

1 **COOPERATIVE AGREEMENT C-2-0503**

2 **BETWEEN**

3 **THE ORANGE COUNTY TRANSPORTATION AUTHORITY**

4 **AND**

5 **THE CITY OF COSTA MESA**

6 **FOR SENIOR MOBILITY PROGRAM**

7 **THIS AGREEMENT** is made and entered into this 11<sup>th</sup> day of October, 2001 by and  
8 between the Orange County Transportation Authority, a public corporation of the State of California  
9 (hereinafter referred to as "AUTHORITY") and the City of Costa Mesa (hereinafter referred to as  
10 "CITY").

11 **RECITALS**

12 **WHEREAS**, AUTHORITY has been retained by the Area Agency on Aging (AAA) to provide  
13 countywide transportation of seniors to nutrition sites funded by AAA; and

14 **WHEREAS**, CITY is a participant in the AAA senior nutritional program and desirous of  
15 obtaining transportation services for seniors of the City of Costa Mesa; and

16 **WHEREAS**, AUTHORITY and CITY jointly wish to expand the senior transportation services  
17 available by looking at alternative methods of providing transportation services to the seniors; and

18 **WHEREAS**, AUTHORITY and CITY agree to enter into the senior mobility program concerning  
19 senior transportation services; and

20 **WHEREAS**, this Cooperative Agreement defines the roles and responsibilities of AUTHORITY  
21 and CITY in executing a senior mobility program for senior transportation;

22 **NOW, THEREFORE**, it is mutually understood and agreed by AUTHORITY and CITY as  
23 follows:

24 **ARTICLE 1. COMPLETE AGREEMENT**

25 A. This Agreement, including all exhibits and documents incorporated herein and made  
26 applicable by reference, constitutes the complete and exclusive statement of the term(s) and

1 condition(s) of the agreement between AUTHORITY and CITY and it supersedes all prior  
2 representations, understandings and communications. The invalidity in whole or in part of any term or  
3 condition of this Agreement shall not affect the validity of other term(s) or condition(s).

4 B. AUTHORITY'S failure to insist in any one or more instances upon CITY's performance of  
5 any term(s) or condition(s) of this Agreement shall not be construed as a waiver or relinquishment of  
6 such Party's right to such performance or to future performance of such term(s) or condition(s) and  
7 CITY's obligation in respect thereto shall continue in full force and effect. Changes to any portion of  
8 this Agreement shall not be binding upon AUTHORITY except when specifically confirmed in writing by  
9 an authorized representative of AUTHORITY by way of a written amendment to this Agreement and  
10 issued in accordance with the provisions of this Agreement.

11 **ARTICLE 2. RESPONSIBILITIES OF THE AUTHORITY:**

12 A. AUTHORITY agrees to provide funds annually in the amount specified in the attached  
13 Exhibit B, "Projected Funding Levels" through 2011 for the senior mobility program using funds  
14 obtained from the Older Americans Act as allocated by Orange County's AAA, and Article 4.5 of the  
15 State of California Transportation Development Act.

16 B. The funding levels are determined each year based on changes in senior population.  
17 Annual allocations will be calculated using actual growth in senior population.

18 C. AUTHORITY will pay to CITY the AUTHORITY's annual contribution for the first fiscal  
19 year within thirty (30) days of receipt of a request to draw down Senior Mobility Program funds or the  
20 start of service, whichever is later. Subsequent annual contributions will be paid to the CITY by July  
21 30<sup>th</sup> of the following year.

22 D. All unused or unmatched AUTHORITY and AAA funds shall be deducted from the  
23 following fiscal year allocations.

24 E. AUTHORITY will administer and coordinate the pilot program with the AAA.

25 F. AUTHORITY will provide technical assistance to CITY, if requested, in the following  
26 areas:

1 1) Vehicle donations; and

2 2) Periodic workshops on a variety of topics

3 G. AUTHORITY will establish a network of local operators who will meet on a regular basis.

4 **ARTICLE 3. RESPONSIBILITIES OF CITY:**

5 A. CITY agrees that all funds received from AUTHORITY as specified in Article 2A above  
6 will be used exclusively for providing accessible senior transportation services that do not duplicate  
7 AUTHORITY's services as specified in Exhibit A entitled "Scope of Work."

8 B. CITY agrees to a twenty percent (20%) match of funds provided by AUTHORITY. Local  
9 match may be made up of cash-subsidies, fare revenues, or in-kind contributions.

10 C. CITY may contract with a third party service provider to provide senior transportation  
11 services provided that:

12 1. Contractor is selected using a competitive procurement process; and

13 2. Wheelchair accessible vehicles are available and used when requested.

14 E. CITY shall procure and maintain insurance coverage during the entire term of this  
15 Agreement. Coverage shall be full coverage or subject to self-insurance provisions with approval by  
16 AUTHORITY. CITY shall provide the following insurance coverage:

17 1. Commercial General Liability, to include Products/Completed Operations,  
18 Independent Contractors', Contractual Liability, and Personal Injury Liability with a minimum of \$1,000,000  
19 of coverage.

20 2. Automobile Liability Insurance with Primary Bodily Injury with a mimic of \$1,000,000  
21 combined single limits;

22 3. Workers' Compensation with limits as required by the State of California;

23 4. Employers' Liability with limits of a minimum of \$100,000; and

24 5. Proof of such coverage, in the form of an insurance company issued policy  
25 endorsement and a broker issued insurance certificate or proof of self insurance, must be received by  
26 AUTHORITY prior to commencement of any work. Proof of insurance coverage must be received by

1 AUTHORITY within seven (7) calendar days from the date of execution of the Agreement. AUTHORITY  
2 must be named as an additional insured on the certificate and endorsement. CITY shall include on the  
3 face of the Certificate of Insurance the Agreement Number C-2-0503; and, the Procurement  
4 Administrator's Name, Rebecca Potter.

5 F. CITY agrees to provide AUTHORITY with monthly summary reports of the CITY's senior  
6 mobility program. CITY shall submit monthly summary report within twenty (20) calendar days as  
7 specified in Exhibit C "Senior Mobility Monthly Report," included in this Agreement, which is  
8 incorporated into and made part of this Agreement.

9 **ARTICLE 4. TERM OF AGREEMENT:**

10 This Agreement shall commence upon execution by both parties, and shall continue in full force  
11 and effect and shall extend through June 2007 as mutually agreed to by both parties. The  
12 AUTHORITY retains the option to extend this agreement through June 30, 2011.

13 **ARTICLE 5. NOTICES**

14 All Notices pertaining to this Agreement and any communications from the parties may be made  
15 by delivery of said notices in person or by depositing said notices in the U.S. Mail, registered or certified  
16 mail, return receipt requested, postage prepaid and addressed as follows:

|                              |  |
|------------------------------|--|
| 17 TO CITY:                  | TO AUTHORITY:                          |
| 18 City of Costa Mesa        | Orange County Transportation Authority |
| 19 77 Fair Drive             | 550 S. Main Street                     |
| 20 P.O. Box 1200             | P.O. Box 14184                         |
| 21 Costa Mesa, CA 92626-1200 | Orange, CA 92863-1584                  |
| 22 ATTENTION: Stacia Mancini | ATTENTION: Rebecca Potter, C.P.M.,     |
| 23 Recreation Manager        | Senior Procurement Administrator       |
| 24 (714/754-5654)            | (714/560-5619) Fax: (714/560-5792)     |

25 **ARTICLE 6. FEDERAL, STATE AND LOCAL LAWS:**

26 AUTHORITY and CITY agree that in performance of their obligations under this Agreement,

1 they shall comply with all applicable federal, California State and local laws, statutes and ordinances  
2 and all lawful orders, rules and regulations promulgated thereunder.

3 **ARTICLE 7. ORDER OF PRECEDENCE**

4 Conflicting provisions hereof, if any, shall prevail in the following descending order of precedence:  
5 (1) the provisions of this Agreement, including all exhibits; (2) AUTHORITY's staff report, Exhibit D, dated  
6 October 11, 2001 and Exhibit E, dated September 6, 2001 including Attachments A, B and C; (3) all other  
7 documents, if any, cited herein or incorporated by reference.

8 **ARTICLE 8. AUDIT AND INSPECTION OF RECORDS**

9 City shall provide AUTHORITY, or other agents of AUTHORITY, such access to CITY's accounting  
10 books, records, payroll documents and facilities as AUTHORITY deems necessary. CITY shall maintain  
11 such books, records, data and documents in accordance with generally accepted accounting principles  
12 and shall clearly identify and make such items readily accessible to such parties during CITY's  
13 performance hereunder and for a period of five (5) years from the date of final payment by CITY.  
14 AUTHORITY's right to audit books and records directly related to this Agreement shall also extend to all  
15 first-tier subcontractors.

16 **ARTICLE 9. TERMINATION**

17 A. AUTHORITY or CITY may, for its own convenience, terminate this Agreement at any  
18 time by giving the other party written notice thereof of not less than ninety (90) days in advance of the  
19 specified date of termination.

20 B. If Agreement is terminated prior to July 1<sup>st</sup> of any year within the term, the CITY shall  
21 return funds on a prorated basis for that annual allocation.

22 **ARTICLE 10. INDEMNIFICATION**

23 A. CITY shall indemnify, defend and hold harmless AUTHORITY, its officers, directors,  
24 employees and agents from and against any and all claims (including attorney's fees and reasonable  
25 expenses for litigation or settlement) for any loss or damages, bodily injuries, including death, damage  
26 to or loss of use of property caused by the negligent acts, omissions, or willful misconduct by CITY, its

1 officers, directors, employees, agents, subcontractors or suppliers in connection with or arising out of  
2 the performance of this Cooperative Agreement C-2-0503.

3 B. CITY shall maintain adequate levels of Insurance, or self-insurance to assure full  
4 indemnification of AUTHORITY.

5 **ARTICLE 11. FORCE MAJEURE**

6 Either party shall be excused from performing its obligations under this Agreement during the  
7 time and extent that it is prevented from performing by a cause beyond its control, including, but not  
8 limited to: any incidence of fire, flood; acts of God; commandeering of material products, plants or  
9 facilities by the federal state or local government; national fuel shortage; or a material act of omission  
10 by the other party; when satisfactory evidence of such cause is presented to the other party, and  
11 provided further that such nonperformance is unforeseeable, beyond the control and is not due to the  
12 fault or negligence of the party not performing.

13 Upon execution by both parties this Agreement shall be made effective May 1, 2002.

14 **IN WITNESS THEREOF**, the parties hereto have caused this Agreement No. C-2-0503 to be  
15 executed on the date first written above.

16 **CITY OF COSTA MESA**

17 By \_\_\_\_\_

18 Linda Dixon

19 Mayor

20 APPROVED AS TO FORM:

21 By \_\_\_\_\_

22 for Jerry Scheer

23 City Attorney

**ORANGE COUNTY TRANSPORTATION AUTHORITY**

By \_\_\_\_\_

Arthur T. Leahy

Chief Executive Officer

APPROVED AS TO FORM:

By \_\_\_\_\_

Kennard R. Smart, Jr.

General Counsel

**Scope of Work  
Senior Mobility Program**

1. The City of Costa Mesa (City) will utilize funding provided by OCTA and its local match to provide the following services:
  - Type of Service(s): The Costa Mesa Senior Center, the largest senior center in Orange County, serves approximately 350 seniors a day through many different programs including meals and social services. OCTA funding and the paratransit vehicle provided through the Senior Mobility Program will be used to transport the Costa Mesa Senior Center's clientele to and from their home to the Center and back, and during the day for shopping trips, medical appointments and other various travel opportunities.
  - Service Level: The Senior Center transports approximately 30 seniors a day. This service level is expected to expand as the number of programs available at the center increases. It is estimated that the paratransit vehicle will be driven approximately 90-100 miles per day shuttling seniors to and from the Center and throughout the city.
  - Who is served? Qualifying senior residents of Costa Mesa.
  - Hours of Service: 8:30 am to 5:00 pm,
  - Days of Service: Monday through Friday
2. The City will follow competitive procurement practices in selection of vendors for all services which it does not provide using its own workforce. Any RFP for services will specify the use of vehicles meeting ADA accessibility standards.
3. The City wishes to obtain one retirement eligible OCTA ACCESS vehicle.
4. The City will perform, or ensure that a contracted vendor performs, maintenance of all vehicles used in the Senior Mobility program, including, at a minimum:
  - Daily Pre-Trip Inspections that meets or exceeds the guidelines provided in the attached Pre-Trip Inspection Checklist (Attachment 1)
  - Scheduled preventive maintenance that meets or exceeds the guidelines provided in the attached PM Checklist, including the maintenance of all accessibility features of the vehicles. (Attachment 2)

The City will maintain maintenance records for each vehicle for 5 years and will cooperate fully in annual Motor coach carrier terminal inspections conducted by the California Highway patrol
5. The City will ensure that its operators, or its contracted vendor's operators, are properly licensed and trained to proficiency to perform their duties safely, and in a manner which treats its riders with respect and dignity. Disability awareness and passenger assistance will be included in this training.

**AGREEMENT NO. C-2-0503  
EXHIBIT A**

6. The City will submit a monthly report to OCTA's Community Transportation Services which includes, at a minimum, a monthly and fiscal year-to-date summary of service and expenditures as illustrated in Exhibit C.
7. The City will participate in OCTA marketing and outreach efforts to encourage use of fixed-route transit service by older adults.
8. The City will note OCTA sponsorship in any promotional material for service funded under this agreement and will display the OCTA Senior Wheels program logo on vehicles use in this program (excluding taxis).
9. The City will ensure that it maintains adequate oversight and control over all aspects of service that are provided by a contracted vendor.

BOUY DAMAGE:

Pre-Operation Inspection & Defect Report

Circle and describe any damage to a bus on diagram of front/rear and two side views

Bus/Van No. \_\_\_\_\_ Date: \_\_\_\_\_

Federal Regulations state that no motor vehicle carrying passengers for hire shall be driven unless the driver has determined that the following parts and accessories are in good working order. Each driver is required to submit a signed written report daily for each coach driven.

1st Driver: \_\_\_\_\_

Miles Finish: \_\_\_\_\_ Miles Start: \_\_\_\_\_ Miles Elapsed \_\_\_\_\_

No Defects.  Defects:  Signature: \_\_\_\_\_

2nd Driver: \_\_\_\_\_

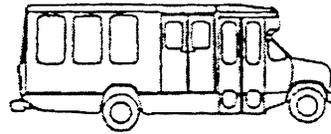
Miles Finish: \_\_\_\_\_ Miles Start: \_\_\_\_\_ Miles Elapsed \_\_\_\_\_

No Defects.  Defects:  Signature: \_\_\_\_\_

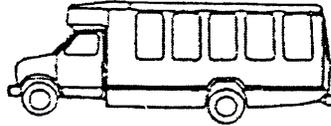
3rd Driver: \_\_\_\_\_

Miles Finish: \_\_\_\_\_ Miles Start: \_\_\_\_\_ Miles Elapsed \_\_\_\_\_

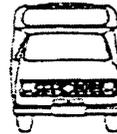
No Defects:  Defects:  Signature: \_\_\_\_\_



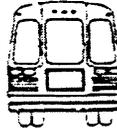
Description: \_\_\_\_\_



Description: \_\_\_\_\_



Description: \_\_\_\_\_



Description: \_\_\_\_\_

PREOPERATIONS INSPECTIONS

Indicate with an (x) that each item has been checked:

- AM/PM Tires/Lug Nuts (wheels & nms) Motor-Guard Air System Lights/Reflectors Wheelchair Lifts Wheelchair Lift Cover Mirrors Windshield Wipers/Washers Fire Extinguisher Steering Mechanism Emergency Reflectors Turn Signal Switch/Horn First Aid Kit Radio Driver's Seat/Belt Door Interlock W/C Tie Down Straps Manual Lift Bar Conduct Walk Around Parking/Brakes/Service Brakes

DEFECTS: Indicate with an (x) defective items only: (Explain in Detail)

- BRAKES Brake Fluid Leaks Soft/Hard Pull to L/R Dragging Smoking Emergency Brake Other - explain TIRES/WHEELS Flat Embedded Object Cut Smooth/Cord LF RF RRI RRO LRI LRO Loose Missing Lugs Other - explain LIGHTS Interior Exterior Location: VEHICLE CLEANLINESS Interior Exterior Floor Windows Seat Condition Explain: RADIO Seats Handrails Modesty Panels RETARDER Light On: Brakes Not Applied Light On: Brakes Applied, Bus Stopped Light Not On: Brakes Applied, Bus Moving A/C & HEATING Off Too Cold/Hot Defroster Defect Ventilation (Blowers) Fumes Other - explain ENTRANCE/EXIT DOORS/WINDOWS Slow Inoperative Leaks Air Excessive Play Other - explain Emergency Releases WHEELCHAIR LIFT Will Not Fold Out Will Not Lower/Raise No Restraint Down/Up Lift Will Not Fold Into Bus ENGINE Hot Engine/Water Leaks Low Oil/Oil Leaks Starts Hard No Power/Eng. Ck. Light Smokes Idles Rough/Vibration Exhaust, Vacuum Leaks Fuel Leaks/LPG/Gas Other - explain TRANSMISSION Won't Go Into Gear Slips/Grinds/Lurches Excessive Noise Leaks Drive Line Vibration Rear End Noise STEERING Hard/Binds Shimmy Excessive Play Other - explain ELECTRICAL EQUIPMENT Generator/Starter Turn Signals/Flashers Horn Fare Box Instruments/Gauges Fuel, Oil, Amp Meter

OPERATOR(S):

IMPORTANT! Help expedite repairs by providing necessary information regarding defects! Please print

REPAIRS MADE:

ALL ITEMS COMPLETED - BUS SERVICED AND RELEASED:

Supervisor's Signature

Date

|      |      |          |            |                       |
|------|------|----------|------------|-----------------------|
| Date | Bus# | TERMINAL | workorder# | Current Mileage       |
|      |      |          |            | Last inspection miles |
|      |      |          |            | Miles between         |

- A. Employee must check off all boxes/ Note all discrepancies on reverse side
- B. Check files and open workorders

C. Interior

|    |  |    |          |
|----|--|----|----------|
|    |  | ok | rep req. |
| 1  | Entry door operation and seals                       |    |          |
| 2  | Temperature and oil warning devices                  |    |          |
| 3  | Neutral safety system                                |    |          |
| 4  | Horn, gauges and dash lights                         |    |          |
| 5  | Heater, defroster and fan                            |    |          |
| 6  | Windshield wipers and washer                         |    |          |
| 7  | Indicator lights                                     |    |          |
| 8  | Throttle operation                                   |    |          |
| 9  | Steering free play _____ in.                         |    |          |
| 10 | Applied and unapplied brake test for vacuum loss     |    |          |
| 11 | Interior lights                                      |    |          |
| 12 | Windshield and window glass condition                |    |          |
| 13 | Window mechanism and seals                           |    |          |
| 14 | Seat condition                                       |    |          |
| 15 | Interior body, floor and stantions                   |    |          |
| 16 | Fire extinguisher date and bracket                   |    |          |
| 17 | Road warning devices                                 |    |          |
| 18 | First aid kits                                       |    |          |
| 19 | Emergency exits operation, warning devices and signs |    |          |
| 20 | Interior clean                                       |    |          |
| 21 | Back up alarm  |    |          |

D. Exterior

|    |  |    |          |
|----|--|----|----------|
|    |  | ok | rep req. |
| 1  | All exterior lights and signals                      |    |          |
| 2  | Mirror condition and mounting                        |    |          |
| 3  | Record body damage                                   |    |          |
| 4  | Bumper bolts   |    |          |
| 5  | Paint lettering and appearance                       |    |          |
| 6  | Emergency exits                                      |    |          |
| 7  | Axle flange and lug nuts, oil hubs                   |    |          |
| 8  | Tire side wall condition, cracked wheels, valve stem |    |          |
|    | Valve stem cap, alignment of rear duels              |    |          |
| 9  | Tread depth  |    |          |
|    | LF _____ RF _____ LRO _____                          |    |          |
|    | LRI _____ RRO _____ RRI _____                        |    |          |
| 10 | Tire inflation: Record and inflate                   |    |          |
|    | LF _____ RF _____ LRO _____                          |    |          |
|    | LRI _____ RRO _____ RRI _____                        |    |          |

E. Under hood

|    |   |    |          |
|----|---|----|----------|
|    |   | ok | rep req. |
| 1  | Check for visible leakage                       |    |          |
| 2  | Engine oil level                                |    |          |
| 3  | Transmission fluid level and condition          |    |          |
| 4  | Brake fluid                                     |    |          |
| 5  | Power steering fluid                            |    |          |
| 6  | Check all belts                                 |    |          |
| 7  | Component and accessory mounting                |    |          |
| 8  | Check all hoses and routing                     |    |          |
| 9  | Coolant level and protection _____ c/f _____ ph |    |          |
| 10 | Pressure test cooling system                    |    |          |
| 11 | Water pump and fan clutch play                  |    |          |
| 12 | Air filter condition - check restriction gauge  |    |          |
| 13 | Check exhaust system                            |    |          |
| 14 | Battery fluid level and mounting                |    |          |
| 15 | Clean battery and connections                   |    |          |
| 16 | Drain fuel/water separator                      |    |          |

F. Under Bus

|    |   |    |          |
|----|---|----|----------|
|    |   | ok | rep req. |
| 1  | Kingpin and wheel bearing play                        |    |          |
| 2  | Tire wear, condition and matching                     |    |          |
| 3  | Leakage at backing plates and wheel seals             |    |          |
| 4  | Steering box, mounting, leakage, looseness and leaks  |    |          |
| 5  | Front shocks and mounting                             |    |          |
| 6  | Front springs, bushings                               |    |          |
| 7  | Engine leaks, lines, filters, hoses and engine mounts |    |          |
| 8  | Starter and connections                               |    |          |
| 9  | Exhaust system and mounting                           |    |          |
| 10 | Transmission mounted parking brake                    |    |          |
| 11 | Transmission leaks                                    |    |          |
| 12 | Output shaft play                                     |    |          |
| 13 | Driveshaft guard, U joints and retarder               |    |          |
| 14 | Body hold downs and insulators                        |    |          |
| 15 | Wiring along frame                                    |    |          |
| 16 | Differential leaks, fluid level                       |    |          |
| 17 | Pinion play   |    |          |
| 18 | Breather vent   |    |          |
| 19 | Rear shocks and mounting                              |    |          |
| 20 | Rear springs, bushings and U bolts                    |    |          |
| 21 | Leakage at backing plates and wheel seals             |    |          |
| 22 | Fuel tank straps and lines                            |    |          |
| 23 | Tail pipe hangers                                     |    |          |
| 24 | Lube entire chassis                                   |    |          |
| 25 | Check drag link, tie rods and idler arms              |    |          |

D. Brakes

|   |  | ok | rep req. |
|---|--|----|----------|
| 1 | Visible and audible leaks                          |    |          |
| 2 | Check all lines along chassis                      |    |          |
| 3 | Check brake booster and hoses                      |    |          |
| 4 | Hydraulic lines                                    |    |          |
|   | <b>Remove wheels and check the following items</b> |    |          |
| 5 | Pads and rotors                                    |    |          |
| 6 | Check pins and caliber's                           |    |          |
|   |  |    |          |
|   |  |    |          |
|   |  |    |          |
|   |  |    |          |
|   |  |    |          |
|   |  |    |          |

D. Lift Inspection

|    |   | ok | rep req. |
|----|---|----|----------|
| 1  | Check lift for proper operations                      |    |          |
| 2  | Inspect for stress, cracks, mounting and alignment    |    |          |
| 3  | Check pins  |    |          |
| 4  | Check the complete hydraulic system                   |    |          |
| 5  | Check micro switches and electrical wiring            |    |          |
| 6  | Check all system covers and warning signs             |    |          |
| 7  | Check safety barrier                                  |    |          |
| 8  | Lube complete lift                                    |    |          |
| 9  | Check wheelchair securements, proper amount and opera |    |          |
| 10 | Lift door warning device                              |    |          |
| 11 | Lift cover in place                                   |    |          |
|    |   |    |          |
|    |   |    |          |
|    |   |    |          |
|    |   |    |          |
|    |   |    |          |

H. Roadtest

I. Note repairs needed

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\_\_\_\_\_  
*Signature of Inspecting Mechanic*

\_\_\_\_\_  
*Signature of Supervisor*

- 6,000 miles- inspection/oil change
- 30,000 Transmission service
- 60,000 Differential service

PROJECTED FUNDING LEVELS

AGREEMENT NO. C-2-0503

SENIOR MOBILITY PROGRAM

EXHIBIT B

**Costa Mesa**

|   | Current Allocation | 02        | 03        | 04        | 05        | 06        | 07        | 08        | 09        | 10         | 11        | Total      |
|---|--------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|-----------|------------|
| OCTA Contribution - Operating                     | \$ -               | \$ 48,296 | \$ 51,203 | \$ 54,217 | \$ 57,423 | \$ 61,049 | \$ 64,889 | \$ 68,927 | \$ 73,160 | \$ 77,595  | \$ 83,053 | \$639,812  |
| City Contribution - Operating                     | \$ -               | \$ 12,074 | \$ 12,801 | \$ 13,554 | \$ 14,356 | \$ 15,262 | \$ 16,222 | \$ 17,232 | \$ 18,290 | \$ 19,399  | \$ 20,763 | \$ 159,953 |
| County Contribution - OAA                         | \$ -               | \$ -      | \$ -      | \$ -      | \$ -      | \$ -      | \$ -      | \$ -      | \$ -      | \$ -       | \$ -      | \$ -       |
| <b>Total Operating Costs</b>                      | \$ -               | \$ 60,370 | \$ 64,004 | \$ 67,771 | \$ 71,779 | \$ 76,311 | \$ 81,111 | \$ 86,159 | \$ 91,450 | \$ 96,994  | \$103,816 | \$799,765  |
| # Vehicles Provided                               |                    | 1         | 1         | 1         | 1         | 2         | 2         | 2         | 2         | 2          | 2         |            |
| OCTA Contribution - Refurbishing                  | \$ 3,000           | \$ -      | \$ -      | \$ -      | \$ 3,000  | \$ 3,000  | \$ -      | \$ 3,000  | \$ 3,000  | \$ -       | \$ 3,000  | \$ 18,000  |
| <b>Total Cost</b>                                 | \$ 63,370          | \$ 64,004 | \$ 67,771 | \$ 74,779 | \$ 79,311 | \$ 81,111 | \$ 89,159 | \$ 94,450 | \$ 96,994 | \$ 106,816 | \$106,816 | \$817,765  |
| Increase in OCTA Allocation for Operating Costs   |                    | \$ 48,296 | \$ 51,203 | \$ 54,217 | \$ 57,423 | \$ 61,049 | \$ 64,889 | \$ 68,927 | \$ 73,160 | \$ 77,595  | \$ 83,053 | \$639,812  |
| % Increase in OCTA Allocation for Operating Costs |                    | N/A        | N/A       | N/A        |
| Senior Population                                 |                    | 9,752     | 10,037    | 10,322    | 10,607    | 10,928    | 11,249    | 11,570    | 11,891    | 12,212     | 12,657    |            |



## Senior Mobility Transportation Project Monthly Reporting Form

Service for the month of: \_\_\_\_\_

Program Name: \_\_\_\_\_

City: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

| Trip category                                  | Number of passengers | Vehicle service hours | Vehicle service miles |
|--|----------------------|-----------------------|-----------------------|
| Nutrition Trips                                |                      |                       |                       |
| Medical Trips                                  |                      |                       |                       |
| Shopping Trips                                 |                      |                       |                       |
| Other Trips (Please specify trip type below**) |                      |                       |                       |
| <b>Totals</b>                                  |                      |                       |                       |

Total operating cost for month: \_\_\_\_\_

Comments: \_\_\_\_\_

Please complete the information requested in this form and **fax the completed form to OCTA, Attention CTS Transportation Analyst at (714) 560-5914 by the 15<sup>th</sup> day of the month following the reporting month.**

Please contact the Transportation Analyst at (714) 560-5425 if you have any questions or require assistance with the completion of this form.

**\*\*Please specify other trip types being provided to seniors in this space**