

TRANSIT OPERATORS SUBCOMMITTEE MEETING (TOS)

Meeting Summary

DRAFT

June 15, 2018

ATTENDEES	
Andrew Spiliotis, ARC	Ryan Walker, GDOT
Don Williams, MARTA	Jean Hee Barrett, ARC
Kay Ebanks, MARTA	Gail Franklin, SRTA
Taylor Gibbs, ARC	Jonathan Ravenelle, SRTA
Heather Johnston, SRTA	Shayna Pollock, ARC
Tondelaya Grissom, MARTA	Stephanie Washington, ARC
Darrell Hobson, MARTA	David Haynes, ARC
Eugene Rhee, CPACS	Christopher Silveira, MARTA
Victoria Huynh, CPACS	Tye Salters, Henry County
Jorge Pubillones, SRTA	Torrey Kirby, MARTA
Charles Robinson, GDOT	Avery Gravitt, Forsyth County
Phil Peevy, GDOT	Garrin Coleman, Forsyth County

1. Welcome and Introductions

Andrew Spiliotis, ARC, began the meeting by welcoming the group and leading the introductions.

2. EAMS Software & Transit Asset Management – Jorge Pubillones, SRTA

Jorge Pubillones, SRTA, updated the group on the status of pursuing Enterprise Asset Management (EAM) software at SRTA. Pubillones explained that the goal of the software is to integrate data and decision making amongst all business units at SRTA. The software will also improve asset data quality and improve the ability to do project prioritization and performance based planning. Pubillones noted the TAM plan is completed and they have contacted peer agencies to interview them on different EAM software platforms. The next step is to visit some of the peer agencies for software demonstrations (Metro St. Louis for Trapeze, AC Transit for ABB, and Golden Gate for Maximo). Pubillones noted the RFP process will be open to regional partners where they will be able to opt in at different levels. For example, a regional partner does not have

to buy the same level of software functionality that SRTA/GRTA procures. Pubillones reviewed the next steps in the process. Staff expects to issue an RFP in September 2018, award a contract in October 2018 and implement the software between January and April of 2019.

3. Procedure Documentation for MPO Transit Performance Measures – David Haynes, Shayna Pollock, ARC

David Haynes, ARC, updated the group that the MPO is required to document the procedures used to develop and update the federally required transit performance targets. Haynes noted that the draft language is presented today with any needed revisions being brought back in August. The draft language has been included in the MPO's Regional Transportation Plan (RTP). The final language will be incorporated into the RTP next time there is a TIP amendment.

Shayna Pollock, ARC, summarized the steps ARC, GDOT and the transit operators took to establish performance targets. Pollock reminded the group that they selected the lowest common denominator target from amongst all the operators. Pollock said most MPOs she has spoken with about performance targets took this approach. Pollock reiterated that TOS can always refine these measures after we have a sense of how we are performing against the current targets.

Pollock reviewed the protocol for establishing and reporting the performance-based planning and programming requirements set forth in 23 CFR 450.314(h). The documented protocol is broken out into the following sections:

- Transportation Performance Data
- Selection of Regional Asset Performance Targets
- Sharing of Public Transportation Targets
- Reporting of Performance Targets

The draft protocol language is included on the TOS website and in the RTP document.

Ryan Walker, GDOT, asked what the reporting timeline is given different operators have different fiscal years. Pollock said she's been told the first national deadline for everyone is October 2018. Then the following deadline will be the end of the first quarter after the close of ARC's fiscal year. Since ARC's fiscal year closes at the end of the calendar year, the report would be due at the end of March. Pollock concluded that any follow up comments should be sent to her or David Haynes.

4. Announcements

a. Mobile Ticketing App Update – Darrell Hobson and Torrey Kirby, MARTA

Torrey Kirby presented an update on MARTA's upcoming mobile ticketing app. Kirby noted the new mobile ticketing app will replace MARTA's "MARTA On the Go" app. New QR code scanners are being installed on buses and at rail station turnstiles to accommodate the new app. App users will have to validate their pass when entering and existing the rail system. The go-live

data is set for October 24. MARTA wants to have the system live with any problems worked out in advance of the February 3 Super Bowl game. A beta version of the app will be released before October. Kirby noted the app was developed with input from the development community which included a hackathon. Kirby said the new app is designed to better push out information to customers. Additionally, the app will help MARTA understand app users' origin and destination travel patterns. The app will also allow MARTA to expand their marketing and advertising opportunities with businesses near rail stations.

Christopher Silveira, MARTA, asked if passengers could continue to use a plastic Breeze card while also using the app. Kirby explained that you will be able to transfer pass privileges between the app and plastic breeze cards and between family members using the app.

Silveira also asked about app user's privacy and their location information being made available to businesses. Kirby explained that terms are outlined in the user agreement. He also explained that no personal information would be made available, just information on the number of app users in a particular location at a particular time of day.

Shayna Pollock, asked about the process for integrating regional partners into the app. Kirby said all regional transit authorities are guaranteed the same pricing MARTA received for buying into the app. The app MARTA is developing will be able to integrate other transit agencies' information. Pollock asked if other modes such as Relay bikeshare could be integrated. Kirby said that integrating other modes is viable and that MARTA is open to partnerships.

b. FY18 Apportionment Allocation Schedule – Andrew Spiliotis, ARC

Andrew Spiliotis noted ARC has met with MARTA, the Designated Recipient, to finalize the sub-allocation numbers for FTA's 5307, 5337 and 5339 funding programs. Spiliotis noted the numbers were calculated using the regional transit policies which mirror the national allocation formulas for each program. Spiliotis outlined the following schedule:

- May 8: full year apportionments published
- June 8: deadline for MARTA to send ARC sub-allocation amounts (30 days from publish date)
- July 8: deadline for ARC to send notification letters to funding recipients (30 days after receiving info from MARTA)
- August 22: 45 days deadline for fund recipients to let ARC/MARTA know if they intend to bank, transfer or use their funding

Spiliotis asked if anyone knew the history of why Coweta and Hall counties receive 5339 funds if they do not operate fixed route service. Spiliotis said he and Tondelaya had this question while reviewing 5339 sub-allocation calculations. SRTA said they would check on the history of why these two counties receive funds. *Update: Jon Ravenelle, SRTA, followed up with staff to explain that TOS decided to award 5339 funds to counties that could feasibly start fixed route service in the near future. At the time those counties included Coweta and Hall counties among others.*

c. Update/overhaul of POP design – Andrew Spiliotis, ARC

Spiliotis noted he would be updating the transit Program of Projects in the coming months. He has developed a new template in Excel that breaks out projects by funding available/carried forward and by project activity. The next step will be to transfer the existing POP tables into the new template. Spiliotis said he will bring the new template to TOS for input once it's ready.

d. Remix License Update – Shayna Pollock, ARC

Shayna Pollock shared that the regional Remix license is now available for transit operators involved in the joint procurement. Pollock noted a training session is coming soon.

e. New Transit Intern – Shayna Pollock, ARC

Pollock introduced ARC's new transit intern Taylor Gibbs and shared that she'll be working with ARC staff the coming year on paratransit and transit asset management among other things.

f. TOS Meetings – Shayna Pollock, ARC

Pollock shared that ARC staff is continuously trying to improve TOS meetings through focusing on agenda items of regional interest and updating the TOS distribution list. Pollock invited the TOS attendees to provide feedback and let us know if they have topics they would like covered at future meetings.