

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

826



FROM: Human Resources Department

SUBMITTAL DATE:
May 19, 2016

SUBJECT: Commuter Services County Vehicle Program Rates Fiscal Year 2016-17 [District All][Total Cost\$400,665] [Source of Funds Employee Participants, AB2766 Fund, Transportation Fees]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Authorize a 10% passenger rate increase to the County Vehicle Program (the "Program") effective July 7, 2016.

BACKGROUND:

Summary

The County Vehicle Program allows County employees in organized carpools to use County vehicles (when available) for commuting to and from work. The Program has a total of 80 vehicles with 313 registered participants. Fleet Services provides 54 vehicles to this Program. The remaining vehicles are department owned and are used by the Program based on availability. A variety of vehicle types (vans, minivans, SUVs and sedans) are used by the Program. Each type of vehicle assigned is based on the number of registered participants in a particular carpool.

Departmental Concurrence

Michael T. Stock
Asst. County Executive Officer/
Human Resources Director

| FINANCIAL DATA | Current Fiscal Year: | Next Fiscal Year: | Total Cost: | Ongoing Cost: | POLICY/CONSENT (per Exec. Office) |
|---|----------------------|-------------------|-------------|------------------------------|---|
| COST | \$ | \$400,665 | \$ 400,665 | \$ | Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/> |
| NET COUNTY COST | \$ | \$ | \$ | \$ | |
| SOURCE OF FUNDS: Employee Participants, AB2766 Fund, Transportation Fees | | | | Budget Adjustment: No | |
| | | | | For Fiscal Year: | 16-17 |

C.E.O. RECOMMENDATION:

APPROVE

BY:
Lani Sioson

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Jeffries, seconded by Supervisor Benoit and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Washington and Benoit
Nays: None
Absent: Tavaglione and Ashley
Date: June 7, 2016
xc: H.R.

Kecia Harper-Ihem
Clerk of the Board
By:
Deputy

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.: 3.6 12/2/14

District: All

Agenda Number:

3-49

RCED JUN 1 16 AM 11:20

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2016 JUN - 1 PM 4:29 PM 3:57

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**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Commuter Services County Vehicle Program Rates Fiscal Year 2016-17 [District All]**

[Total Cost \$400,665] [Source of Funds Employee Participants, AB2766 Fund, Transportation Fees]

DATE: May 19, 2016

PAGE: 2 of 2

BACKGROUND:

Summary (continued)

The Program is currently funded by participant fees supplemented with South Coast Air Quality Management District (AQMD) funds. Commuter Services is the largest contributor to the County's compliance with AQMD Rule 2202, in which the County Vehicle participants account for approximately 40% of the total registered Rideshare participants.

Human Resources and Purchasing/Fleet Services continue to work collaboratively to keep County Vehicle participant monthly fares as low as possible, however due to the approval of Purchasing and Fleet Services increase of FY2016/17 Fleet Services ISF Rates, the need to increase the monthly fare of the County Vehicle Program has become a necessity.

Purchasing/Fleet Services waived their customary Monthly Administrative Fee through FY 2014/15 but it was reinstated in FY2015/16. Effective 2016/17, this fee will be increased from \$25.20 per month per vehicle to \$28.00. Additionally, the monthly "Fixed Maintenance Fee" for each vehicle in the program will be increasing from \$30.60 to \$34.00. The "Maintenance Rate" of .12 cents per-mile for each vehicle is increasing to .15 cents per mile.

Although fuel costs and set maintenance fees have remained somewhat static since the last participant increase in January 2015, the cost of repair and rental charges still need to be taken into account with these rising Fleet maintenance costs.

The amount participants currently pay (see Attachment A) is insufficient to cover the increase in maintenance repair and rental costs in addition to the cost of fuel and set maintenance. Therefore, in response to the rising costs of the Program, the Human Resources Department proposes a 10% increase in the fees paid by participants as outlined in Attachment A (County Participant Vehicle Rates) and Attachment B (Cost Analysis). The fare increase deficit is covered by AQMD funds.

Annualized projected revenue from the Program participants is approximately \$256,441. Commuter Services also receives revenues from transportation fees of approximately \$32,000. The remainder of the funding to support the Program is provided by the AB2766 Air Quality Fund.

Groups were notified during the 2016 renewal process site visits in December 2015 that a mid-year rate increase would likely occur in 2016. The proposed increased fee would be reflected on the August 3, 2016 pay check.

Impact on Residents and Businesses

There is no impact on resident and businesses.

ATTACHMENTS:

- A. **County Vehicle Program Monthly Fares**
- B. **Fuel and Maintenance Monthly Cost Analysis**

County of Riverside
 County Vehicle Program
 Monthly Fares

| Zone | Round Trip Miles | Current Monthly Rate | Monthly Rate with 10% Increase (rounded up) |
|------|------------------|----------------------|---|
| 1 | 20-14 | \$48.84 | \$53.80 |
| 2 | 41-60 | \$69.74 | \$76.80 |
| 3 | 61-80 | \$90.32 | \$99.40 |
| 4 | 81-100 | \$111.54 | \$122.70 |
| 5 | 101-120 | \$132.44 | \$145.70 |
| 6 | 121-140 | \$153.46 | \$168.90 |
| 7 | 141+ | \$174.36 | \$191.90 |

10% RATE INCREASE (FUEL AND MAINTENANCE) MONTHLY COST ANALYSIS

Attachment B

| County Vehicle Program Zone Number Mileage Allotment per Zone | 1 10-40 | 2 41-60 | 3 61-80 | 4 81-100 | 5 101-120 | 6 121-140 | 7 140+ | Total |
|--|------------|------------|------------|-------------|--------------|--------------|------------|---------------|
| PARTICIPANT BASELINE NUMBER | | | | | | | | |
| Number of Riders per Zone | 73 | 60 | 37 | 40 | 17 | - | - | 227 |
| Number of Seats Being Paid for | - | - | - | - | - | - | - | - |
| Number of Vehicles per Zone | 17 | 14 | 9 | 10 | 4 | - | - | 54 |
| Riders per Vehicle | 4 | 4 | 4 | 4 | 4 | - | - | 3 |
| VEHICLE USAGE IN CV Program (AVG) | | | | | | | | |
| Daily Mileage (Calculated at 90% of Max) Per Vehicle | 36 | 54 | 72 | 90 | 108 | 126 | 161 | 647 |
| Miles Per Month Per Vehicle | 756 | 1,134 | 1,512 | 1,890 | 2,268 | 2,646 | 3,379 | 13,585 |
| Fuel per Month in Gallons | 38 | 57 | 76 | 95 | 113 | 132 | 169 | 679 |
| FLEET EXPENSES | | | | | | | | |
| Maintenance Cost Per Mile | \$0.15 | \$0.15 | \$0.15 | \$0.15 | \$0.15 | \$0.15 | \$0.15 | \$0.15 |
| Monthly Administrative Fee | \$28.00 | \$28.00 | \$28.00 | \$28.00 | \$28.00 | \$28.00 | \$28.00 | \$28.00 |
| Monthly Fixed Maintenance Fee | \$34.00 | \$34.00 | \$34.00 | \$34.00 | \$34.00 | \$34.00 | \$34.00 | \$34.00 |
| Fuel Cost Per Gallon | \$2.70 | \$2.70 | \$2.70 | \$2.70 | \$2.70 | \$2.70 | \$2.70 | \$2.70 |
| Cost Per Vehicle | | | | | | | | |
| Fuel Cost Per Month Per Vehicle | \$102.06 | \$153.09 | \$204.12 | \$255.15 | \$306.18 | \$357.21 | \$456.03 | \$1,833.84 |
| Maintenance Per Month Per Vehicle | \$175.40 | \$232.10 | \$288.80 | \$345.50 | \$402.20 | \$458.90 | \$568.85 | \$2,471.75 |
| Vehicle Cost Per Month Per Vehicle | \$277.46 | \$385.19 | \$492.92 | \$600.65 | \$708.38 | \$816.11 | \$1,024.88 | \$4,305.59 |
| Cost Per Month for all Vehicles | \$4,716.82 | \$5,392.66 | \$4,436.28 | \$6,006.50 | \$2,833.52 | \$0.00 | \$0.00 | \$23,385.78 |
| Monthly Average Rental and Repair Costs (Projected) | | | | | | | | \$10,003.00 |
| Total Projected Monthly Costs | | | | | | | | \$33,388.78 |
| Current Monthly Fare | | | | | | | | |
| Number of Seats Being Paid for | 73 | 60 | 37 | 40 | 17 | - | - | 227 |
| Revenue Based on Number of Seats Paid for | \$3,565.32 | \$4,184.40 | \$3,341.84 | \$4,461.60 | \$2,251.48 | \$0.00 | \$0.00 | \$17,804.64 |
| Fare Increase | | | | | | | | |
| Fare Increase - 10% | \$4.88 | \$6.97 | \$9.04 | \$11.15 | \$13.24 | \$15.36 | \$17.45 | \$17.45 |
| Monthly Fare Total 10% Increase | \$53.72 | \$76.71 | \$99.36 | \$122.69 | \$145.68 | \$168.82 | \$191.81 | \$191.81 |
| Increased Revenue After Fare Increase | \$4,278.38 | \$5,021.28 | \$4,014.65 | \$5,353.92 | \$2,701.78 | \$0.00 | \$0.00 | \$21,370.01 |
| Total Revenue/Deficit after Cost Per Month for All Vehicles | | | | | | | | (\$12,018.77) |