

**CITY OF WAUKESHA****Administration**

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Committee: Transit Commission	Date: 8/6/2015
Common Council Item Number: 15-3071	Date: 8/18/2015
Submitted By: Fred Abadi- Public Works	City Administrator Approval: Kevin Lahner, City Administrator KL
Finance Department Review: Rich Abbott, Finance Director RA	City Attorney's Office Review: Brian Running, City Attorney BER
Subject: Approval of the Purchase of Automatic Passenger Counters for the AVL System for three buses.	

Details:

This item is to purchase Automatic Passenger Counters(APCs) for the AVL system for three buses. The APCs track the boardings and departures of passengers and provides a highly accurate ridership total. More importantly, it tracks passenger boardings and departures by bus stop so that would enable the Transit Commission to better plan the service (bus stops, routing, schedules) based on passenger movements. The plan will be to rotate the three buses with the APCs on all routes so that they are constantly collecting boarding and departure data every day. Currently Transit staff has to manual collect this information by having the drivers fill out a paper survey while driving. The data then needs to be manually input into Excel spreadsheets by staff and is very time consuming. At a minmum, the manual surveys are done three times a year and the average staff time to prepare, distribute and input the data is 12 hours per survey which equates to 36 hours a year. The three survey days a year, however, is a very small sample size and is just the base survey. To get more detailed data that is useful on a particular route or route segment, additional manual surveys are required usually for 1-3 weeks which can add several hours to the staff time required. The APCs would eliminate the paper surveys which would reduce staff time and relief the drivers of having to fill out the sheets. The total cost for the APCs for three buses is \$14,999 which includes software, hardware and installation/training. \$7,867.20 of the total costs would be federal funds (80% of the hardware costs) and the remaining \$7,131.80 would come from transit operating. Since this purchase is amending the original AVL contract with RouteMatch, it requires Council approval and is subject to review and approval of the City Attorney.

Options & Alternatives:

Given that the AVL system is RouteMatch, the software, installation and training would come directly from RouteMatch and there are no alternatives. The APC hardware that is most compatible is the Dilax which RouteMatch offers directly. The Transit Commission could purchase APC hardware from another vendor but it could cost more for RouteMatch to get to work with their system.

Financial Remarks:

The total cost of the purchase of units for three buses is \$14,999 with an annual maintenance fee of \$450. \$7,867.20 of the start up project costs would be paid for with federal dollars (80% of the hardware costs) and the



remaining \$7,131.80 would come from transit operating. As noted, this purchase would eliminate the need to conduct manual surveys on the bus which for the past few years has averaged 50 + hours a year.

Executive Recommendation:

Recommend approval.

Committee Recommendation:

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