



## CITY COUNCIL TRANSMITTAL

  
Lisa Shaffer (Nov 9, 2020 07:36 MST)

Lisa Shaffer, Chief Administrative Officer

**Date Received:** 11/09/2020

**Date sent to Council:** 11/09/2020

**TO:** Salt Lake City Council  
Chris Wharton, Chair

**DATE:** November 2, 2020

**FROM:** Blake Thomas, Director, Department of Community & Neighborhoods



**SUBJECT:** Amended Transit Master Plan Implementation Interlocal Agreement (ILA) with Utah Transit Authority (UTA), Amendment No. 1 to Addendum No. 2 and Addendum No. 3 – FTN Routes on 200 S, 900 S, and 2100 S

**STAFF CONTACT:** Julianne Sabula, Transit Program Manager, [julianne.sabula@slcgov.com](mailto:julianne.sabula@slcgov.com) or 801-535-6678

**DOCUMENT TYPE:** Resolution

**RECOMMENDATION:** That City Council adopt a resolution (Exhibit 1) authorizing the Mayor to enter into the proposed amendment to Addendum 2 (Exhibit 3), which would make adjustments for cost savings on the basis of COVID-19 related bus service reductions and actual fuel costs, as well as the proposed Addendum No. 3 (Exhibit 4) to the Interlocal Agreement with UTA (Exhibit 2) to implement 2020-21 FTN service.

**BUDGET IMPACT:** The budget impacts are twofold. The first budget impact reflects three adjustments to the cost of 2019-20 FTN service that yield an overall reduction of \$569,637.63 in the cost of FTN service provided during FY19-20. The first adjustment is an annual fuel “true-up” based on the actual per gallon fuel cost and gas mileage as compared with UTA’s budgeted fuel cost that informed the total budget of Addendum No. 2. This adjustment results in a credit to the City of \$107,404. The second adjustment is to the actual mileage of the FTN routes as compared with what was anticipated and used to calculate the total budget of Addendum No. 2. This adjustment results in a debit to the City of \$58,165. The third adjustment is a reduction in the cost for the FTN service provided during FY 19-20 in the amount of \$462,233 for decreased frequency due to the COVID-19 pandemic. This credit will be credited to the City in UTA’s August and September invoices to the City for 2020-21 FTN service. The second budget impact is for FY2020-21, and after adjusting to UTA’s new baseline, is expected to be \$4,290,092.44, subject to adjustment based on actual fuel costs and potential COVID-19 related discounts. \$4,700,000 was approved for this service by City Council in the FY2020-21 budget.

**BACKGROUND/DISCUSSION:** The ILA is a twenty-year agreement that has a goal of full implementation of the Frequent Transit Network as described in Salt Lake City’s Transit Master Plan. Last year City Council approved Addendum No. 2, along with a corresponding budget appropriation, to begin frequent transit service on the Routes 2, 9 and 21, which began operations in August 2019. Addendum No. 3 extends that service from August 2020 to August 2021. A discount may be applied if overall transit system levels are reduced in response to the impacts of COVID-19, and that discount will be proportional to the percentage of service decrease, e.g., if system-wide service is reduced 56% across all routes, including FTN routes, invoices to the City will reflect a 56% discount.

Per the ILA, UTA has evaluated existing service on the 2, 9 and 21, and has determined that weekday service on the 2 now meet UTA’s threshold for “productivity” (riders per service hour) and “propensity” (surrounding population and land use characteristics support frequent service) as defined in their April 2020 Service Design Guidelines (Exhibit 5). This reduces the overall number of miles that the City will sponsor from 2019-20 levels of service on these routes during 2020-21. The reduced mileage costs based on meeting UTA thresholds is reflected in the cost calculator included as an exhibit to Addendum 3.

This represents a savings of \$156,175.35, and the refined cost for 2020-21 service is \$409,907.56 below Council’s \$4,700,000 appropriation. Potential uses for these funds recommended by staff for Council consideration include the following, all of which support economic recovery for residents who need it most.

- Contribution to a “rainy day” fund so that transit service levels can be maintained if sales tax revenues are lower than projections,
- Partial funding for a “Trips to Transit” pilot focused on the City’s West Side,
- Partial funding for mobilization of transit service on the 1000 North Corridor.

It should be noted that Trips to Transit should either precede or be implemented concurrently with service on 10<sup>th</sup> North because they are operationally connected, and further noted that UTA plans to implement service on 600 North concurrently with both of these services.

Because COVID-19 related service reductions occurred during 2019-20, and because fuel costs were lower than anticipated, UTA is also providing a discount to reflect those savings. UTA has also adjusted 2019-20 mileage, which was slightly higher than was anticipated. Together these adjustments yield a savings to the City of \$569,637.63, and they are detailed in Exhibit 3, which, if approved, will be reflected through reduced invoicing for 2020-21 FTN service.

In anticipation of implementing the Council’s next priority routes, and to support decision making about whether this should occur in 2021 or 2022, staff is also including information about mobilization and operation of the 1000 North route. Addendum No. 4 to the ILA (Exhibit 6) would supply mobilization funding to UTA to create the route, which would be followed by Addendum No. 5 to fund service on that route (Exhibit 7) the following year for provision of the service itself. If Council desires 2021 implementation of 1000 North, Addendum No. 4 and a corresponding budget amendment would need to be approved by the end of this calendar year.

During this first annual evaluation of true-ups, baseline service, and other factors described in the ILA, staff had an eye to potential future refinements to the agreement. This was anticipated in the initial negotiations, given the complexity of the agreement and relatively few precedents across the country. A variety of issues arose that will be considered, and Council can anticipate reconfirmation or recommended changes to the agreement's methodologies. For example, we will explore whether additional specificity is needed in how we calculate the annual escalator (inflation) rate, how we evaluate baseline service, and how we transfer responsibilities when the baseline thresholds are met.

Staff also learned that as both agencies work toward improving transit, we occasionally encounter win-win situations, and these are worth mentioning as a natural outcome of working together toward shared goals. Last year, UTA was able to provide seven-minute headways on the Route 2 that had both operational and customer benefits. This year, UTA is extending the span of service on Routes 2, 9, 21, 519, 520, and 6 as part of their Five-Year Service Plan update to provide better shifts for their operators and extended access for customers, especially in the very early morning hours. The value of this service is nearly \$4.4 million without any increase in the level of City sponsorship.

**PUBLIC PROCESS:** The public process included City-hosted public hearings on both the ILA and Addendum No. 2, which initiated the service to be continued by Addendum No. 3, as well as on the budget process that appropriated funding to increase service on those routes. This year's budget process, including public hearings, provided for additional public comment on the transit service line item. In addition, UTA holds a public hearing process for each "change day", of which there are three per year for the purpose of making service changes. That process will occur in advance of the August 2020 change day during which continuation of service levels would be confirmed.

## **EXHIBITS:**

- 1) Resolution
- 2) Salt Lake City Corporation and Utah Transit Authority Transit Master Plan Implementation Interlocal Agreement
- 3) Amendment No. 1 to Addendum No. 2
  - a) Attachment A Service True-Up
  - b) Attachment B Fuel True-Up
- 4) Addendum No. 3
  - a) Attachment A1 FTN Definition
  - b) Attachment A2 FTN Corridors
  - c) Attachment B 2020-21 Baseline
  - d) Attachment C1 NTD Profile
  - e) Attachment C2 Cost per Mile
  - f) Attachment C3 Paratransit
  - g) Attachment C4 Funding for 2020-21 Transit Service Cost Calculator Worksheet
- 5) UTA Service Design Guidelines (April 2020)

- 6) Draft Addendum 4 1000 North Mobilization (information only)
- 7) Draft Addendum 5 2021-22 Sponsored Service Funding Cost Calculator Worksheet (information only)



## **EXHIBIT 1 RESOLUTION**

RESOLUTION \_\_\_\_\_ OF 2020

(Authorizing approval of Amendment No. 1 to Addendum No. 2 and Addendum No. 3 to an Interlocal Cooperation Agreement between Salt Lake City Corporation and Utah Transit Authority providing for transfer of City funds for implementation of the Transit Master Plan.)

WHEREAS, Utah Code Title 11, Chapter 13 allows public entities to enter into cooperative agreements to provide joint undertakings and services; and

WHEREAS, on February 19, 2019, Salt Lake City Council authorized the City to enter into an Interlocal Cooperation Agreement ("Interlocal Agreement") between Salt Lake City Corporation and Utah Transit Authority ("UTA") providing for transfer of City funds for implementation of the Transit Master Plan; and

WHEREAS, the Interlocal Agreement contemplated that the parties would enter into an annual addendum to provide funding for the frequent transit network routes and other transit improvements; and

WHEREAS, UTA and the City desire to amend last year's annual addendum, Addendum No. 2, so that UTA may provide a partial refund of the City's funding due to an adjustment for the actual cost to provide service and a fuel cost true-up; and

WHEREAS, the City desires to provide funding through an annual addendum as contemplated under the Interlocal Agreement for the purposes specified in Addendum No. 3, attached; and

WHEREAS, draft agreements, attached as Exhibits A and B, hereto have been prepared to accomplish said purposes;

THEREFORE, BE IT RESOLVED, by the City Council of Salt Lake City, Utah as follows:

1. It does hereby approve the execution and delivery of the following:

A FIRST AMENDMENT TO THE SECOND ADDENDUM TO THE INTERLOCAL AGREEMENT BETWEEN SALT LAKE CITY CORPORATION AND UTAH TRANSIT AUTHORITY PROVIDING FOR THE DISCOUNTING OF CITY-SPONSORED TRANSIT SERVICE TO REFLECT THE REDUCTION OF ACTUAL COSTS DUE TO THE COVID-19 PANDEMIC REDUCTIONS IN SERVICE AND ANNUAL FUEL COST TRUE-UP.

A THIRD ADDENDUM TO THE INTERLOCAL AGREEMENT BETWEEN SALT LAKE CITY CORPORATION AND UTAH TRANSIT AUTHORITY PROVIDING



FOR THE TRANSFER OF CITY FUNDS FOR CITY-SPONSORED SERVICE PURSUANT TO THE INTERLOCAL COOPERATION AGREEMENT BETWEEN SALT LAKE CITY CORPORATION AND UTAH TRANSIT AUTHORITY PROVIDING FOR THE TRANSFER OF CITY FUNDS FOR IMPLEMENTATION OF THE TRANSIT MASTER PLAN.

2. Erin Mendenhall, Mayor of Salt Lake City, Utah or her designee is hereby authorized to approve, execute, and deliver said agreements on behalf of Salt Lake City Corporation, in substantially the same form as now before the City Council and attached hereto, subject to such minor changes that do not materially affect the rights and obligations of the City thereunder and as shall be approved by the Mayor, her execution thereof to constitute conclusive evidence of such approval.

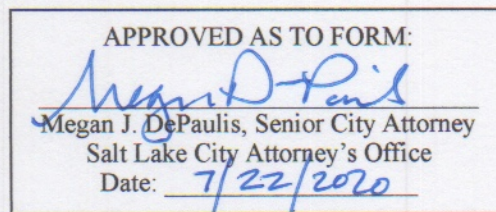
PASSED by the City Council of Salt Lake City this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

SALT LAKE CITY COUNCIL

\_\_\_\_\_  
CHAIRPERSON

ATTEST:

\_\_\_\_\_  
CITY RECORDER



**EXHIBIT 2 Salt Lake City Corporation and Utah Transit Authority  
Transit Master Plan Implementation Interlocal Agreement**



City Tracking No.  
06-3-19-1244

RECORDED

MAR 13 2019

CITY RECORDER

**SALT LAKE CITY CORPORATION AND UTAH TRANSIT AUTHORITY  
TRANSIT MASTER PLAN IMPLEMENTATION INTERLOCAL AGREEMENT**

THIS TRANSIT MASTER PLAN IMPLEMENTATION INTERLOCAL AGREEMENT ("Agreement") is made this 6<sup>th</sup> day of March, 2019, by and between **UTAH TRANSIT AUTHORITY**, a public transit district organized under the laws of the State of Utah ("UTA"), and **SALT LAKE CITY CORPORATION**, a Utah municipal corporation ("City").

**RECITALS**

A. Utah Code §11-13-202 provides that any two or more public agencies may enter into an agreement with one another for joint or cooperative action; and

B. UTA and the City are public agencies as contemplated in the referenced section of the Utah Code (more specifically referred to as Utah Code §11-13-101, et seq., known as the "Interlocal Cooperation Act"); and

C. The City and UTA both serve the transit-riding public in Salt Lake City; and

D. UTA is responsible for the equitable distribution of transit service in the region, of which Salt Lake City is a major travel market; and

E. UTA currently provides transit services to, from and within Salt Lake City at levels that reflect this equitable distribution of service; and

F. The City adopted a Transit Master Plan ("Plan") on the 5<sup>th</sup> day of December, 2017; and

G. This Plan was jointly developed by UTA and the City and it is the Parties' shared intent to implement the Plan over the next twenty years; and

H. The Plan recommends a suite of transit improvements (the "Transit Improvements"), including the expansion of UTA's current service level within the City to include higher frequencies, expanded service hours, and adjustments to alignments that UTA is able to provide with current financial resources; and

I. The Transit Improvements also include alternative transportation programs enhancing first-mile/last-mile connections, capital improvements, and other improvements described in the Plan; and

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IMPLEMENTATION AGREEMENT*

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J. UTA and the City agree the Transit Improvements are complementary to UTA's current transit service and enhance each Party's goal of having attractive and effective transit service for people working, studying and living in and around Salt Lake City;

K. The City desires to fund the incremental costs associated with the addition of the Transit Improvements for building out infrastructure on City-sponsored routes to increase coverage and ridership, particularly in the City's downtown core for under-served areas, specifically the West side and other under-served areas of the City;

L. The City desires initially to prioritize funding the incremental costs associated with increased frequency of routes on 1000 North, 600 North, 200 South, 900 South, 2100 South, with routes on 400 South likely being the last routes initially implemented; and

M. This Agreement is intended to form the framework of how the Transit Improvements (including, without limitation, the currently planned and future potential frequent transit network service routes in the City) will be planned and coordinated by UTA and the City.

#### **AGREEMENT**

NOW THEREFORE, the Parties agree as follows:

1. **PURPOSE AND INTENT.** UTA and the City share a desire to grow and improve the transit system in which efficiencies are reinvested. UTA and the City recognize that the Plan's success is interdependent with the Wasatch Front Regional Council Regional Transportation Plan ("RTP") and that local and regional investments should be complementary to maximize the benefits of each. The coordinated planning of the Plan and the RTP should consider additional revenue sources that become available to fund the RTP during the term of this Agreement. UTA and the City desire to enable people and businesses to rely on transit and encourage permanence and stability in services. UTA and the City recognize the value of establishing a process for decision making and a methodology for calculating the cost of City-funded service enhancements. UTA and the City are implementing a plan driven by data analysis and public engagement, and transparency and accountability should shape the execution of the program. As such, it is the intent of the Parties to continue to work together to support the implementation of the Transit Improvements identified in the Plan. Both Parties have sustainability goals and agree to consider clean technologies (such as electric vehicles) and infrastructure in the implementation of the Plan, where feasible.

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2. **COOPERATION.** The City and UTA shall each designate a primary representative responsible for the implementation of this Agreement and shall each also provide additional subject matter experts to comprise a technical working group who will aid the primary representative. City and UTA staff will confer in good faith and regularly exchange relevant information to report progress to their respective organizations.

3. **FREQUENT TRANSIT NETWORK ROUTES.**

(a) As of the date this Agreement is executed, the term "Baseline Service" shall mean the level of transit service that UTA provides on the UTA change day immediately preceding the commencement of the initial City-sponsored service. "Baseline Service" will be re-evaluated on an annual basis based on then-current UTA service design guidelines, including propensity and productivity factors. The routes/frequency of routes identified by the City, in cooperation with UTA, to be sponsored by the City shall be identified as the frequent transit network routes ("FTN Routes") and shall further depicted and described in addenda to this Agreement. Typical addendum content is shown in Exhibit "A." UTA and the City shall coordinate the implementation of the FTN Routes with the RTP.

(b) No service shall be funded using the City funds provided pursuant to this Agreement except as described and depicted in an addendum issued in accordance with this Agreement. For each year that money is appropriated by the City to fund the FTN Routes, the Parties shall execute an addendum that identifies the City-sponsored FTN Routes and describes the City's payment obligations (including the calculation of the Annual Service Mileage Cost as described in Section 5 of this Agreement). The Parties may, upon mutual agreement in writing, further modify the addendum from time-to-time as necessary to implement this Agreement.

4. **UTA'S OBLIGATIONS WITH RESPECT TO FTN ROUTES.**

(a) UTA shall continue to manage and operate the FTN Routes. UTA shall be solely responsible for operations, management, administration, and service delivery functions, including provision of vehicles, vehicle maintenance, insurance, and accounting for the FTN Routes. Except as specifically provided herein, the City shall have no responsibility for the operations and management of the FTN Routes. The City shall have no responsibility for, nor authority or control with respect to, the supervision and management of any employees, third-party consultants, or UTA agents of any kind.

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(b) UTA shall accommodate specially branded bus stop signs at all UTA sign post and shelter locations that are located along the FTN Routes. UTA shall cause the production and, installation of the specially branded bus stop signs. The design and cost responsibility for such specially branded bus stop signs shall be negotiated and memorialized in an addendum subsequently executed between UTA and the City.

(c) UTA's obligations with respect to the FTN Routes are subject to UTA's receipt of the City Funding (as defined by and as provided in Section 6 of this Agreement).

(d) Nothing in this Agreement prohibits UTA from using other (non-City) funding sources to provide services in addition to, or complementary with, the FTN Routes. As additional revenue sources that become available to fund the RTP during the term of this Agreement, UTA shall, in cooperation with the City and other regional stakeholders, work to program additional funding to coordinate with and enhance the FTN Routes and other Transit Improvements.

(e) UTA shall annually calculate an annual cost (the "Annual Service Mileage Cost") for the FTN Routes in accordance with Section 5 below.

5. **CALCULATION OF ANNUAL SERVICE MILEAGE COST.** The Annual Service Mileage Cost shall be calculated annually and memorialized in the addendum executed by the City and UTA for the applicable period.

(a) The Annual Service Mileage Cost shall be derived from UTA's then most recently reported total bus operating expenses (the "Total BOE Amount"), as published in the National Transit Database ("NTD"), and as adjusted by the following methodology.

(b) The reported Total BOE Amount will first be adjusted to: (i) deduct total fuel expenses allocated to bus operations in the NTD reporting year as identified in UTA's financial statements for such year or as certified by UTA's Comptroller; and (ii) add the capital maintenance expenses allocated to bus operations in the NTD reporting year as identified in UTA's financial statements for such year or as certified by UTA's Comptroller. The resulting amount (after applying the deduction in item (i) above and the addition in item (ii) above) shall then be escalated at a rate equal to two and two-tenths percent (2.2%), per year, from the NTD reporting year to the upcoming service year. The adjusted and escalated number will be known as the "Adjusted BOE Amount."

(c) The Adjusted BOE Amount shall then be divided by the total annual bus miles

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most recently reported in the NTD to determine an "Adjusted Per Mile BOE Rate."

(d) The Adjusted Per Mile BOE Rate includes administrative and overhead costs. The Adjusted Per Mile BOE Rate shall be discounted by twenty percent (20%) to reflect the administrative and overhead expenses that would be incurred by UTA regardless of the sponsored service. For the purposes of this Agreement, administrative and overhead expenses for bus operational support are listed in the table attached as Exhibit "B." Because the Parties are estimating the administrative and overhead expenses that are attributable to the City-sponsored service, the Parties agree to review the actual costs incurred by UTA every two years, and adjust the administrative discount based on any actual increases or decreases directly attributable to the City-sponsored service relative to the transit system as a whole. To facilitate the Parties' review, UTA agrees to provide a breakdown of bus administration, bus operational support, and administration for all modes agency-wide (and supporting information showing how the cost information is calculated into the reported NTD data) every year by September 30 of the year after the service is provided, in a reporting format substantially similar to the format attached as Exhibit "D." UTA further agrees to cooperate with the City in the review and provide further information in a timely manner if requested by the City.

(e) After application of the administrative and overhead discount set forth in Section 5(d), the Adjusted Per Mile BOE Rate shall be multiplied by the total sponsored revenue miles to arrive at the "Service Mileage Cost, Without Fuel or Paratransit Costs."

(f) A charge for paratransit service shall then be added. The charge for paratransit services shall be a sum equal to a fixed percentage of the Service Mileage Cost, Without Fuel or Paratransit Costs. The percentage factor applied to determine the paratransit service charge shall be determined by dividing the most recently reported NTD Annual Vehicle Revenue Service Hours for Demand Response services by the most recently reported NTD Annual Vehicle Revenue Service Hours for Bus, Commuter Bus and Light Rail transportation modes.

(g) The estimated fuel costs for the total sponsored revenue miles shall then be added to determine the "Annual Service Mileage Cost."

(h) The methodology for calculating the Annual Service Mileage Cost is set forth in Exhibit "C."

## **6. CITY OBLIGATIONS WITH RESPECT TO FTM ROUTES.**

(a) The City shall contribute funding (the "City Funding") to UTA to support the

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operation of the FTN Routes. The City Funding shall consist of: (i) a mobilization charge (as applicable) to be set forth in the annual addendum, which mobilization charge shall reflect one-time costs to be incurred by UTA with respect to FTN Routes; (ii) capital lease charges for the new buses necessary to support the FTN Routes; (iii) the Annual Service Mileage Cost; and (iv) other costs, as may be agreed between the City and UTA. The total amount of City Funding during any year shall not exceed the amount set forth in the applicable addendum.

(b) All City Funding is subject to the annual appropriation by the City's legislative body. The City shall notify UTA of the appropriated funding for each upcoming year, as soon as such information is publicly available.

(c) The City shall have the right to construct new bus stops with respect to the FTN Routes. Any bus stops constructed by the City must comply with the siting requirements and minimum standards set forth in UTA's Bus Stop Master Plan. The City may include additional functional and artistic amenities with respect to the bus stops. However, any incremental maintenance costs associated with additional amenities will be: (i) determined through negotiation prior to the construction of the bus stops; and (ii) funded by the City pursuant to subsequent addenda through the remaining term of this Agreement.

7. **INVOICING AND PAYMENT.** UTA shall submit invoices for mobilization charges in accordance with each addendum. UTA shall submit invoices for the monthly capital lease charge for buses supporting the FTN routes thirty (30) days prior to the date that UTA is required to pay such monthly lease charges. UTA shall also submit monthly invoices to the City for Annual Service Mileage Cost in a monthly amount equal to one-twelfth (1/12) of the total Annual Service Mileage Cost. Monthly charges for each component of the City Funding may be combined on invoices, as appropriate. The City shall pay all approved invoices within thirty (30) days of receipt. If the City does not approve an invoice, a written explanation of disputed items will be sent within ten (10) business days of the City's receipt of the invoice. The City agrees not to withhold approval of any invoice amounts unreasonably, and further agrees to cooperate with UTA in good faith to resolve disputes concerning invoices in an expeditious manner. Undisputed amounts will be paid within thirty (30) days of receipt. Any undisputed amounts which are not paid within thirty (30) days of receipt shall accrue interest at a rate equal to the higher of two percent (2%) or the daily Public Treasurer's Investment Fund interest rate.

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8. **SIGNIFICANT CHANGES IN FUEL COSTS.** Fuel is included in the Annual Service Mileage Cost. As described in Section 5, the Annual Service Mileage Cost will be calculated by UTA, and paid by the City, based on UTA's budgeted fuel costs for the period covered by the applicable addendum. Except as provided below, the Annual Service Mileage Cost shall be based on budgeted, and not actual, fuel costs. Notwithstanding the foregoing, the Annual Service Mileage Cost shall be subject to a semi-annual "true-up" payment/credit in the event that the average daily fuel costs for any six-month period covered by an addendum varies from the budgeted cost by more than thirty percent (30%).

9. **ADDITIONAL TRANSIT IMPROVEMENTS.** The City and UTA may use this Agreement, and the addenda contemplated hereunder, to address commitments with respect to other elements of the Transit Improvements (beyond the FTN Routes), as mutually agreed.

10. **ALTERNATIVE SOURCES OF FUNDING.** Nothing in this Agreement shall prevent either Party from collecting contributions, fees, or other funding to help defray the cost of the Transit Improvements. UTA shall not be a party to the assessment or collection of such special contributions, fees, or funding and shall not receive any direct allocation of or credit for such special fees or contributions collected by the City. The City Funding and any additional funding provided by the City shall be used solely to supplement UTA funding of the Transit Improvements and will not be used to supplant any funding for the Baseline Service.

11. **RECORDS.** UTA will maintain full and complete financial records and detailed operations information regarding the FTN Routes and any other Transit Improvements funded by the City pursuant to this Agreement. City shall have access to all financial information regarding the FTN Routes upon request.

12. **PERFORMANCE ASSESSMENT.** The Transit Improvements performance will be monitored during the term of this Agreement based upon the metrics derived from the goals set forth in the Plan including, but not limited to, the following:

- (a) Improve Air Quality.
- (b) Increase Transit Ridership.
- (c) Provide a Safe and Comfortable Transit Access and Waiting Experience.
- (d) Provide Access and Opportunity to Vulnerable Populations.
- (e) Create Economically Vibrant, Livable Places the Support Use of Transit.

Representatives from the Parties shall meet regularly to exchange relevant information and

discuss performance related issues.

13. **DISPUTE RESOLUTION.** The Parties will use the Plan as the basis for their goals and decisions, especially where there is a lack of consensus between the Parties. Where applicable, the Plan includes metrics that may provide objective, data-driven guidance in decision-making. Withdrawal from this Agreement should be a last resort following a good-faith effort toward resolution at both the project level.

14. **TERM.** The term of this Agreement is intended to run concurrently with the Plan, which has a 20-year horizon, and shall be deemed to have begun on the Effective Date and shall remain in effect until June 30, 2039, unless terminated earlier by either Party. If the Parties decide to continue to provide funding and service for some but not all of the Transit Improvements, this Agreement shall remain in effect only as to those routes specifically funded, as provided specifically in the exhibits.

15. **TERMINATION.** Either Party may terminate this Agreement on twelve (12) months written notice to the other Party, which enables appropriate changes in service to be made with the UTA change day process.

16. **STATUS OF PARTIES.**

(a) Independent Contractors. The Parties agree that the status of each Party shall be that of an independent contractor to the other, and it is not intended, nor shall it be construed, that one Party or any officer, employee, agent or contractor of such Party is an employee, officer, agent, or representative of the other Party. Nothing contained in the Agreement or documents incorporated by reference herein or otherwise creates any partnership, joint venture, or other association or relationship between UTA and the City. Any approval, review, inspection, direction or instruction by UTA or any party on behalf of UTA shall in no way affect either Party's independent contractor status or obligation to perform in accordance with this Agreement. Neither Party has authorization, express or implied, to bind the other to any agreements, liability, nor understanding except as expressly set forth in this Agreement.

(b) Insurance. As between the Parties, UTA shall be responsible for all applicable federal and state taxes and contributions for Social Security, unemployment insurance, income withholding tax, and other taxes measured by wages paid to employees, as well as any subcontractor or vendor. UTA shall be solely responsible for its own actions, its employees and agents.

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(c) Legal Advice. As independent parties, UTA and the City shall be responsible for each obtaining its own legal services/advice.

17. **GOVERNMENTAL IMMUNITY.** Each of the Parties is a governmental entity for purposes of the Governmental Immunity Act of Utah, Utah Code Ann. Section 63G, Chapter 7. Consistent with the terms of this Act, it is mutually agreed that each party is responsible and liable for its own wrongful or negligent acts which it commits or which are committed by its agents, officials, or employees. No party waives any defenses otherwise available under the Governmental Immunity Act.

18. **NO THIRD-PARTY BENEFICIARIES.** The Parties expressly agree that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other or third person on such Agreements, including but not limited to subcontractors, subconsultants, and suppliers. The Parties expressly intend that any person other than the Parties who receives services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.

19. **FINANCIAL OBLIGATIONS SUBJECT TO APPROPRIATIONS.** This Agreement does not contain any multiple-fiscal year financial obligations by either party that extend beyond its current fiscal year, that are not subject to annual appropriation of sufficient funds by its governing body. Nothing herein obligates either Party to budget, authorize or appropriate funds for any future fiscal year.

20. **LEGAL AUTHORITY.** The City and UTA represent and warrant to each other that they have all necessary authority to enter into this Agreement and to perform their obligations hereunder and that this Agreement does not conflict with any other agreement that each Party is subject or to which it may be bound. The person signing and executing this Agreement on behalf of either Party represents that he/she has been fully authorized to execute this Agreement and to validly and legally bind a Party to all the terms, performances and provisions herein set forth.

21. **NO ASSIGNMENT.** Except as otherwise provided in the Agreement, neither party may assign the Agreement and/or any of its rights and obligations hereunder without the written consent of the other Party.

22. **WRITTEN AMENDMENTS.** This Agreement may be modified or amended

only by a written document duly executed by both Parties.

23. **NOTICES.** Correspondence regarding this Agreement shall be sent to:

If to UTA:

Utah Transit Authority  
Attn:  
669 West 200 South  
Salt Lake City, Utah 84101

With a copy to:

Managing Attorney  
Utah Transit Authority  
669 West 200 South  
Salt Lake City, Utah 84101

If to City:

Department of Community and Neighborhoods  
Transportation Division  
349 South 200 East, Suite 450  
P.O. Box 145502  
Salt Lake City, Utah 84114-5502

With a copy to:

City Attorney's Office  
451 South State Street, Rm 505A  
Salt Lake City, Utah 84111

The addresses or contacts may be changed by the Parties by written notice.

24. **EXHIBITS.** The exhibits attached hereto and specifically incorporated herein by reference are as follows.

- (a) Exhibit "A" Typical Addendum Template
- (b) Exhibit "B" Table of Administrative Costs for Bus Operations
- (c) Exhibit "C" Methodology for Calculating Annual Service Mileage Cost
- (d) Exhibit "D" Form of Annual Administrative Cost Report

25. **ENTIRE AGREEMENT.** The terms and provisions of this Agreement, including but not limited to the Recitals above and the Exhibit(s) incorporated by reference herein, represent the entire understanding of the Parties with respect to the subject matter of this Agreement, and merge, incorporate and supersede all prior communications between the City and UTA concerning that subject. No representations or warranties are made by the City or UTA except as set forth herein.

26. **WAIVER AND BREACH.** The waiver of any breach of a term hereof shall not be construed as a waiver of any other term, or the same term upon a subsequent breach.

27. **GOVERNING LAW; VENUE.** Each and every term, provision, condition, of this Agreement is subject to the provisions of Utah law. This Agreement is subject to such modifications as may be required by changes in Utah or federal law, or their implementing

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*SALT LAKE CITY CORPORATION AND UTAH TRANSIT AUTHORITY TRANSIT MASTER PLAN  
IMPLEMENTATION AGREEMENT*

Page 10 of 11

8/31/2020

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regulations. Any such required modification shall automatically be incorporated into and be part of this Agreement on the effective date of such change as if fully set forth herein. Venue for any action arising hereunder shall be in the Salt Lake City District Courts for the State of Utah.

28. **SEVERABILITY.** The Parties expressly agree that if any part, term, or provision of this Agreement is by the courts held to be illegal or in conflict with any law of the State of Utah, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

29. **COUNTERPARTS.** This Agreement shall be executed in two counterparts each of which when so executed and delivered shall be an original, but all of which shall together constitute one and the same instrument.

30. **INTERLOCAL ACT REQUIREMENTS.**

(a) This Agreement shall be approved by each party pursuant to §11-13-202.5 of the Interlocal Act;

(b) This Agreement shall be reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of each party, pursuant to §11-13-202.5 of the Interlocal Act;

(c) A duly executed original counterpart of this Agreement shall be filed with the keeper of records of each party, pursuant to §11-13-209 of the Interlocal Act;

(d) Except as otherwise specifically provided herein, each party shall be responsible for its own costs of any action done pursuant to this Agreement, and for any financing of such costs.

(e) No separate legal entity is created by the terms of this Agreement. To the extent that this Agreement requires administration other than as set forth herein, it shall be administered by the UTA Board of Trustees and Salt Lake City. No real or personal property shall be acquired jointly by the Parties as a result of this Agreement. To the extent that a party acquires, holds, or disposes of any real or personal property for use in the joint or cooperative undertaking contemplated by this Agreement, such party shall do so in the same manner that it deals with other property of such party.

(f) Either party may withdraw from the joint or cooperative undertaking described

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in this Agreement only upon the termination of this Agreement.

(g) Voting of each Party shall be based on one vote per Party.

(h) The functions to be performed by the joint or cooperative undertaking are those described in this Agreement.

*[THE BALANCE OF THIS PAGE IS INTENTIONALLY LEFT BLANK.]*



WHEREFORE, the Parties have entered into this Agreement as of the date executed and approved by each of the Party's governing body.

**CITY:**

**APP**

SALT LAKE CITY CORPORATION,  
a Utah municipal corporation

By: Jachee Bishop  
Its: Mayor

APPROVED AS TO FORM:  
Salt Lake City Attorney's Office

By: Megan D. D.  
Senior City Attorney  
Date: 3/11/19



ATTEST & COUNTERSIGN:  
Salt Lake City Recorder's Office

By: Kory Solow  
Assistant City Recorder

**RECORDED**  
**MAR 13 2019**  
**CITY RECORDER**

**UTA:**


UTAH TRANSIT AUTHORITY, a Utah  
public transit district organized under the laws

By: Michael Handman  
Its: Chief Communications & Marketing Officer

By: Wade Meyer  
Its: Interim Executive Director

APPROVED AS TO FORM:

UTA Legal Counsel

By  \_\_\_\_\_

Date signed: 3-1-2019

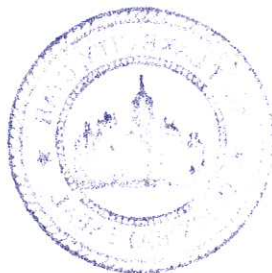


Exhibit A  
Typical Addendum Template

ANNUAL ADDENDUM No. \_\_\_\_  
To Interlocal Agreement Between Utah Transit Authority  
and Salt Lake City Corporation

THIS ANNUAL ADDENDUM No. \_\_\_\_ to that certain Salt Lake City Corporation and Utah Transit Authority Transit Master Plan Implementation Interlocal Agreement ("ILA") is made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between UTAH TRANSIT AUTHORITY, a public transit district organized under the laws of the State of Utah ("UTA"), and Salt Lake City Corporation, a Utah municipal corporation ("City"). UTA, and City are hereinafter collectively referred to as "Parties" and each may be referred to individually as "Party," all as governed by the context in which such words are used.

**RECITALS**

A. On \_\_\_\_\_, 2018, the Parties entered into the ILA, whereby the parties agreed to participate jointly in planning and funding for public transportation improvements in and around the City; and

B. The Parties desire to specifically identify certain components of the Salt Lake City Transit Master Plan to be governed by this Addendum No. \_\_\_, pursuant to the terms of the ILA (the "Addendum No. \_\_").

NOW, THEREFORE, the Parties hereby agree as follows:

1. Pursuant to Section 22 of the ILA written changes may be made to the ILA upon the mutual consent of the Parties.

2. Pursuant to Section 3 of the ILA, the City, in cooperation with UTA, identified as the City-sponsored frequent transit network routes ("**FTN Routes**") to be provided by UTA from change day of August of 20\_\_ until change day of August 20\_\_.

3. The description of Transit Services for the Addendum No. \_\_\_\_ is set forth and outlined on Attachment 1, attached hereto and by this reference made a part hereof.

4. The description of the Baseline Services is set forth as outlined in Attachment 2.

5. The calculation of the cost per service mile of the City-sponsored FTN Routes and detailed description thereof is outlined in Attachment 3.

6. This Addendum No. \_\_\_\_ may be executed in one or more counterparts, each of which shall be an original, with the same effect as if the signatures were upon the same instrument.

7. This Addendum is limited to the terms expressly provided herein and except as set forth herein, the Original Agreement shall continue in full force and effect in accordance with its terms. If there is a conflict between this Addendum and the ILA, the terms of this Addendum shall prevail and control.

8. This Addendum No. \_\_\_\_ will be effective \_\_\_\_\_, 20\_\_.

IN WITNESS WHEREOF, the Parties have entered into this Addendum effective the date first set forth herein.

[Signature pages to follow]

[Signature pages to Addendum No. \_\_\_\_ to Salt Lake City Corporation and Utah Transit Authority  
Transit Master Plan Implementation Interlocal Agreement]

UTAH TRANSIT AUTHORITY

By \_\_\_\_\_  
Its \_\_\_\_\_

By \_\_\_\_\_  
Its \_\_\_\_\_

Approved as to Form

\_\_\_\_\_  
UTA Legal Counsel

[Signature pages to Addendum No. \_\_\_\_ to Salt Lake City Corporation and Utah Transit Authority  
Transit Master Plan Implementation Interlocal Agreement]

SALT LAKE CITY CORPORATION

By \_\_\_\_\_  
Its \_\_\_\_\_

APPROVED AS TO FORM:  
Salt Lake City Attorney's Office

By: \_\_\_\_\_

Senior City Attorney

Date: \_\_\_\_\_

ATTEST & COUNTERSIGN:  
Salt Lake City Recorder's Office

By: \_\_\_\_\_

City Recorder

[Attach Salt Lake City Council Resolution Approving Addendum]

ATTACHMENT 1  
Description of Transit Services  
For This Addendum No. \_\_\_\_

ATTACHMENT 2  
Description of Baseline Services  
For This Addendum No. \_\_



ATTACHMENT 3  
Funding for Transit Services  
For This Addendum No.\_\_\_\_

ATTACHMENT 4  
Funding for Transit Services  
For This Addendum No. \_\_

Exhibit B  
Table of Administrative Costs for Bus Operations

**Motor Bus (less FLEX) NTD Administration Cost Centers**

2017

<b>Cost Category</b>	<b>Ops Support</b>	<b>Administration</b>
ACCOUNTING		737,110.99
APPLICATION DEVELOPMENT		1,246,608.34
<b>ASSET MANAGEMENT</b>	<b>11,264.45</b>	
BOARD COORDINATION		153,595.51
CHIEF COMMUNICATIONS OFFICER		396,216.78
CHIEF FINANCIAL OFFICER		279,921.65
CHIEF PEOPLE OFFICER		160,487.28
CHIEF TECHNOLOGY OFFICER		399,622.16
CIVIL RIGHTS		204,762.33
CORPORATE & BOARD SUPPORT		129,367.41
CORPORATE SUPPORT		399,282.54
<b>CUSTOMER SERVICE</b>	<b>1,395,613.69</b>	
DATA QUALITY & RIDERSHIP		147,378.30
<b>FACILITIES</b>	<b>6,854,609.52</b>	
FARE STRATEGY & OPERATIONS		417,903.87
FED FUNDS		8.31
FINANCIAL SERVICES		416,364.11
GENERAL COUNSEL		1,396,792.90
GENERAL MANAGER		793,591.89
HUMAN SERVICES		1,288,482.41
INTERNAL AUDIT		206,113.25
MAJOR INVESTMENT STUDIES		5,220.01
MAJOR PROGRAM DEVELOPMENT		1,490,541.69
<b>MATERIALS</b>	<b>204,000.39</b>	
NETWORK SUPPORT		1,892,080.72
ORGANIZATIONAL EFFECTIVENESS		817,445.48
PLANNING & PROGRAMMING		887,711.67
PRODUCT DEVELOPMENT & SALES		295,611.85
PUBLIC RELATIONS & MARKETING		1,433,703.71
PURCHASING & CONTRACTS		583,080.28
QUALITY ASSURANCE		64,370.02
QUALITY ASSURANCE & STATS		47,640.82
REAL ESTATE		479,169.27
RIDESHARE/VANPOOL		9,541.73
RISK MANAGEMENT		641,489.42
<b>RIVERSIDE PARATRANSIT OPERATIONS</b>	<b>96,116.71</b>	
<b>SAFETY</b>	<b>1,092,196.86</b>	
SALT LAKE INTERMODAL EXPENSES		828.28
<b>SECURITY</b>	<b>3,646,238.62</b>	
STRATEGIC THINK TANK		150,365.08
SUPPLY CHAIN ADMIN		161,775.98
<b>TECHNOLOGY DEPLOYMENT</b>	<b>326,861.77</b>	
TECHNOLOGY DEVELOPMENT		31,237.84
<b>TECHNOLOGY SUPPORT</b>	<b>567,448.40</b>	
<b>TECHNOLOGY SUPPORT FACILITY</b>	<b>284,603.96</b>	
TELECOMMUNICATIONS		257,649.57
<b>TRAINING</b>	<b>485,898.48</b>	
<b>TRANSIT COMMUNICATION CENTER</b>	<b>411,902.61</b>	
TRANSIT ORIENTED DEVELOPMENT		154,744.51
<b>VEHICLE DISPOSAL</b>	<b>7,336.37</b>	
VP OPERATIONS AND CAPITAL		281,382.32
<b>WAREHOUSING</b>	<b>1,381,380.90</b>	
<b>WORKFORCE SYSTEMS</b>	<b>335,183.27</b>	
973 (grant)		(44,218.95)
9075 (grant)		(30,705.90)
100-15 (grant)		1,056.49
<b>Grand Total</b>	<b>17,100,656.00</b>	<b>18,385,331.92</b>

Notes: Highlighted categories are bus operational support costs. Base year is defined as the year of the most current NTD data.

Exhibit C  
Methodology for Calculating Annual Service Mileage Cost

Urbanized Area Statistics - 2010 Census

Salt Lake City-West Valley City, UT
278 Square Miles
1,021,243 Population
42 Pop. Rank out of 498 UZAs
Other UZAs Served
77 Ogden-Layton, UT, 82 Provo-Orem, UT, 0 Utah Non-UZA

Service Statistics

737 Square Miles
1,883,504 Population

38,713,261 Annual Vehicle Revenue Miles (VRM)
2,110,811 Annual Vehicle Revenue Hours (VRH)
1,086 Vehicles Operated in Maximum Service (VOMS)
1,387 Vehicles Available for Maximum Service (VAMS)

General Information

Database Information

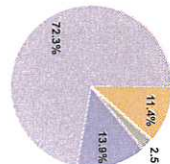
NTDD: 80001
Reporter Type: Full Reporter

Sources of Operating Funds Expended

Fare Revenues \$52,159,202
Local Funds \$0
State Funds \$270,847,394
Federal Assistance \$42,532,677
Other Funds \$9,195,344
Total Operating Funds Expended \$374,734,617

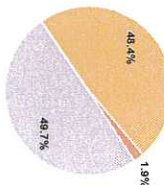
Operating Funding Sources

Fare Revenues \$0
Local Funds \$2,850,116
State Funds \$75,710,373
Federal Assistance \$73,741,341
Other Funds \$0
Total Capital Funds Expended \$152,301,830



Sources of Capital Funds Expended

Fare Revenues \$0
Local Funds \$2,850,116
State Funds \$75,710,373
Federal Assistance \$73,741,341
Other Funds \$0
Total Capital Funds Expended \$152,301,830



Modal Overview

Table with 2 columns: Mode, Vehicles Operated. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Vehicles Operated in Maximum Service

Table with 2 columns: Mode, Vehicles Operated. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Uses of Capital Funds

Table with 2 columns: Mode, Annual Vehicle Revenue Miles. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Summary of Operating Expenses (OE)

Table with 2 columns: Mode, Annual Vehicle Revenue Miles. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Operation Characteristics

Table with 2 columns: Mode, Operating Expenses. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Table with 2 columns: Mode, Annual Vehicle Revenue Miles. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Table with 2 columns: Mode, Annual Vehicle Revenue Miles. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Table with 2 columns: Mode, Annual Vehicle Revenue Miles. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Performance Measures

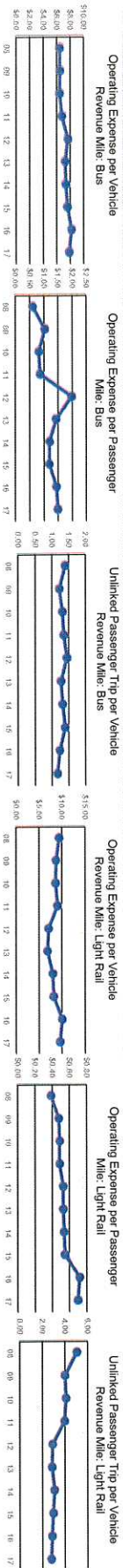
Table with 2 columns: Mode, Operating Expenses per Vehicle. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Table with 2 columns: Mode, Annual Vehicle Revenue Miles. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Table with 2 columns: Mode, Annual Vehicle Revenue Miles. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Table with 2 columns: Mode, Annual Vehicle Revenue Miles. Rows include Commuter Bus, Commuter Rail, Demand Response, Light Rail, Bus, Vanpool, Total.

Notes:
Demand Response - Tax (DT) and non-dedicated fleets do not report fleet age data.



EXAMPLE AGENCY PROFILE

Source: https://www.transit.dot.gov/ntd/transit-agency-profiles

**Utah Transit Authority**  
**Operating Cost per Mile by Mode**

**Sources:**

20\_\_ Federal Transit Administration's National Transit Database (NTD), *Agency Profile*, <https://www.transit.dot.gov/ntd/transit-agency-profiles>  
 20\_\_ Utah Transit Authority Comprehensive Annual Financial Report (CAFR), <http://www.rideuta.com/About-UTA/UTA-Reports-and-Documents>

20__									
20__									
2017 NTD Operating Expenses by Mode	Less Fuel Costs (Diesel, CNG and Gasoline)		Add Capital Maintenance		Debt Service	Depreciation	Total Costs	Annual Vehicle Revenue Miles	Cost Per Vehicle Revenue Mile Without Fuel excl. Depreciation
Bus Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	#DIV/0!
Commuter Bus	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	#DIV/0!
Commuter Rail	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	#DIV/0!
Light Rail	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	#DIV/0!
Paratransit Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	#DIV/0!
Other Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	#DIV/0!
NTD Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	#DIV/0!

Fuel Costs  
 NTD Plus Fuel  
 CAFR plus \$0.00 (Capital Maintenance)  
 Difference



**SPONSORED SERVICE PARATRANSIT COST - Salt Lake City Transit Master Plan**

-	Commuter Bus Vehicle Revenue Hours (Most recent NTD)
-	Light Rail Vehicle Revenue Hours (Most recent NTD)
-	Bus Vehicle Revenue Hours (Most recent NTD)
-	<b>Total Vehicle Revenue Hours for Bus, Commuter Bus, and LRT</b>
-	Total Demand Response Vehicle Revenue Hours (Most recent NTD)
#DIV/0!	Demand Response Percentage of Total Vehicle Revenue Hours



## SPONSORED SERVICE COST CALCULATOR - SLC TMP Implementation

VARIABLE VALUES	SPONSORED SERVICE COST
Most recent NTD Cost per Revenue Mile, Bus Service (1)	\$ - Most recent NTD Cost Per Mile - Bus Service
Annual escalator rate (2)	\$ - NDT rate Adjusted to Service Year Costs
Number of Years since NTD report	\$ - Discounted NTD Adjusted to Service Year Costs 0 Sponsored Revenue Miles
Administrative Discount (3)	\$ - Total Mileage Cost, Without Fuel, Annual
Sponsored Revenue Miles: 200 South, 900 South and 2100 South	
Sponsored Paratransit Service rate (3)	\$ - Add Paratransit Service
	\$ - Total Annual Operating Costs without fuel
Fuel Cost per Gallon (Service Year Budgeted Cost)	\$ - Fuel Cost per Gallon
Fuel Efficiency, Miles per Gallon (adjust per vehicle type)	0.0 Bus Miles per Gallon
	0 Sponsored Revenue Miles
	#DIV/0! Total Fuel Cost
Sponsored Vehicle Lease Costs	\$ - Per Vehicle Principal + 4% Interest Rate, Annual
Sponsored Vehicles	0 Vehicles needed for sponsored service
	\$ - Total Annual Vehicle Cost for Sponsored Service
	#DIV/0! TOTAL

(1) NTD Cost per Revenue Mile has been adjusted to exclude fuel expense but does include approximately 2% for capital maintenance (e.g. engine replacement, etc).

(2) The annual escalator is a calculated average of the PCE CPI over a twenty year period.

(3) Paratransit Service rate is equal to the percentage of the most recent NTD reported total demand response vehicle revenue hours as compared to total vehicle revenue hours for Bus, Commuter Bus and Light Rail.

Exhibit D  
Form of Annual Administrative Cost Report

Cost Category	2015						2016						2017					
	Motor Bus (less FLEX)			All Modes (including Flex)			Motor Bus (less FLEX)			All Modes (including Flex)			Motor Bus (less FLEX)			All Modes (including Flex)		
	Ops Support	Administration	577,081.27	1,164,328.01	1,164,328.01	2,075,004.26	Ops Support	Administration	666,909.32	1,183,030.39	1,314,805.28	2,332,332.99	Ops Support	Administration	737,110.99	1,419,810.26	1,419,810.26	2,401,195.12
ACCOUNTING			1,030,426.48															
ASSET MANAGEMENT																		
BOARD COORDINATION			82,699.67	166,856.12	166,856.12				86,773.69		171,073.50							
CHIEF COMMUNICATIONS OFFICER			186,786.52	376,863.35	376,863.35				201,183.01		396,630.37							
CHIEF FINANCIAL OFFICER			233,436.31	470,984.68	470,984.68				237,494.53		468,218.17							
CHIEF PEOPLE OFFICER			182,461.62	368,137.37	368,137.37				103,309.10		203,672.90							
CHIEF TECHNOLOGY OFFICER			141,536.56	285,566.33	285,566.33				138,519.79		273,090.42							
CIVIL RIGHTS			147,136.38	296,864.62	296,864.62				153,964.53		303,539.59							
CORPORATE & BOARD SUPPORT			669,348.50	1,350,487.79	1,350,487.79				477,947.25		941,968.39							
CUSTOMER SERVICE																		
DATA QUALITY & RIDERSHIP																		
FACILITIES																		
FARE STRATEGY & OPERATIONS																		
FED FUNDS																		
FINANCIAL SERVICES																		
GENERAL COUNSEL																		
GENERAL MANAGER																		
HUMAN SERVICES																		
INTERNAL AUDIT																		
MAJOR PROGRAM DEVELOPMENT																		
MATERIALS																		
NETWORK SUPPORT																		
ORGANIZATIONAL EFFECTIVENESS																		
PLANNING & PROGRAMMING																		
PRODUCT DEVELOPMENT & SALES																		
PUBLIC RELATIONS & MARKETING																		
PURCHASING & CONTRACTS																		
RADIO CONTROL																		
QUALITY ASSURANCE																		
QUALITY ASSURANCE & STATS																		
REAL ESTATE																		
RIDESHARE/VANPOOL																		
RISK MANAGEMENT																		
RIVERSIDE PARATRANSIT OPERATIONS																		
SAFETY																		
SALT LAKE INTERMODAL EXPENSES																		
SECURITY																		
STRATEGIC THINK TANK																		
SUPPLY CHAIN ADMIN																		
TECHNOLOGY DEPLOYMENT																		
TECHNOLOGY DEVELOPMENT																		
TECHNOLOGY SUPPORT																		
TECHNOLOGY SUPPORT FACILITY																		
TELECOMMUNICATIONS																		
TRANSIT COMMUNICATION CENTER																		
TRANSIT ORIENTED DEVELOPMENT																		
TRAINING																		
VEHICLE DISPOSAL																		
VP OPERATIONS AND CAPITAL																		
WAREHOUSING																		
WORKFORCE SYSTEMS																		
973 (grant)																		
100-15 (grant)																		
Grand Total																		

Notes: Highlighted categories are bus operational support costs. Fare Ops to be excluded when fares generated are retained by UTA. Base year is defined as the year of the most current NTD data.



Cost Category	NTD Administrative					
	2018		2019		2020	
	Motor Bus (less FLEX)	All Modes (including Flex)	Motor Bus (less FLEX)	All Modes (including Flex)	Motor Bus (less FLEX)	All Modes (including Flex)
Accounting	Ops Support	Administration	Ops Support	Administration	Ops Support	Administration
APPLICATION DEVELOPMENT						
ASSET MANAGEMENT						
BOARD COORDINATION						
CHIEF COMMUNICATIONS OFFICER						
CHIEF FINANCIAL OFFICER						
CHIEF PEOPLE OFFICER						
CHIEF TECHNOLOGY OFFICER						
CIVIL RIGHTS						
CORPORATE & BOARD SUPPORT						
CUSTOMER SERVICE						
DATA QUALITY & MIDSHIP						
FACILITIES						
FARE STRATEGY & OPERATIONS						
FED FUNDS						
FINANCIAL SERVICES						
GENERAL COUNSEL						
GENERAL MANAGER						
HUMAN SERVICES						
INTERNAL AUDIT						
MAJOR PROGRAM DEVELOPMENT						
MATERIALS						
NETWORK SUPPORT						
ORGANIZATIONAL EFFECTIVENESS						
PLANNING & PROGRAMMING						
PRODUCT DEVELOPMENT & SALES						
PUBLIC RELATIONS & MARKETING						
PURCHASING & CONTRACTS						
RADIO CONTROL						
QUALITY ASSURANCE						
QUALITY ASSURANCE & STATS						
REAL ESTATE						
RIDESHARE/VANPOOL						
RISK MANAGEMENT						
RIVERSIDE PARATRANSIT OPERATIONS						
SAFETY						
SALT LAKE INTERMODAL EXPENSES						
SECURITY						
STRATEGIC THINK TANK						
SUPPLY CHAIN ADMIN						
TECHNOLOGY DEVELOPMENT						
TECHNOLOGY DEVELOPMENT						
TECHNOLOGY SUPPORT						
TECHNOLOGY SUPPORT FACILITY						
TELECOMMUNICATIONS						
TRANSIT COMMUNICATION CENTER						
TRANSIT ORIENTED DEVELOPMENT						
TRAINING						
VEHICLE DISPOSAL						
VP OPERATIONS AND CAPITAL						
WAREHOUSING						
WORKFORCE SYSTEMS						
973 (grant)						
9075 (grant)						
100-15 (grant)						
<b>Grand Total</b>						

Notes: Highlighted categories are bus operating

ion Cost Centers												
Cost Category	2021				2022				2023			
	Motor Bus (less FLEX)		All Modes (including Flex)		Motor Bus (less FLEX)		All Modes (including Flex)		Motor Bus (less FLEX)		All Modes (including Flex)	
	Ops Support	Administration	Ops Support	Administration	Ops Support	Administration	Ops Support	Administration	Ops Support	Administration	Ops Support	Administration
ACCOUNTING												
APPLICATION DEVELOPMENT												
ASSET MANAGEMENT												
BOARD COORDINATION												
CHIEF COMMUNICATIONS OFFICER												
CHIEF FINANCIAL OFFICER												
CHIEF PEOPLE OFFICER												
CHIEF TECHNOLOGY OFFICER												
CIVIL RIGHTS												
CORPORATE & BOARD SUPPORT												
CUSTOMER SERVICE												
DATA QUALITY & RIDERSHIP												
FACILITIES												
FARE STRATEGY & OPERATIONS												
FED FUNDS												
FINANCIAL SERVICES												
GENERAL COUNSEL												
GENERAL MANAGER												
HUMAN SERVICES												
INTERNAL AUDIT												
MAJOR PROGRAM DEVELOPMENT												
MATERIALS												
NETWORK SUPPORT												
ORGANIZATIONAL EFFECTIVENESS												
PLANNING & PROGRAMMING												
PRODUCT DEVELOPMENT & SALES												
PUBLIC RELATIONS & MARKETING												
PURCHASING & CONTRACTS												
RADIO CONTROL												
QUALITY ASSURANCE												
QUALITY ASSURANCE & STATS												
REAL ESTATE												
RIDESHARE/VANPOOL												
RISK MANAGEMENT												
RIVERSIDE PARATRANSIT OPERATIONS												
SAFETY												
SALT LAKE INTERMODAL EXPENSES												
SECURITY												
STRATEGIC THINK TANK												
SUPPLY CHAIN ADMIN												
TECHNOLOGY DEPLOYMENT												
TECHNOLOGY DEVELOPMENT												
TECHNOLOGY SUPPORT												
TECHNOLOGY SUPPORT FACILITY												
TELECOMMUNICATIONS												
TRANSIT COMMUNICATION CENTER												
TRANSIT ORIENTED DEVELOPMENT												
TRAINING												
VEHICLE DISPOSAL												
VP OPERATIONS AND CAPITAL												
WAREHOUSING												
WORKFORCE SYSTEMS												
973 (grant)												
9075 (grant)												
100-15 (grant)												
Grand Total												
Notes: Highlighted categories are bus operating												

Notes: Highlighted categories are bus operat

Cost Category	2024				2025				2026			
	Motor Bus (less FLEX)		All Modes (including Flex)		Motor Bus (less FLEX)		All Modes (including Flex)		Motor Bus (less FLEX)		All Modes (including Flex)	
	Ops Support	Administration	Ops Support	Administration	Ops Support	Administration	Ops Support	Administration	Ops Support	Administration	Ops Support	Administration
ACCOUNTING												
APPLICATION DEVELOPMENT												
ASSET MANAGEMENT												
BOARD COORDINATION												
CHIEF COMMUNICATIONS OFFICER												
CHIEF FINANCIAL OFFICER												
CHIEF PEOPLE OFFICER												
CHIEF TECHNOLOGY OFFICER												
CIVIL RIGHTS												
CORPORATE & BOARD SUPPORT												
CUSTOMER SERVICE												
DATA QUALITY & RIDERSHIP												
FACILITIES												
FARE STRATEGY & OPERATIONS												
FED FUNDS												
FINANCIAL SERVICES												
GENERAL COUNSEL												
GENERAL MANAGER												
HUMAN SERVICES												
INTERNAL AUDIT												
MAJOR PROGRAM DEVELOPMENT												
MATERIALS												
NETWORK SUPPORT												
ORGANIZATIONAL EFFECTIVENESS												
PLANNING & PROGRAMMING												
PRODUCT DEVELOPMENT & SALES												
PUBLIC RELATIONS & MARKETING												
PURCHASING & CONTRACTS												
RADIO CONTROL												
QUALITY ASSURANCE												
QUALITY ASSURANCE & STATS												
REAL ESTATE												
RIDESHARE/VANPOOL												
RISK MANAGEMENT												
RIVERSIDE PARATRANSIT OPERATIONS												
SAFETY												
SALT LAKE INTERMODAL EXPENSES												
SECURITY												
STRATEGIC THINK TANK												
SUPPLY CHAIN ADMIN												
TECHNOLOGY DEPLOYMENT												
TECHNOLOGY DEVELOPMENT												
TECHNOLOGY SUPPORT												
TECHNOLOGY SUPPORT FACILITY												
TELECOMMUNICATIONS												
TRANSIT COMMUNICATION CENTER												
TRANSIT ORIENTED DEVELOPMENT												
TRAINING												
VEHICLE DISPOSAL												
VP OPERATIONS AND CAPITAL												
WAREHOUSING												
WORKFORCE SYSTEMS												
973 (grant)												
9075 (grant)												
100-15 (grant)												
<b>Grand Total</b>												

Notes: Highlighted categories are bus operations

**EXHIBIT 3 AMENDMENT NO. 1 TO ADDENDUM NO. 2**

**Attachment A Service True-Up**

**Attachment B Fuel True-Up**

**Amendment No. 1 to Addendum No. 2  
To Salt Lake City Corporation and Utah Transit Authority  
Transit Master Plan Interlocal Agreement**

This Amendment No. 1 (Amendment) to that certain Addendum No. 2 to the Salt Lake City Corporation and Utah Transit Authority Transit Master Plan Implementation Interlocal Agreement (“ILA”) is made this \_\_\_\_ day of August 2020, by and between Utah Transit Authority, a public transit district organized under the laws of the State of Utah (“UTA”) and Salt Lake City Corporation, a Utah municipal corporation (“City”). UTA and City are hereinafter collectively referred to as “Parties” and each may be referred to individually as “Party”.

Whereas on March 6, 2019 the Parties entered into an ILA for joint participation in planning and funding transportation improvements in and around the City; and

Whereas on August 6, 2019 the Parties entered into an Addendum No. 2 to the ILA which identified City-sponsored frequent transit network routes (“FTN Routes”) to be provided by UTA for a period of one-year from the August 2019 change date until the next succeeding August change day; and

Whereas Addendum No. 2 also provided, along with a description of FTN Routes, a description of baseline services and charges associated with those FTN Routes; and

Whereas the COVID-19 Pandemic has caused as significant disruption of the services required by the City and provided by UTA; and

Whereas the Parties desire to amend Addendum No. 2 to reflect those changes;

NOW THEREFORE THE PARTIES AGREE TO AMEND ADDENDUM NO. 2 AS FOLLOWS:

1. The description of FTN Routes set forth in Addendum 2 Attachment 1 are unchanged.
2. The frequency of the Baseline Services set forth in Addendum 2 Attachment 2 has been decreased due to diminished demand occasioned by COVID-19. Frequency will increased or decreased in UTA’s discretion according to demand.
3. The Funding for Transit Services described in Addendum 2 Attachment 3 shall be subject to the forgoing:
  - a. The City shall be provided with an annualized service discount of \$462,233 calculated as shown in this Amendment 1 Attachment A. The discount shall be reflected in monthly invoices beginning with the June 2020 invoice. Any remaining refund for overpayment owed to the City at the end of the service year (August 2020 change day) shall be carried over and reflected in billing discounts for the succeeding service year.



- b. The City shall be provided with an annualized fuel charge refund of \$107,404 calculated as shown in this Amendment 1 Attachment B. The discount shall be reflected in monthly invoices beginning with the June 2020 invoice. Any remaining refund for overpayment owed to the City at the end of the service year (August 2020 change day) shall be carried over and reflected in billing discounts for the succeeding service year.
4. Any other provision of Addendum No. 2 not affected by paragraphs 2 or 3 above shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have entered into this Amendment as of the Effective Date.

UTAH TRANSIT AUTHORITY  
CORPORATION

SALT LAKE CITY

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_

AATF:  
Salt Lake Attorney's Office

ATTEST AND COUNTERSIGN:  
Salt Lake City Recorder's Office

\_\_\_\_\_  
AATF: \_\_\_\_\_  
UTA Legal Counsel

By: \_\_\_\_\_  
City Recorder

## Addendum 2, Amendment 1

### Attachment A

#### 2019-2020 Sponsored Service: 200 South, 900 South, 2100 South

#### Service True-Up

	Addendum 2	Annual mileage true-up	COVID-19 Reduction	Addendum 2, Amendment 1
Cost per mile	\$ 7.62	\$ 7.62	\$ 7.62	
Annual escalator	2.2%	2.2%	2.2%	
number years since NDT	2	2	2	
Administrative Discount	20%	20%	20%	
Miles	503,359	511,664	288,760	
Total mileage cost	\$ 3,204,975	\$ 3,257,852	\$ 1,838,584	
Paratransit rate	10%	10%	10%	
Total Paratransit Cost	\$ 320,497	\$ 325,785	\$ 183,858	
Number Vehicles	10	10	10	
Lease Cost	\$ 41,088	\$ 41,088	\$ 41,088	
Total Vehicle cost	\$ 410,885	410,885	410,885	
Total annual cost w/o fuel	\$ 3,936,357	\$ 3,994,521	\$ 2,433,327	
Total monthly cost w/o fuel	\$ 328,030	\$ 332,877	\$ 202,777	
8 months (August - March)		\$ 2,663,014.22		\$ 2,663,014
4 months (April - July)			\$ 811,109	\$ 811,109
<b>Total Cost to City without Fuel</b>				<b>\$ 3,474,123</b>
<b>Original Annual Cost</b>	<b>\$ 3,936,357</b>			
<b>Reduced Annual Cost</b>	<b>\$ 3,474,123</b>			
<b>Discount Amount</b>	<b>\$ 462,233</b>			

## Addendum 2, Amendment 1

### Attachment B

#### 2019-2020 Sponsored Service: 200 South, 900 South, 2100 South

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#### Fuel True-Up

	Addendum 2	Annual Fuel true-up	COVID-19 Reduction	Addendum 2, Amendment 1
Cost per gallon	\$2.50	\$1.59	\$1.59	
Fuel efficiency (mpg)	5	4.82	4.82	
Miles	503,359	511,664	288,760	
Total Annual Cost	\$251,679.50	\$168,785.43	\$95,254.85	
Total Monthly Cost	\$20,973.29	\$14,065.45	\$7,937.90	
8 months (August-March)	\$167,786.33	\$112,523.62		\$112,523.62
4 months (April-July)			\$31,751.62	\$31,751.62
<b>Total Cost to City</b>				<b>\$144,275.24</b>
<b>Original Annual Cost</b>	<b>\$ 251,680</b>			
<b>Reduced Annual Cost</b>	<b>\$ 144,275</b>			
<b>Discount Amount</b>	<b>\$ 107,404</b>			

**EXHIBIT 4 ADDENDUM NO. 3**

**Attachment A1 FTN Definition**

**Attachment A2 FTN Corridors**

**Attachment B 2020-21 Baseline**

**Attachment C1 NTD Profile**

**Attachment C2 Cost per Mile**

**Attachment C3 Paratransit**

**Attachment C4 Funding for 2020-21 Transit Service Cost Calculator  
Worksheet**

**ADDENDUM NO. 3**  
**TO SALT LAKE CITY CORPORATION AND UTAH TRANSIT AUTHORITY**  
**TRANSIT MASTER PLAN INTERLOCAL AGREEMENT**  
**(2020-21 FTN Routes)**

This Addendum No. 3 (“Addendum”) to that certain Salt Lake City Corporation and Utah Transit Authority Transit Master Plan Implementation Interlocal Agreement (“ILA”) is made this \_\_\_\_ day of August, 2020, by and between Utah Transit Authority, a public transit district organized under the laws of the State of Utah (“UTA”), and Salt Lake City Corporation, a Utah municipal corporation (“City”). UTA and City are hereinafter collectively referred to as “Parties” and each may be referred to individually as “Party,” all as governed by the context in which such words are used.

**RECITALS**

A. On the 6th day of March, 2019, the Parties entered into the ILA, whereby the parties agreed to participate jointly in planning and funding for public transportation improvements in and around the City; and

B. Pursuant to the terms of the ILA, the Parties desire to specifically identify certain components of the Salt Lake City Transit Master Plan to be governed by this Addendum.

**AGREEMENT**

NOW, THEREFORE, the Parties hereby agree as follows:

1. Pursuant to Section 3 of the ILA, the City, in cooperation with UTA, identified the City-sponsored frequent transit network routes for the 2020-21 (“**FTN Routes**”) to be provided by UTA for a one-year period from the August 2020 change day until the next succeeding August change day.

2. The description of those 2020-21 FTN Routes is set forth in Attachment 1.

3. The description of the 2020-21 Baseline Services is set forth in Attachment 2.

4. The calculation of the Annual Service Mile Charge for the City-sponsored 2020-21 FTN Routes is set forth in in Attachment 3.

5. The final routing and implementation of the FTN Routes shall be determined in accordance with all applicable laws, regulations and policies regarding transit service planning (including, without limitation, Title VI of the Civil Rights Act) and operational considerations shall be addressed in consultation with the City.

6. Invoicing for implementation of the FTN Routes will be according to Section 7 of the ILA.

7. UTA will maintain the span of service on the FTN routes during the term of this Addendum. Due to the current COVID-19 pandemic, however, UTA may change the frequency of the FTN Routes as necessary based upon official guidance from the CDC, the State of Utah, the Salt Lake County Health Department, and/or Salt Lake City emergency proclamations, as well as significant changes in ridership. If the frequency of service of the FTN Routes is reduced below the levels set forth in Attachment 1, UTA shall provide written notice to the City of UTA’s intention to reduce the frequency of the FTN Routes. If the City agrees with such reductions in service, then UTA will reduce the monthly invoice amounts (as calculated under Section 7 of the

ILA) immediately in proportion to the reduction in services until full service, including frequency and span, of the FTN Routes is restored. The City and UTA shall agree in writing on the levels of service reductions and the amount of the discount of the monthly invoices prior to any reduction of frequency of the FTN Routes.

8. This Addendum may be executed in one or more counterparts, each of which shall be an original, with the same effect as if the signatures were upon the same instrument.

9. This Addendum is limited to the terms expressly provided herein and except as set forth herein, the ILA shall continue in full force and effect in accordance with its terms. If there is a conflict between this Addendum and the ILA, the terms of this Addendum shall prevail and control.

10. Any capitalized terms that are not specifically defined in this Addendum shall have the meanings set forth in the ILA.

11. This Addendum will become effective upon Salt Lake City Council's adoption of a resolution authorizing the Mayor or her designee to enter into this Addendum; and appropriation of funding to meet the City's financial obligations under this Addendum (the "Effective Date").

*[THE BALANCE OF THIS PAGE IS INTENTIONALLY LEFT BLANK.]*

IN WITNESS WHEREOF, the Parties have entered into this Addendum as of the Effective Date.

[Signature pages to Addendum No. 3 to Salt Lake City Corporation and Utah Transit Authority Transit Master Plan Implementation Interlocal Agreement]

UTAH TRANSIT AUTHORITY

By \_\_\_\_\_  
Its \_\_\_\_\_

By \_\_\_\_\_  
Its \_\_\_\_\_

Approved as to Form

\_\_\_\_\_  
UTA Legal Counsel

[Signature pages to Addendum No. 3 to Salt Lake City Corporation and Utah Transit Authority Transit Master Plan Implementation Interlocal Agreement]

SALT LAKE CITY CORPORATION

By \_\_\_\_\_  
Its \_\_\_\_\_

APPROVED AS TO FORM:  
Salt Lake City Attorney's Office

By: \_\_\_\_\_

Senior City Attorney

Date: \_\_\_\_\_

ATTEST & COUNTERSIGN:  
Salt Lake City Recorder's Office

By: \_\_\_\_\_

City Recorder

[Attach Salt Lake City Council Resolution Approving Addendum]

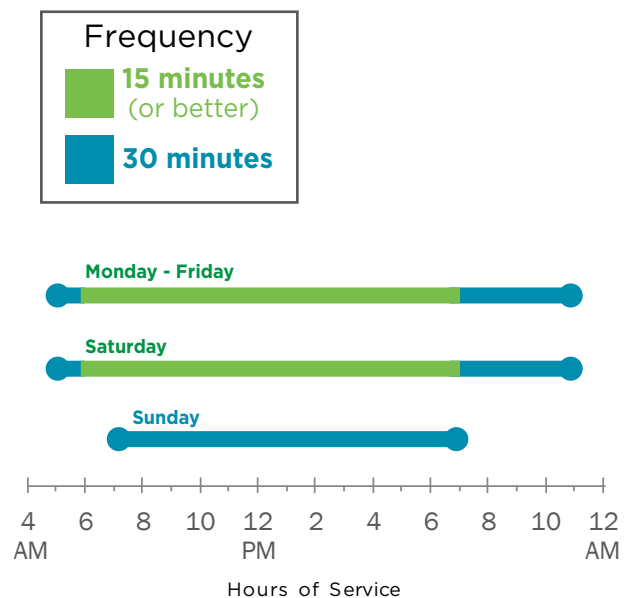


ATTACHMENT A  
Description of the 2020-21 FTN Routes  
For This Addendum No. 3

# Frequent Transit Network

The Transit Master Plan provides a vision for an expanded Frequent Transit Network (FTN); it is a long-term, 20-year vision that identifies the corridors where high-frequency service should be provided in Salt Lake City. Building off the existing grid network, the FTN is a set of designated transit corridors that offers frequent and reliable service connecting major destinations and neighborhood centers seven days a week throughout the day and evening. The lines on the FTN map (following page) do not represent individual routes, but are corridors where frequent service would be provided by a combination of bus or rail technologies. Defining an FTN vision allows Salt Lake City to work closely with Utah Transit Authority (UTA) to set priorities for service provision now and in the future.

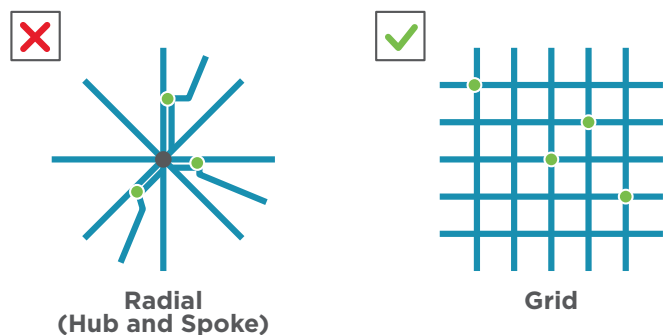
FTN Frequency and Span



## Why a Grid Network?

Salt Lake City's existing, centralized hub model is effective for regional connections but is inefficient for some local trips. Currently, many of UTA's routes terminate at Central Station, which provides good connectivity to commuter rail service, but creates challenges for people who need to travel to other destinations throughout the city, necessitating multiple transfers and/or indirect trips. The FTN builds on Salt Lake City's strong street network grid.

Radial vs. Grid Network



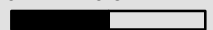
# Salt Lake City Transit Master Plan Phase I Service Improvements

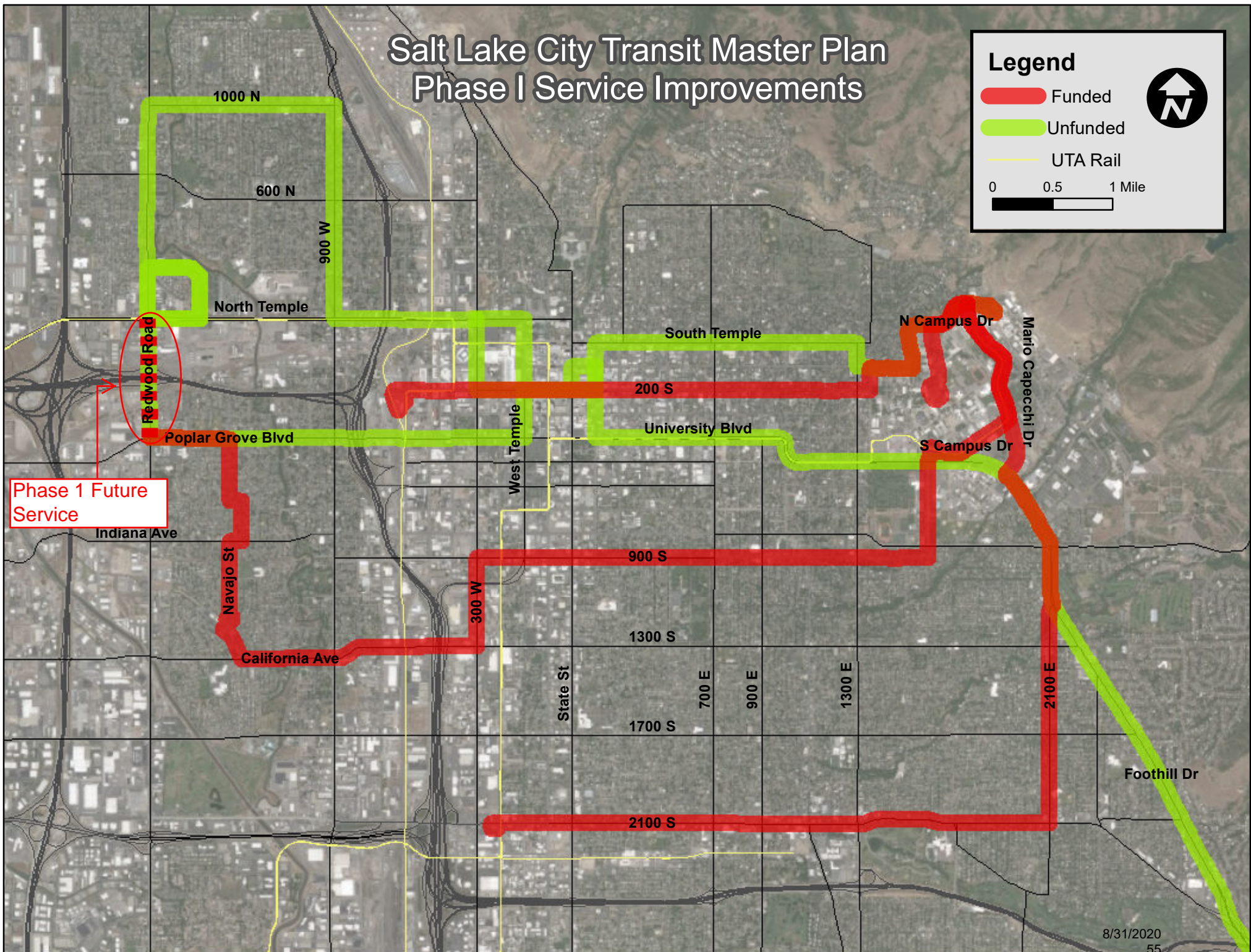
## Legend

 Funded

 Unfunded

 UTA Rail

0 0.5 1 Mile  




Phase 1 Future  
Service

ATTACHMENT B  
2020-21 Baseline Services  
For This Addendum No. 3

## 2020 Sponsored Service Baseline Calculation

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### Assessment of Sponsored Routes

Route	Weekday	Saturday	Sunday	
2	yes	no	yes	City sponsorship of additional Saturday miles above April 2019 baseline
9	no	no	no	City sponsorship of all additional service above April 2019 baseline
21	yes	no	yes	City sponsorship of additional Saturday miles above April 2019 baseline

### Weekday Miles

Route	April 2019	August 2019	Delta	*252 WKD
2	525.23	603.81	78.58	19,802.16
21	928.47	1123.52	195.05	49,152.60
				<b>68,954.76</b>

### Sunday Miles

Route	April 2019	August 2019	Delta	*52 SUN
2		255.8	255.8	13,301.60
21	216.75	450.69	233.94	12,164.88
				<b>25,466.48</b>

**94,421.24** Total delta - miles to be covered by UTA

## 2020 Comprehensive System Analysis

### LEGEND

		Quantity	% of Total
	exceeds standards (under served)	16	14%
	meets standards	86	75%
	partially meets standards	9	8%
	does not meet standards (over served)	3	3%

### All-Day Service

Route	Current Tier	People- Based TPI	WKD Pass/Hr	SAT Pass/Hr	SUN Pass/Hr
2	1	689	34.8	16.2	15.4
3	2	447	30.9	11	
4	2	325	16.1	11	8.6
6	2	598	19.3	11.7	9.1
9	1	346	12	6.9	7.5
11	3	472	16.9		
17	3	303	16.7		
21	1	307	29.4	13.3	15.8
33	1	136	25.9	29.2	26.3
35M	1	89	19.2	20.5	
35	2	172	22.1	19.9	23.2
39	1	209	28.2	24	20.7
41	1	225	22.1	17.1	16.9
45	1	148	21.6	22.3	16.8
47	1	206	22.1	17.7	15.6
54	1	175	22	25.3	23.3
62	3	124	13.8	10.1	
72	3	148	24.6	17	
F94	3	117	16.4	10.4	
200	1	383	30	22.9	24.1
201	3	168	23	16.6	
205	1	406	26.9	25.2	22.6
209	1	319	26.1	25.6	23.5
213	2	263	20.6	9.8	
217	1	227	26.2	25.9	23.7
218	2	92	20.9	15.7	
220	1	295	18.4	13.9	12.7
223	3	199	10.3		
227	3	133	12.1		
232	3	168	12.4		
240	2	208	16.6	14.8	15
248	3	206	11.8		
F400	3	45	7.2		
F402	3	63	6.6		
F453	3	8	7.3		
455	3	144	12.7		
470	2	136	16.7	14.1	12.2
F504	3	65	8	6.3	
509	2	128	20.6	10.6	



F514	3	57	11.3	6.2	
F518	3	48	8.3		
519	2	239	14.2	16.2	12.5
520	3	244	14.3		
525	2	159	30.8	14.7	
F546	3	67	4.8		
F547	3	52	7		
F556	3	126	10.4	7.3	
F570	3	119	8.3		
F578	3	136	9.3	9.3	
F590	3	92	12.6		
601	2	203	11	13.9	
603	1	239	29.5	21.4	18.9
604	2	70	13.4	9.7	
F605	3	87	5.8		
612	1	145	18.1	14.1	16
613	3	70	13.3		
F618	3	64	11	4.7	
F620	3	48	6.4		
625	2	147	12.4	7.8	
626	2	51	13.8	10	
627	2	106	13.8	8.1	
628	2	73	20.1	19.6	
630	3	48	12.4	13.1	
F638	3	79	9.1		
640	2	114	11.8	6.8	
645	2	214	11.4	8	
667	2	30	28.4	52.8	
701	1	372	136.7	162.3	75.7
703	1	356	162.3	172.8	63.4
704	1	463	142.2	127	68.1
720	1	860	56.6	65.8	46.4
750	2	1341	163.5	109.8	
821	3	69	16.1	13.6	
830X	1	581	60.2	51.8	
831	2	373	25	13	
833	3	72	12.2	10.5	
834	3	188	18.6	12.5	
841	2	185	80.6	22.8	
850	1	157	19.1	19.3	10
862	2	155	24.7	10	
864	3	13	13.5		
871	3	18	7.6	6.6	7.6

#### Targeted Service

Route	Current Tier	Job- Based TPI	WKD PassMi/ Mi	SAT PassMi/ Mi	SUN PassMi/ Mi
2X	4	429	9.7		
307	4	863	7.4		
313	4	323	6		
320	4	896	9.8		
354	4	318	7.3		



451	4	198	27.1		
454	4	170	6.1		
456	4	64	11.8		
460	4	611	5.2		
461	4	469	5.5		
462	4	630	8.2		
463	4	514	6		
471	4	613	7.9		
472	4	177	21.7		
473	4	289	14.9		
513	4	337	5.2		
F522	4	109	0.7		
526	4	98	16.6		
F534	4	140	1.8		
551	4	75	13.8	10.7	7.7
606	4	123	19.8		
608	4	192	14.7		
616	4	40	1.5		
650	4	139	7.6		
805	4	51	8.3		
806	4	52	9.7		
807	4	115	8.2		
809	4	267	1.1		
822	4	284	8.3		
902	4	403	3		
919	4	1016	26.5		
920	4	930	26.1		
953	4	132	7.6	10.7	5.2

ATTACHMENT C  
Funding for 2020-21 Transit Service  
For This Addendum No. 3

# Utah Transit Authority

2018 Annual Agency Profile

## General Information

### Urbanized Area Statistics - 2010 Census

Salt Lake City-West Valley City, UT  
278 Square Miles  
1,021,243 Population  
42 Pop. Rank out of 498 UZAs  
Other UZAs Served  
77 Ogden-Layton, UT, 82 Provo-Orem, UT, 0 Utah Non-UZA

### Service Consumption

358,146,681 Annual Passenger Miles (PMT)  
44,176,331 Annual Unlinked Trips (UPT)  
151,901 Average Weekday Unlinked Trips  
75,207 Average Saturday Unlinked Trips  
29,911 Average Sunday Unlinked Trips

### Database Information

NTDID: 80001  
Reporter Type: Full Reporter

### Service Area Statistics

737 Square Miles  
1,883,504 Population

### Service Supplied

39,149,927 Annual Vehicle Revenue Miles (VRM)  
2,160,581 Annual Vehicle Revenue Hours (VRH)  
1,113 Vehicles Operated in Maximum Service (VOMS)  
1,388 Vehicles Available for Maximum Service (VAMS)

## Modal Characteristics

Modal Overview	Vehicles Operated in Maximum Service		Uses of Capital Funds				
	Directly Operated	Purchased Transportation	Revenue Vehicles	Systems and Guideways	Facilities and Stations	Other	Total
Commuter Bus	43	-	\$0	\$14,777	\$13,468	\$19,269	\$47,514
Commuter Rail	50	-	\$0	\$9,023,656	\$84,673	\$99,256	\$9,207,585
Demand Response	67	45	\$3,534,540	\$37,536	\$68,374	\$49,876	\$3,690,326
Light Rail	92	-	\$0	\$12,002,130	\$626,659	\$163,734	\$12,792,523
Bus	412	6	\$19,675,338	\$2,157,049	\$6,063,861	\$326,885	\$28,223,133
Vanpool	398	-	\$1,149,248	\$85,204	\$30,099	\$113,214	\$1,377,765
<b>Total</b>	<b>1,062</b>	<b>51</b>	<b>\$24,359,126</b>	<b>\$23,320,352</b>	<b>\$6,887,134</b>	<b>\$772,234</b>	<b>\$55,338,846</b>

### Operation Characteristics

Mode	Operating Expenses	Fare Revenues	Uses of Capital Funds	Annual Passenger Miles	Annual Unlinked Trips	Annual Vehicle Revenue Miles	Annual Vehicle Revenue Hours	Fixed Guideway Directional Route Miles	Vehicles Available for Maximum Service	Vehicles Operated in Maximum Service	Percent Spare Vehicles	Average Fleet Age in Years*
Commuter Bus	\$8,635,671	\$521,819	\$47,514	12,395,920	563,563	1,066,181	41,128	0.0	47	43	8.5%	12.6
Commuter Rail	\$43,421,951	\$7,375,985	\$9,207,585	129,673,508	5,082,168	5,429,232	164,930	174.5	69	50	27.5%	17.2
Demand Response	\$18,695,571	\$400,466	\$3,690,326	4,567,676	394,816	2,798,928	180,342	0.0	142	112	21.1%	4.3
Light Rail	\$71,414,293	\$18,089,935	\$12,792,523	89,112,550	17,899,716	6,655,535	362,257	93.9	114	92	19.3%	11.3
Bus	\$140,001,661	\$17,788,256	\$28,223,133	79,344,438	19,061,372	16,845,223	1,243,058	0.0	531	418	21.3%	7.9
Vanpool	\$18,784,904	\$3,946,125	\$1,377,765	43,052,589	1,174,696	6,354,828	168,866	0.0	485	398	17.9%	5.4
<b>Total</b>	<b>\$300,954,051</b>	<b>\$48,122,586</b>	<b>\$55,338,846</b>	<b>358,146,681</b>	<b>44,176,331</b>	<b>39,149,927</b>	<b>2,160,581</b>	<b>268.4</b>	<b>1,388</b>	<b>1,113</b>	<b>19.8%</b>	

### Performance Measures

### Service Efficiency

Mode	Operating Expenses per Vehicle Revenue Mile	Operating Expenses per Vehicle Revenue Hour
Commuter Bus	\$8.10	\$209.97
Commuter Rail	\$8.00	\$263.28
Demand Response	\$6.68	\$103.67
Light Rail	\$10.73	\$197.14
Bus	\$8.31	\$112.63
Vanpool	\$2.96	\$111.24
<b>Total</b>	<b>\$7.69</b>	<b>\$139.29</b>

Mode	Operating Expenses per Passenger Mile	Operating Expenses per Unlinked Passenger Trip	Unlinked Trips per Vehicle Revenue Mile	Unlinked Trips per Vehicle Revenue Hour
Commuter Bus	\$0.70	\$15.32	0.5	13.7
Commuter Rail	\$0.33	\$8.54	0.9	30.8
Demand Response	\$4.09	\$47.35	0.1	2.2
Light Rail	\$0.80	\$3.99	2.7	49.4
Bus	\$1.76	\$7.34	1.1	15.3
Vanpool	\$0.44	\$15.99	0.2	7.0
<b>Total</b>	<b>\$0.84</b>	<b>\$6.81</b>	<b>1.1</b>	<b>20.4</b>



### Notes:

\*Demand Response - Taxi (DT) and non-dedicated fleets do not report fleet age data.

## Financial Information

### Sources of Operating Funds Expended

Fares and Directly Generated	\$84,206,427	19.6%
Local Funds	\$283,418,933	66.0%
State Funds	\$0	0.0%
Federal Assistance	\$61,759,422	14.4%

Total Operating Funds Expended \$429,384,782 100.0%

### Sources of Capital Funds Expended

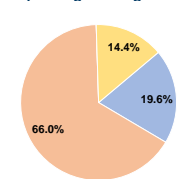
Fares and Directly Generated	\$0	0.0%
Local Funds	\$46,753,477	54.3%
State Funds	\$7,479,676	8.7%
Federal Assistance	\$31,806,236	37.0%

Total Capital Funds Expended \$86,039,389 100.0%

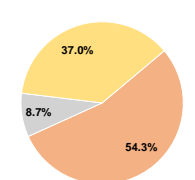
### Summary of Operating Expenses (OE)

Labor	\$210,617,778	70.0%
Materials and Supplies	\$49,475,245	16.4%
Purchased Transportation	\$4,725,168	1.6%
Other Operating Expenses	\$36,135,860	12.0%
<b>Total Operating Expenses</b>	<b>\$300,954,051</b>	<b>100.0%</b>
Reconciling OE Cash Expenditures	\$128,430,731	
Purchased Transportation (Reported Separately)	\$0	

### Operating Funding Sources



### Capital Funding Sources



**Utah Transit Authority**  
**Operating Cost per Mile by Mode**

**Sources:**

2018 Federal Transit Administration's National Transit Database (NTD), *Agency Profile*, <https://www.transit.dot.gov/ntd/transit-agency-profiles>  
2018 Utah Transit Authority Comprehensive Annual Financial Report (CAFR), <http://www.rideuta.com/About-UTA/UTA-Reports-and-Documents>

2018									
							Cost Per Vehicle		
2018 NTD							Revenue Mile		
Operating		Less Fuel Costs					Without Fuel		
Expenses by		(Diesel, CNG		Add Capital		Annual Vehicle		excluding Vehicle	
Mode		and Gasoline)		Maintenance		Debt Service		Depreciation	
						Total Costs		Revenue Miles	
\$ 140,001,661		\$ (10,183,098)	\$ 5,973,050		\$ 17,144,993	\$ 152,936,606	16,845,223	\$ 8.06	Bus Service
\$ 8,635,671		\$ (635,588)	\$ 382,833			\$ 8,382,916	1,066,181	\$ 7.86	Commuter Bus
\$ 43,421,951		\$ (7,002,733)	\$ 1,287,135	\$ 45,500,194	\$ 28,412,725	\$ 111,619,272	5,429,232	\$ 15.33	Commuter Rail
\$ 71,414,293			\$ 11,146,472	\$ 45,500,194	\$ 28,412,725	\$ 156,473,684	6,655,535	\$ 19.24	Light Rail
\$ 18,695,571		\$ (1,367,502)	\$ 672,761		\$ 4,290,318	\$ 22,291,148	2,798,928	\$ 6.43	Paratransit Service
\$ 18,784,904		\$ (963,770)	\$ 180,162		\$ 2,304,317	\$ 20,305,613	6,354,828	\$ 2.83	Other Service
\$ 300,954,051		\$ (20,152,691)	\$ 19,642,413	\$ 91,000,388	\$ 80,565,077	\$ 472,009,238	39,149,927	\$ 10.00	
						\$ 20,152,691			
						\$ 492,161,929			
: (capital maintenance)						\$ 492,161,929			
						\$ -			

**SPONSORED SERVICE PARATRANSIT COST - Addendum 3**

---

41,128	Commuter Bus Vehicle Revenue Hours (2018 NTD)
362,257	Light Rail Vehicle Revenue Hours (2018 NTD)
1,243,058	Bus Vehicle Revenue Hours (2018 NTD)
<b>1,646,443</b>	<b>Total Vehicle Revenue Hours for Bus, Commuter Bus, and LRT</b>
180,342	Total Demand Response Vehicle Revenue Hours (2018 NTD)
11%	Demand Response Percentage of Total Vehicle Revenue Hours for Bus, Commuter Bus, and Light Rail

## Addendum 3

### 2020-2021 Sponsored Service: 200 South, 900 South, 2100 South

#### VARIABLE VALUES

\$ 8.06	Most recent NTD Cost per Revenue Mile, Bus Service (1)
2.2%	Annual escalator rate (2)
2	Number of Years since NTD report
20%	Administrative Discount (3)
491,862	Sponsored Revenue Miles: 200 South, 900 South and 2100 South

11%	Sponsored Paratransit Service rate (4)
-----	--

\$ 2.00	Fuel Cost per Gallon (Service Year Budgeted Cost)
4.8	Fuel Efficiency, Miles per Gallon (adjust per vehicle type)

\$ 41,088	Sponsored Vehicle Lease Costs
10	Sponsored Vehicles

(1) NTD Cost per Revenue Mile has been adjusted to exclude fuel expense but does include approximately 2% for capital maintenance (e.g. engine replacement, etc).

(2) The annual escalator is a calculated average of the CPI-U over a twenty year period.

(3) UTA will discount the administrative charges in proportion to the scale of the service increase in revenue miles.

(4) Paratransit Service rate is equal to the percentage of the most recent NTD reported total demand response vehicle revenue hours as compared to total vehicle revenue hours for Bus, Commuter Bus and Light Rail.

#### SPONSORED SERVICE COST

\$ 8.06	Most recent NTD Cost Per Mile - Bus Service
\$ 8.42	NTD rate Adjusted to Service Year Costs
\$ 6.73	Discounted NTD Adjusted to Service Year Costs
491,862	Sponsored Revenue Miles
<b>\$ 3,311,538.42</b>	<b>Total Mileage Cost, Without Fuel, Annual</b>

<b>\$ 362,727.08</b>	<b>Add Paratransit Service</b>
<b>\$ 3,674,265.50</b>	<b>Total Annual Operating Costs without fuel</b>

\$ 2.00	Fuel Cost per Gallon
4.8	Bus Miles per Gallon
491,862	Sponsored Revenue Miles
<b>\$ 204,942.43</b>	<b>Total Fuel Cost</b>

\$ 41,088.45	Per Vehicle Principal + 4% Interest Rate, Annual
10	Vehicles needed for sponsored service
<b>\$ 410,884.50</b>	<b>Total Annual Vehicle Cost for Sponsored Service</b>

<b>\$ 4,290,092.44</b>	<b>TOTAL</b>
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\$ 4,446,267.79	original cost of sponsored service
\$ 4,290,092.44	new cost after baseline adjustment
<b>\$ 156,175.35</b>	<b>value of service being added to UTA baseline</b>

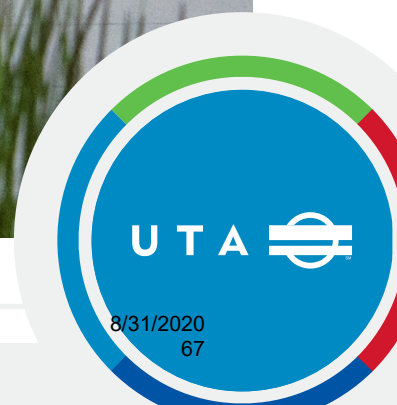
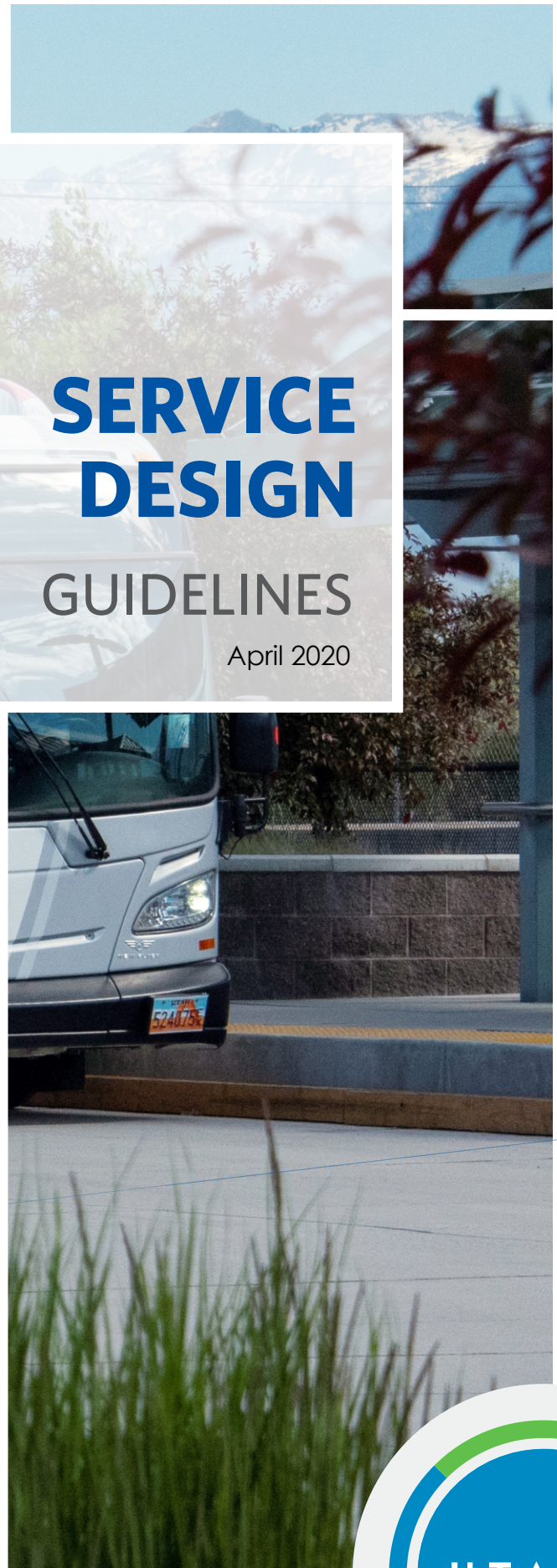
## **EXHIBIT 5 UTA Service Design Guidelines (April 2020)**



# SERVICE DESIGN

## GUIDELINES

April 2020



# Service Design Guidelines

April 2020

## Contents

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## Levels of Service

### Tier 1: 15-minute peak service

Minimum Level of Service:

Sun	Mon - Fri	Sat
	5 AM – 6 AM 30-min service	5 AM – 6 AM 30-min service
7 AM – 7 PM 30-min service	6 AM – 7 PM 15-min service	6 AM – 7 PM 15-min service
	7 PM – 12 AM 30-min service	7 PM – 12 AM 30-min service

To qualify for Tier 1 service, one of the following conditions must be met:

- Route is designated as a Core Route
- Route has a people-based Transit Propensity Index (TPI) per mile greater than 300
- Route carries at least 20 Passengers per Hour (PPH) on weekdays and Saturdays
- Route carries at least 10 Passengers per Hour (PPH) on Sundays
- Route is sponsored by a third party to sustain the level of service

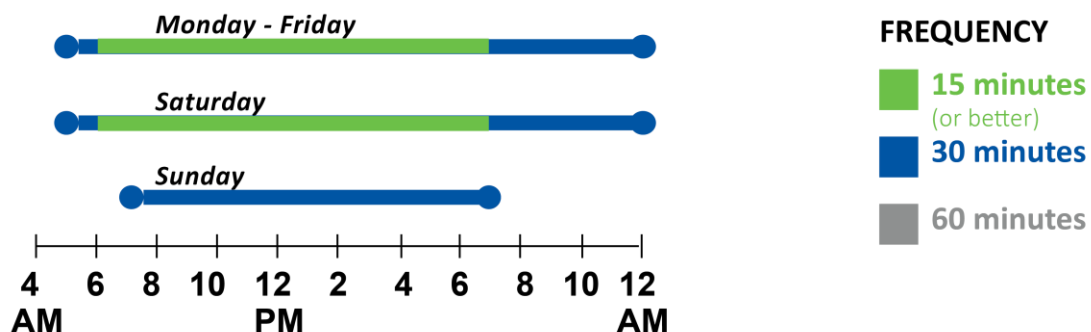
Routes may run above the minimum level of service if system considerations require and productivity levels are met.

Tier 1 routes with sufficient propensity but not productivity will run the minimum level of service and are subject to analysis to determine ways to improve ridership performance.

Changes in TPI due to significant land use, demographic, or other changes in the service area will also be analyzed to determine if changes to minimum level of service are necessary.

Sponsored routes will run irrespective of TPI and PPH, but UTA may work with sponsors to make adjustments to routes to improve performance.

### TIER 1 SERVICE





## Tier 2: 30-minute peak service

Minimum Level of Service:

Sun	Mon - Fri	Sat
	6 AM – 9 PM 30-min service	6 AM – 9 PM 60-min service

To qualify for Tier 2 service, one of the following conditions must be met:

- Route has a people-based TPI per mile greater than 200
- Route carries at least 10 PPH
- Route is sponsored by a third party to maintain the level of service

Routes may run above the minimum level of service, including on Sunday, if system considerations require and productivity levels are met.

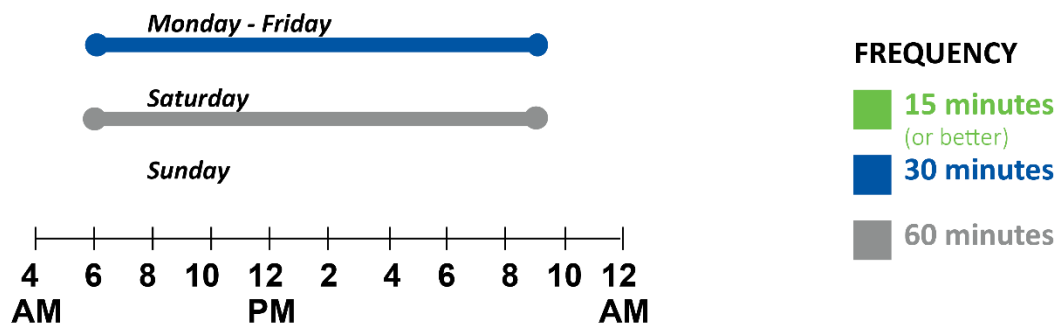
Routes with sufficient propensity but not productivity will run the minimum level of service and are subject to analysis to determine ways to improve ridership performance.

Tier 2 routes that consistently perform at Tier 1 levels of productivity will be analyzed to determine the feasibility of increasing minimum level of service.

Changes in TPI due to significant land use, demographic, or other changes in the service area will also be analyzed to determine if changes to minimum level of service are necessary.

Sponsored routes will run irrespective of TPI and PPH, but UTA may work with sponsors to make adjustments to routes to improve performance.

### TIER 2 SERVICE



### Tier 3: 60-minute service

Minimum Level of Service:

Sun	Mon - Fri	Sat
	6 AM – 9 PM 60-min service	

To qualify for Tier 3 service, one of the following conditions must be met:

- Route has a people-based TPI per mile greater than 100
- Route carries a PPH of 5 or greater:
  - o PPH > 5: Flex Route
  - o PPH > 10: Flex Route or Fixed Route
- Route is sponsored by a third party to maintain the level of service

Routes may run above the minimum level of service, including on weekends, if system considerations require and productivity levels are met.

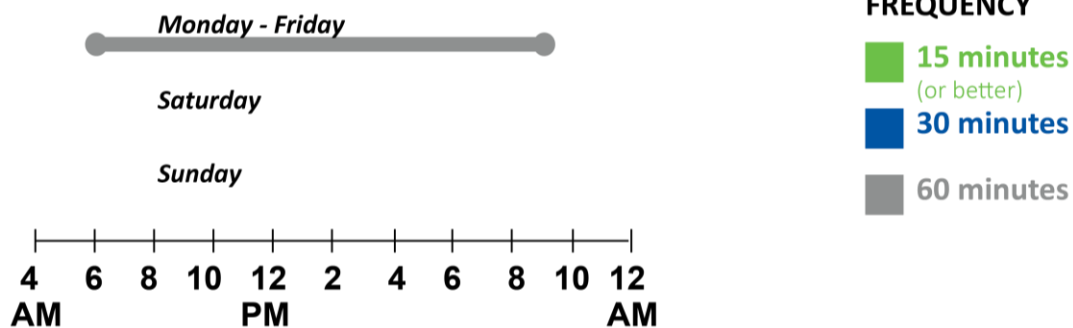
Routes with sufficient propensity but not productivity will run the minimum level of service and are subject to analysis to determine ways to improve ridership performance.

Tier 3 routes that consistently perform at Tier 2 levels of productivity will be analyzed to determine the feasibility of increasing minimum level of service.

Changes in TPI due to significant land use, demographic, or other changes in the service area will also be analyzed to determine if changes to minimum level of service are necessary.

Sponsored routes will run irrespective of TPI and PPH, but UTA may work with sponsors to make adjustments to routes to improve performance.

### TIER 3 SERVICE



## Tier 4: Peak-Only Service

Minimum Level of Service:

Sun	Mon - Fri	Sat
	6 AM – 9 AM 60-min service	
	3 PM – 6 PM 60-min service	

To qualify for Tier 4 service, one of the following conditions must be met:

- Route has a job-based TPI per mile of greater than 100
- Route has a Passenger Miles Traveled (PMT) per mile of 7 or greater
- Route is sponsored by a third party to maintain the level of service

Routes may run above the minimum level of service if system considerations require and productivity levels are met.

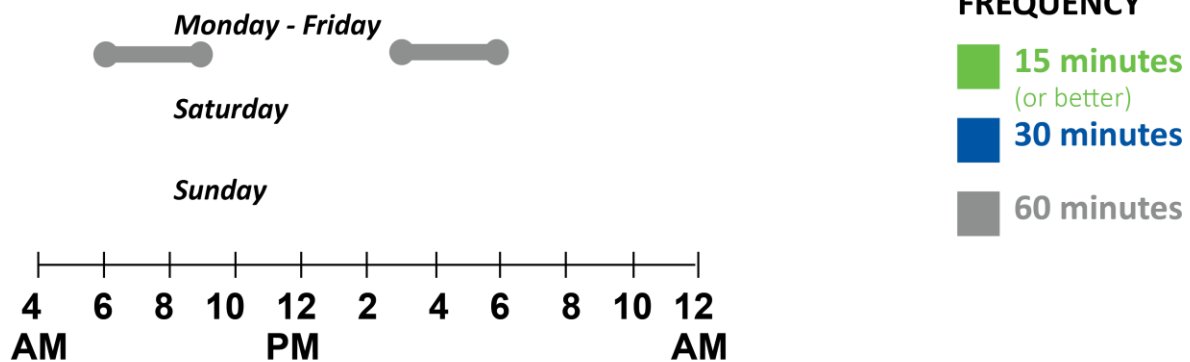
Routes with sufficient propensity but not productivity will run the minimum level of service and are subject to analysis to determine ways to improve ridership performance.

Tier 4 minimum level of service is determined independently from other tiers; Tier 4 routes are not subject to be upgraded to other tiers unless changes in people-based TPI show that analysis is necessary.

Changes in job-based TPI due to significant land use, demographic, or other changes in the service area will also be analyzed to determine if changes to minimum level of service are necessary.

Sponsored routes will run irrespective of TPI and PMT/mi, but UTA may work with sponsors to make adjustments to routes to improve performance.

### TIER 4 SERVICE



## Other Service

Areas that do not have sufficient TPI, productivity, or sponsorship to qualify for any of the above tiers of service will not be served by fixed-route or flex-route transit. UTA will work with local communities and stakeholders to implement other mobility solutions. Other mobility solutions include (but are not limited to):

- UTA-operated demand-responsive transit (DRT)
- Contractor-operated DRT
- UTA Vanpool and/or Ride Van Plus
- Partnership with Transportation Network Company (TNC)
- Employer-sponsored shuttles
- Transportation Management Associations

## Service Standards

### Vehicle Loads

UTA has set the following standard for vehicle loads:

For Bus Rapid Transit and peak only service, the median maximum load on a trip should be no greater than the vehicle seating capacity.

For other fixed-route bus services and commuter rail, the median maximum load on a trip is no greater than 150% of seating capacity.

Light rail has determined that average weekly loads on regularly scheduled trips should not exceed 100% of the seating capacity. If the loads regularly exceed capacity, then vehicles will be added to the consist until the maximum consist size is reached. Thereafter loads should not exceed 150% of seating capacity.

### Vehicle Headways

The average number of minutes between regional commuter trains should not exceed 60 minutes. The average number of minutes between light rail trains should not exceed 20 minutes.

UTA's Service Design Guidelines identify four tiers or minimum levels of bus service. Route alignments and level of service are based on current or modeled productivity, the propensity of the alignment for transit use, as well as service design guidelines for route and stop spacing.

The transit propensity index is calculated based on a combination of factors – minority population density, transit supportive population density, job density, intersection density, higher-education student density, intersection density, and zero-car household density.



## Operational Performance

### On-Time Performance

UTA tracks on-time reliability for all routes. A variety of root causes affect reliability, including traffic and weather conditions, operator driving styles, vehicle types, and scheduled running times. UTA will evaluate whether adjustments to routing/stops are necessary when:

- The on-time performance for the whole route is consistently below 88%
- Running time adjustments to individual trips are so large that they disrupt the cycle time of the whole route

For commuter rail service, on-time is defined as departing stations 0 seconds early and less than 5 minutes late. The on-time standard is 88% on-time for all departures. UTA continuously monitors on-time performance and conducts analysis to determine root causes of non-standard performance then makes adjustments where feasible.

For light rail service, on-time is defined as departing stations 0 seconds early and less than 5 minutes late. The on-time standard is 88% on-time for all departures. Light rail service is continually monitored and schedule adjustments or other corrective action taken annually at a minimum.

For fixed-route bus, on-time is defined as departing time point crossings 0 seconds early and less than 5 minutes late for regular fixed-route and 0 seconds early and less than 15 minutes late for flex routes. UTA will evaluate whether adjustments are necessary when:

- The on-time performance for the whole route is consistently below 88%
- Running time adjustments to individual trips are so large that they disrupt the cycle time of the whole route

For paratransit, on-time is defined as at least 90% of customers picked up within 10 minutes before to 20 minutes after the stated pick-up time and 90% of customers dropped off within 30 minutes of any stated appointment time.

### Other Operational Performance Metrics

In addition to on-time reliability, UTA tracks other operational performance metrics such as Miles per Service Interruption and Avoidable Accidents. Performance in these metrics is not typically affected by the design of the service; however, in special cases UTA may evaluate whether changes to the service plan are necessary to improve operational performance without negatively impacting the riding customer.

## Service Availability & Stop Spacing

Recommended route spacing for fixed and flex routes in the UTA system is as follows:

Environment	Stop Spacing (in feet)
Central Business District	1/8 mile to 1/4 mile
Urban	1/4 mile to 1/2 mile
Suburban	1/2 mile to 1 mile
Rural	(as needed based on surrounding development and activities)

Exceptions to route spacing guidelines may be justified to accommodate street grid patterns and/or preserve access to major destinations. Where routes converge on a major destination, a small amount of duplication may be necessary.

## Stop Amenities Distribution

UTA is responsible for establishing a policy for how transit amenities are added to the system and ensuring the equitable distribution of amenities throughout the service area. “Transit amenities” refer to items of comfort, convenience, and safety that are available to the general riding public. They include, but are not limited to items such as seating, shelters, canopies, provisional information, escalators, elevators, and waste receptacles. Additionally, UTA is making efforts to upgrade existing stops to the Americans with Disabilities Act (ADA) standards.

In accordance with this requirement, UTA has developed a master plan outlining all of the criteria involved in prioritizing which stops will receive improvements, what improvements are warranted based on use, and outlines construction specs for improvements. The Bus Stop Master Plan outlines and encourages partnerships with local government and property owners to improve the accessibility, comfort, and convenience of the riding public.

The creation of this document required an extensive inventory of all of UTA’s 6,055 bus stops, standardizing the specifications by which all stops would be improved and updating UTA’s decision making matrix for prioritizing what amenities will be added to a stop.

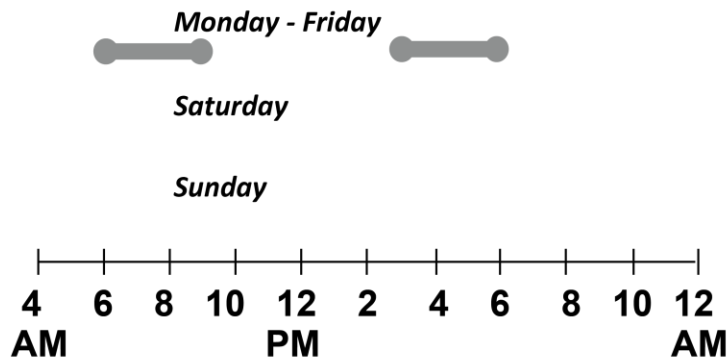
Category	1 Point	2 Points	3 Points	4 Points	5 Points
Non-ADA Compliant*	-	-	-	-	Yes
Total Stop Activity (TSA) – Average Daily Weekday**	1 to 19	20 to 39	40 to 59	60 to 79	80 +
Total Annual Bus Ramp Deployments	1 to 49	50 to 99	100 – 149	150 – 199	200+
Transfer Point***					
Equal to or Greater than 30 min. freq.	1 Route	2 Routes	3 Routes	4 Routes	5+ Routes
Less than 29 the min. freq.	1 Route	2 Routes	3 Routes	4 Routes	5+ Routes
Serves Title VI Community	Title VI Route/Area				
Safety					
Intersection	1 of 5 Elements	2 of 5 Elements	3 of 5 Elements	4 of 5 Elements	5 of 5 Elements
Parking Allowed					
Obstacle(s) Present					
No lighting Present					
Sidewalk Not Level					
Social					
Education Adjacent	Yes				
Library Adjacent	Yes				

\* Non-ADA compliant bus stop locations automatically receive five (5) points

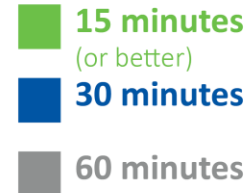
\*\* TSA Data is average weekday ridership taken from the last eight change day periods

\*\*\*One (1) additional point is assessed each route at a transfer point with 30 minute or less frequency

## TIER 4 SERVICE



### FREQUENCY



UTA bases the recommended level of amenities at bus stops on the headway of the route(s) serving the stop and the weekday Total Stop Activity (TSA), defined as the sum of boardings and alightings at the stop:

Stop Level	Headway	TSA (Avg. Daily)	Amenities
Level I - A	15 Min or Less	0 to 9	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> <li>• ADA Pad</li> </ul>
Level I - B	Greater than 15 Min	0 to 4	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> <li>• ADA Pad</li> </ul>
Level II - A	15 Min or Less	10 to 39	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> <li>• ADA Pad</li> <li>• Bench</li> <li>• Trash Can</li> </ul>
Level II - B	Greater than 15 Min	5 to 9	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> <li>• ADA Pad</li> <li>• Bench</li> </ul>
Level III - A	15 Min or Less	40 to 59	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> <li>• ADA Pad</li> <li>• Bench</li> <li>• Trash Can</li> <li>• 4'x8' Shelter</li> </ul>
Level III - B	Greater than 15 Min	10 to 19	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> <li>• ADA Pad</li> <li>• Bench</li> <li>• Trash Can</li> <li>• 4' x 8' Shelter</li> </ul>
Level IV - A	15 Min or Less	60 to 79	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> <li>• ADA Pad</li> <li>• Bench</li> <li>• Trash Can</li> <li>• 6' x 12' Shelter</li> </ul>
Level IV - B	Greater than 15 Min	20 - 29	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> <li>• ADA Pad</li> <li>• Bench</li> <li>• Trash Can</li> <li>• 6' x 12' Shelter</li> </ul>
Level V - A	15 Min or Less	80 to 99	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> <li>• ADA Pad</li> <li>• Trash Can</li> <li>• Two (2) Benches</li> <li>• 6' x 12' Shelter</li> </ul>
Level V - B	Greater than 15 Min	NA	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> <li>• ADA Pad</li> <li>• Trash Can</li> <li>• 6' x 12' Shelter</li> </ul>
Level VI - A	15 Min or Less	100 to 49	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> <li>• ADA Pad</li> <li>• Trash Can</li> <li>• 6' x 16' Shelter</li> <li>• Two (2) Benches</li> <li>• Light Fixture</li> </ul>

<b>Level VI - B</b>	<b>Greater than 15 Min</b>	<b>NA</b>	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> </ul>	<ul style="list-style-type: none"> <li>• ADA Pad</li> <li>• Trash Can</li> </ul>	<ul style="list-style-type: none"> <li>• Two (2) Benches</li> <li>• 6' x 12' Shelter**</li> </ul>	
<b>Level VII - A</b>	<b>15 Min or Less</b>	<b>150 +</b>	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> </ul>	<ul style="list-style-type: none"> <li>• ADA Pad</li> <li>• Trash Can</li> </ul>	<ul style="list-style-type: none"> <li>• Two (2) Benches</li> <li>• Custom Shelter</li> </ul>	<ul style="list-style-type: none"> <li>• Light Fixture</li> <li>• Digital Sign</li> </ul>
<b>Level VII - B</b>	<b>Greater than 15 Min</b>	<b>NA</b>	<ul style="list-style-type: none"> <li>• Pole</li> <li>• Sign</li> </ul>	<ul style="list-style-type: none"> <li>• ADA Pad</li> <li>• Trash Can</li> </ul>	<ul style="list-style-type: none"> <li>• Two (2) Benches</li> <li>• 6' x 16' Shelter</li> </ul>	

For more information on stop amenities, please refer to the Bus Stop Master Plan.

## Vehicle Assignment

The guidelines that UTA uses in assigning vehicles to routes are as follows. The quantity of buses in each Business Unit is determined by the demand, which is the peak pull-out for the calendar year. The Planning Department from each Business Unit generates information regarding routes and schedules that is cut into runs and blocks for Operators to work. This information is shared with the respective Business Units' Maintenance Departments. Buses are assigned within a service area according to the characteristics of the service, such as canyon, commuter express, shuttle or regular transit bus service, passenger loads, and topography of the service area. Specially equipped canyon buses have different specifications than buses that operate in regular transit service in the valley.

Each Maintenance Department determines vehicle assignment based on criteria stipulated by the planners and operational characteristics as to what type of equipment is required for each route or schedule. The vehicle type that can accommodate the runs and blocks is entered into the Fleet Control Sign-out database software program. Also, the status of buses that are out for repair, body work, or temporarily out of service is updated in the database.

Vehicles are assigned on a daily basis through a Sign-out Sheet. All-day blocks (runs that are out around 16 hours or more) are typically assigned the same type of bus each day. Any remaining buses are assigned to tripped blocks (buses sent out during overloads or blocks that are less than 8 hours in duration). Once the sign-out sheet is generated, the sign-out is sent to Operations Dispatch for Operator assignment.

## **EXHIBIT 6 DRAFT ADDENDUM 4**

### **1000 North Mobilization**

**(information only)**

**ADDENDUM NO. 4**  
**TO SALT LAKE CITY CORPORATION AND UTAH TRANSIT AUTHORITY**  
**TRANSIT MASTER PLAN INTERLOCAL AGREEMENT**  
**(Mobilization Funding for 1000 North)**

This Addendum No. 4 (“Addendum”) to that certain Salt Lake City Corporation and Utah Transit Authority Transit Master Plan Implementation Interlocal Agreement (“ILA”) is made this day of June, 2020, by and between Utah Transit Authority, a public transit district organized under the laws of the State of Utah (“UTA”), and Salt Lake City Corporation, a Utah municipal corporation (“City”) is made and entered into as of the date the Addendum is stamped by the Salt Lake City Recorder’s Office (“Effective Date”). UTA and City are hereinafter collectively referred to as “Parties” and each may be referred to individually as “Party,” all as governed by the context in which such words are used.

**RECITALS**

A. On the 6<sup>th</sup> day of March, 2019, the Parties entered into the ILA, whereby the parties agreed to participate jointly in planning and funding for public transportation improvements in and around the City; and

B. Pursuant to the terms of the ILA, the Parties desire to specifically identify certain components of the Salt Lake City Transit Master Plan public transportation improvements to be governed by this Addendum.

**AGREEMENT**

NOW, THEREFORE, the Parties hereby agree as follows:

1. As contemplated in Section 3 of the ILA, the City, in cooperation with UTA, has identified and funded a total of four corridors for City-sponsored frequent transit network routes (“FTN Routes”) to be provided by UTA for a one-year period from the August 2020 change day until the next succeeding August change day. The corridors are depicted in Attachment A to this Addendum. Three of the corridors began service in August of 2019, and are subject to other addenda. These are 200 South, 900 South, and 2100 South. One additional corridor, 1000 North, is proposed for mobilization in 2020, and is the subject of this Addendum. The service characteristics of the FTN Routes, the additional vehicles necessary to support the FTN Routes, and the Annual Service Mile Charge (as such term is defined in the ILA) applicable to the FTN Routes shall all be memorialized pursuant to an additional addendum to be subsequently executed by the parties.

2. The term of this Agreement is from the Effective Date until August \_\_, 2021 (“Term”).

3. Pursuant to Section 6 of the ILA, UTA has identified a mobilization charge reflecting the costs to be incurred by UTA to prepare for the sponsored FTN Routes (the “Mobilization Funding”). The Mobilization Funding shall be utilized solely for implementation of the FTN Routes according to the itemized description in Attachment B to this Addendum.

4. UTA shall submit detailed invoices for the Mobilization Funding in accordance with the milestone payment schedule included as Attachment B. To the extent that the hiring of additional headcount contemplated in Attachment B does not match the proposed schedule identified in Attachment B, then UTA shall adjust the invoices for milestone payments to reflect



actual hiring of additional headcount during the Term; provided, however, that any adjustment of amounts invoiced shall not exceed \$x during the Term of this Agreement. The City shall pay all approved invoices within thirty (30) days of receipt. If the City does not approve an invoice, a written explanation of disputed items will be sent within ten (10) business days of the City's receipt of the invoice.

5. This Addendum may be executed in one or more counterparts, each of which shall be an original, with the same effect as if the signatures were upon the same instrument.

6. This Addendum is limited to the terms expressly provided herein and except as set forth herein, the ILA shall continue in full force and effect in accordance with its terms. If there is a conflict between this Addendum and the ILA, the terms of this Addendum shall prevail and control.

*[THE BALANCE OF THIS PAGE IS INTENTIONALLY LEFT BLANK.]*

IN WITNESS WHEREOF, the Parties have entered into this Addendum effective the date first set forth herein.

[Signature pages to Addendum No. 4 to Salt Lake City Corporation and Utah Transit Authority Transit Master Plan Implementation Interlocal Agreement]

UTAH TRANSIT AUTHORITY

By \_\_\_\_\_  
Executive Director

By \_\_\_\_\_  
Acting Chief Service Development Officer

Approved as to Form

\_\_\_\_\_  
UTA Legal Counsel

[Signature pages to Addendum No. 4 to Salt Lake City Corporation and Utah Transit Authority Transit Master Plan Implementation Interlocal Agreement]

SALT LAKE CITY CORPORATION

By \_\_\_\_\_  
Its \_\_\_\_\_

APPROVED AS TO FORM:  
Salt Lake City Attorney's Office

By: \_\_\_\_\_

Senior City Attorney

Date: \_\_\_\_\_

ATTEST & COUNTERSIGN:  
Salt Lake City Recorder's Office

By: \_\_\_\_\_

City Recorder

[Attach Salt Lake City Council Resolution Approving Addendum]

ATTACHMENT A  
Description of FTN Routes  
For This Addendum No. 4

ATTACHMENT B  
Funding for Mobilization  
For This Addendum No. 4

DRAFT

Addendum 4

1000 North Mobilization (122,274 miles, 22,918 hours)

FTE/Unit	Position/Item	Monthly Cost per FTE/unit	January	February	March	April	May	June	July	Mobilization Total
2	Mechanics	\$ 6,423	\$ 12,846	\$ 12,846	\$ 12,846	\$ 12,846	\$ 12,846	\$ 12,846	\$ 12,846	\$ 89,922
1	Fixed Supervisors	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 50,400
1	TCC Dispatch	\$ 5,100	\$ -	\$ -	\$ -	\$ 5,100	\$ 5,100	\$ 5,100	\$ 5,100	\$ 20,400
0	Para Supervisors	\$ 7,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Operator Recruitment	one time	\$ 30,000	\$ 30,000	\$ 20,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 88,000
15	Operator Training	one time		\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 288,000
15	Operator Service	\$ 5,703		\$ 28,515	\$ 28,515	\$ 57,030	\$ 57,030	\$ 85,545	\$ 85,545	\$ 342,180
4	Vehicle Procurement	\$ 4,858	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,432	\$ 19,432	\$ 38,864
	Sub Total		\$ 50,046	\$ 126,561	\$ 116,561	\$ 132,176	\$ 132,176	\$ 180,123	\$ 180,123	\$ 917,766
	20% Administration		\$ 10,009	\$ 25,312	\$ 23,312	\$ 26,435	\$ 26,435	\$ 36,025	\$ 36,025	\$ 183,553
	TOTAL		\$ 60,055	\$ 151,873	\$ 139,873	\$ 158,611	\$ 158,611	\$ 216,148	\$ 216,148	\$ 1,101,319

Mobilization Milestone Payments	
1/1/2021	\$ 60,055
2/1/2021	\$ 151,873
3/1/2021	\$ 139,873
4/1/2021	\$ 158,611
5/1/2021	\$ 158,611
6/1/2021	\$ 216,148
7/1/2021	\$ 216,148
TOTAL	\$ 1,101,319
The above is a not-to-exceed amount, invoices will be based on actual FTE hires.	

**EXHIBIT 7 DRAFT ADDENDUM 5**  
**2021-22 Sponsored Service**  
**(information only)**



DRAFT

Addendum 4

1000 North Mobilization (122,274 miles, 22,918 hours)

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1	TCC Dispatch	\$ 5,100	\$ -	\$ -	\$ -	\$ 5,100	\$ 5,100	\$ 5,100	\$ 5,100	\$ 20,400
0	Para Supervisors	\$ 7,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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