

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Dan Takasugi, Public Works Director/City Engineer
DATE: February 16, 2010
SUBJECT: Discussion of the City's Approach to Using Local Jurisdiction Passenger Amenities Grant Funding for Bus Shelter Replacements

APPROVAL FOR FORWARDING:


James C. McCann, City Manager

ISSUE:

Discussion of the City's Approach to Using Local Jurisdiction Passenger Amenities Grant Funding for Bus Shelter Replacements.

RECOMMENDATION:

Discuss and provide direction.

BACKGROUND:

An important part of using public transit begins before the passenger boards the bus. The well planned placement of passenger amenities such as benches, shelters, signage, etc. enhances the rider experience and helps encourage the use of public transit. In addition, functional yet attractive design elements can be a positive addition to public space and compliment a community's aesthetic.

In January 2010, the Napa County Transportation and Planning Agency (NCTPA) Board adopted a plan to allocate \$387,451 to local jurisdictions serviced by public transit within Napa County to upgrade and/or add new passenger amenities at bus stops. The NCTPA Board allocated funds of \$81,365 on a reimbursement basis to the City of Calistoga for bus shelter replacements. The funding comes from an unobligated balance of State Transit Assistance Funds.

25 Because local aesthetic and design considerations vary by community, NCTPA's
26 approach to implementation is to treat the funds like "mini block grants" to the localities
27 and defer to each jurisdiction to select both the number of shelters and the design
28 approach determined suitable to the unique character of their respective communities.
29 In addition, NCTPA will delegate responsibility for handling all aspects of shelter
30 procurement and installation. NCTPA will review each project for ADA compliance and
31 bus access prior to authorizing the jurisdictions to proceed with their projects.

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33 Once each jurisdiction has selected their design(s), developed their local
34 implementation plan and received authorization to proceed from NCTPA, they will have
35 until September 30, 2010 to complete their installations. Upon presentation of
36 documentation of actual project costs, NCTPA will issue reimbursements for allowable
37 expenses up to the value of their respective allocation. Unused funds will be redirected
38 for future allocation for passenger amenity enhancements in the VINE service area.

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40 **DISCUSSION:**

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42 There are four (4) existing bus shelters in Calistoga, which could use replacement.
43 They are listed as follows:

- 44 ▪ Lincoln Avenue Northbound at Napa River Bridge
- 45 ▪ Lincoln Avenue Southbound at Napa River Bridge
- 46 ▪ Lincoln Avenue Northbound at Fair Way near Depot
- 47 ▪ Brannan Street Eastbound at Entrance to Mobile Home Parks

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49 Work to replace the existing bus shelters would necessarily include concrete slab
50 modifications/replacement and repairs to adjoining sidewalks for accessibility. More
51 than half the grant funding may need to be spent on concrete flatwork adjoining the bus
52 shelter replacements.

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54 Key criteria in any bus shelter replacement are maintainability, vandal-resistance,
55 compatible and appropriate design, and functionality. Staff suggests that the shelters
56 be of a standard off-the-shelf design for reasons of maintainability of a proven design,
57 future replacement compatibility, and reduced procurement time. There are literally
58 thousands of bus shelter designs to choose from.

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60 Staff recommends that replacement bus shelters be procured with solar photovoltaic
61 powered LED lighting. Such lighting would help rider safety, reduce vandalism, and
62 allow riders to read bus schedules. A design that allows for solar photovoltaic power
63 might also permit future wireless internet network connections for bus arrival schedules.
64 The cost to install commercial power connections and metering is above the budget for
65 this project, and is not as environmentally friendly as solar power.

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67 In accordance with City Municipal Code, staff does NOT anticipate allowing advertising
68 on any City bus shelters, although this could provide a small revenue stream. Instead,
69 provision could be made for protected display of flat artwork prints, from local artists or
70 of public notices/information.

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72 In order to have the four bus shelter replacements completed by NCTPA's deadline of
73 September 30, 2010, there are many expeditious steps that need to take place,
74 including design selection, Council approval, NCTPA approval, procurement, delivery
75 lead time, and construction. If there are delays in this process, the grant funding could
76 potentially be rescinded.

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78 Staff recommends that in order to expedite the process, the following actions be
79 considered. Council may choose to appoint a small ad-hoc sub-committee
80 (recommended to consist of staff, a Council member, a Planning Commission member,
81 and a Chamber member) to promptly select a bus shelter design from off-the-shelf
82 models. Council may choose to waive competitive procurement and permit sole-source
83 procurement of the selected bus shelter design.

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85 Depending upon how Council would desire to select the bus shelter designs, staff
86 intends to report back to Council within a few months with a preferred bus shelter
87 design, a budget adjustment for the grant funding, and a request to authorize
88 procurement of site work, the bus shelters, and associated services.

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90 A small selection of some off-the-shelf type bus shelters are attached. These are not
91 shown to indicate any preferred design, but to provide an example of the variety of
92 styles available. Some photos of our existing City bus shelters are also attached.

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94 **FISCAL IMPACT:**

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96 Staff anticipates that this grant funding of \$81,365 will be programmed into the Fiscal
97 Year 2009/10 and 2010/11 budgets. An estimate of roughly 60 staff hours will be spent
98 in coordinating the procurement of shelters, services and materials.

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100 NCTPA will continue to perform routine maintenance of the bus shelters. However,
101 more complex maintenance may be delayed due to funding and be a temporary eye-
102 sore. As such, the City should be mindful to select low-maintenance, vandal-resistant,
103 and off-the-shelf shelters that will not detract from the City's downtown aesthetics.

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105 **ATTACHMENTS**

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107 1. Sample photos of off-the-shelf bus shelters
108 2. Photos of existing bus shelters