Included estimated service enhancements at 30,000 hours annually.





**TPM/TDA REPORTING FORM**

**Table L-6  
Fiscal Year 1995  
PLANNED**

DRAFT

Transit System: Foothill Transit

Includes Foothill Lines, Line 690 & BSCP service

Prepared by: Birgit Brazill

Date: March 30, 1992

All service is "demand based"

Annual Weekday	Total Local Service	Total Express Service	System Total Fixed Routes
Total Vehicle Miles(000) see Note 1	NA	NA	NA
Vehicle Service Miles(000) see Note 2	\$1,380	\$2,798	\$4,177
Total Vehicle Hours(000) see Note 1	NA	NA	NA
Vehicle Service Hours(000) see Note	136.9	209.2	346.1
Peak Vehicles	54	130	184
Unlinked Passengers(000)	4,236.3	6,491.3	10,727.6
Linked Passengers(000)	3,641.0	6,427.2	10,068.2
Passenger Revenue(\$000)	\$2,376.0	\$6,544.4	\$8,920.3
Aux. Rev./Local Subs.(\$000)	\$0.0	\$0.0	\$0.0
Oper. Cost less Deprec.(\$000)	\$6,887.8	\$13,031.4	\$19,919.2
Full-time Equiv. Employees			
Base Fare	\$0.85		
Total System Annual Saturday, Sunday & Holiday, and Weekdays	Total Local Service	Total Express Service	System Total Fixed Routes
Total Vehicle Miles(000) see Note 1	NA	NA	NA
Vehicle Service Miles(000) see Note 2	1,971.0	3,497.0	5,468.0
Total Vehicle Hours(000) see Note 1	NA	NA	NA
Vehicle Service Hours(000) see Note 3	160.0	240.0	400.0
Peak Vehicles	54	130	184
Unlinked Passengers(000)	4,707.0	6,833.0	11,540.0
Linked Passengers(000)	4,045.6	6,765.5	10,811.1
Passenger Revenue(\$000)	\$2,776.9	\$7,507.9	\$10,284.8
Aux. Rev./Local Subs.(\$000)	\$0.0	\$0.0	\$0.0
Oper. Cost less Deprec.(\$000)	\$8,050.0	\$14,950.0	\$23,000.0

Note 1: Difficult to calculate because of change in contractors effective 3/30/92 and uncertainty

Note 2: Included only base service

Note 3: Included estimated service enhancements at 30,000 hours annually.



# GRANTS MONITORING FORM TABLE L-7

Transit System: Foothill Transit  
 Prepared By: Birgit Brazill  
 Date: March 11, 1992

Grant Number	Project Description	Date Of Obligation	Grant Amount (\$000)	Amount Encumbered Or Expended To Date (\$000)	Amount Encumbered Or Expended In FY 1989 (\$000)	Status Of Grant*	Comments
<p><b>NOT APPLICABLE</b></p>							

**Notes:**

- O = Grant approved, projects ongoing
- C = Projects complete
- CD = Projects complete, deobligation requested
- CC = Projects complete, grants ceased

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2



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**PERFORMANCE AUDIT  
FOLLOW-UP ACTIONS FOR FY 1992  
Table L-8**

**Transit System:** Foothill Transit  
**Prepared By:** Birgit Brazill  
**Date:** March 11, 1992

<b>Performance Audit Recommended Actions</b>	<b>Operator Actions To Date</b>
<p style="text-align: center;"><b>NOT APPLICABLE</b></p>	<p style="text-align: center;"><b>NOT APPLICABLE</b></p>

**NOTE:** Since Foothill Transit only started operating in December 1988 it was not audited as part of the FY 1989 Triennial Performance Audit. FTZ is currently being audited as part of the FY 1992 Triennial Audit.





**IMPACT OF FEDERAL FUND LOSS  
FY 1993  
Table L-9**

L-9

Transit System: Foothill Transit  
 Prepared By: Birgit Brazill  
 Date: March 24, 1992

Item	Current FY 1992	Proposed FY 1993	
		With Fed. \$	W/Out Fed. \$
Base Fare	\$0.85	\$0.85	\$0.95
Vehicle Service Hours	256,608	395,000	369,186
Ridership	6,681,928	10,250,000	9,600,000
Local Subsidies (Prop. A Local Return and other Local Revenues)	\$0	\$0	\$0
LACTC Subsidies (Prop. A Discretionary and TDA)	\$10,374,912	\$14,435,256	\$12,544,135
Farebox Revenues	\$6,445,716	\$9,150,000	\$9,500,000

Reduction in operating cost of \$1.5 million by not implementing service enhancements.  
 Fare increase by \$.10, deflection in ridership of 4%.



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

Transit System: Foothill Transit  
 Fiscal Year: 1993  
 Prepared By: Birgit Brazill  
 Date: 30-Mar-92

**Option I: COP Financing**

**PROJECT DESCRIPTION: Section 9 Refinancing of ChiCorp and Sutro A Leases (192 Buses)  
 Continued Prop A Funding Sutro B**

**PROJECT JUSTIFICATION:**

Since Foothill Transit was initially a demonstration project, it was forced to lease/purchase all its capital vehicles using Prop A Discretionary funds. As of this date, it pays all annual vehicle lease payments for 192 vehicles out of its Prop A annual allocation & reserves at an annual cost of close to \$5.3 million. Since Foothill Transit will receive approx. \$14.3 million annually in FY 1993, it means that approximately 37% of its grant subsidies are used for capital vehicle expenditures, reducing vastly our ability to expand and provide additional service to the San Gabriel Valley residents. None of the other included municipal operators is forced to operate under the same conditions. Therefore, we hope to receive now, where the LACTC has made Foothill Transit a permanent operator, relief from LACTC through the allocation of Section 9 capital funds to Foothill Transit.

There are currently 3 master lease agreements. First, there is the Chicorp lease which pays for a total of 105 coaches. Then, there is the Sutro A lease for an additional 87 buses and finally the Sutro B financing agreement which provides funds for the option to buy an additional 25 coaches for expansion.

We are proposing to refinance the ChiCorp and Sutro leases with Section 9 funds on a COP basis for the remaining useful life of the buses. Due to the very unfavorable conditions of these leases, which Foothill Transit was forced to accept due to the lack of a credit rating, a refinancing would lead to considerable savings, both in real financing terms and in so far as Foothill Transit would be able to free-up Prop A operating funds. Since they represent replacement buses for the service previously provided by SCRDT, they should have highest funding priority.

An initial estimate from First Boston estimates the total financing savings at close to \$2,780,736 or \$997,319 on a present value basis after all pre-payment penalties have been taken into account. (A copy of their analysis is enclosed.)

	NUMBER OF BUSES	ENDS YEAR	ISSUE SIZE (\$000)
<b>ChiCorp Lease Agreement:</b>			
Schedule 2 (local)	30	2001	\$4,800
Schedule 3 (Express: 480,481,482)	45	2002	\$5,035
Schedule 4 (Express 495 & 498)	15	2002	\$5,185
Schedule 5 (BSCP service)	15	2003	\$3,340
	105		\$18,360
<b>Sutro Series A Lease Agreement:</b>	87	2004	\$23,100
	<b>192</b>		<b>\$41,460</b>

P Y R E I A O R S	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
	R E Q U I R E D	ChiCorp and Sutro A		1993	1993	\$4,939	\$0	\$1,235
	Sutro B		1993	1993			\$0	\$0



**Foothill Transit Zone  
Refunding Analysis**

	<u>COPs Series A</u>	<u>COPs Series B</u>	<u>Chicorp Lease 2*</u>	<u>Chicorp Lease 3</u>	<u>Chicorp Lease 4</u>	<u>Chicorp Lease 5</u>	<u>Total</u>
Total Savings	\$1,884,294	\$1,047,064	\$452,213	\$181,858	\$195,746	\$64,625	\$3,827,800
P. V. Savings	\$330,597	\$98,407	\$377,329	\$115,808	\$124,406	\$49,179	\$1,095,726
P. V. Savings as a % of Refunded Bonds	1.43%	1.021%	6.99%	2.104%	2.19%	1.52%	2.10%
Issue Size (in millions)	\$23.110	\$9.640	\$4.860	\$5.035	\$5.185	\$3.340	\$51.175
Bond Yield	5.896%	5.894%	5.693%	5.855%	5.855%	5.917%	
Final Maturity	FY2004	FY2004	FY2002	FY2002	FY2002	FY2003	FY2004
Total Net D/S	\$31.350	\$13.071	\$6.276	\$6.540	\$6.735	\$4.548	\$68.520
FTA Section 9 Grant	\$25.080	\$10.457	\$5.020	\$5.232	\$5.388	\$3.638	\$54.815
Foothill's Net Payment	\$6.270	\$2.674	\$1.256	\$1.308	\$1.347	\$0.910	\$13,705

Notes: Assumes Level Principal Structure on Refunding Issue  
\*Assumes Schedule is for 60 buses instead of 30

March 5, 1992

The First Boston Corporation  
Public Finance Department





**Foothill Transit Zone  
Refunding Analysis**

*fund*

	Chicorp Lease 2	Chicorp Lease 3	Chicorp Lease 4	Chicorp Lease 5	SUTRO Series A	SUTRO Series B	Total	FTA Section 9 Grant	Foothill's Net Lease Payments
FY 1993	819,044	791,745	815,292	504,355	3,243,812	1,354,465	7,528,713	6,022,971	1,505,743
FY 1994	780,030	749,361	771,648	479,108	3,179,744	1,327,690	7,287,581	5,830,065	1,457,516
FY 1995	755,460	725,500	747,077	465,230	3,094,822	1,292,200	7,080,289	5,664,231	1,416,058
FY 1996	729,000	699,871	720,687	450,285	2,998,090	1,251,775	6,849,708	5,479,767	1,369,942
FY 1997	700,650	672,601	692,607	434,272	2,894,323	1,208,410	6,602,863	5,282,291	1,320,573
FY 1998	670,680	644,069	663,227	417,345	2,784,276	1,162,420	6,342,017	5,073,613	1,268,403
FY 1999	639,630	614,400	632,678	399,808	2,669,706	1,114,540	6,070,762	4,856,610	1,214,152
FY 2000	607,230	578,875	596,242	381,507	2,550,363	1,064,665	5,778,882	4,623,106	1,155,776
FY 2001	574,020	547,750	564,183	357,750	2,427,501	1,013,320	5,484,524	4,387,619	1,096,905
FY 2002		516,000	531,480	338,850	2,301,625	955,715	4,643,670	3,714,936	928,734
FY 2003				319,650	2,173,488	897,645	3,390,783	2,712,626	678,157
FY 2004					1,032,750	428,591	1,461,341	1,169,073	292,268
<b>Total</b>	<b>6,275,744</b>	<b>6,540,172</b>	<b>6,735,121</b>	<b>4,548,160</b>	<b>31,350,500</b>	<b>13,071,436</b>	<b>68,521,133</b>	<b>54,816,907</b>	<b>13,704,227</b>

Notes: Assumes Level Principal Structure on Refunding Issue  
Assumes 80% Section 9 Grant reimbursement

March 5, 1992

The First Boston Corporation  
Public Finance Department



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

Transit System: Foothill Transit  
 Fiscal Year: 1993  
 Prepared By: Birgit Brazill  
 Date: 27-Mar-92

**Option II: Cash Option**

**PROJECT DESCRIPTION: Section 9 Refinancing of ChiCorp Leases (105 Buses)  
 Continued Prop A Financing Sutro A & B ( 87 + 25 Buses)**

**PROJECT JUSTIFICATION:**

Since Foothill Transit was initially a demonstration project, it was forced to lease/purchase all its capital vehicles using Prop A Discretionary funds. As of this date, it pays all annual vehicle lease payments for 192 vehicles out of its Prop A annual allocation & reserves at an annual cost of close to \$5.3 million. Since Foothill Transit will receive approx. \$14.3 million annually in FY 1993, it means that approximately 37% of its grant subsidies are used for capital vehicle expenditures, reducing vastly our ability to expand and provide additional service to the San Gabriel Valley residents. None of the other included municipal operators is forced to operate under the same conditions. Therefore, we hope to receive now, where the LACTC has made Foothill Transit a permanent operator, relief from LACTC through the allocation of Section 9 capital funds to Foothill Transit.

There are currently 3 master lease agreements. First, there is the Chicorp lease which pays for a total of 105 coaches. Then, there is the Sutro A lease for an additional 87 buses and finally the Sutro B financing agreement which provides funds for the option to buy an additional 25 coaches for expansion.

We are proposing to pay off the ChiCorp lease using 80% Section grants.

<b>ChiCorp Lease:</b>	<b>Balance 7/1/92</b>
	(\$000)
Schedule 2	\$4,694
Schedule 3	\$4,913
Schedule 4	\$5,056
Schedule 5	\$3,305
	\$17,968
Estimated Penalty 5%	\$898
	<b>\$18,866</b>

The Sutro A & B Leases will continue to be paid out of Prop A.

	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
P R E I A O R S					\$0	\$0	\$0	\$0
R E Q S T D	ChiCorp		1993	1993	\$15,093	\$0	\$3,773	\$18,866
	Sutro A & B		1993	1993	\$0	\$0	\$2,708	\$2,708
	<b>TOTAL</b>				\$15,093	\$0	\$6,481	\$21,574



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

Transit System: Foothill Transit  
 Fiscal Year: 1993  
 Prepared By: Birgit Brazill  
 Date: 30-Mar-92

**Option III: Continued Use of Prop A Only for All Capital Vehicle Leases**

**PROJECT DESCRIPTION: No Section 9 Capital for Vehicle Leases**

**PROJECT JUSTIFICATION:**

Since Foothill Transit was initially a demonstration project, it was forced to lease/purchase all its capital vehicles using Prop A Discretionary funds. As of this date, it pays all annual vehicle lease payments for 192 vehicles out of its Prop A annual allocation & reserves at an annual cost of close to \$5.3 million.

**This option assumes that Foothill will be forced to continue to pay all its capital out of Prop A Operating Allocation**

There are currently 3 master lease agreements. First, there is the Chicorp lease which pays for a total of 105 coaches. Then, there is the Sutro A lease for an additional 87 buses and finally the Sutro B financing agreement which provides funds for the option to buy an additional 25 coaches for expansion.

	# Buses	FY 1993 LEASE	FY 1994 LEASE	FY 1995 LEASE
ChiCorp (2,3,4)	90	\$2,150,802	\$2,150,802	\$2,150,802
ChiCorp (5) BSCP	15	\$418,196	\$418,196	\$418,196
Sutro A	87	\$2,708,112	\$2,708,112	\$2,708,112
Sutro B (Option 25)		\$0	\$482,500	\$1,085,208
<b>TOTAL</b>	<b>192</b>	<b>\$5,275,110</b>	<b>\$5,737,610</b>	<b>\$6,360,318</b>

P R E I A O R S	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
	R E Q U I R E D	ChiCorp, Sutro A & B		1993	1993	\$0	\$0	\$5,275





# CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION

## TABLE L-10

DRAFT

Transit System: Foothill Transit  
 Fiscal Year 1993  
 Prepared By: Birgit Brazill  
 23-Mar-92

**PROJECT DESCRIPTION:** Installation of ADA approved Electronic Headsigns

**PROJECT JUSTIFICATION:**

The majority of our coaches does not have any electronic headsigns but have only the "old-fashioned" curtains which have only limited use. Electronic headsigns are much more visible and flexible. They will allow us to program more detailed itinery information, hence add to the customer convenience of our system. Finally, Foothill Transit is proposing to install ADA approved electronic head signs (3 ' letters) which will facilitate the use of our system by the disabled public.

Since all our coaches are still faily new (the oldest coaches are 4 years old), we believe that this project is well worth the expenditure and very beneficial to our riding public. The headsigns are estimated to cost \$5,000 installed. Foothill plans to set aside \$625,000, sufficient funds to install 125 signs.

	GRANT #	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
P R E I A O R S					\$0	\$0	\$0	\$0
R E Q U I R E D			1993	1993	\$0	\$0	\$625	\$625



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

DRAFT

**Transit System:** Foothill Transit  
**Fiscal Year:** 1993  
**Prepared By:** Birgit Brazill  
**Date:** 23-Mar-92

**PROJECT DESCRIPTION:** Design and Installation of ADA approved Foothill Transit Bus Stop Signs

**PROJECT JUSTIFICATION:**

In an effort to improve the appearance of our bus stops and, at the same time, lead the efforts in Los Angeles County to comply with the Americans with Disability Act, Foothill Transit is proposing to redesign and install new Foothill Transit stop signs at all bus stops. Most of Foothill Transit bus stops signs are old SCRTD stops with the SCRTD logo and small letters identifying the Foothill routes.

The new signs will improve Foothill's image and identity while enhancing customer convenience and facilitating the use of public transit for riders with visual disabilities. It is planned to purchase 3,500 signs and budget \$525,000 for this project.

	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
PYREIARRS					\$0	\$0	\$0	\$0
REQSTD			1993	1993	\$0	\$0	\$525	\$525



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

**DRAFT**

**Transit System:** Foothill Transit  
**Fiscal Year:** 1993  
**Prepared By:** Birgit Brazill  
**Date:** 23-Mar-92

**PROJECT DESCRIPTION:** Purchase of Scheduling Software

**PROJECT JUSTIFICATION:**

Foothill Transit currently does not have a professional transit scheduler/planner onboard. All scheduling work is currently performed by consultants. Foothill Transit staff believes that its needs for scheduling and/or service planning will increase to such an extent that a full-time person would be more cost-efficient than the continued use of outside consultants. We intend to provide this person with a state of the art scheduling software which allows him/her to make best use of Foothill equipment and personnel.

	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
P R E I A R S					\$0	\$0	\$0	\$0
R E Q U I R E D			1993	1993	\$0	\$0	\$120	\$120





**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

**DRAFT**

**Transit System:** Foothill Transit  
**Fiscal Year:** 1993  
**Prepared By:** Birgit Brazill  
**Date:** 23-Mar-92

**PROJECT DESCRIPTION: Bus Shelter Program**

**PROJECT JUSTIFICATION:**

An important part of Foothill Transit's FY 1993 Management by Objectives(MBO) goal is to rejuvenate all Foothill bus stops. An integral part of this objective is the design and installation of modern, attractive bus shelters at key Foothill Transit stops which enhance the public's awareness of Foothill Transit and increase the customer convenience of public transit. The envisioned bus shelters are intended to provide shelter and have amenities such as phones and light.

This bus shelter program is intended to be modelled after a similar bus shelter program implemented in Palm Springs by Sunline. Most of the bus shelters will not be financed with grant funds but instead be funded through advertising. It is planned that the maintenance of these bus shelters will also not be a burden to Foothill Transit's financial resources since it will be paid for by the advertisement agencies.

While most of these bus shelters will be paid for by the advertisement as explained before, the replacement of the bus shelters along the busways have to paid by Foothill Transit since Caltrans does not allow any advertisement. Foothill Transit strongly believes that these bus stops should be replaced and upgraded as soon as possible. They are currently in a desolate condition, poorly maintained, often full of graffiti and without any amenities such as phones, light, heat etc. Foothill Transit is planning to set-aside \$120,000 which would pay for approximately 8-10 bus shelters along the busways.

	GRANT #	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
P R E L I M I N A R Y R E Q U I R E M E N T S					\$0	\$0	\$0	\$0
			1993	1993	\$0	\$0	\$120	\$120



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

**DRAFT**

**Transit System:** Foothill Transit  
**Fiscal Year:** 1993  
**Prepared By:** Birgit Brazill  
**Date:** 23-Mar-92

**PROJECT DESCRIPTION:** Purchase of Maintenance Truck

**PROJECT JUSTIFICATION:**

Currently, Foothill Transit contracts with SCRTD for support services such as bus stop maintenance. As part of our FY 1993 objective to enhance the appearance of our bus stops and implement a bus shelter program, it is planned to take many of the functions previously provided by SCRTD in-house. Foothill Transit is projecting that this effort will not only lead to an improved appearance of our bus stops but also save on our overall costs otherwise to be budgeted for support services.

As part of this effort it is planned to hire a maintenance worker to perform all bus stop & bus shelter maintenance. To perform his duties it is necessary to purchase a maintenance truck. A maintenance truck, including all necessary equipment, is estimated to cost \$40,000.

	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
P R E I A R I O R S					\$0	\$0	\$0	\$0
R E Q U E S T E D			1993	1993	\$0	\$0	\$40	\$40



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

DRAFT

**Transit System:** Foothill Transit  
**Fiscal Year:** 1993  
**Prepared By:** Birgit Brazill  
**Date:** 23-Mar-92

**PROJECT DESCRIPTION:** Purchase of Computers, Printers, and Software

**PROJECT JUSTIFICATION:**

In an effort to minimize administrative overhead costs, Foothill Transit has only very limited staff resources. To maximize its staff productivity, it is necessary that sufficient computers, printers etc. are available at all times. Currently, the Foothill staff of nine has only 4 computers and 2 printers which leads to severe losses in productivity.

The additional staff expected to be hired in FY 1993 will also require the purchase of additional computers, printers and software to maximize productivity.

Foothill staff estimates that computer, printers and software at an estimated cost of \$30,000 will be sufficient to meet its needs.

	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
P R E I A R I O R S					\$0	\$0	\$0	\$0
R E Q U E S T D			1993	1993	\$0	\$0	\$30	\$30





**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

DRAFT

**Transit System: Foothill Transit  
Fiscal Year 1993  
Prepared By: Birgit Brazill  
23-Mar-92**

**PROJECT DESCRIPTION:** Installation of De-Acceleration Lights on Buses

**PROJECT JUSTIFICATION:**

Approximately 125 of Foothill's 199 buses do not have de-acceleration lights at the back of the coach. De-acceleration lights are an important safety device reducing the probability of accidents by alerting other automobiles behind the coach. Since the provision of passenger safety is Foothill Transit's highest priority, we believe that the installation of these lights is of utmost importance to our system.

	GRANT #	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
P R E I A R S  R E Q U E S T					\$0	\$0	\$0	\$0
			1993	1993	\$0	\$0	\$25	\$25







**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

DRAFT

**Transit System:** Foothill Transit  
**Fiscal Year:** 1993  
**Prepared By:** Birgit Brazill  
**Date:** 23-Mar-92

**PROJECT DESCRIPTION:** Purchase of one Schedule Distribution Van

**PROJECT JUSTIFICATION:**

Currently, Foothill Transit contracts with SCRTD for support services such as schedule distribution. As part of our FY 1993 objective to improve our schedule distribution system, it is planned to take many of the function previously provided by SCRTD in-house. It is staff's believe that we can increase our ridership and improve customer convenience by hiring one full-time schedule distribution person who will ensure that all distribution outlets are serviced more frequently. In addition, this person will not only distribute schedules but increase the number of distribution outlets and serve as an "ambassador" for Foothill Transit, knowledgeable to answer answer any questions and increase the public's awareness of Foothill Transit. To perform his/her duties it is necessary to purchase a special van equipped for this purpose which is estimated to cost \$20,000.

P R E I A R S  R E Q U I R E D	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
						\$0	\$0	\$0
			1993	1993	\$0	\$0	\$20	\$20



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

DDI

**Transit System:** Foothill Transit  
**Fiscal Year:** 1993  
**Prepared By:** Birgit Brazill  
**Date:** 23-Mar-92

**PROJECT DESCRIPTION:** Purchase of Pionjar Machine

**PROJECT JUSTIFICATION:**

A pionjar machine is necessary to install the new bus stop signs. Since we estimate that more than 3,000 signs have to be installed it is more cost efficient to purchase such a machine than to rent one.

	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
P Y R E I A R S					\$0	\$0	\$0	\$0
R E Q U E S T D			1993	1993	\$0	\$0	\$5	\$5





**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

DRAFT

Transit System: Foothill Transit  
Fiscal Year: 1994  
Prepared By: Birgit Brazill  
Date: 27-Mar-92

**Option I: COP Financing**

**PROJECT DESCRIPTION: Section 9 Refinancing of ChiCorp and Sutro A Leases (192 Buses)  
Continued Prop A Funding for Sutro B Lease**

**PROJECT JUSTIFICATION:**

Since Foothill Transit was initially a demonstration project, it was forced to lease/purchase all its capital vehicles using Prop A Discretionary funds. As of this date, it pays all annual vehicle lease payments for 192 vehicles out of its Prop A annual allocation & reserves at an annual cost of close to \$5.3 million. Since Foothill Transit will receive approx. \$14.3 million annually in FY 1993, it means that approximately 37% of its grant subsidies are used for capital vehicle expenditures, reducing vastly our ability to expand and provide additional service to the San Gabriel Valley residents. None of the other included municipal operators is forced to operate under the same conditions. Therefore, we hope to receive now, where the LACTC has made Foothill Transit a permanent operator, relief from LACTC through the allocation of Section 9 capital funds to Foothill Transit.

There are currently 3 master lease agreements. First, there is the Chicorp lease which pays for a total of 105 coaches. Then, there is the Sutro A lease for an additional 87 buses and finally the Sutro B financing agreement which provides funds for the option to buy an additional 25 coaches for expansion.

We are proposing to refinance the ChiCorp and Sutro leases with Section 9 funds on a COP basis for the remaining useful life of the buses. Due to the very unfavorable conditions of these leases, which Foothill Transit was forced to accept due to the lack of a credit rating, a refinancing would lead to considerable savings, both in real financing terms and in so far as Foothill Transit would be able to free-up Prop A operating funds.

An initial estimate from First Boston estimates the total financing savings at close to \$2,780,736 or \$997,319 on a present value basis after all pre-payment penalties have been taken into account. (A copy of their analysis is enclosed.)

	NUMBER OF BUSES	ENDS YEAR	ISSUE SIZE (\$000)
<b>ChiCorp Lease Agreement:</b>			
Schedule 2 (local)	30	2001	\$4,800
Schedule 3 (Express: 480,481,482)	45	2002	\$5,035
Schedule 4 (Express 495 & 498)	15	2002	\$5,185
Schedule 5 (BSCP service)	15	2003	\$3,340
	105		\$18,360
<b>Sutro Series A Lease Agreement:</b>	87	2004	\$23,100
	192		\$41,460

	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
P R E S E N T	ChiCorp & Sutro A Sutro B		1993	1993	\$4,939	\$0	\$1,235	\$6,174
							\$0	\$0
R E Q U I R E D	ChiCorp & Sutro A Sutro B Total		1994	1994	\$4,768	\$0	\$1,192	\$5,960
							\$463	\$463
							\$1,655	\$6,423



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

DRAFT

Transit System: Foothill Transit  
Fiscal Year: 1994  
Prepared By: Birgit Brazill  
Date: 27-Mar-92

**Option II: Cash Option**

**PROJECT DESCRIPTION: Section 9 Refinancing of ChiCorp Leases (105 Buses)  
Continued Prop A Funding Sutro A & B (87 + 25 Buses)**

**PROJECT JUSTIFICATION:**

Since Foothill Transit was initially a demonstration project, it was forced to lease/purchase all its capital vehicles using Prop A Discretionary funds. As of this date, it pays all annual vehicle lease payments for 192 vehicles out of its Prop A annual allocation & reserves at an annual cost of close to \$5.3 million. Since Foothill Transit will receive approx. \$14.3 million annually in FY 1993, it means that approximately 37% of its grant subsidies are used for capital vehicle expenditures, reducing vastly our ability to expand and provide additional service to the San Gabriel Valley residents. None of the other included municipal operators is forced to operate under the same conditions. Therefore, we hope to receive now, where the LACTC has made Foothill Transit a permanent operator, relief from LACTC through the allocation of Section 9 capital funds to Foothill Transit.

There are currently 3 master lease agreements. First, there is the Chicorp lease which pays for a total of 105 coaches. Then, there is the Sutro A lease for an additional 87 buses and finally the Sutro B financing agreement which provides funds for the option to buy an additional 25 coaches for expansion.

We are proposing to pay off the ChiCorp lease using 80% Section grants.

<b>ChiCorp Lease:</b>	<b>Balance 7/1/92</b>
	(\$000)
Schedule 2	\$4,894
Schedule 3	\$4,913
Schedule 4	\$5,056
Schedule 5	\$3,305
	\$17,968
Estimated Penalty 5%	\$898
	<b>\$18,866</b>

The Sutro A & B Leases will continue to be paid out of Prop A.

P R E I O R I T Y R E Q U I R E M E N T	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
		ChiCorp, Sutro A & B		1993	1993	\$15,093	\$0	\$6,481
	Sutro A & B		1994	1994	\$0	\$0	\$3,171	\$3,171



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

DRAFT

Transit System: Foothill Transit  
Fiscal Year: 1994  
Prepared By: Birgit Brazill  
Date: 30-Mar-92

**PROJECT DESCRIPTION: No Section 9 Capital for Vehicle Leases  
Option III: Continued Use of Prop A Only for All Capital Vehicle Leases**

**PROJECT JUSTIFICATION:**

Since Foothill Transit was initially a demonstration project, it was forced to lease/purchase all its capital vehicles using Prop A Discretionary funds. As of this date, it pays all annual vehicle lease payments for 192 vehicles out of its Prop A annual allocation & reserves at an annual cost of close to \$5.3 million.

This option assumes that Foothill will be forced to continue to pay all its capital out of Prop A Operating Allocation

There are currently 3 master lease agreements. First, there is the Chicorp lease which pays for a total of 105 coaches. Then, there is the Sutro A lease for an additional 87 buses and finally the Sutro B financing agreement which provides funds for the option to buy an additional 25 coaches for expansion.

	# Buses	FY 1993 LEASE	FY 1994 LEASE	FY 1995 LEASE
ChiCorp (2,3,4)	90	\$2,150,802	\$2,150,802	\$2,150,802
ChiCorp (5) BSCP	15	\$416,196	\$416,196	\$416,196
Sutro A	87	\$2,708,112	\$2,708,112	\$2,708,112
Sutro B (Option 25)		\$0	\$462,500	\$1,085,206
<b>TOTAL</b>	<b>192</b>	<b>\$5,275,110</b>	<b>\$5,737,610</b>	<b>\$6,360,316</b>

P Y R E I A O R S	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
		ChiCorp, Sutro A & B		1993	1993	\$0	\$0	\$5,275
R E Q U I R E D								
	ChiCorp, Sutro A & B		1994	1994	\$0	\$0	\$5,738	\$5,738



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

Transit System: Foothill Transit  
Fiscal Year: 1995  
Prepared By: Birgit Brazill  
Date: 27-Mar-92

**Option I: COP Financing**

**PROJECT DESCRIPTION: Section 9 Refinancing of ChiCorp and Sutro A Leases (192 Buses)  
Continued Prop A Funding Sutro B**

**PROJECT JUSTIFICATION:**

Since Foothill Transit was initially a demonstration project, it was forced to lease/purchase all its capital vehicles using Prop A Discretionary funds. As of this date, it pays all annual vehicle lease payments for 192 vehicles out of its Prop A annual allocation & reserves at an annual cost of close to \$5.3 million. Since Foothill Transit will receive approx. \$14.3 million annually in FY 1993, it means that approximately 37% of its grant subsidies are used for capital vehicle expenditures, reducing vastly our ability to expand and provide additional service to the San Gabriel Valley residents. None of the other included municipal operators is forced to operate under the same conditions. Therefore, we hope to receive now, where the LACTC has made Foothill Transit a permanent operator, relief from LACTC through the allocation of Section 9 capital funds to Foothill Transit.

There are currently 3 master lease agreements. First, there is the Chicorp lease which pays for a total of 105 coaches. Then, there is the Sutro A lease for an additional 87 buses and finally the Sutro B financing agreement which provides funds for the option to buy an additional 25 coaches for expansion.

We are proposing to refinance the ChiCorp and Sutro leases with Section 9 funds on a COP basis for the remaining useful life of the buses. Due to the very unfavorable conditions of these leases, which Foothill Transit was forced to accept due to the lack of a credit rating, a refinancing would lead to considerable savings, both in real financing terms and in so far as Foothill Transit would be able to free-up Prop A operating funds.

An initial estimate from First Boston estimates the total financing savings at close to \$2,780,736 or \$997,319 on a present value basis after all pre-payment penalties have been taken into account. (A copy of their analysis is enclosed.)

	NUMBER OF BUSES	ENDS YEAR	ISSUE SIZE (\$000)
<b>ChiCorp Lease Agreement:</b>			
Schedule 2 (local)	30	2001	\$4,800
Schedule 3 (Express: 480,481,482)	45	2002	\$5,035
Schedule 4 (Express 495 & 498)	15	2002	\$5,185
Schedule 5 (BSCP service)	15	2003	\$3,340
	105		\$18,380
<b>Sutro Series A Lease Agreement:</b>	87	2004	\$23,100
	192		\$41,460

	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
<b>P R E P A R E D</b>	ChiCorp, Sutro A & B		1993	1993	\$4,939	\$0	\$1,235	\$6,174
	ChiCorp, Sutro A & B		1994	1994	\$4,788	\$0	\$1,855	\$6,423
<b>R E S T R I C T E D</b>	ChiCorp, Sutro A		1995	1995	\$4,630	\$0	\$1,158	\$5,788
	Sutro B						\$1,085	\$1,085
	<b>Total</b>						\$2,243	\$6,873





**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

DRAFT

Transit System: Foothill Transit  
Fiscal Year: 1995  
Prepared By: Birgit Brazill  
Date: 27-Mar-92

**Option II: Cash Option**

**PROJECT DESCRIPTION: Section 9 Refinancing of ChiCorp Leases (105 Buses)  
Continued Prop A Funding Sutro A & B (87 + 25 Buses)**

**PROJECT JUSTIFICATION:**

Since Foothill Transit was initially a demonstration project, it was forced to lease/purchase all its capital vehicles using Prop A Discretionary funds. As of this date, it pays all annual vehicle lease payments for 192 vehicles out of its Prop A annual allocation & reserves at an annual cost of close to \$5.3 million. Since Foothill Transit will receive approx. \$14.3 million annually in FY 1993, it means that approximately 37% of its grant subsidies are used for capital vehicle expenditures, reducing vastly our ability to expand and provide additional service to the San Gabriel Valley residents. None of the other included municipal operators is forced to operate under the same conditions. Therefore, we hope to receive now, where the LACTC has made Foothill Transit a permanent operator, relief from LACTC through the allocation of Section 9 capital funds to Foothill Transit.

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We are proposing to pay off the ChiCorp lease using 80% Section grants.

<b>ChiCorp Lease:</b>	<b>Balance 7/1/92</b>
	(\$000)
Schedule 2	\$4,894
Schedule 3	\$4,913
Schedule 4	\$5,056
Schedule 5	\$3,305
	\$17,968
Estimated Penalty 5%	\$898
	<b>\$18,866</b>

The Sutro A & B Leases will continue to be paid out of Prop A.

P Y R E I O R S  R E Q U I R E M E N T	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
		ChiCorp, Sutro A & B		1993	1993	\$15,093	\$0	\$6,481
	Sutro A & B		1994	1994	\$0	\$0	\$3,171	\$3,171
	Sutro A & B		1995	1995	\$0	\$0	\$3,793	\$3,793



**CAPITAL PROJECT DESCRIPTION AND JUSTIFICATION  
TABLE L-10**

**DRAFT**

**Transit System: Foothill Transit**  
**Fiscal Year: 1995**  
**Prepared By: Birgit Brazill**  
**Date: 30-Mar-92**

**PROJECT DESCRIPTION: No Section 9 Capital for Vehicle Leases**  
**Option III: Continued Use of Prop A Only for All Capital Vehicle Leases**

**PROJECT JUSTIFICATION:**

Since Foothill Transit was initially a demonstration project, it was forced to lease/purchase all its capital vehicles using Prop A Discretionary funds. As of this date, it pays all annual vehicle lease payments for 192 vehicles out of its Prop A annual allocation & reserves at an annual cost of close to \$5.3 million.

**This option assumes that Foothill will be forced to continue to pay all its capital out of Prop A Operating Allocation**

There are currently 3 master lease agreements. First, there is the Chicorp lease which pays for a total of 105 coaches. Then, there is the Sutro A lease for an additional 87 buses and finally the Sutro B financing agreement which provides funds for the option to buy an additional 25 coaches for expansion.

	# Buses	FY 1993 LEASE	FY 1994 LEASE	FY 1995 LEASE
ChiCorp (2,3,4)	90	\$2,150,802	\$2,150,802	\$2,150,802
ChiCorp (5) BSCP	15	\$416,196	\$416,196	\$416,196
Sutro A	87	\$2,708,112	\$2,708,112	\$2,708,112
Sutro B (Option 25)		\$0	\$462,500	\$1,085,206
<b>TOTAL</b>	<b>192</b>	<b>\$5,275,110</b>	<b>\$5,737,810</b>	<b>\$6,360,316</b>

P R E I A O R S  R E Q U I R E D	GRANT	PHASE	PROGRAM YEAR	EXPEND YEAR	FEDERAL (\$000)	STATE (\$000)	PROP A 40% DISCRETIONARY (\$000)	TOTAL (\$000)
		ChiCorp, Sutro A & B		1993	1993	\$0	\$0	\$5,275
	ChiCorp, Sutro A & B		1994	1994	\$0	\$0	\$5,738	\$5,738
	ChiCorp, Sutro A & B		1995	1995	\$0	\$0	\$6,360	\$6,360

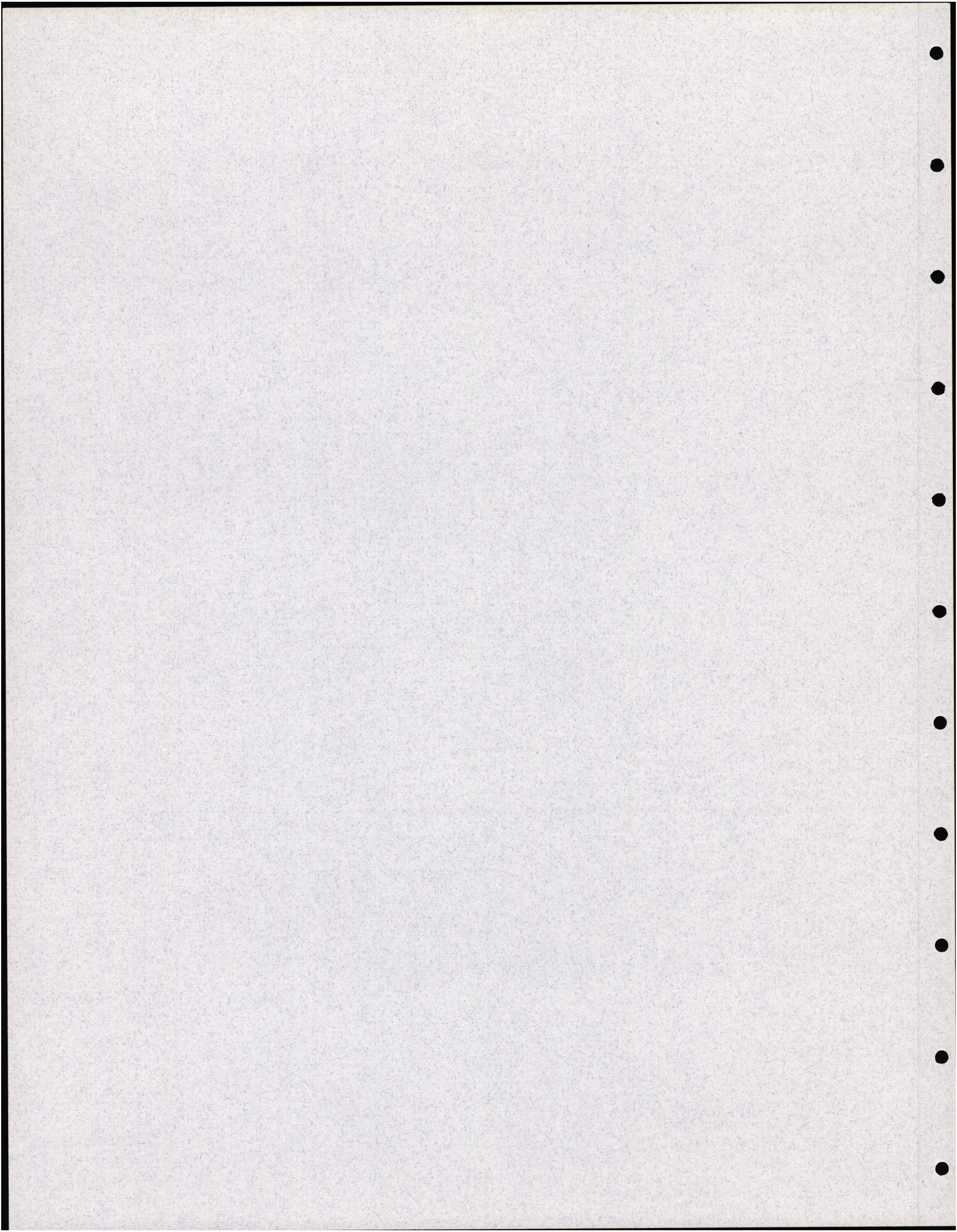


**PRIVATE SECTOR PARTICIPATION POLICY  
FOOTHILL TRANSIT  
SHORT RANGE TRANSIT PLAN FY 1993-FY 1995**

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**FOOTHILL TRANSIT  
PRIVATE SECTOR PARTICIPATION POLICY  
FY 1993**

**Policy Purpose**

In FY 1984, the Federal Transportation Administration (FTA), previously known as UMTA, published a policy statement discussing ways to increase opportunities for private providers to perform mass transportation and related services. To address the federal policy, the LACTC adopted a policy in 1987 to provide policy direction and guidelines for public transit operators in developing an appropriate private sector involvement policy process. The LACTC is required to certify annually, as part of the Short Range Transit Plan approval process, that transit operators follow the locally developed process. The locally developed process requires transit operators to evaluate new and significantly restructured transit service to determine if it could be more effectively operated by a private enterprise. Significantly restructured service is defined as a change in mode of service or change of more than 25% of the directional route miles and additional equipment as required.

**Policy Overview**

Foothill Transit is fully committed to the concept of competitive procurement of all aspects of the transit service provided. In this spirit, Foothill Transit uses outside contracts for all aspects of the operation of the transit system to the maximum extent possible. Contracted services include all bus operation and maintenance, management and administration, public relations, and support services such as telephone information, monitoring and forwarding complaints, and printing time tables. This competitive procurement process produces significant cost savings with no degradation of service levels to the transit user.

Foothill Transit estimates that 98.5% of its operating budget of \$13,100,000 will

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**Foothill Transit Short Range Transit Plan FY 1993- FY 1995**





be contracted for with the private sector. The privatization of the transit service through the creation of the Zone has lead to considerable cost savings as was documented in the two Zone evaluation studies.

The Foothill Transit's private sector policy is divided into seven primary components listed below:

- Private Sector Notification Process
- Contract Policy Guidelines
- Cost Evaluation Criteria
- Evaluation of Contracting Proposals
- Dispute Resolution Process
- Current Year Participation Update
- Service Expansion Program

#### **I. Private Sector Notification Process**

In order to fairly encourage private sector involvement, private operators will be notified of any opportunity to comment and participate in the Foothill Transit's planning activities at the following stages in the planning process:

- At the onset of development of the three year program of projects in the SRTP and the capital and operating plan
- When new or significantly restructured services are proposed for implementation (refers to those fixed-routes with route alignment entailing a 25% increase in one-way directional service miles which also require additional equipment.

Notification will be through posting of direct notices requesting review and comment in a recognized professional journal, and/or through direct mail solicitation using LACTC's mailing list. In addition, Foothill Transit will also discuss projected service needs in a committee setting with interested private transportation providers.



Private sector comments concerning Foothill Transit's policies, plans, or services will also be accepted at any time with or without formal notification. Furthermore, as allowed under Private Enterprise Policy Guidelines, Foothill Transit reserves the right to accept or reject any or all proposals or comments received. Thus, all major proposals chosen for implementation will be made subject to competitive procurement pursuant to the contracting policy, which will also be included in the notification sent to private providers.

## **II. Contract Policy Guidelines**

A cost per vehicle hour methodology is utilized by Foothill Transit for all private provider fixed-route service contracts. The cost element of the service contracts consists of annual contract budget costs as pre-determined by either contract prices or re-negotiation. New contract awards are made for multi-year terms with options for term extension in subsequent years.

Contractual terms for all new service bids are outlined in Request for Proposal (RFP) documents which are circulated prior to all new service proposals. Terms are further clarified during pre-proposers conferences which shall be held prior to award of all service contracts. The final determination of award is made by the Foothill Transit's Executive Board.

## **III. Cost Evaluation Criteria**

Comparison of costs will be made based upon projected cost data provided by interested private sector operators. Award of contract is not based exclusively on price. Other criteria such as service quality, past performance and responsiveness of the proposer will be considered as well.

All applicable operating costs will be evaluated based on private operator proposal packages (composed of one or more fixed routes) over a three year period or other periods as specified in the RFP. For evaluation purposes, costs are usually not separated on an individual line basis.



#### **IV. Evaluation of Contracting Proposals**

In keeping with the guidelines of this policy, any private sector comments and proposals received shall be given full and fair consideration by Foothill Transit. All proposals are opened at the same time and evaluated within the context of adopted policies set forth by the Foothill Transit's Executive Board and service standards and policies as identified in the SRTP. All comments and proposals are subject to review within the context of all state and local funding regulations under which Foothill Transit must operate.

#### **V. Dispute Resolution Procedures**

If a dispute arises concerning implementation of the procedures as identified in this policy, every effort shall be made to address the complaint through standard administrative procedures. Formal complaints are to be addressed in writing to the Executive Director of Foothill Transit to allow for staff review. If the complaint cannot be resolved at staff level, it will be forwarded to Foothill Transit's Executive Board for review and resolution. Should the complainant find the response unsatisfactory, the complaint will be forwarded to LACTC and SCAG, if necessary. If the local dispute resolution process has been exhausted, the unresolved complaint will be reviewed and resolved by the FTA.

#### **VI. Current Year Participation Update**

The goal of this adopted policy (i.e. maximization of the use of competitive procurement for all services) is being met through current operating policies discussed before. In FY 1992, 98.5% of Foothill Transit's estimated operating budget of \$13,100,000 million will be contracted for with the private sector.

As of March 30, 1992 all transit operation and maintenance will be provided by two contractors who provide the facility, drivers, mechanics and operations





support staff. Listed below are some of the upcoming contracting opportunities as they relate to the service currently administered by Foothill Transit.

**New Contracting Opportunities for Operation of Local Service on Lines 192/194 & 291/293:**

The contract for the transit operation on these local lines, previously known as the BSCP lines, expires on January 1, 1993 and will be procured competitively. The annual vehicle revenue hours for this service are currently estimated to be 32,200 not including any service increases discussed below. Foothill Transit staff is expecting to issue an RFP for this service in April of 1992 with a new contract to be approved by the Executive Board no later than July 1992. This will ensure that sufficient time is available for a smooth transition should a new contractor be selected.

**New Contracting Opportunities for Operation of Local Service on Lines 178, 185, 187, 274/276 & Route 280**

The current contract expires on September 1, 1992. The contract provides for two one year options. It has not decided by Foothill Transit whether to extend the contract for a period of up to two years or to issue an RFP at this time. A decision will be made shortly. The total vehicle revenue hours for this service are estimated at 171,200 hours annually not including any service increases planned for FY 1993 discussed in detail below.

**VII. Service Expansion Program**

**1. Significantly Restructured and New Service**

Foothill Transit attempts to be responsive to meet the increased transportation



needs of the rapidly growing population and changing demographic conditions in its service area. As a result, Foothill Transit is planning the following significant re-routing changes and the addition of new routes.

Listed below are only those service changes that meet LACTC's definition of new and/or restructured service which require private sector notification (increase by 25% of one-way directional route miles and need for more equipment or new route).

Since Foothill Transit is still in the preliminary planning stage for these service changes, no starting dates or revenue hours are available at this time. As required, Foothill Transit will follow LACTC's adopted service notification policy.

**Route 276: Local Service:(Sunset-Covina Ave.-San Dimas Ave.)**

Extend south end down Gale to Fullerton to backside of Puente Hills Mall

The contract for this local line is expiring in September 1992 but could be extended for up to two years. Foothill Transit has not decided whether or not to extend the contract or to issue an RFP now. Since the contracting costs are low (mid \$30 range), Foothill does not expect a cost savings if the increase in service was contracted separately. Therefore, Foothill Transit planning to integrate the additional service in the current contract.

**Route 492: Express Service(Los Angeles-San Dimas)**

Operate all day, extend east to Montclair Transit Center

These lines were part of a recent RFP issued by Foothill Transit which led to a change in contractors. Foothill Transit does not expect that the contracting of the additional service would lower the cost. Therefore, Foothill Transit is planning to add the additional service hours to the existing contract.



**Route 194: Local Service (W. 9th Street, South Town Ave - Arrow Highway)**

Through Phillips Ranch-Rio Rancho to Village Loop to North Ranch Road and back.

This contract of this line is expiring in January 1993. The additional service will be part of the new bid package to be bid within the next few months.

**New Line: Commuter Service Chino Hills - Fullerton Trains Station**

From Carbon Canyon to Chino Hills Parkway - Grand Ave.- Diamond Bar Blvd - to Pathfinder - Route 57 - Lambert - State College Blvd. - Chapman - Lemon - Fullerton Train Station -

This service is new and will be procured competitively.

**2) Overcrowding & Schedule Adherence**

As part of its Line-by-Line analysis of existing routes Foothill Transit staff studied the extent of overcrowding and schedule adherence difficulties on some routes in detail. As a result of these studies, it was discovered that Foothill Transit faces a severe schedule adherence and overcrowding problem on the lines 480/481 and 187 which requires adding running time to the schedule and increasing the number of morning and afternoon peak trips. It is expected to increase the number of morning peak trips on line 480/481 by 3 going westbound and 4 in the afternoon going eastbound. Route 187 will require one additional and the extension of one trip. Foothill Transit preliminary service planning analysis indicates that a 20% increase in vehicle revenue hours (or 23,000 hours) over the existing service level will be required to meet the schedule and passenger demand.

In addition, overcrowding is a constant problem on the express lines 495 & 498 which provides peak hour commuter service to downtown Los Angeles.



As discussed in our prior SRTP's, Foothill Transit is planning to increase the number of peak trips on this service by approximately 20 percent (7,000 vehicle revenue hours)

All service on this line is provided by outside contractors. Since these service increases do not meet LACTC's definition of a significant service increase, Foothill Transit expects to add the additional service hours to the existing contracts until the contract come up for competitive re-bidding.

### **3. Other Service Changes and Increases:**

Listed below are other service increases and changes under consideration by Foothill Transit which do not meet LACTC's private sector notification policy. They are listed for information purposes only. Since we are in the preliminary planning stages, no precise changes in the hours of service or the start date of these changes are known as of this date.

#### **Route 280 or 185:(Local Service:Azusa Avenue(280)Hacienda Blvd, Irwindale Avenue, Arrow Highway (185))**

Extend south from Puente Hills Mall to La Habra to service a major new housing development and connect with OCTA's #41. The contract for these lines with ATE/Ryder is expiring in September of 1992 but could be extended for up to two years. In the interim, any new service will be added to the existing contract.

#### **Route 274: Local Service (Puente Avenue-Citrus Avenue)**

Reroute service to Front Street to service commuter rail station in Covina and extend south-end down Workman Mill to service Crossroads Business Park,Rio Hondo College and possibly to Whittier to connect with SCRTD Line #270.





**Route 482: Express/Local (Los Angeles-Pomona)**

Add service to Crossroads Business Park at the 605 & the 60 freeways, and the Whittier Narrows Park & Ride Lot located at Santa Anita Avenue and the 60 freeway.

**Route 185: Local Service (Hacienda Blvd.- Arrow Highway)**

Extend north along Irwindale Avenue to Foothill Blvd. This would be a 50% reduction of service avoiding duplication of service with Line 492's additional service discussed below.

**Route 495: Express Service (Los Angeles - Diamond Bar)**

Extend route to Lanterman State Hospital which also has a Park & Ride facility.

**Route 494: Express Service (Los Angeles-Monrovia-Glendora via Foothill Blvd.)**

Extend east end south to Lone Hill Park & Ride, to Arrow, Carract, Bonita and Arrow) and add additional trips to meet increased demand for service.

This additional service is intended to serve the San Dimas area which has currently only very limited express service

**Route 187: Local Service (Pasadena - Pomona via Foothill Blvd)**

Extend east end to Claremont to First, Indian Hill, Arrow and Town to service commuter rail station

**Route 690: Express Service (Claremont to Pasadena)**

Extend east to Claremont train station (Commuter Rail), First Street to Indian Hill Blvd.



**Route 293: Local Service (Indian Hill Blvd. Reservoir Street)**

Extend east to Baseline, Padua, to Claremont Blvd., to Foothill Blvd. This area has currently no transit service at all.

**Route 486: Express Service (Los Angeles - El Monte)**

Extend every other trip along Amar to MSAC or Cal Poly from Azusa Avenue. Both colleges have great potential transit ridership needs.

**Route 488: Express Service (Los Angeles-West Covina-Glendora)**

Re-route from Grand Avenue to Baseline to Glendora servicing the Senior Citizen Center.

**Route 178: Local Service (El Monte - West Covina)**

Extend Saturday service farther east to Amar and Azusa to allow connection with 280 which is an important north south line to Puente Hills Mall and the City of Azusa.

**Route 192/194: Local Service (Claremont - Pomona)**

Extend both lines to the commuter rail station in Claremont. In addition, we are proposing to re-route line 192 off a small residential street onto a major artery, hence avoiding the potential for accidents experienced in the past. Finally, we are proposing to extend the service on Line 192 1/2 mile north to serve the Park & Ride lot at Fairplex and I-10.

The above list is not intended to be exhaustive. Foothill Transit Zone actively encourages innovative proposals wherever a proposal can be developed to address unmet service needs.

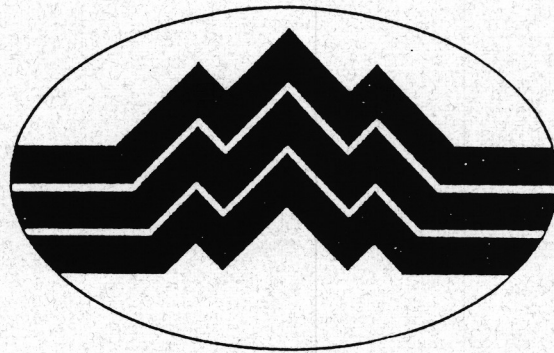


#### 4. New Bus Facility

Foothill Transit is not planning to build a new bus maintenance facility. All maintenance facilities are provided by the various contractors.



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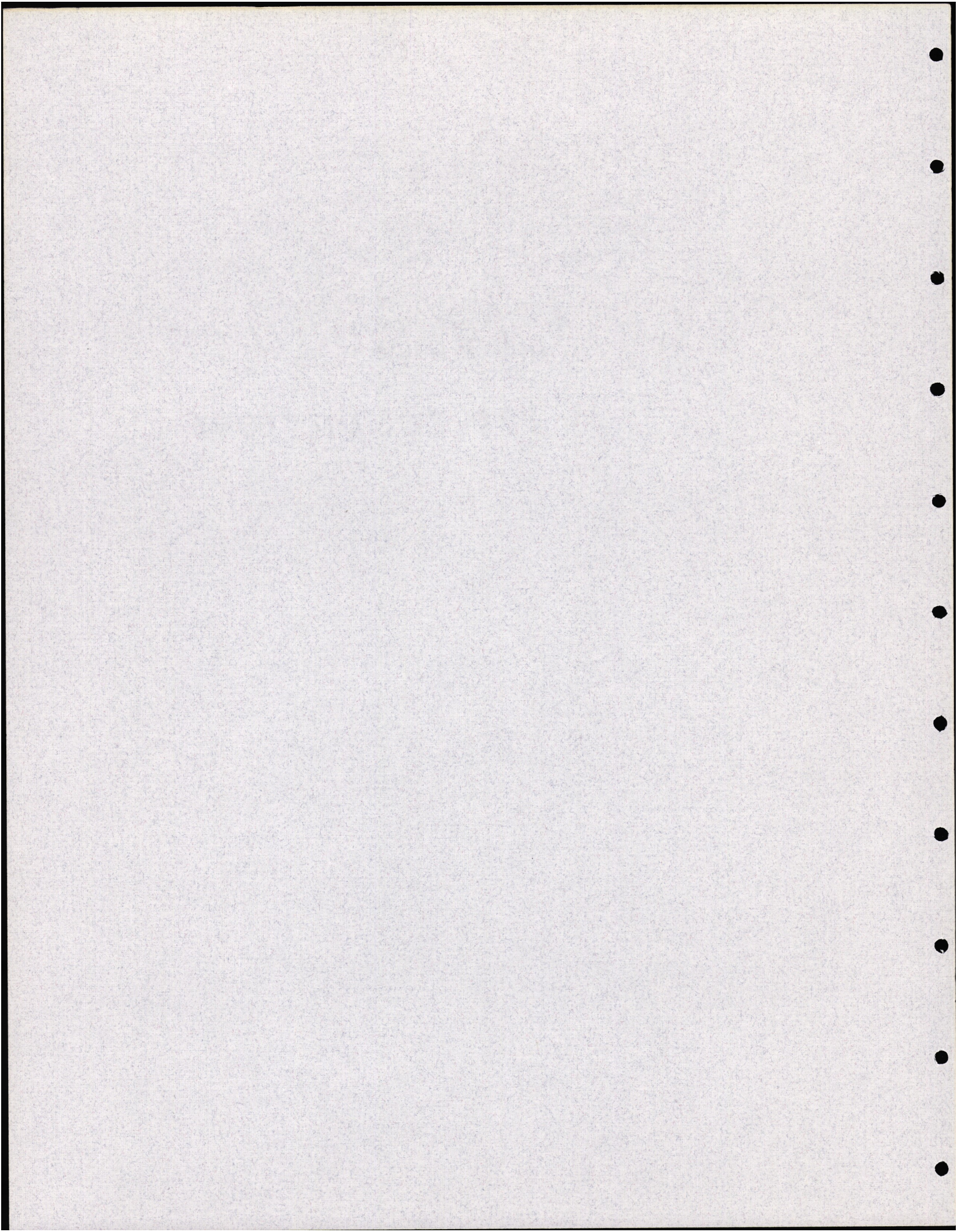
**Foothill Transit**

**Management By Objectives Plan**

**For**

**Fiscal Year 1993**







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## MISSION STATEMENT

The mission of Foothill Transit is to establish an identity as the quality mass transportation provider in the San Gabriel Valley that provides safe, courteous, responsive and reliable service which is cost-effective, affordable and environmentally sensitive.



FISCAL YEAR 1993 MANAGEMENT BY OBJECTIVES PLAN

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## FISCAL YEAR 1993 MANAGEMENT BY OBJECTIVES

**Milestone 1:****ENHANCE SERVICE SAFETY AND RELIABILITY*****Objective 1.1: Reduce reportable accidents to 2.5 per 100,000 miles.***

- Task 1.1.1: Provide contractors with proper definition of reportable accidents and ensure compliance.
- Task 1.1.2: Develop standardized accident/incident reporting forms and procedures.
- Task 1.1.3: Require a minimum of 2 hours in-service training per quarter per coach operator and provide proof of attendance and training content.
- Task 1.1.4: Organize a bus roadeo to enhance safe driving skills.

***Objective 1.2: Improve on-time performance to a minimum of 95%.***

- Task 1.2.1: Develop formalized schedule adherence program.
- Task 1.2.2: Conduct 8,800 schedule adherence checks per month (550/supervisor).
- Task 1.2.3: Identify all routes or route segments on a quarterly basis that are operating below the 95% standard and evaluate ways to improve schedule adherence.
- Task 1.2.4: Purchase and install an automated scheduling program.
- Task 1.2.5: Increase pass outlets to allow for discontinuing sales of passes on the bus.

***Objective 1.3: Maintain and improve vehicle reliability.***

- Task 1.3.1: Develop a comprehensive program for monitoring of vehicle maintenance.
- Task 1.3.2: Conduct vehicle inspections on a minimum of 25% per quarter.



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Task 1.3.3: Conduct oil analysis on all vehicles as part of the preventive maintenance cycle and other fluid analysis as warranted.

Task 1.3.4: Provide contractor with proper definition of vehicle road calls and monitor road calls.



**Milestone 2:****IMPROVE CONVENIENCE AND SATISFACTION FOR OUR CUSTOMERS*****Objective 2.1: Improve and expand schedule distribution.***

- Task 2.1.1: Bring schedule distribution in-house by July 1, 1992.
- Task 2.1.2: Increase schedule outlets and servicing of outlets.
- Task 2.1.3: Design and purchase schedule distribution materials and supplies.

***Objective 2.2: Significantly increase pass sales outlets.***

- Task 2.2.1: Develop appropriate marketing materials to promote pass sales.
- Task 2.2.2: Secure a major retail chain as a pass outlet.
- Task 2.2.3: Develop a formalized Regulation 15 outreach program.
- Task 2.2.4: Increase active involvement of member cities in pass sales.

***Objective 2.3: Improve appearance and maintenance of Foothill Transit bus stops.***

- Task 2.3.1: Design and purchase new signage for all Foothill Transit stops that complies with Americans with Disabilities Act (ADA) regulations.
- Task 2.3.2: Bring stops and zones maintenance in-house.
- Task 2.3.3: Develop a master bus shelter agreement and solicit participation from member cities.
- Task 2.3.4: Design and install schedule kiosks at major ridership generators and key transfer points.



**Objective 2.4:     *Implement Fare Debit Card program.***

- Task 2.4.1: Actively participate in the Fare Debit Card steering committee to maximize success of the Fare Debit Card program.
- Task 2.4.2: Coordinate participation of Foothill Transit Marketing, Operations and Finance staff as well as contractors to ensure smooth implementation of the program.
- Task 2.4.3: Coordinate and maximize sale of fare debit cards through major pass sales outlets.

**Objective 2.5:     *Define areas that require increased service or schedule/route adjustments.***

- Task 2.5.1: Evaluate data from Schedule Adherence Program, Congestion Management Program, customer service requests and marketing studies.
- Task 2.5.2: Purchase and install an automated scheduling program.

**Objective 2.6:     *Enhance public information materials***

- Task 2.6.1: Design and print "bus book".
- Task 2.6.2: Maintain and update system map.
- Task 2.6.3: Expand distribution of monthly newsletter to include passengers.
- Task 2.6.4: Expand marketing materials to include spanish speaking.

**Objective 2.7:     *Develop new materials to comply with Americans with Disabilities Act (ADA).***

- Task 2.7.1: Secure funding for and implement the use of "special assistance" Cards demonstration project.
- Task 2.7.2: Purchase and install a TTY machine.
- Task 2.7.3: Upgrade bus stop signs.
- Task 2.7.4: Upgrade marketing materials as appropriate.





**Objective 2.8: Maximize use of low and no-cost ways to increase customer information and satisfaction.**

- Task 2.8.1: Continue to participate in Transitchek program.
- Task 2.8.2: Utilize free ride coupon for public relations and introduction of Foothill Transit to new users.
- Task 2.8.3: Participate in county wide Transtar program to reach potential riders.
- Task 2.8.4: Participate in Transportation Fairs

**Objective 2.9: Increase customer satisfaction.**

- Task 2.9.1: Develop comprehensive public relations training program for coach operators.
- Task 2.9.2: Maintain and improve responsiveness to customer requests/complaints (maximum 5 work days).



**Milestone 3:**

**INCREASE AWARENESS OF Foothill TRANSIT**

***Objective 3.1: Increase awareness of Foothill Transit.***

- Task 3.1.1: Actively participate in employer sponsored Transportation Fairs to promote use of Foothill Transit.
- Task 3.1.2: Increase frequency and distribution of print media.
- Task 3.1.3: Conduct a free-ride day in conjunction with State Rideshare Week.
- Task 3.1.4: Conduct a free-ride day in conjunction with Transit Appreciation Week.
- Task 3.1.5: Develop zip code direct mail marketing program.
- Task 3.1.6: Develop joint marketing opportunities.

**Milestone 4:****INCREASE REVENUES AND CONTROL COSTS*****Objective 4.1: Increase Farebox Revenues***

- Task 4.1.1 Redesign monthly passes to improve security and enhance identification.
- Task 4.1.2: Improve proper fare collection through improved training of coach operators on fare and transfer policy.
- Task 4.1.3: Standardize programming of fareboxes.
- Task 4.1.4: Reconcile contractor bank deposits with GFI Farebox summaries on monthly basis (Contractor to submit weekly GFI Farebox reconciliation).
- Task 4.1.5: Implement Fare Debit Card program.
- Task 4.1.6: Review and revise pass controls as needed to minimize fraudulent use of passes.
- Task 4.1.7: Review fare structure.
- Task 4.1.8: Review and revise SCRTD Fare Reimbursement Program.

***Objective 4.2: Maximize grant funding from all funding sources.***

- Task 4.2.1: Secure Section 9 funding for capital items.
- Task 4.2.2: Ensure that Foothill Transit obtains it's fair share of LACTC FAP and Proposition A formula funding for included municipal operators.
- Task 4.2.3: Maximize Foothill Transit funding of new service out of Proposition C service expansion funds once it becomes available.
- Task 4.2.4: Ensure that service increases implemented by Foothill Transit in 1991 and 1992 is funded on a priority basis from Proposition C funds for the portion that remains under-funded in Proposition A base.

**Objective 4.3:      *Transfer BSCP lines to Foothill Transit.***

Task 4.3.1: Obtain operating funds for BSCP lines out of formula funding.

Task 4.3.2: Secure capital funds out of Section 9.

**Objective 4.4:      *Secure Included Municipal Operator status and FAP and Proposition A formula funding for Foothill Transit lines 495 and 498.***

**Objective 4.5:      *Increase Non-Farebox Revenues***

Task 4.5.1: Negotiate a new advertising agreement with a designated radio station.

Task 4.5.2: Negotiate a master bus shelter agreement.

Task 4.5.3: Sublease idle vehicles to maximum extent possible.

Task 4.5.4: Maximize shuttle revenue through shuttle service.

Subtask 4.5.4.1: Improve timeliness of receivables.

Subtask 4.5.4.2: Improve timekeeping and reporting process between Zone, Contractors and Customers for improved invoicing.

Task 4.5.5: Maximize interest revenue and cash flow through expedient invoicing and collection procedures.

**Objective 4.6:      *Keep price increases of contracting costs per revenue hour within Consumer Price Index (CPI).***

**Objective 4.7:      *Identify and implement internal efficiencies and areas for potential costs savings.***



**Milestone 5:****IMPROVE INTERNAL CONTROLS AND COMPLIANCE  
WITH EXTERNAL REGULATIONS*****Objective 5.1: Improve internal controls, procedures and policies.***

- Task 5.1.1: Develop schedule distribution procedures.
- Task 5.1.2: Develop formal procedure for monitoring accidents/incidents and claims.
- Task 5.1.3: Develop computerized data base for:
1. Operating/ridership data.
  2. Stops and zones inventory.
  3. Schedule distribution.
  4. Pass outlets distribution.
- Task 5.1.4: Develop an annual calendar of meetings, due dates and events.
- Task 5.1.5: Completely restructure of central filing system.
- Sub-Task 5.1.5.1: Complete purging & reorganizing of filing system.
- Sub-Task 5.1.5.2: Develop listing of all files for staff reference.
- Sub-Task 5.1.5.3: Set up a library of key regulations, manuals and original documents.
- Task 5.1.6: Review and revise pass controls as needed to minimize fraudulent use of passes.
- Task 5.1.7: Develop disaster preparedness plan.

***Objective 5.2: Comply with external regulations and procedures.***

- Task 5.2.1 Comply with federal, state and locally reporting requirements.





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**Milestone 6:**

**MAXIMIZE PRODUCTIVITY OF HUMAN RESOURCES**

***Objective 6.1: Familiarize staff with Foothill Transit routes.***

Task 6.1.1: All staff will ride two lines per month until all lines have been traveled.

Task 6.1.2: All staff will receive updates of route and schedule changes.

***Objective 6.2: Provide Personal Computers at all work stations.***

***Objective 6.3: Provide computer software training to all staff.***

***Objective 6.4: Continue to actively participate in APTA and CTA conferences as well as other professional transit industry seminars and conferences.***

***Objective 6.5: Increase staff members knowledge of the transit industry by their attendance at appropriate training seminars and conferences.***

