



Agenda Item No. 3

To Transportation Committee/Committee of the Whole
Meeting of March 9, 2006

From: Ron Downing, Principal Planner
Alan R. Zahradnik, Director of Planning
Celia G. Kupersmith, General Manager

Subject: **AUTHORIZE EXECUTION OF AN AGREEMENT WITH THE COUNTY
OF MARIN DEPARTMENT OF PUBLIC WORKS TO OPERATE THE
SECOND YEAR OF THE MUIR WOODS SHUTTLE BUS
DEMONSTRATION PROJECT**

Recommendation

The Transportation Committee recommends the Board of Directors authorize execution of an agreement with the County of Marin Department of Public Works to operate the second year of the Muir Woods Shuttle Bus Demonstration Project. This project would be undertaken in response to their formal request to provide these services.

This recommendation will be presented to the Board of Directors at its March 10, 2006, meeting for appropriate action.

Summary

In the attached letter dated March 1, 2006, the District was asked by the County of Marin (County) to operate the second year of a demonstration shuttle service to the Muir Woods recreation area in southern Marin County.

This service was provided last summer between Memorial Day weekend (Saturday, May 28, 2005) and Labor Day (Monday, September 5, 2005) under an agreement between the District and the County and represented approximately 735 hours of weekend and holiday service plus other services related to marketing and public information and the lease of two additional buses. The base contract amount for last year's service covering all these items was \$103,514, and this was approved by the Board on April 23, 2005.

Greater demand than anticipated on the free shuttle meant that backup service was required on most weekends after the July 4th weekend, and brochures needed to be reprinted twice. The cost of these unanticipated expenses plus preparing Muir Woods Shuttle decals for the sides of the buses resulted in a total of \$10,585 in additional costs. These additional expenses were approved

by the County, and the District received full reimbursement for the contract expenses plus the additional expenses, totaling \$114,063.

For the summer of 2006, County staff has requested that several modifications be made to the demonstration shuttle bus service: (1) more service be provided in the late afternoon to mitigate the need to provide backup service, (2) a larger quantity of schedule brochures be printed “up front”, (3) a greater level of marketing and public information be provided, and (4) a fare be collected. As was done last summer, it will also be necessary to lease two additional smaller buses (30 to 35 feet long and 96 inches wide) that can navigate the narrow roadways along this route.

Total project costs for the second year of the demonstration project are estimated be \$133,217. This cost includes operating costs, vehicle lease costs, and expanded marketing/promotional expenses. Operating costs were estimated using the appropriate hourly rates from the Marin County Transit District contract that will go into effect May 1, 2006. At this time the County has not decided on the fare for the shuttle. Passenger fare revenues collected on the shuttle bus would be credited back to the County to partially offset costs. The County will fully reimburse the District for undertaking the project.

To have the service operational by May 28, final policy-level approvals to do the service and determination of the service level to be provided must occur prior to April 1, 2006. On March 28, the County will take up this issue at their Board meeting. This schedule will allow for sufficient time for leasing equipment, training drivers, preparing operating schedules and developing marketing and public information materials.

Fiscal Impact

There is no fiscal impact to the District because all costs will be paid by the County of Marin.

Attachment

DEPARTMENT OF PUBLIC WORKS

P. O. Box 4186, San Rafael, CA 94913-4186 • 415/499-6528 • FAX 415/499-3799

COUNTY OF MARIN
www.co.marin.ca.us/pw

ADMINISTRATION
499-6570

ACCOUNTING
499-7877

AIRPORT
451-A AIRPORT ROAD
NOVATO, CA 94945
897-1754 • FAX 897-1264

BUILDING MAINTENANCE
499-6576 • FAX 499-3250

CAPITAL PROJECTS
499-7877 • FAX 499-3724

DISABILITY ACCESS
499-7002 (VOICE/TTY)
FAX 499-3724

ENGINEERING & SURVEY
499-7877 • FAX 499-3724

COUNTY GARAGE
499-7380 • FAX 499-7190

LAND DEVELOPMENT &
FLOOD CONTROL DISTRICT
499-6549

PRINTING
499-6377 • FAX 499-6617

COUNTY PURCHASING
AGENT
499-6371

COMMUNICATION
MAINTENANCE
499-7313 • FAX 499-3738

REAL ESTATE
499-6578 • FAX 446-7373

ROAD MAINTENANCE
499-7388 • FAX /499-3656

TRAFFIC ENGINEERING
499-6528

TRANSIT DISTRICT
499-6099 • FAX 499-6939

WASTE MANAGEMENT
499-6647 • FAX 446-7373

Farhad Mansourian, RCE
Director

March 1, 2006

RECEIVED
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PLANNING

Golden Gate Bridge, Highway & Transportation District
Attention: Board of Directors
P.O. Box 9000, Presidio Station
San Francisco, CA 94129-0601

Re: Muir Woods Shuttle Summer 2006 Final Service Plan

Dear Board of Directors:

On March 1, 2005, with the support of Congresswoman Lynn Woolsey, the Marin County Board of Supervisors directed the Public Works Director to take steps necessary to initiate and implement independent and separate local parklands programs and projects identified in the Comprehensive Transportation Management Plan (CTMP) effort that are cost-effective, have minimal environmental impact, and are supported by impacted local Marin County communities. One of the primary local programs identified to pursue was the implementation and assessment of a Muir Woods Pilot Shuttle Demonstration Planning Study Project during the peak park visitation period.

Last summer the Board of Supervisors authorized a contract to implement and evaluate a Muir Woods pilot project during the 2005 peak summer visitation period (Memorial Day Weekend to Labor Day Weekend).

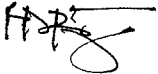
Based on the success of that project, Marin County wants to continue this service for a second year. Through experience with last year's shuttle demonstration, the County would like to expand the level of service to include service on weekends, holidays, and Monday July 3 between Memorial Day weekend and Labor Day weekend 2006. This service will operate at an expanded 30 minute frequency throughout the day (between approximately 9:30 a.m. and 7:30 p.m.) along the same alignment as last summer's service between Marin City and Muir Woods. We do not plan to provide service this year to Sausalito.

Marin County DPW and Golden Gate Transit staff have developed a cost proposal that includes this expanded level of service, marketing and public information efforts, the lease of two buses, and decals and signage for the buses. The total project cost of providing all these elements had been estimated at \$133,217.

The agreement to provide this service will be taken to the Marin County Board of Supervisors for approval at its March 28, 2006 meeting. However, for that to happen, action needs to be taken by the Golden Gate Bridge District Board before March 28. I would appreciate your scheduling the Bridge District Board to take action entering into an agreement with the County to provide this service at your earliest convenience, preferably during early March.

Please contact me or Saaid Fakharzadeh, Assistant Director, if you have any questions. Saaid can be reached at 499-6521.

Very truly yours,



Farhad Mansourian
Director

c: *Golden Gate Transportation District*
1011 Andersen Drive
San Rafael, CA 94901