



SOUTHWESTERN PENNSYLVANIA COMMISSION

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MINUTES TRANSIT OPERATORS COMMITTEE MEETING

Date: February 19, 2020
Location: Two Chatham Center
112 Washington Place
Pittsburgh, PA

Attendance:

Members: Sheila Gombita, WASH (Chairperson)
Lori Groover Smoth, FACT
David Wohlwill, PAAC
Anthony Hickton, CommuteInfo
Mary Jo Morandini, BCTA
Ashley Seman, MMVTA
David Richards, NCATA
Chris Watts, PDP
Lynn Manion, ACTA
Mavis Rainey, OTMA
John Kanyan, ICTA
John Paul, BTA (phone)
Patti Lynn Johnston, TACT (phone)

Guests/Staff: Nick Baldwin, PennDOT (phone)
Cathy Williams, ACCESS
Vickie Kanyan, ICTA
Brenda Hill, ICTA
Chris Mullige, Michael Baker, Int'l
Ronda Craig, CommuteInfo
Lucinda Beattie, PDP
Vanessa Lovely, ACTS

SPC Staff: Tom Klevan
David Totten
Chuck Imbrogno
Steph Kambic

This meeting of the TOC was called to order at 10:00 A.M.

1. Welcome and Introductions

2. Public Comment –

- a. *There was no public comment.*

3. Approval of Meeting Minutes for previous Transit Operators Committee meetings

- *The Committee approved the minutes for the December 11, 2019 TOC meeting on a motion by Mary Jo Morandini and a second by David Richards.*

4. FTA/PennDOT Updates

- Nick Baldwin from the PennDOT Bureau of Public Transportation updated the TOC on requirements for Transit Safety Plans:
 - If your organization receives Section 5307 federal funding—as a direct recipient or subrecipient—you must develop a safety plan. If your organization does NOT receive 5307 funding, your organization is not required to develop a safety plan. If your organization operates fewer than 100 Vehicles (VOMS), you may develop an abbreviate plan.
 - The deadline to have the safety plan in place is July 20, 2020.
 - PennDOT has offered training webinars and developed a template. Bureau staff are available to provide technical help.
 - SPC staff noted that FTA staff have been helpful in providing assistance, especially to the CommuteInfo program, since specific language in the FTA rule applies to agencies that use purchased transportation (such as the CommuteInfo vanpool project).
 - Sheila Gombita noted that Freedom Transit has been using the Bureau’s template.

5. Meeting Participant Updates

- PAAC—Port Authority reported that the Pittsburgh Bus Rapid Transit project was one of six, nationally, rated “high” by FTA in its annual review of Capital Investment Grant applications. The next steps in the project is to secure all of the non-CIG funding, including local and state match. 60% design has been completed and engineering teams are progressing toward 90% design.
- IndiGO (ICTA)—IndiGO reported that the agency is working through adapting to using the state’s Fixed Route ITS equipment. IndiGo began working with FRITS in 2018. It provides business and reporting tools.
- OTMA/ACTA—The TMAs, OTMA and ACTA reported that they are working with the University of Pittsburgh School of Information Sciences to install “transit screens”—interactive screens in Oakland, CMU, the Ikea bus shelter, and elsewhere to provide information to riders. The project is funded by state TMA funding (CMAQ) with in-kind from Pitt.
- NCATA—New Castle Area Transit Authority reported that they are working with SPC staff on a new marketing plan for the agency. Staff will produce a draft marketing plan in the next 30 days.
- MMVTA—MMVTA reported that they are putting USB device-charging ports on buses, including on the current fleet. NCATA said they have also added WI-FI and USB ports to commuter buses.
- FACT—FACT reported that their CNG fueling station is up and running, as of January. FACT now has two CNG buses on the road. They are having to build fueling time into schedules to assure that the buses can complete their trips throughout the day.
- CommuteInfo—CommuteInfo reported that the new Commute Partners Forum was recently kicked-off. This idea came from SPC’s recently completed TDM Action Plan. The new forum will talk more broadly about Travel Demand Management in the region than the previous

CommuteInfo Partners forum. For example, other regional TDM plans are also being completed and could benefit from a regional advisory group.

- BCTA—BCTA reported on new collision avoidance equipment that has been adopted. Since June of 2019, BCTA has installed the system on 10 buses and there have been zero incidents or accidents on any of those vehicles. BCTA plans to equip the entire fleet over the coming months.
- BCTA—BCTA also reported that staff from Representative Connor Lamb had recently visited to discuss legislative priorities.
- WASH—Freedom Transit reported that they have received several bids in response to an RFP for providing transit service. Staff are evaluating those bids, however the prices are very high.

There were no other meeting participant updates.

6. Amendments and Administrative Actions to the FFY2019-2022 TIP

- *Butler Transit Authority (BTA)* requested an amendment to the FFY2019-2022 TIP to add the project “ERP Software” (MPMS#) with \$390,209 in federal 5311 funding and \$94,406 in state 339 funding and \$3,146 in local funding in FFY2020 to purchase enterprise resource planning software. **TOTAL CHANGE: \$487,761**
- BTA also requested an administrative action to move all funding for the project “Transit Center Design/Constr” (MPMS# 113106) from FFY2019 to FFY2020 **TOTAL CHANGE: \$0**
- BTA also requested an administrative action to add the new project “Tire Chains for Commuter Buses” (MPMS#) to the TIP using \$10,645 in state 339 funding and \$355 in local funding in FFY2020. **TOTAL CHANGE: \$11,000**
 - **Action:** *These action was unanimously approved and the appropriate changes were made to the region’s FFY2019-2022 TIP by the TOC on a motion by Mary Jo Morandini and a second by John Kanyan. Staff will transmit this project information to the PennDOT Program Center within one week of this action.*
- *Allied Coordinated Transportation Services, Inc. (ACTS)* requested administrative actions on the FFY2019-2022 TIP to add the project “Network Replacement” (MPMS#) with \$66,499 in state 341 funding in FFY2020 to replace ACTS’ aging computer network equipment **TOTAL CHANGE: \$66,499**
- ACTS also requested an administrative action to add the project “Phone System” (MPMS#) to the TIP with \$25,196 in state 341 funding in FFY2020 to purchase a new standalone phone system for the ACTS call center. **TOTAL CHANGE: \$25,196**
 - **Action:** *These action was unanimously approved and the appropriate changes were made to the region’s FFY2019-2022 TIP by the TOC on a motion by Mary David Richards and a second by Anthony Hickton. Staff will transmit this project information to the PennDOT Program Center within one week of this action.*

No other TIP adjustments were requested.

(NOTE: the following three agenda items were presented to demonstrate how several of the major planning projects now underway around the region are coordinating goals, activities and resources to plan for the future of transit in Southwestern Pennsylvania.)

7. SmartMoves Connections Project Update

- SPC staff updated the TOC on the SmartMoves Connections regional transit vision project. The project team has completed work on a new map of the region, analyzing aerial photography and other data with a bespoke algorithm to show six types of transit-supportive land uses. The team

then applied SPC's Street Light travel flow data to identify key corridors. The team has also completed work on a Best Practices in multimodal hubs memo and is working to complete a scan of existing conditions in the region. These elements will be combined to form a set of multimodal hub prototypes and where planners should study them for future investments. The next stages are a Transit Operations Workshop. (*Note: due to the COVID-19 crisis, this workshop has been re-imagined in a new format. Project staff will be in-touch with transit planners and managers to get the needed input without an in-person meeting.*) In addition, the team is preparing a public-facing survey for additional input. The project will be completed by the end of June.

8. Port Authority of Allegheny County Planning Projects

- Port Authority has launched a new long range plan project. Michael Baker, International is the lead consultant on the project. The goal is to develop a priority project list of facilities and corridors for expanding transit service through the year 2035. The scope includes considerable public outreach efforts. A number of public meeting have been held around the region, so far.

9. Pittsburgh Downtown Partnership Downtown Mobility Plan Update

- PDP staff reported to the TOC on the progress on the Downtown Mobility Plan. The group hopes that having a mobility plan will help to spur development in Downtown Pittsburgh. The consultants are experts in urban design and public engagement as well as transportation. The project is funded through CMAQ to promote walking, biking and transit downtown. The approach is to identify mode priorities for downtown corridors. For example, Liberty Ave. could be seen as prioritized for pedestrians and freight.

10. FFY2021-24 Transit TIP Update

- SPC staff reported on progress to complete the draft transit TIP. Transit grantees have all submitted their draft programs of projects to SPC. That information is being compiled and fine-tuned to create the draft tables. Work on the Air Quality Conformity Analysis is underway. The next step will be the Financial Capacity Statements, which will be needed in early April.

11. SPC Staff Updates

- *TDM Partners Report*—Staff unveiled plans for the 2020 CommuteInfo Commute Challenge. (*Note: the Challenge has since been postponed, due to the COVID-19 crisis.*)
- *SPC GIS Update*—SPC staff asked transit agencies to continue to keep SPC informed on stop or route changes so that the GIS transit layers can remain up-to-date. That information can be communicated directly to David Totten: dtotten@spcregion.org.
- *Active Transportation Update*—SPC staff have completed a new implementation piece for the Regional Active Transportation Plan: a guide for bike signage and pavement markings. This is available through the SPC Active Transportation Resource Center website, <https://www.atrc-spc.org/>
- *Alliance*—SPC staff reported that the Regional Coordinated Human Services Transportation Plan (CTP) is being used as a crucial foundation for the SmartMoves Connections plan. Members of The Alliance are now considering what political action would be needed to implement the goals of the CTP.

There were no other staff updates.

12. Other Business

- *Following the TOC, a meeting will be held for participants in the regional sub-allocation process for federal transit formula funding.*
- *The next meeting of the TOC is scheduled for 10 a.m. Wednesday, April 15th, 2020. This meeting will be held with online/phone participation ONLY.*

***Action:** The meeting was adjourned on a motion by Anthony Hickton and a second by Ashley Semen.*