

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

October 27, 2005

TO: BOARD OF DIRECTORS
THRU: Larry Rubio, Chief Executive Officer *L.R.*
FROM: Chris Gallanes, Chief Financial Officer *C.G.*
SUBJECT: Capital Project Update

Summary: Staff prepares a comprehensive Capital Improvement Plan (CIP) as part of the annual Short Range Transit Plan (SRTP) and budget development process. This CIP is developed as a mechanism to identify and maintain critical capital infrastructure components, plan for capital equipment/facility acquisition and replacement, augment development of staff work plans, and provide a time-phased expenditure plan to be used for forecasting of future Federal, State, and Local revenue needs.

Upon Board approval of the SRTP and budget, Federal grant applications for capital funding are submitted to the Federal Transit Administration (FTA.) The FTA begins to review these grant applications upon the authorization of current Government Fiscal Year (GFY) funding appropriations. The Agency is notified of grant approval upon completion of the FTA grant review.

Capital project implementation occurs after FTA approval of Federal capital grant funding. Capital project implementation also occurs after monthly project budget to actual review to determine if fund balances remain on completed projects. As these fund balances accumulate, they are identified for reprogramming to another CIP project. Approval of the reprogrammed project and funding is achieved through the existing Short Range Transit Plan (SRTP) amendment process.

A delay in the reauthorization of the Transportation Equity Act of the 21st Century (TEA-21) and Safe, Accountable, Flexible, and Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU) resulted in a capital funding delay that impacts the timely implementation and completion of capital projects adopted during the fiscal year 2004 and 2005 budget processes. Fiscal year 2004 capital grant applications did not receive full FTA approval until November 2004; eighteen (18) months after Board

adoption. Fiscal year 2005 capital grant applications received full FTA approval in September 2005; sixteen (16) months after Board adoption. Staff has developed implementation schedules for these projects to ensure timely project completion and use of grant funds.

The Agency also has open capital projects that were adopted during the fiscal year 1997 through 2003 SRTP and budget processes. Timely completion and spending of these capital funds remain a top priority.

In September 2004, staff provided a status of open grants and projects to the Riverside County Transportation Commission (RCTC) Transit Policy Committee (TPC.) When 2004 and 2005 projects were considered as active, it showed that the Agency had a total of seventy-two (72) open projects. An updated project status is presented in this report. Staff will also provide this updated status to the RCTC. Data will be presented in two (2) project groupings: fiscal year 1997 through 2003 projects and fiscal year 2004 and 2005 projects.

FISCAL YEAR 1997 THROUGH 2003 CAPITAL PROJECTS

The schedule below shows that from the initial 72 outstanding projects, forty (40) were adopted in fiscal years 2004 and 2005. Because capital grant applications for these projects were not approved, the quantity was adjusted from 72 to thirty-two (32.) One (1) project associated with the Perris Multimodal Facility is a “pass through” of funds from the Agency to RCTC; therefore, it was eliminated from the quantity of open projects. Subsequent to the September 2004 TPC status, nine (9) additional projects have been completed. A profile of open projects is shown below:

# of Outstanding Projects (September 2004)	72
FY2004 & 2005 Projects	<u>(40)</u>
FY1997 through 2003 Projects	<u>32</u>
Perris Multimodal Facility (Pass Through)	(1)
Completed Project: 5 DAR Vans	(2)
Completed Project: Thomas 32-FT Buses	(3)
Completed Project: Durahart Remodel	(2)
Completed Project: Office Equipment	(1)
Completed Project: Maintenance Spares	<u>(1)</u>
Pass Through + Completed Projects	<u>(10)</u>
Open FY1997 through 2003 Projects	<u>22</u>

To date, Twenty-two (22) Agency capital projects adopted from fiscal year 1997 through 2003 remain open. A project status is provided below:

Project Description	# of Projects	Completion Date
Intelligent Transportation System (ITS)	3	January-07
CNG Fueling Station	5	October-05
Oracle 11i Upgrade	2	December-05
Bus Stop Amenities (Clear Channel Shelters)	2	December-05
COP Debt Service	<u>1</u>	December-05
	<u>13</u>	

Thirteen (13) of the twenty-two (22) capital projects are in their final project phase. Estimated completion dates are shown in the table above. Ten (10) of the 13 projects are scheduled for completion by December 2005. The remaining projects are related to ITS. The estimated completion date for the ITS project is January 2007.

The nine (9) capital projects that remain have been completed; however, staff categorized them as open because grant fund balances still exist. A large percentage of these projects have been previously implemented using residual fund balances from other completed projects. The funds have been reprogrammed per the SRTP amendment process. Staff is again working to identify other CIP projects that fit the approved grant scope of work for these funds. If this is not feasible, additional SRTP amendments will be developed to fully utilize the funds. Federal funding must be matched with local funding. The schedule below shows that local funding of \$531 remains from the previous project allocation. Additional funds must be requested or reprogrammed for matching of the Federal dollars. Project fund balances for the 9 projects is shown below:

Project Description	# of Projects	Balance of Funds		
		Federal	Local	Total
5 Paratransit Vans	1	\$ 77,822	\$ -	\$ 77,822
5 Service Support Vehicles	1	9,230	-	9,230
3 Thomas 32-FT Buses	2	1,620	531	2,151
10 DAR Replacement Vans	2	11,791	-	11,791
3 40-FT Buses	1	101,739	-	101,739
10 Expansion Support Vehicles	1	15,294	-	15,294
5 Replacement Support Vehicles	<u>1</u>	<u>3,128</u>	<u>-</u>	<u>3,128</u>
	<u>9</u>	<u>\$ 220,624</u>	<u>\$ 531</u>	<u>\$ 221,155</u>

FISCAL YEAR 2004 AND 2005 CAPITAL PROJECTS

A delay in the reauthorization of TEA-21 and SAFETEA-LU resulted in a capital funding delay. Staff has developed implementation schedules for these projects to ensure timely project completion and use of grant funds. A profile of open fiscal year 2004 and 2005 projects is shown below:

Project Description	# of Projects	Use	Completion Date
FY2004 Projects			
COP Debt Service	1		October-05
Facility Improvements	1	Diesel Tank Removal	October-05
		Parking Lot Improvement	February-06
		CNG Fueling Station	October-05
CNG Fueling Station	2		October-05
Office Equipment	1		December-05
Aerial Mapping Software	1		October-05
Purchase of 13 Paratransit Vans	2		December-05
Oracle 11i Upgrade	1		December-05
Presentation Projects	1		September-05
14 Support Vehicles	1		December-05
Surveillance Security Cameras	1		October-05
Bus Stop Amenities	1		December-05
ITS Project (ATIS Component)	1		January-07
Subtotal FY2004 Open Projects	<u>14</u>		
FY2005 Projects			
COP Debt Service	1		October-06
31 Paratransit Vehicles	1		February-06
Bus Stop Amenities	1		June-06
Comprehensive Operational Analysis	1		November-06
Scheduling & Run Cutting Software	1		December-08
Office Furniture	1		December-05
Automatic Passenger Counter (APC)	1		June-06
Stops & Zones Equipment	1		January-06
Digital Cameras/Digital Video Recorders (DVR)	2		March-06
BRT Enhancements & Bus Stop Amenities	2		TBD
Corona/Riverside/Hemet Transit Centers	3		TBD
IT Software Upgrades/GIS Software	2		May-06
Subtotal FY2005 Projects	<u>17</u>		
Total FY2004/FY2005 Open Projects	<u>31</u>		

Twelve (12) of the fourteen (14) fiscal year 2004 projects are scheduled for completion by December 2005. One (1) project consists of parking lot improvements. Part of this project entails constructing a bus turnout and relocating a bus stop at the Agency's Riverside headquarters. This project is scheduled for completion in February 2006. One (1) fiscal year 2004 project is related to the Advanced Traveler Information System (ATIS) component of the ITS project. The ITS project is scheduled for completion in January 2007.

Eleven (11) of the seventeen (17) fiscal year 2005 projects are scheduled for completion by November 2006. One (1) project consists of purchasing scheduling and run cutting software. Staff analysis revealed that additional capital funding is needed in order to purchase the software. The funding will be requested in the fiscal year 2007 SRTP and budget process. The software purchase is scheduled for completion in December 2008.

Three (3) fiscal year 2005 projects are related to transit center development. Transit center project schedules are currently being finalized; therefore, the completion schedule is being shown as To Be Determined (TBD.) Two (2) projects are related to Bus Rapid Transit (BRT) infrastructure enhancements and bus stop amenities. Staff is developing an implementation schedule for BRT. This completion schedule is also being shown as TBD.

Nine (9) fiscal year 2004 and 2005 capital projects have been completed. Staff is in the process of project closeout. Some completed projects remain categorized as open because grant fund balances still exist. Staff is working to identify other CIP projects that fit the approved grant scope of work for these funds. If this is not feasible, additional SRTP amendments will be developed in an effort to fully utilize the funds. Fund balances for the 9 projects is shown below:

Project Description	# of Projects	Balance of Funds		
		Federal	Local	Total
FY2004 Projects				
Fare Study	1	\$ 16,966	\$ 4,241	\$ 21,207
Shop Equipment	1	-	-	-
APC Leased Equipment	1	-	-	-
Capitalized Preventative Maintenance	1	-	-	-
Title VI Survey	1	2,687	672	3,359
Subtotal FY2004 Projects	5	\$ 19,653	\$ 4,913	\$ 24,566
FY2005 Projects				
Capitalized Preventative Maintenance	1	\$ -	\$ -	\$ -
Capital Cost of Contracting	1	-	-	-
Maintenance Spares	1	-	-	-
Capitalized Tire Lease	1	-	-	-
Subtotal FY2005 Projects	4	\$ -	\$ -	\$ -
Total FY2004/FY2005 Closed Projects	9	\$ 19,653	\$ 4,913	\$ 24,566

In summary, all Agency capital projects adopted during fiscal year 1997 through 2003 (with the exception of ITS) are scheduled to be complete by December 2005. The current ITS project schedule reflects a January 2007 completion date.

Most capital projects adopted in fiscal year 2004 and 2005 (with the exception of ITS) are scheduled to be complete by November 2006. Additional funding is needed for the purchase of scheduling and run cutting software. The purchase is scheduled for completion in December 2008. Implementation schedules for BRT and the Corona, Riverside, and Hemet transit centers are currently in development. These completion schedules are being shown as TBD.

Fiscal Impact:

Current capital project fund balances total \$18,466,624. A profile of these fund balances by fiscal year is shown below:

										Fiscal Year	
<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>Total</u>		
1,404,420	-	64,014	2,333,714	464,994	312,057	764,060	3,836,935	9,286,430	18,466,624		

Committee Recommendation:

This item was discussed at the Board Budget and Finance Committee meeting of October 12, 2005. The Committee members unanimously approved recommending this item to the full Board of Directors for their consideration.

Recommendation:

Receive and file.