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April 3, 2017

Mr. James Stack
Executive Director
Genesee Transportation Council
50 West Main Street, Suite 8112
Rochester, New York 14614

Re: Revised Scope of Work for UPWP 8538 and UPWP 8540

Dear Mr. Stack:

RGRTA is requesting, subsequent to GTC Planning Committee approval, to amend Tasks 5 and 6 of the Super Transit Zones Development Study (UPWP 8540) Scope of Work approved by the Planning Committee on July 14, 2016 (Item 5.a.4) and to adjust specifics of the project objective of the RTS Route Overhaul and Refinement Analysis (UPWP 8538) Scope of Work approved by the Planning Committee on May 23, 2013 (Item 5.b.6).

The **Super Transit Zones Development Study (UPWP 8540)** began as scheduled in August 2016. Tasks defined in the project are listed as follows:

1. Establish an internal project advisory committee and hold an initiation meeting.
2. Assess the system's highest ridership areas/segments and the operational viability of these segments.
3. Conduct a financial analysis, including the identification of time of day where buses and operators may be utilized in financially sustainable way.
4. Develop and complete a customer survey.
5. Determine implementation strategy/schedule, including a pilot project to test feasibility.
6. Conduct a public outreach meeting.

Tasks 1 – 4 from the list above were completed as anticipated between September 2016 and February 2017. Data and analysis performed during Tasks 1 – 4 resulted in a determination that implementation of Super Transit Zones is not financially sustainable at this time. As a result, RGRTA is proposing to eliminate Tasks 5 and 6 in order to conserve funding and resources, and proceed with a draft and final report documenting the findings of the study.

It should be noted that although Super Transit Zones are not able to be implemented as a stand-alone addition to service at the present time, all data and analysis compiled during this study will be carried forward into RTS's upcoming System Redesign Project. The analysis conducted as part of this projects support the Steering Committee's opinion that the implementation of service changes similar to the Super Transit Zones can be financially sustainable and have a better chance of success when done as part of a comprehensive system redesign and in combination with other key changes to service.

The **RTS Route Overhaul and Refinement Analysis (UPWP 8538)** Scope of Work defines the project's objective as: "To conduct an in-depth analysis of select RTS routes, including route spacing, geographic coverage, and opportunities for

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reconfiguring existing routes, destination analysis, and other detailed data necessary to refine service levels." RGRTA is proposing to amend this objective to include **ALL** RTS Monroe routes (not just "select" routes) as part of a complete system redesign.

In past years, individual route-level analysis was conducted in-house by RTS staff as a 'Route Overhaul Project.' Route-specific changes resulting from these projects were then implemented as part of RTS's quarterly service change schedule.

Due to the changing transportation environment and RTS's desire to provide the best possible transit system for the community, RGRTA has decided to engage into a System Redesign Project for Monroe County. *The project will effectively analyze all fixed-route service within Monroe County (but not service originating from RGRTA Regional Properties) at the same time.* In order to take a project of this size, RGRTA feels it necessary to bring in an outside consultant. The consultant will be paid entirely with RGRTA funds.

UPWP funds will only be used to cover *staff time* that will be necessary to complete tasks previously outlined in RTS Route Overhaul and Refinement Analysis (UPWP 8538) Scope of Work (listed below) as they relate to the System Redesign. We are also proposing to add item #4 below.

1. Collect field and other data on existing RTS bus service and the environment in which it operates.
2. Analyze routes based on data.
3. Recommend changes to service.
4. Public involvement activities (ongoing).

Please don't hesitate to contact me if you have any questions or concerns about the scope changes for either project.

Sincerely,



Julie Tolar
Director of Service Planning