



MEMO TO: Council Community Planning and Transportation Committee
FROM: Taylor Johnson, Transit and Parking Program Manager
THROUGH: Shawn O'Leary, P.E., CFM, Director of Public Works
DATE: August 25, 2022
SUBJECT: Public Transportation Monthly Report

Purpose

The Public Transportation Monthly Report is meant to provide updates to City Council on public transit related items. In addition to the updates provided below, attached is the EMBARK Norman Performance Report for the previous month. The Performance Report provides updates on key metrics associated with the operations of the transit system.

Updates

• Go Norman Transit Plan (City of Norman Transit Long Range Plan Update)

- The Go Norman Transit Plan was approved by resolution by Council at its June 22nd, 2021 meeting. Staff are continuing to move forward on the next steps as recommended in the plan. Recent work includes:
 - The acquisition of property downtown, 318-320 Comanche Street, to be used as a transit center, which Council approved the purchase sale agreement on January 18. The City and the seller finalized the sale process on March 4, 2022. Staff have completed a task order for on-call architectural and engineering services with McKinney Partnership Architects P.C., which was approved by City Council on May 10, 2022. Design development with the architect continues.
- On October 1, 2021 ACOG announced the grant cycle for their Air Quality Small Grant Program was open. This program seeks to improve air quality in Central Oklahoma by reducing reliance on single-occupancy vehicle trips. Small transportation infrastructure projects and transit improvements as well as projects focused on congestion relief efforts are all eligible. Staff submitted an application on November 19, 2021 requesting funding to install 80 new bus stops associated with the recommended route changes in the Go Norman Transit Plan. Council supported this application by approving a programming resolution on November 30, 2021 for the project. On January 13, 2022 the ACOG MPO Technical Committee recommended a list of projects be approved for funding, of which the City's was one of them. Then the ACOG MPO Policy Committee reviewed the list of projects on January 27, 2022 and approved them for funding. City staff worked with ACOG on a contract agreement for the project which was brought to the March 8th Council meeting and approved.
- Staff have also worked with Nelson/Nygaard, the consultant that worked with the City to create the Go Norman Transit Plan, on an amendment to their contract which was approved by Council on March 8, 2022. This amendment made minor changes to the Go Norman Transit Plan to reflect the property at 320 Comanche Street to be used as a Transit Center, rather than The Depot. Those changes were presented to the Council Community Planning and Transportation Committee at the June 23 meeting.
- Lastly, staff have begun work with partner agencies, such as EMBARK and Tyler Media, in preparation to seek public feedback on implementing the recommended route network in the Go Norman Transit Plan. These service changes will include a public participation process to finalize the route changes, implementing the bus stop changes, renovating the new Transit Center, and marketing.

• Grants

- Staff continue to program and draw down on Federal Transit Administration Grant (FTA) grants periodically to reimburse the City for eligible public transit expenses.
- Staff continue to research eligible grants to support existing operations, vehicle needs, and future improvements. Staff received news of three grant applications and details are shown below.
 - FY22 RAISE Grant: Application for purchase and installation of 2 pantograph chargers, providing for in service charging for the new EV buses. Council supported the application by resolution on April 12 and it was submitted on April 14. Unfortunately, the City's grant application for this program was not approved.
 - FY22 FTA Bus and Bus Facilities Grant: Staff are proposing to replace 2 CNG 35' fixed route buses and 4 paratransit vans. Council supported the application by resolution on May 24, and

office memorandum

office memorandum

it was submitted on May 31. Unfortunately, the City's grant application for this program was not approved.

- FY22 FTA Low- or No-Emissions Vehicle Program: Staff are proposing to replace 2 CNG 35' fixed route buses. Council supported the application by Resolution on May 24, and it was submitted on May 31. The City's grant application to this program was approved. Staff will begin the process to request Council's acceptance of the grant and procurement of the vehicles.

- Fleet Maintenance & Vehicle Procurement

- City Fleet Maintenance staff continue to ensure that the transit fleet is in operational condition each morning for line up, despite the age of the vehicles that the City inherited.
 - The City's Transit Fleet includes 27 revenue vehicles, 13 in the fixed-route fleet and 14 in the paratransit fleet. Unfortunately, 21 out of 27 of the revenue vehicles used in the City's transit fleet have met their useful life and are eligible to be retired according to FTA requirements. Two additional vehicles will reach the end of their useful life by the end of 2022, and a third will do so in 2023.
 - The City is currently in the process of purchasing 2 battery electric busses and staff anticipates receiving these vehicles in August/September 2022. Below is background information on both battery electric bus projects:
 - An authorization to purchase the City's first battery electric vehicle, a transit bus, was approved at Council's May 25, 2021 meeting. A purchase order was issued on May 27, 2021 to the manufacturer. Approximately 50% of the vehicle purchase price will be reimbursed through a grant received from Oklahoma Department of Environmental Quality through the Volkswagen Settlement Fund.
 - An authorization to purchase the City's second battery electric transit bus was approved at Council's August 10, 2021 meeting. A purchase order was issued on August 13, 2021 to the manufacturer. Approximately 70% of the vehicle purchase price will be reimbursed through a grant received from the FTA's FY21 Low- or No-Emission Vehicle Program. The City's project was 1 of 49 projects selected in the nation.
 - Council granted approval for additional funds to be allocated to both bus builds on December 14, 2021. These additional funds were used to add charge rails to the top of the busses so that in the future an overhead pantograph charging system could be utilized.
 - As the buses near completion, staff will visit the bus manufacturer's facility in California to oversee part of the process.
 - On December 14, 2021 the City Council passed and adopted resolution R-2122-72 transferring \$346,703 from the Capital Fund Balance to be matched with \$122,812 available in the Public Transit and Parking Fund to be used to replace 5 paratransit vehicles in the Transit Fleet for a total of \$469,515. Due to ongoing supply chain issues the price of the vehicles had increased, however staff were able to identify additional FTA grant funding allocated to Norman to supplement the cost increase and decrease the amount of local match that was provided from the Public Transit and Parking Fund. Resolution R-2122-98 was approved by Council on March 8 transferring an additional \$149,454 (for a total cost of \$584,655) to cover the cost increase. FTA grant OK-2020-026 will be amended to \$496,157 leaving a local match of \$88,508 (a reduction in the local matching funds of \$34,304.)
 - Staff have worked with the Oklahoma Department of Transportation (ODOT) to draft a contract to accept Surface Transportation Block Grant – Urbanized Area (STBG-UZA) funding for the purchase of 2 35ft low-floor CNG transit buses, which Council reviewed and approved at their June 14, 2022 meeting. A follow up authorization to purchase the buses will be drafted for review and approval.
- Regional Transportation Authority (RTA) Update
 - In addition to Midwest City (who withdrew last fall), Del City and Moore expressed their intent on withdrawing from the RTA in May of 2022. An agenda item updating the RTA Trust Indenture due to these departures will be forthcoming to Council. RTA has stated that FY 2023 funding contributions will not change.

Conclusion

Thank you for your review of these updates and attached monthly performance report. Staff are available to answer any questions.

Attached: EMBARK Norman Performance Report for July 2022

PERFORMANCE REPORT

Transit System Report

July 2022

Purpose

The Transit System Report provides a summary of both internal indicators and performance measures used to evaluate the performance of the EMBARK transportation system for the City of Norman. The internal indicators are mainly used by staff to compare performance to previous periods whereas, the performance measures having

specific targets are more outcome-based and are included in EMBARK's strategic business plan to help demonstrate accomplishments given the resources that are provided. The internal indicators and performance measures included in this report address ridership, dependability, safety and align with EMBARK's mission.

Total Ridership

Total ridership for EMBARK Norman in July 2022 was 20,697, compared to 20,174 in July 2021. The average total daily ridership was 828 for July 2022, a 6.70% increase from 776 in July 2021. Fiscal-year-to-date ridership is 20,697 passengers, a 2.59% increase from the July 2021 YTD total of 20,174.

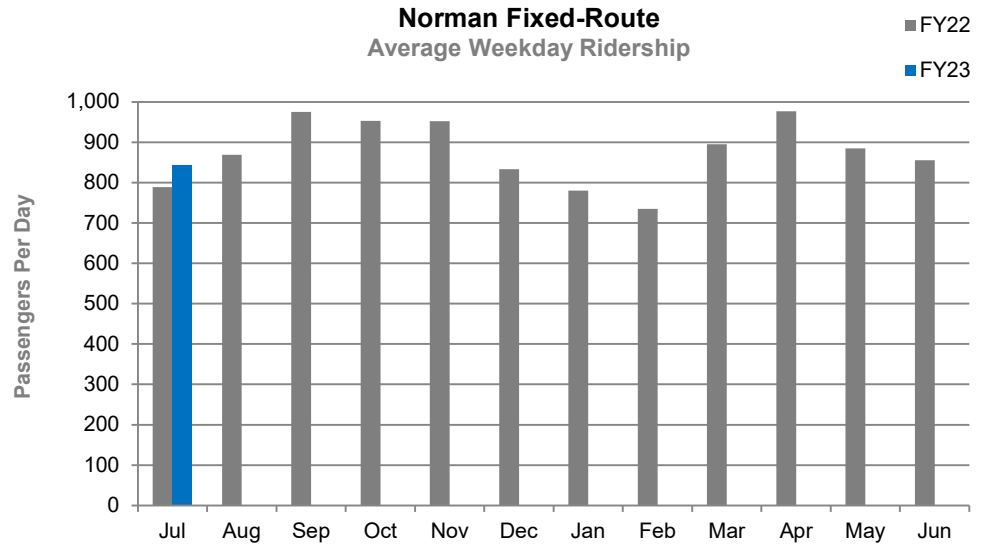
The fixed-route service totaled 18,906 for July 2022 compared to 18,520 for July 2021. Average fixed-route daily ridership for July 2022 was 757, compared to 712 for July 2021, a 6.32% increase. Passengers with bicycles or similar means of travel totaled 636, compared to 697 for July 2021. Passengers with wheelchairs or other mobility devices totaled 87, compared to 458 for July 2021.

PLUS ridership totaled 1,791 for July 2022, compared to 1,654 for July 2021. The average total PLUS ridership was 72 for July 2022 and 64 for July 2021, a 13.18% increase. Passengers with wheelchairs or other mobility devices totaled 321 for July 2022, compared to 347 for July 2021, a 7.49% decrease.

Norman Transit Services	Jul FY23	Jul FY22	+/- Jul FY22
Fixed Routes (M-F)	16,850	16,575	1.16%
110 - Main Street	3,955	4,101	-3.56%
111 - Lindsey East	6,204	5,749	7.91%
112 - Lindsey West	2,300	2,210	4.07%
120 - West Norman	104	151	-31.13%
121 - Alameda	4,277	4,364	-1.99%
144 - Social Security	10	N/A	N/A
Fixed Routes (Sat)	2,056	1,945	5.71%
110 - Main Street	503	541	-7.02%
111 - Lindsey East	667	592	12.67%
112 - Lindsey West	312	300	4.00%
121 - Alameda	574	512	12.11%
PLUS ADA Service	1,791	1,654	8.28%
PLUS (M-F)	1,683	1,579	6.59%
PLUS (Sat)	108	75	44.00%
Bikes	636	697	-8.75%
Wheelchair	87	458	-81.00%
PLUS Wheelchair	321	347	-7.49%

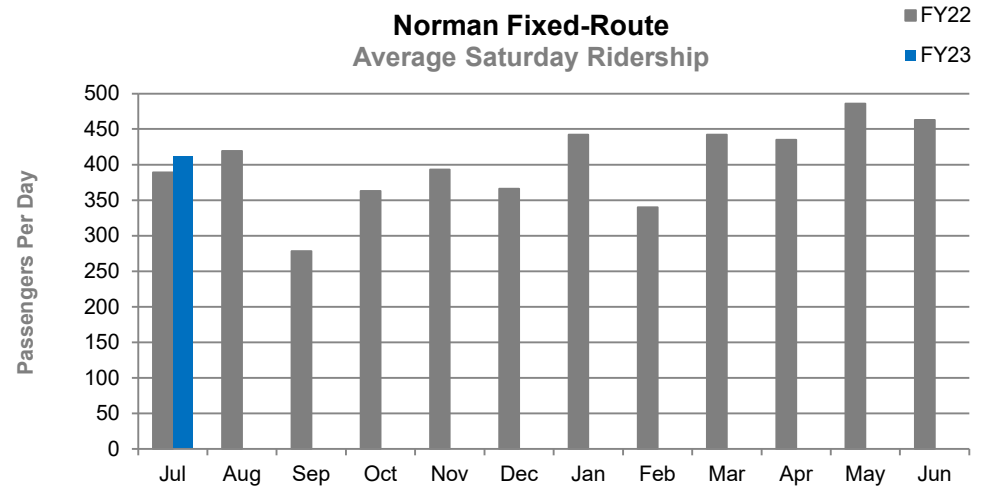
Fixed Route Weekday Ridership

Total fixed-route weekday ridership for July 2022 was 16,850, a 1.66% increase from 16,575 in July 2021. Average weekday passenger ridership totaled 843 in July 2022; a 6.84% increase compared to 789 for July 2021. The average RPSH was 12.32.



Fixed Route Saturday Ridership

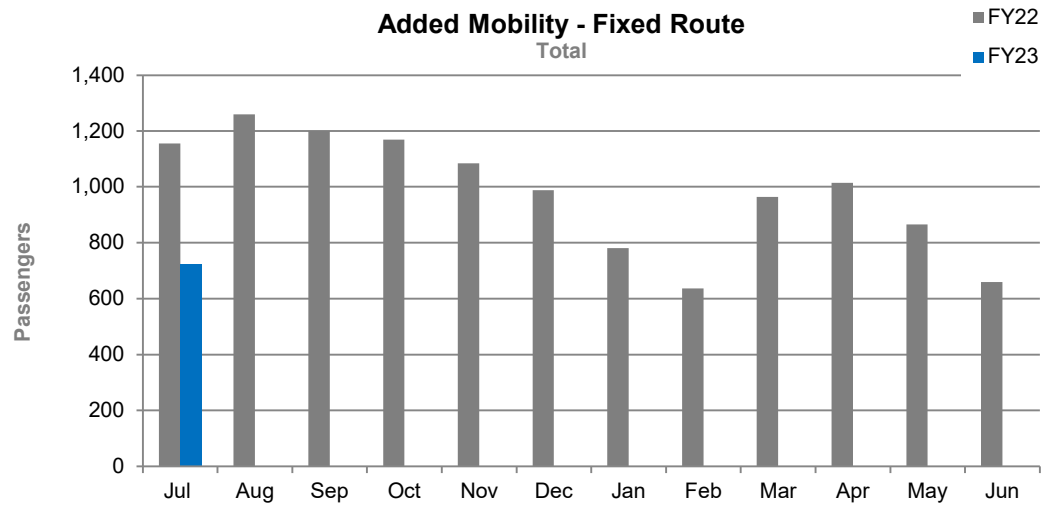
Total fixed-route Saturday ridership for July 2022 was 2,056, a 5.71% increase from 1,945 in July 2021. Average weekend passenger ridership totaled 411 for July 2022, a 5.66% increase over 389 in July 2021. The average RPSH was 11.24.



Added Mobility – Fixed Route

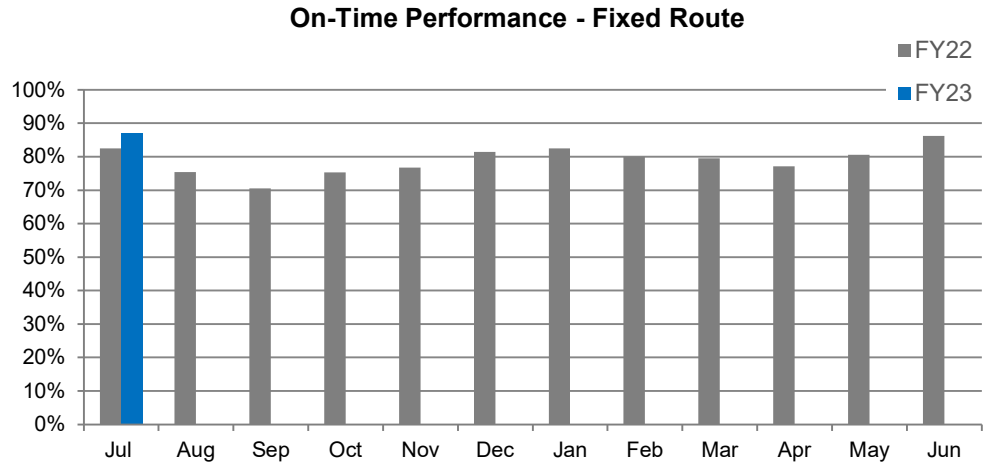
Total passengers with added mobility, such as bikes and wheelchairs, totaled 723 for July 2022, a 37.40% decrease from 1,155 in July 2021.

Bike passengers totaled 636, an 8.75% decrease from 697 in July 2021. Wheelchair passengers totaled 87, an 81.00% decrease from 458 in July 2021.



On-Time Performance – Fixed Route

Cumulative on-time performance for fixed-route buses was 87.1% in July 2022, a 4.60% increase from 82.5% in July 2021.



PLUS Weekday

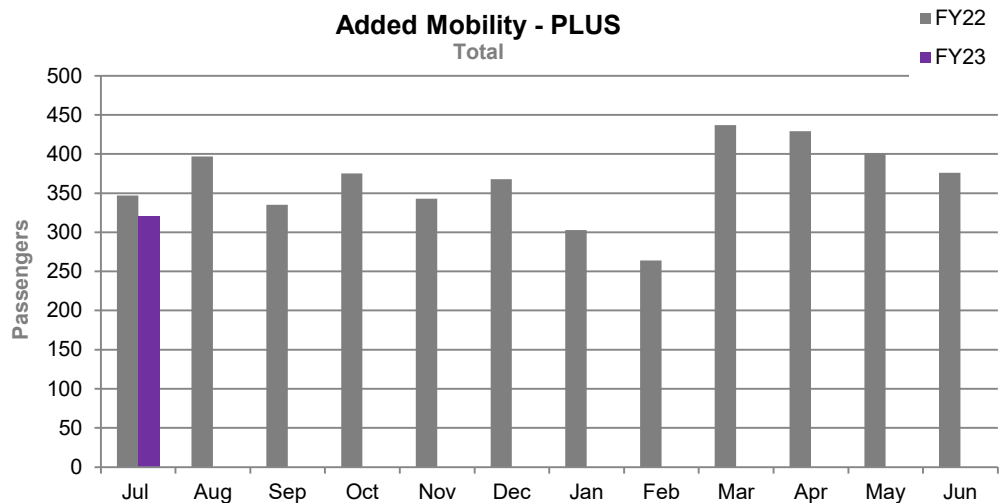
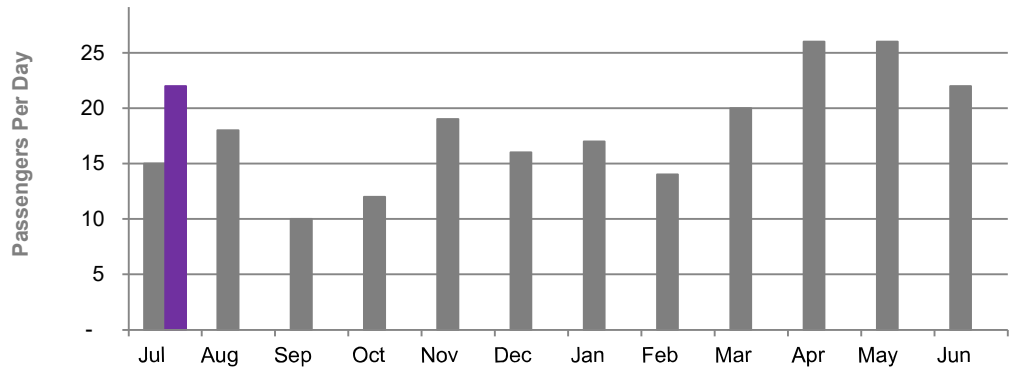
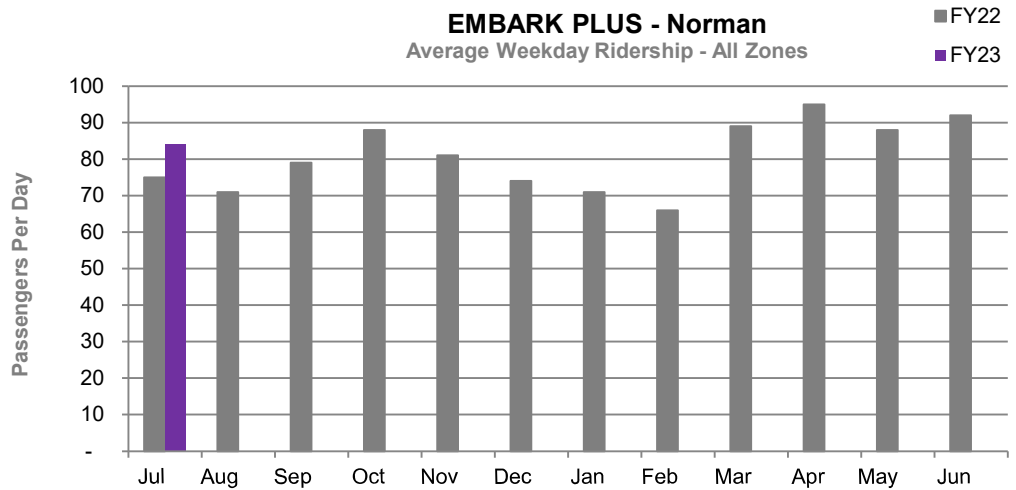
Total PLUS weekday ridership for July 2022 was 1,683, a 6.59% increase from 1,579 in July 2021. Average weekday passenger ridership totaled 84 for July 2022, a 12.00% increase from 75 for July 2021. RPSH was 1.19.

PLUS Saturday

Total PLUS Saturday ridership for July 2022 was 108, a 44.00% increase from 75 in July 2021. Average Saturday passenger ridership totaled 22 for July 2022, a 44.00% increase from 15 in July 2021. RPSH was 1.21.

Added Mobility - PLUS

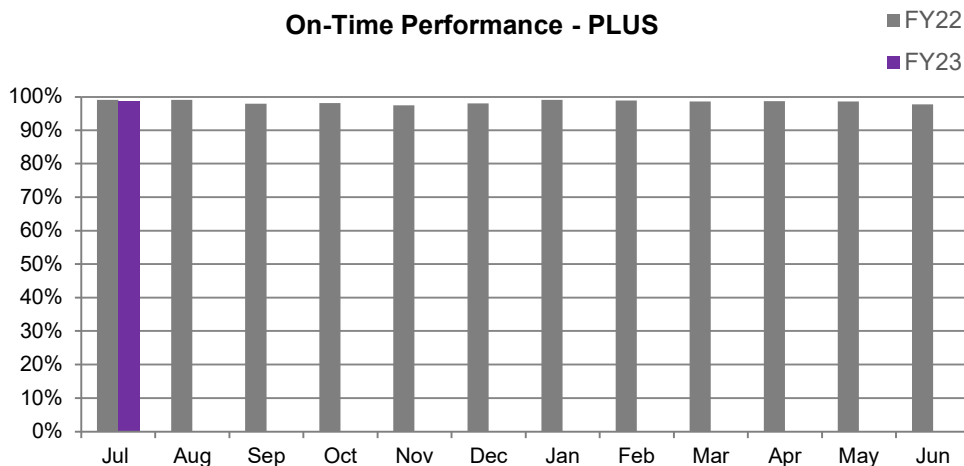
PLUS passengers with added mobility totaled 321 for July 2022, a 7.49% decrease from 347 in July 2021.



On-Time Performance - PLUS

Cumulative on-time performance for PLUS buses was 98.70%, a 0.35% decrease from 99.06% in July 2021.

Weekday on-time performance in the primary zone was 98.75%, a 0.60% decrease from 99.35% in July 2021. Weekday on-time performance in the secondary zone was 99.15%, a 0.46% increase from 98.69% in July 2021. Saturday on-time performance was 97.09%, a 1.69% increase from 95.40% in July 2021.



PLUS Weekday Service Summary	Jul FY23	Jul FY22	+/- Jul FY22		PLUS Saturday Service Summary	Jul FY23	Jul FY22	+/- Jul FY22
Total Passengers	1,683	1,579	6.59%		Total Passengers	108	75	44.00%
Total Trips	1,595	1,529	4.32%		Total Trips	103	65	58.46%
Trips Daily Average	80	75	6.67%		Trips Daily Average	21	13	58.46%
Trips Requested	1,595	1,529	4.32%		Trips Requested	103	65	58.46%
Denied Trips	0	0	0.00%		Denied Trips	0	0	0.00%
Capacity Denials	0	0	0.00%		Capacity Denials	0	0	0.00%
No Show	32	19	68.42%		No Show	1	3	-66.67%

PLUS Applications	Jul FY23	Jul FY22	+/- Jul FY22
New Applications	14	10	40.00%
Renewals Received	12	4	200.00%
Applications Approved	20	16	25.00%
Applications Denied	2	2	0.00%

Summary of Services Table: July 2022

The table below provides daily averages for the number of passengers carried by many of the services offered by EMBARK Norman. The year-to-date (YTD) figures are cumulative totals.

EMBARK Norman Service Summary	ADP Jul FY23	FY23 YTD	FY22 YTD		Service Profile	Jul FY23	Jul FY22
Fixed Routes (M-F)	843	16,850	16,575		Weekdays	20	22
Fixed Routes (Sat)	411	2,056	1,945		Saturdays	5	5
PLUS (M-F)	84	1,683	1,579		Gamedays	0	0
-Zone 1*	68	1,445	1,263		Holidays	1	0****
-Zone 2**	12	238	316		Weather	1	1
PLUS (Sat)***	22	108	75		Fiscal YTD Days	25	26
					Cal. YTD Days	177	179

*Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

****Independence Day 2021 fell on Sunday. Full service was in effect on the following Monday.

Strategic Performance Measures

MEASURE	FY 23 YTD	FY 23 Targets	
# of Norman fixed-route passenger trips provided	18,906	251,881	●
# of Norman paratransit trips provided	1,791	21,000	■
% of on-time Norman paratransit pick-ups	98.70%	98.58%	●
# of Norman bus passengers per service hour, cumulative	12.19	13.04	●
# of Norman bus passengers per day, average	757	N/A*	N/A*
% of Norman required paratransit pick-ups denied due to capacity	0.00%	N/A*	N/A*
% of on-time fixed-route arrivals	87.10%	80.94%	●

*These LFR targets are currently unavailable. We hope to have them soon.

Glossary

- **Added Mobility** – Wheelchairs, bicycles, scooters, and other devices used by passengers in conjunction with transit
- **ADP** – Average Daily Passengers
- **ADR** – Average Daily Ridership
- **AVG** – Average
- **Fixed Route** – Regular bus service
- **FY22** – The fiscal year 2022. Lasted from 7/1/2020 to 6/30/2021
- **FY23** – The fiscal year 2032. Lasting from 7/1/2021 to 6/30/2022
- **FY YTD** – Fiscal Year, Year to Date
- **LFR** – "Leading for Results," EMBARK's internal performance measurements and targets
- **OTP** – On-time performance
- **Paratransit** – ADA vehicle service for seniors and other clients with special needs
- **PAX** – Passenger
- **PLUS** – Brand name for EMBARK Paratransit service
- **RPSH** – Riders per service hour
- **SAT** – Saturday
- **WKD** – Weekday
- **YOY** – Year-over-year, used to compare the previous year's performance when available
- **ZONE 1** – Primary zone for PLUS operation
- **ZONE 2** – Secondary zone for PLUS operation