


RIVERSIDE TRANSIT AGENCY  
1825 Third Street  
Riverside, CA 92507

February 22, 2007

TO: BOARD OF DIRECTORS

THRU:  Larry Rubio, Chief Executive Officer

FROM:  -Vince Rouzaud, Chief Procurement and Logistics Officer

SUBJECT: Authorization to Travel to Attend the 2007 Trapeze User Conference in Phoenix, Arizona

Summary: The annual Trapeze User Conference will be held on April 29 - May 2, 2007, in Phoenix, Arizona. Staff is requesting the Contract Operations Manager attend this conference.

This conference will bring together Trapeze users and other transportation professionals from transit systems across the country. The conference is an excellent opportunity for staff to receive hands-on training, share experiences with other Trapeze users and learn how to get the maximum benefit from the Trapeze software. Trapeze software is utilized by the Agency for reservations, scheduling and dispatching of its Dial-A-Ride operations.

Fiscal Impact:

The conference expenses are listed below:

Conference Registration	\$700
Airfare	\$150
Lodging	\$385
Meals	<u>\$100</u>
Total (not to exceed amount)	\$1,335

The cost to attend this conference will not exceed \$1,335. There are sufficient funds in the travel budget to cover this expense.

Committee Recommendation:

This item was discussed at the Board Budget and Administration Committee meeting of February 7, 2007. The Committee members unanimously approved recommending this item to the full Board of Directors for their consideration.

Recommendation:

Authorize the Agency's contract operations manager to attend the 2007 Trapeze Users Conference to be held in Phoenix, Arizona on April 29 -May 2 at a cost not to exceed \$1,335.