



AGENDA FOR THE MASS TRANSIT DEPARTMENT BOARD MEETING

December 06, 2022

**COUNCIL CHAMBERS, CITY HALL, 300 N. CAMPBELL AND VIRTUALLY
10:00 AM**

Teleconference phone number: 1-915-213-4096

Toll free number: 1-833-664-9267

Conference ID: 144-178-968#

AND

AGENDA REVIEW MEETING

**COUNCIL CHAMBERS, CITY HALL, 300 N. CAMPBELL AND VIRTUALLY
December 05, 2022
9:00 AM**

Teleconference phone number: 1-915-213-4096

Toll free number: 1-833-664-9267

Conference ID: 821-200-95#

Members of the public may view the meeting via the following means:

Via the City's website. <http://www.elpasotexas.gov/videos>

Via television on City15,

YouTube: <https://www.youtube.com/user/cityofelpasotx/videos>

In compliance with the requirement that the City provide two-way communication for members of the public, members of the public may communicate with Council during public comment, and regarding agenda items by calling either of the numbers listed above and entering the corresponding conference ID.

The public is strongly encouraged to sign up to speak on items on this agenda before the start of this meeting on the following links:

<https://www.elpasotexas.gov/city-clerk/forms/>

<https://elpasotx.seamlessdocs.com/f/SpeakerSignUpFormItem>

The following Board Member(s) will be present via video conference:

Peter Svarzbein and Alessandra Annello

A quorum of the Mass Transit Department Board must participate in the meeting.

ROLL CALL

CALL TO THE PUBLIC – PUBLIC COMMENT:

This time is reserved for members of the public who would like to address the Mass Transit Department Board on items that are not on the Mass Transit Department Board Agenda.

Members of the public may communicate with Board Members during public comment, and regarding agenda items by calling 1-915-213-4096 or toll free number 1-833-664-9267 at the prompt please enter the following Conference ID: 144-178-968#

A sign-up form is available on line at:

<https://elpasotx.seamlessdocs.com/f/SpeakerSignUpFormPublic>

for those who wish to sign up in advance of the meeting date. Requests to speak must be received by 9:00 a.m. on the date of the meeting. 30 Minutes total is allotted for speakers. Three to five minutes may be allowed for each speaker.

NOTICE TO THE PUBLIC:

All matters listed under the CONSENT AGENDA, including those on the Addition to the Agenda, will be considered by Mass Transit Department Board to be routine and will be enacted by one motion unless separate discussion is requested by Board Members. Prior to the vote, members of the audience may ask questions regarding items on the consent agenda. When the vote has been taken, if an item has not been called out for separate discussion, the item has been approved. The Mass Transit Department Board may, however, reconsider any item at any time during the meeting.

CONSENT AGENDA - APPROVAL OF MINUTES:

Goal 6: Set the Standard for Sound Governance and Fiscal Management

1. Approval of minutes of the Mass Transit Department Board Meeting of November 8, 2022.

[22-1523](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

CONSENT AGENDA – REQUEST TO EXCUSE ABSENT MASS TRANSIT BOARD MEMBERS

2. Request to excuse absent Mass Transit Board Members [22-1567](#)

CONSENT AGENDA - RESOLUTIONS:

Goal 7: Enhance and Sustain El Paso's Infrastructure Network

3. A Resolution authorizing the Chairman of the Mass Transit Board to execute an Agreement between the City of El Paso ("City") acting through the Mass Transit Board and the County of El Paso, Texas ("County"), whereby the County and City commit to the local match of the Federal Transit Administration grant award for the Helping Obtain Prosperity for Everyone ("HOPE") Project in the amount of 10% to be divided equally between the County and the City and which amounts to \$9,750.00 each, for use towards the development of the feasibility study and alternatives analysis for a Regional Fares Structure and Payment System that enhances mobility for all. [22-1524](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

CONSENT AGENDA - NOTICE FOR NOTATION:

Goal 7: Enhance and Sustain El Paso's Infrastructure Network

4. FOR NOTATION ONLY: Notice of Sun Metro's Title VI exemption to provide a major service change analysis for the service modifications implemented on June 26, 2022. After careful review Sun Metro did not meet the service change threshold for a major service change analysis. [22-1540](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

5. FOR NOTATION ONLY: Title VI Fare Equity Analysis for Modification in Discounted Fare and Expanded Hours for Streetcar. Under Title VI of the Civil Rights Act of 1964, as amended, as recipients of federal financial assistance Sun Metro Mass Transit Board, without regard to race, color, or national origin, operate and plan for transit services so that: [22-1541](#)
- Transit benefits and services are available and provided equitably.
 - Transit services are adequate to provide access and mobility for all.
 - Opportunities to participate in the transit planning and decision-making process are open and accessible.
 - Sun Metro takes remedial and corrective actions to prevent discriminatory treatment of any beneficiary.

All Districts

EXECUTIVE SESSION

The following Board Member(s) will be present via video conference:

Peter Svarzbein and Alessandra Annello

The Mass Transit Department Board of the City of El Paso may retire into EXECUTIVE SESSION pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Chapter 551, Subchapter D, to discuss any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Mass Transit Department Board of the City of El Paso may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.) The Mass Transit Department Board will return to open session to take any final action and may also, at any time during the meeting, bring forward any of the following items for public discussion, as appropriate.

Section 551.071	CONSULTATION WITH ATTORNEY
Section 551.072	DELIBERATION REGARDING REAL PROPERTY
Section 551.073	DELIBERATION REGARDING PROSPECTIVE GIFTS
Section 551.074	PERSONNEL MATTERS
Section 551.076	DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS
Section 551.087	DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS
Section 551.089	DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS; CLOSED MEETING

ADJOURN

NOTICE TO THE PUBLIC:

Sign Language interpreters are provided for this meeting. If you need Spanish Interpreter Services, you must email CityClerk@elpasotexas.gov at least 72 hours in advance of the meeting.

MASS TRANSIT BOARD AGENDAS ARE PLACED ON THE INTERNET THE THURSDAY PRIOR TO EACH MEETING AT THE FOLLOWING ADDRESS:

<https://elpasotexas.legistar.com/Calendar.aspx>

<http://www.elpasotexas.gov/>



Legislation Text

File #: 22-1523, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Approval of minutes of the Mass Transit Department Board Meeting of November 8, 2022.



**MASS TRANSIT DEPARTMENT BOARD MINUTES
CITY COUNCIL CHAMBERS
November 8, 2022**

A meeting of the Mass Transit Department Board was called to order at 10:28 a.m. Chair Oscar Leeson was present and presiding and the following Board Members answered roll call: Board Members Peter Svarzbein, Alessandra Anello, Cassandra Hernandez, Isabel Salcido, Claudia Rodriguez, Henry Rivera, and Cissy Lizarraga. Board Member Joe Molinar requested to be excused from this meeting.

CALL TO THE PUBLIC – PUBLIC COMMENT

This time is reserved for members of the public who would like to address the Mass Transit Department Board on items that are not on the Mass Transit Department Board Agenda.

No members of the public commented.

CONSENT AGENDA

1st MOTION

Motion made by Board Member Hernandez, seconded by Board Member Salcido, and unanimously carried to **APPROVE** all matters listed under the Consent Agenda.

AYES: Board Members Anello, Hernandez, Salcido, Rodriguez, Rivera, Lizarraga, and Board Chair Leeson

NAYS: None

NOT PRESENT FOR THE VOTE: Board Member Svarzbein

ABSENT: Board Member Molinar

2nd MOTION

Motion made by Board Member Lizarraga, seconded by Board Member Hernandez, and unanimously carried to **RECONSIDER** all matters listed under the Consent Agenda.

3rd and FINAL MOTION

Motion made by Board Member Hernandez, seconded by Board Member Svarzbein, and unanimously carried to **APPROVE** all matters listed under the Consent Agenda unless otherwise noted (items approved, postponed, or deleted pursuant to the vote on the Consent Agenda will be shown with an asterisk.)

AYES: Board Members Svarzbein, Annello, Hernandez, Salcido, Rodriguez, Rivera, Lizarraga, and Board Chair Leeser
NAYS: None
ABSENT: Board Member Molinar

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CONSENT AGENDA – APPROVAL OF MINUTES

Goal 6: Set the Standard for Sound Governance and Fiscal Management

1. *Motion made, seconded, and unanimously carried to **APPROVE** the minutes of the Mass Transit Board Meeting of October 11, 2022.

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CONSENT AGENDA – REQUEST TO EXCUSE ABSENT MASS TRANSIT BOARD MEMBERS

2. *Motion made, seconded, and unanimously carried to **EXCUSE** Board Member Molinar from the November 8, 2022, Mass Transit Department Board Meeting.

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CONSENT AGENDA – RESOLUTIONS

Goal 7: Enhance and Sustain El Paso’s Infrastructure Network

3. *RESOLUTION

WHEREAS, the County of El Paso and the City of El Paso Mass Transit Department (“Sun Metro”) would like to enter into an agreement pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code; and

WHEREAS, the City of El Paso operates transit services as “Sun Metro”; and

WHEREAS, the County of El Paso and the City of El Paso previously entered into an Interlocal Fares Agreement to provide free transportation for summoned jurors, through the use of Sun Metro, to enable jurors to participate in the jury process; and

WHEREAS, City of El Paso Sun Metro and the County of El Paso wish to now enter into a new Interlocal Fares Agreement that provides a public transportation option for summoned jurors and for participants in accountability court programs.

BE IT RESOLVED BY THE MASS TRANSIT DEPARTMENT BOARD OF THE CITY OF EL PASO:

That the Chairman of the Mass Transit Board of the City of El Paso be authorized to sign the Interlocal Fares Agreement with the County of El Paso to provide a public transportation option for summoned jurors and for participants in accountability court programs.

That the City Manager or designee be authorized to sign any additional related paperwork, including all understanding and assurances contained therein, and accept, reject, alter, or terminate the resulting Interlocal Agreement, authorized budget transfer and submit necessary revisions to the operational plan. No cash match is required.

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REGULAR AGENDA – OTHER BUSINESS

Goal 7: Enhance and Sustain El Paso’s Infrastructure Network

RESOLUTION

NOW THEREFORE, BE IT RESOLVED BY THE MASS TRANSIT DEPARTMENT BOARD OF THE CITY OF EL PASO:

The Sun Metro Agency Safety Plan attached to this resolution as Attachment “A” is approved and adopted. Further, that the City Manager, or designee, be authorized to submit the Sun Metro Agency Safety Plan to the Federal Transit Administration, the Texas Department of Transportation, and/or the State Safety Oversight Agency. Further, that the City Manager, or designee, be authorized to execute any documents and perform any actions necessary to effectuate the Sun Metro Agency Safety Plan. Further, to the extent allowed by law that the City Manager is authorized to make any changes to the Sun Metro Agency Safety Plan.

Ms. Ellen Smyth, Chief Transit and Field Operations Officer, presented a PowerPoint presentation.

Motion made by Board Member Salcido, seconded by Board Member Hernandez, and unanimously carried to **APPROVE** the Resolution.

AYES: Board Members Svarzbein, Annello, Hernandez, Salcido, Rodriguez, Rivera, Lizarraga, and Board Chair Leeser
NAYS: None
ABSENT: Board Member Molinar

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ADJOURN

Motion made by Board Member Rivera, seconded by Board Member Salcido, and unanimously carried to **ADJOURN** the meeting at 10:35 a.m.

AYES: Board Members Svarzbein, Annello, Hernandez, Salcido, Rodriguez, Rivera, Lizarraga, and
Board Chair Leeser
NAYS: None
ABSENT: Board Member Molinar

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Approved as to content:



Ellen A. Smyth, Chief Transit & Field Operations Officer



Legislation Text

File #: 22-1567, **Version:** 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Request to excuse absent Mass Transit Board Members



Legislation Text

File #: 22-1524, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

A Resolution authorizing the Chairman of the Mass Transit Board to execute an Agreement between the City of El Paso ("City") acting through the Mass Transit Board and the County of El Paso, Texas ("County"), whereby the County and City commit to the local match of the Federal Transit Administration grant award for the Helping Obtain Prosperity for Everyone ("HOPE") Project in the amount of 10% to be divided equally between the County and the City and which amounts to \$9,750.00 each, for use towards the development of the feasibility study and alternatives analysis for a Regional Fares Structure and Payment System that enhances mobility for all.

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

AGENDA DATE: December 6, 2022
PUBLIC HEARING DATE: N/A

CONTACT PERSON(S) NAME AND PHONE NUMBER: Ellen A. Smyth, (915) 212-6000

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: Strategic Goal 7.3: Enhance a regional comprehensive transportation system

SUBGOAL:

SUBJECT:

A resolution authorizing the Chairman of the Mass Transit Board to execute an Agreement between the City of El Paso ("City") acting through the Mass Transit Board and the County of El Paso, Texas ("County"), whereby the County and City commit to the local match of the Federal Transit Administration grant award for the Helping Obtain Prosperity for Everyone ("HOPE") Project in the amount of 10% to be divided equally between the County and the City and which amounts to \$9,750.00 each, for use towards the development of the feasibility study and alternatives analysis for a Regional Fares Structure and Payment System that enhances mobility for all.

BACKGROUND / DISCUSSION:

The Helping Obtain Prosperity for Everyone (HOPE) Grant was awarded in 2020 for a feasibility assessment and alternatives for a unified regional fare structure and payment system.

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? ☒ YES ☐ NO

PRIMARY DEPARTMENT: Sun Metro

SECONDARY DEPARTMENT:

*******REQUIRED AUTHORIZATION*******

DEPARTMENT HEAD:

Astrid Bunner

For Ellen Smyth,
Chief Transit and Field Operations Officer

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

A resolution authorizing the Chairman of the Mass Transit Board to execute an Agreement between the City of El Paso (“City”) acting through the Mass Transit Board and the County of El Paso, Texas (“County”), whereby the County and City commit to the local match of the Federal Transit Administration grant award for the Helping Obtain Prosperity for Everyone (“HOPE”) Project in the amount of 10% to be divided equally between the County and the City and which amounts to \$9,750.00 each, for use towards the development of the feasibility study and alternatives analysis for a Regional Fares Structure and Payment System that enhances mobility for all.

APPROVED this _____ day of _____, 2022.

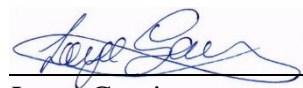
CITY OF EL PASO:

Oscar Leaser, Chairman

ATTEST:

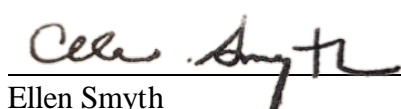
Laura D. Prine
Secretary

APPROVED AS TO FORM:



Joyce Garcia
Assistant City Attorney

APPROVED AS TO CONTENT:



Ellen Smyth
Chief Transit and Field Operations
Officer

INTERLOCAL AGREEMENT

BETWEEN

The COUNTY of El Paso and The CITY of El Paso

FOR

**Commitment of 10% Local Match of the Federal Transit Administration (FTA)
Grant Award for the Helping Obtain Prosperity for Everyone (HOPE) Project to
Cover the Cost of a Feasibility Study and Alternatives Analysis for a Regional Fare
Structure and Payment System That Enhances Mobility for All**

This agreement entered into by and between the County of El Paso, a political subdivision of the State of Texas, hereinafter referred to as “the County”, and the City of El Paso, a home rule municipal corporation situated in El Paso County, Texas, hereinafter referred to as “the City”, pursuant to the Interlocal Cooperation Act, Sec. 791.001, et seq., Texas Government Code, confirms the commitment by the County and the City to match the FTA grant award for the HOPE Project in the amount of 10% to be divided equally between the County and the City. The FTA grant award for the HOPE Project will cover the cost of a feasibility study and alternatives analysis for a regional fare structure and payment system that enhances mobility for all. The outcome of the feasibility study and alternatives analysis will identify the optimal alternative and implementation strategy for an integrated regional fare system for the El Paso region. An integrated fare system will enable transit riders to access public transportation services across the region. Both parties shall be participating agencies. This agreement includes all items necessary to define the terms and arrangements between the parties.

RECITALS

WHEREAS, the Interlocal Cooperation Act, Sec. 791.001, et seq., Texas Government Code, authorizes local governments to contract with one another to carry out their governmental functions; and

WHEREAS, El Paso County is served by two public transit providers, Sun Metro and El Paso County Transit, each with different fare policies and payment systems; and

WHEREAS, an integrated fare system will enable transit riders to access public transportation services across the region increasing mobility for all, especially those in economically disadvantaged neighborhoods and riders without easy access to technology; and

WHEREAS, an integrated fare system will minimize cost and revenue disruption for public transportation providers in the region; and

WHEREAS, an integrated fare system will connect populations in communities of persistent poverty with employment opportunities and services, creating positive economic impact; and

WHEREAS, in order to identify the optimal alternative and implementation strategy for an integrated fare system for the El Paso County region the County and the City agreed that the City would apply for FTA grant funding (Exhibit A); and

WHEREAS, the county and city committed to a local match of the FTA grant award in the amount of 10% to be divided equally between the County and the City on June 1, 2020 and May 27, 2020, respectively (Exhibit B); and

WHEREAS, FTA awarded grant funding in the amount of \$194,700.00 (Exhibit C); and

WHEREAS, the County confirms its commitment to a local match of \$9,750.00; and

WHEREAS, the City confirms its commitment to a local match of \$9,750.00; and

WHEREAS, the local matches by the County and the City are made from current revenue available to the paying parties; and

WHEREAS, the payments will allow Sun Metro and the Texas Transportation Institute to proceed with the development of the Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for all (Exhibit D); and

WHEREAS, the County and the City agree that a 10% local match to be divided equally between the County and the City is in the public interest and will increase the efficiency and effectiveness of mass transit within the County and the City of El Paso; and

WHEREAS, it is the purpose of this agreement to provide a mechanism whereby the County and the City may provide their local match in the amount of \$9,750.00 each for use towards the development of the Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for all;

NOW, THEREFORE, in consideration of the mutual promises contained herein, and of other good and valuable consideration, and intending to be bound hereby, the County and the City agree as follows:

GENERAL PROVISIONS

The findings and recitations stated in the Recitals are found to be true and correct and they are adopted by the parties and made part of this agreement for all purposes.

EFFECTIVE DATE AND TERMINATION

This Agreement commences upon the approval by the governing bodies of both parties and shall terminate upon the prompt remittance of the local match in accordance with the provisions of this agreement.

PAYMENT OF LOCAL MATCH

Upon entry into this Agreement, the parties shall appropriate the funding necessary for their respective local match of \$9,750.00 each. Payment of local matches will be promptly remitted to the City for use towards the development of the Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for all.

MISCELLANEOUS PROVISIONS

1. The laws of the State of Texas shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and performance under it.
2. The County and the City agree to observe all local, federal and state laws, rules and regulations that in any manner affect or govern this Agreement and the services to be performed under this Agreement.
3. Any alterations, variations, modifications or waivers of provisions of this Agreement shall only be valid if executed as an amendment to this Agreement.
4. This agreement shall be binding upon the parties hereto, their successors and assigns.

IN WITNESS WHEREOF, said County of El Paso and said City of El Paso have caused these presents to be executed on their behalf respectively by their proper officers thereto duly authorized and their corporate seal to be hereto affixed, the day and year as noted below.

(Signatures on the Following Page)

Dated this ____ day of _____, 2022.


THE CITY OF EL PASO:

Oscar Leeser
Chairman

ATTEST:

Laura D. Prine
Secretary

APPROVED AS TO FORM:



Joyce Garcia
Assistant City Attorney

APPROVED AS TO CONTENT:




Ellen Smyth
Chief Transit and Field Operations Officer

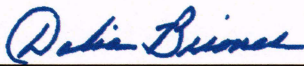
(Signatures Continue on Following Page)

Dated this 31st day of October, 2022.

THE COUNTY OF EL PASO

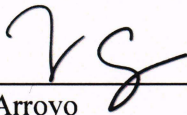

Ricardo A. Samaniego
County Judge

ATTEST:



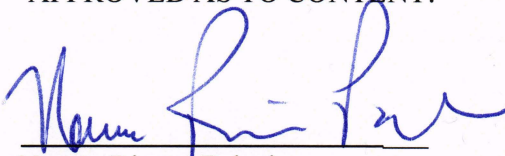
Delia Briones
County Clerk

APPROVED AS TO FORM:



Vivian Arroyo
Assistant County Attorney

APPROVED AS TO CONTENT:



Norma Rivera-Palacios,
Director of Public Works
Public Works Department

Exhibit A- Sun Metro grant application
Exhibit B- County Commitment Letter and City Commitment Letter
Exhibit C- Grant Award
Exhibit D- Agreement between Sun Metro and TTI

EXHIBIT A

Helping Obtain Prosperity for Everyone (HOPE) Program

Applicant and Proposal Profile

Is this a resubmission due to an invalid/error message from FTA? ☐ Yes ☒ No

Section I. Applicant Information

Organization Legal Name:

FTA Recipient ID:

Organization Chief Executive Officer:
(Name and Direct Phone Number)

Project Location: ☐ Small Urban (199,999 to 50,000)
☒ Large Urban (200,000 or greater)
☒ Rural (Less than 50,000)

Specify the County(s)/Cities and State where the project is located. Please refer to list posted to www.transit.dot.gov/HOPE to determine eligibility:

Confirm that the project is located in an area of persistent poverty. ☒ Yes ☐ No
Please provide mapping or narrative as an attachment to confirm eligibility. (Note: see www.transit.dot.gov/HOPE for maps and a complete list of areas of persistent poverty.)

Eligible Recipient or Subrecipient of 49 U.S.C. 5307, 5310, or 5311 ☒ Yes ☐ No

Applicant Eligibility (select all that apply): ☐ State
☒ Local government authority
☒ Operator of Public Transportation
☐ Federally-recognized Native American Tribe
☐ Private Non-Profit Organization
☐ Intercity Bus Service
☐ Other

If Other,
specify:

Section II. Project Information

About the Project

Project Title: Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All

Project Executive Summary:

El Paso County is served by two public transit providers, Sun Metro and El Paso County Transit, each with different fare policies and payment systems. All studies for a countywide transit system identify the need to integrate provider fare systems. The proposed project is a feasibility assessment and alternatives analysis for a unified regional fare structure and payment system to best meet the needs of the region and enhance the mobility of all people—especially people in poverty.

Project Statement of Work:

- Task 1. Rider Needs Assessment: Document the needs of transit riders and the community, particularly those in poverty, through data, focus groups, and stakeholder interviews.
- Task 2. Gap Analysis: Identify the gaps where current fare policies and payment systems do not meet regional needs and identify potential impediments to a regional fare system.
- Task 3. Peer Case Study Research: Identify best practices for regional fare policies and integrated fare systems, focusing on peer regions with persistent poverty.
- Task 4. Alternatives Analysis: Evaluate alternatives for regional fare policies and payment systems that address identified gaps.
- Task 5. Financial Analysis: Analyze the financial impact to transit riders and public transportation providers. Evaluate fare equity.
- Task 6. Community/Rider Involvement: Discuss the viable alternatives with transit riders, stakeholders, and affected communities.
- Task 7. Final Report: Document the study and recommend a regional fare system.

General Information

Describe how this application addresses one or more departmental objectives addressed in the NOFO:

The project addresses the following departmental objectives:

- Goal A. Economic vitality: A regional fare system helps reduce payment barriers and connect populations in persistent poverty with employment, education, and services.
- Goal D. Opportunity zones: Census tracts in the study area are designated as Opportunity Zones.
- Goal F. Measurable outcomes: Fare system alternatives are evaluated using objective measures, e.g. fare transactions per trip, average trip cost, etc.

If applicable, describe how the proposed project is located in or will impact an Opportunity Zone. Please identify the Opportunity Zones impacted:

The proposed project will analyze alternatives for a regional fare structure and payment system that will connect low-income transit riders in Opportunity Zones to education, training, and employment. Attached HOPE Project Eligibility Maps illustrate 16 census tracts within the city limits of El Paso and in urbanized and rural areas of El Paso County designated as Opportunity Zones by Texas Governor Greg Abbott in 2018 and the Transit Service Areas for Sun Metro and El Paso County Transit.

If applicable, describe how the proposed project supports FTA's Accelerating Innovative Mobility (AIM) Initiative:

Most transit fare payment systems require rider-owned devices and often assume riders are banked and can access the Internet. However, in the El Paso region, Internet access is low, riders often prefer cash as fare payment, and many transit riders come from Ciudad Juarez. The project will require innovation to overcome these challenges and to identify an affordable fare collection technology for the community. An integrated fare system is necessary for further complete trip innovation.

If applicable, describe how the proposed project supports US DOT's R.O.U.T.E.S Initiative:

R.O.U.T.E.S. addresses disparities in rural transportation infrastructure. The rural areas of El Paso County lack robust transit services and rural trips to urban areas require riders to transfer and pay multiple fares. A regional fare structure and payment system, will enhance public transportation in rural El Paso County by providing expanded access for rural transit riders, reducing the cost of a transit trip when transferring, and helping lower barriers for rural transit riders.

Project Type
(select all that apply):

☐ Transit Planning Study for Services and Routes
☐ Engineering Study of Transit Facilities or New Facilities
☒ Technical Study or Plan for Advancing Technologies
☒ Transit Financing Study or Plan
☐ Planning and Environmental Linkage Study
☐ Environmental Analysis
☐ Planning for Low or No Emission Buses
☐ Coordinated Public Transit Human Services Transportation Planning
☒ Integrated Fare Collection Study
☐ Planning for Service to Address the Opioid Epidemic
☐ Other (Please specify)

If Other, specify:

Project Budget						
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost
Task 1. Rider Needs Assessment	1	65,660	7,300	0	0	72,960
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost
Task 2. Gap Analysis	1	41,470	4,610	0	0	46,080

Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost	
Task 3. Peer Case Study Research	1	52,160	5,800	0	0	57,960	X
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost	
Task 4. Alternative Analysis	1	78,250	8,690	0	0	86,940	X
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost	
Task 5. Financial Analysis	1	85,040	9,450	0	0	94,490	X
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost	
Task 6. Community/Rider Involvement	1	65,560	7,280	0	0	72,840	X
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost	
Task 7. Final Report	1	47,460	5,270	0	0	52,730	X
Total:		435,600	48,400	0	0	484,000	

Matching Funds Information

Matching Funds Amount : (Must match Project Budget Amount)

48,400

Source of Matching Funds:

Sun Metro commits \$24,200 (5% local match) for the HOPE project from sales tax revenues dedicated to transit which will be appropriated for fiscal year 2021, beginning September 1, 2020.

El Paso County commits \$24,200 (5% local match) from available fiscal year 2020 County General Funds for the HOPE project.

Letters of Commitment for local match from Tommy Gonzalez City Manager for El Paso Texas and Ricardo A. Samaniego El Paso County Judge can be found as an attachment.

Matching Funds Availability:

Sun Metro matching funds will be committed in the fiscal year 2021 budget, beginning September 1, 2020. El Paso County matching funds are available in fiscal year 2020.

Project Scalability

Is project scope scalable? ☒ Yes ☐ No

If Yes, specify minimum HOPE Funds necessary:

175,200

Provide explanation of scalability with specific references to the budget line items above:

The proposed project is scalable to a needs assessment, gap analysis and peer case study research (Tasks 1 through 3). However, without the alternatives analysis and financial analysis, the project partners would not know if the alternatives address local needs and how the challenges for a regional integrated fare system can be overcome. The scaled project would not include community involvement. The outcome of the scaled project would be the identification of preliminary alternatives for the El Paso region and documentation of best practices and lessons learned from case study research. The outcome could not be implemented without another study. The total cost of the scaled project (including an allowance for a final report) would be about \$194,700 including \$175,200 federal (90%) and \$19,500 local match (10%).

Project Proposed Milestones Timeline (Please be as specific as possible)

Timeline Item Description	Timeline Item Date
Task 1 memo: Rider and Community Needs (assuming Sept. 1, 2020 start date)	11/30/2020
Task 2 memo: Gap analysis and preliminary alternatives	01/31/2021
Task 3 memo: Peer case study research	03/31/2021
Task 4 memo: Alternatives analysis and list of viable alternatives	06/30/2021
Task 5 memo: Financial analysis of viable alternatives	09/30/2021
Task 6 memo: Community and rider outreach	12/31/2021
Task 7 Final Report	02/28/2022

Congressional Districts (Place of Performance)

Congressional District

TX-023

Section III . Evaluation Criteria

***** Address each of the evaluation criteria as described in the Notice of Funding Opportunity.*****

Demonstration of Need

Describe the need for project and how the activities would support eligible projects under Chapter 53 of Title 49.

El Paso County, located at the western tip of Texas along the United States–Mexico border, is an area of persistent poverty. The City of El Paso is directly across the international border from Ciudad Juarez, Mexico. Two public transportation providers serve the county: the City of El Paso Mass Transit Department doing business as (dba) Sun Metro and El Paso County Transit. Attachment 1 displays the service areas of both providers.

Sun Metro operates local bus, rapid transit routes, streetcar, and complementary ADA paratransit within the city limits of City of El Paso. About 40% of Sun Metro riders are from Ciudad Juarez and commute to El Paso for work, education, and shopping.

El Paso County Transit is a rural transit district and provides transit services in communities that are within El Paso County but outside the city limits of El Paso. El Paso County currently sponsors three types of transit service: county bus routes, an intercity bus service between Las Cruces, NM and El Paso, and a vanpool program.

Sixty-three percent of El Paso County Transit's county bus riders do not have a driver's license, 48% of riders have an annual household income of less than \$15,000, and 29% of riders do not have a working vehicle available to the household (based on a 2017 rider survey). El Paso County Transit's county bus riders take buses to work, go shopping, run errands, and visit family or personal business. Most county riders (75%) transfer to Sun Metro routes.

Sun Metro and El Paso County have discussed a countywide transit system. The 2018 El Paso County Regional Transit Institutional Options Study examined the feasibility of a regional transit system in El Paso County, serving rural and urban areas in the county and the city of El Paso. However, due to the regulatory and funding framework in Texas, a countywide transit agency is not feasible. A current study is developing route and service plans that will improve county services and make travel between the rural and urban parts of the county more coordinated. However, all studies to date have identified a significant, unmet need: an integrated regional fare system.

The key to a seamless transit services for riders in the El Paso region is an integrated regional fare system. Currently, to make a round trip from the county to downtown El Paso, a rider must pay both the El Paso County Transit cash fare (\$1.50 one way) and the Sun Metro fare (\$1.50 one way) using cash or other another type of fare product. Transfers between transit providers are not recognized. The overall cost of a rider's trip and the number of transactions required for which the rider must have the exact cash (or an appropriate pass), make the current fare system an obstacle to transit access—especially for people in poverty or with limited mobility. A regional fare structure and payment system will help address the needs of riders and reduce the fare payment obstacle.

The proposed HOPE project will be a feasibility assessment and alternatives analysis for a regional fare structure and payment system, examining innovative fare technologies, practices, and solutions and evaluating the effectiveness of alternatives to address regional challenges. A regional fare structure and payment system will make it possible for communities in persistent poverty in rural and urban areas of the county to have greater access to jobs, education, healthcare, and affordable housing.

Sun Metro is the designated recipient for Section 5307 funds under Chapter 53 of Title 49, and El Paso County Transit is an eligible sub-recipient of the Texas Department of Transportation for Section 5311 funds under Chapter 53 of Title 49. The outcome of the HOPE project will be the identification of the optimal preferred alternative and an implementation strategy for an integrated regional fare system in the El Paso region. The project will be eligible for funding under Section 5307 and 5311 and other FTA programs under Chapter 53 of Title 49.

Demonstration of Benefits

Describe how the proposed activities would improve the ability to address one or more of the following factors - improve the existing condition of the transit system, improve the reliability of transit service for its riders, enhance access and mobility within the service area, accelerate the introduction of innovative technologies, reduce vehicle emission, reduce barriers to low income housing, or improve rural transportation.

- Improve the existing condition of the transit system in areas of persistent poverty.

An integrated regional fare structure and payment system will connect populations in communities of persistent poverty with employment opportunities, education, and services, creating positive economic impacts. This HOPE project will identify the optimal fare structure and payment system that could improve the transit experience for riders and reduce fare payment obstacles.

- Improve the reliability of transit service for its riders.

A new fare payment system will speed boarding for riders and improve the on-time performance (reliability) of transit services.

- Enhance access and mobility for the transit riding public within the service area, creation of new transportation choices or eliminating gaps in the current route network.

An integrated regional fare structure and payment system would make a regional transit services seamless for transit riders, creating new, affordable choices for countywide travel and reducing gaps in the current route network. Transit riders would not have to pay multiple fares to make a transit trip that requires transferring between transit providers.

- Accelerate the introduction of innovative technologies or practices such as integrated fare systems permitting complete trips.

The proposed project activities will examine different fare technologies to implement an integrated regional fare structure and payment system. The project will identify and propose innovative solutions for specific challenges and impediments to a regional fare structure in the El Paso region: limited use of technology, unbanked transit riders, and international riders. The proposed HOPE project will present an opportunity to foster innovative transit technologies, practices, and solutions for an integrated fare system, including contactless fare payment systems.

- Reduce regulatory barriers that unnecessarily raise the costs of housing development or impede the development of low income [affordable] housing.

Lack of mobility increases the cost of housing for people living in persistent poverty. A regional fare structure and payment system will increase mobility for transit riders in the El Paso region.

- Improve rural transportation.

A regional fare structure and payment system will make it possible for communities in persistent poverty in rural areas of the county to have greater access to jobs, education, healthcare, and affordable housing.

The proposed HOPE project will advance the Metropolitan Transportation Plan (MTP) for the El Paso Metropolitan Planning Organization in the following ways:

- An integrated regional fare system will support the economic vitality of the metropolitan area.
- A regional fare system will make it possible for communities in persistent poverty in the metropolitan area to have greater access to jobs, education, healthcare, and affordable housing, thereby improving the quality of life.
- A regional fare system will increase accessibility and mobility for transit riders in the El Paso metropolitan area.
- A regional fare system will enhance the integration and connectivity of the public transportation systems in the metropolitan area.
- An integrated regional fare system will promote efficient system management and operation for public transportation providers in the metropolitan area.

The anticipated date for incorporating the HOPE project into the El Paso MPO's UPWP will be September-October 2020, effective for state and federal fiscal year 2021.

Local Financial Commitment

Describe the source of non-federal match and whether non-federal match is available, currently reserved or committed for this project, or will be secured upon project approval. (Attach documents to substantiate, as appropriate)

Sun Metro and El Paso County are requesting FTA HOPE grant funding in the amount of \$435,600 (90% of total project cost). The amount will be matched with \$48,400 (10% local match) for a total project cost and funding of \$484,000. The local match will be provided equally (\$24,200 or 5%) from Sun Metro and El Paso County.

Sun Metro commits \$24,200 (5% local match) for the HOPE project from sales tax revenues dedicated to transit which will be appropriated for fiscal year 2021, beginning September 1, 2020.

El Paso County commits \$24,200 (5% local match) from available fiscal year 2020 County General Funds for the HOPE project.

Project Implementation Strategy

Describe the Work Plan, Schedule, and Deliverables for the proposed activities. Describe the Partnerships involved in the project. Describe the technical capacity of the Partnership to undertake the proposed work. Describe the regional or local support for the proposed work and attach documentation.

Work Plan and Deliverables

Task 1. Rider Needs Assessment

- a. Review previous regional studies
- b. Assess rider and community needs related to fare structure, pricing, payment technology, equity, and accessibility
- c. Conduct focus groups with targeted riders and interviews with stakeholders
- d. Identify preliminary measures to evaluate fare system alternatives

Deliverable: Technical memo summarizing rider and community needs

Task 2. Gap Analysis

- a. Identify goals and objectives for a regional, integrated fare system
- b. Document current fare policies and payment systems for each transit provider
- c. Compare rider needs to current fare policies and payment systems, specifically addressing the unbanked, those with limited technology, and riders from Ciudad Juarez
- d. Analyze and document gaps
- e. Identify preliminary alternatives to address gaps

Deliverable: Technical memo documenting and preliminary alternatives

Task 3. Peer Case Study Research

- a. Review national research in fare policies and payment systems
- b. Scan state of the industry re: fare technologies
- c. Conduct case studies with 6 to 10 regions where transit agencies that have implemented a regional fare system, focusing on communities in persistent poverty
- d. Identify best practices, lessons learned, and potential measures by which to evaluate alternatives

Deliverable: Technical memo documenting the case study research

Task 4. Alternatives Analysis

- a. Specify a set of alternatives for a regional integrated fare structure and payment options (e.g. mobile, contactless, open loop, etc.)
- b. Identify evaluation criteria, including objective evaluation measures
- c. Compare and contrast alternatives according to the evaluation criteria and measures
- d. Identify viable alternatives

Deliverable: Technical memo summarizing the alternatives analysis and identifying viable alternatives

Task 5. Financial Analysis

For viable alternatives, document:

- a. The impact on transit riders, including fare equity
- b. The cost and benefits to public transportation providers
- c. The regional impacts to the community

Deliverable: Technical memo detailing the financial analysis

Task 6. Community/Rider Involvement

- a. Conduct outreach to transit riders and affected communities
- b. Revise the set of viable alternatives according to the community and rider feedback

Deliverable: Technical memo documenting the community and rider outreach

Task 7. Final Report

- a. Draft the final report
 - b. Document the optimal alternative
 - c. Define an implementation strategy for the optimal alternative
 - d. Circulate the draft report to the partners and stakeholders, revise according to feedback
 - e. Publish the final report
- Deliverable: Final report

Schedule

The attached HOPE Project Proposed Schedule illustrates a Work Plan of 18 months.

Partnerships and Technical Capacity

Sun Metro is the HOPE grant applicant and will partner with El Paso County to provide guidance to the Texas A&M Transportation Institute (TTI) to perform the HOPE project Work Plan which will assess the feasibility for a regional fare structure and payment system for the El Paso as indicated in the attached Letter of Partnership from TTI. Sun Metro and El Paso County Transit will be responsible for the local match and the implementation of the integrated fare structure and payment system.

TTI is a member of The Texas A&M University System and is recognized as one of the premier university-affiliated transportation research agencies in the nation. The TTI Transit Mobility Program provides research and technology transfer expertise in all aspects of transit planning, finance, management, and operations. TTI researchers are highly experienced in facilitating multiple stakeholders through complex challenges to identify mutually beneficial solutions.

Regional and Local Support

Letters of Support from State Representative Joe Moody, El Paso City Mayor Dee Margo and other regional stakeholders can be found as an attachment.

Technical, Legal, and Financial Capacity

Describe the technical, legal, and financial capacity of the applicant to undertake the project and describe any outstanding legal, technical or financial compliance issues from an FTA compliance review or Federal Transit grant-related Single Audit Finding and the status of work to address the compliance issues, if any.

Technical, Legal, and Financial Capacity

The City of El Paso Mass Transit Department dba Sun Metro was created in 1987 under Chapter 453 of the Texas Transportation Code allowing the governing body of eligible municipalities to create a municipal transit department and approve a local sales tax. By authority of this statute, voters in the City of El Paso approved a 0.5 percent local sales tax dedicated to mass transit. The El Paso City Council serves as the Mass Transit Board.

According to Chapter 453 of the Texas Transportation Code, a municipal transit department may acquire, construct, own, operate, and maintain a transit system. Sun Metro operates local bus, rapid transit routes, streetcar, and complementary paratransit for individuals with disabilities (LIFT) within the city limits of City of El Paso. The Mass Transit Board approves the fare policies and the fare structure for Sun Metro transit services.

The City of El Paso Mass Transit Department is the designated recipient for the El Paso urbanized area for Section 5307 funds under Chapter 53 of Title 49 U.S.C.

The Director of the Mass Transit Department is responsible for planning and operating transit services, maintaining transit vehicles and facilities, and managing the capital development program for fixed route bus and streetcar facilities. The City government sets Sun Metro's annual budget. The City provides administrative activities for Sun Metro in the same manner as the City supports its other operating departments. In 2019, the Sun Metro operating budget was \$73.5 million and annual ridership was 12.3 million.

The City directly operates and maintains the fixed route transit services. Employees of Sun Metro fixed route transit services are employees of the city government and subject to the El Paso civil service system. The City contracts with an independent private contractor to operate LIFT paratransit services and maintain the paratransit vehicles. Employees that provide LIFT services are employees of the private contractor.

Implementation of HOPE Project Recommendations

The Commissioners Court of El Paso County approves the fare policies and the fare structure for El Paso County Transit services.

Implementation of a regional fare structure and payment system for the El Paso region will require authorization by the Mass Transit Board and the Commissioners Court of El Paso County.

The Sun Metro (City of El Paso) and El Paso County can enter into an interlocal agreement(s) to implement a regional fare structure. An interlocal agreement is a contract between a local governmental entity and another local government that complies with the statutory requirements of Texas Government Code Chapter 791. Interlocal agreements may be referred to by other names, including memoranda of understanding, cooperative agreements, or joint powers agreements.

No Compliance Issues

The City of El Paso, Mass Transit Department dba Sun Metro does not have any outstanding legal, technical or financial compliance issues from an FTA compliance review or Federal Transit grant-related single audit finding.

EXHIBIT B

Letters of Commitment for Local Match from Tommy Gonzalez City Manager for El Paso Texas
and Ricardo A. Samaniego El Paso County Judge.



City Manager's Office

MAYOR
Dora Murguía

CITY COUNCIL

District 1
Peter Swartzbach

District 2
Alexandra Arreola

District 3
Cecilia Hernandez

District 4
Dr. Sam Morgan

District 5
Isabel Solis

District 6
Claudia L. Rodriguez

District 7
Henry Rios

District 8
Cristy Llanena

CITY MANAGER
Tommy Gonzalez

May 27, 2020

Ms. Elaine L. Chao
U.S. Secretary of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

Re: City of El Paso/County of El Paso HOPE 2020 Fare Structure and Payment System Feasibility Study

Dear Ms. Chao:

The City of El Paso Mass Transit Department (Sun Metro) and El Paso County are requesting grant funding in the amount of \$435,600 (90% of total project cost). The funding of the FY 2020 Helping Obtain Prosperity for Everyone (HOPE) Program will be allocated to cover the cost to prepare a Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All. The amount will be matched with \$48,400 (10% local match) for a total project cost and funding of \$484,000.

Sun Metro and El Paso County recognize this competitive grant as an opportunity to fulfill the financial requirements of our plan to evaluate different alternatives for potential fare structures (policies) and payment systems (old and new payment tech) and seek to identify the optimal alternative that maximizes the benefits for riders in the El Paso Region. Especially those in poverty and/or without easy access to technology while also minimizing cost and revenue disruption for transit providers in the region.

This letter is to confirm and document that the City of El Paso will commit the following match funds for the preparation of the Fare Structure and Payment System Feasibility Study.

Funding Type	Amount	Percent
City of El Paso Match	\$ 24,200	5%
County of El Paso Match	\$ 24,200	5%
Requested Federal Funding	\$ 435,600	90%
Total Project Cost and Funding	\$ 484,000	100%

The Fare Structure and Payment System Feasibility Study will consist of seven tasks as follows:

Task 1. Rider needs assessment - Document the needs of transit riders and the community, particularly those in persistent poverty

Tommy Gonzalez - City Manager
City Manager's Office | 300 N. Campbell | El Paso, TX 79901
O: (915) 212-0023 | Email: citymanager@elpasotexas.gov



City Manager's Office

MAYOR
Dora Murguía

CITY COUNCIL

District 1
Peter Swartzbach

District 2
Alexandra Arreola

District 3
Cecilia Hernandez

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Dr. Sam Morgan

District 5
Isabel Solis

District 6
Claudia L. Rodriguez

District 7
Henry Rios

District 8
Cristy Llanena

CITY MANAGER
Tommy Gonzalez

Task 2. Gap analysis - Identify the gaps in current fare policies and payment systems that do not meet regional needs

Task 3. Peer case study research - Conduct peer case studies to identify best practices for regional fare policies and integrated fare systems

Task 4. Alternatives analysis - Identify alternatives for fare policy and payment systems that will address the gap analysis (see Task 2)

Task 5. Financial analysis - Analyze the financial impact to transit riders and transit providers

Task 6. Community/rider involvement - Involve the community and riders in a discussion of viable alternatives

Task 7. Final report - Document study

The Fare Structure and Payment System Feasibility Study seeks to improve the transportation alternatives available to the area's residents and to rebuild economically disadvantaged neighborhoods in our community.

To close, Sun Metro will provide the funding of the local match for this project.

Sincerely,


for
Tomás Gonzalez-City Manager

Tommy Gonzalez - City Manager
City Manager's Office | 300 N. Campbell | El Paso, TX 79901
O: (915) 212-0023 | Email: citymanager@elpasotexas.gov



RICARDO A. SAMANIEGO
El Paso County Judge

June 1, 2020

Hon. Elaine L. Chao
U.S. Secretary of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

Re: City of El Paso/County of El Paso HOPE 2020 Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All

Dear Secretary Chao:

El Paso County is pleased to partner with the City of El Paso Mass Transit Department (Sun Metro) to apply for grant funding from the Federal Transit Administration (FTA) for the Helping Obtain Prosperity for Everyone (HOPE) Program for 2020. The County has agreed that Sun Metro will submit the HOPE grant application to FTA on behalf of the partnership.

Sun Metro and El Paso County are requesting FTA grant funding in the amount of \$435,600 (90% of total project cost). The amount will be matched with \$48,400 (10% local match) for a total project cost and funding of \$484,000. The local match will be provided equally (\$24,200 or 5%) from Sun Metro and El Paso County.

The HOPE funds will cover the cost of a Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All. The outcome of the proposed project will be the identification of the optimal alternative and an implementation strategy for an integrated regional fare system for the El Paso region. An integrated fare system will enable transit riders to access public transportation services across the region, increasing mobility for all, especially those in economically disadvantaged neighborhoods in our community and/or riders without easy access to technology while also minimizing cost and revenue disruption for public transportation providers in the region. An integrated fare structure will connect populations in communities of persistent poverty with employment opportunities and services, creating positive economic impacts.

This letter is to confirm and document that El Paso County will commit \$24,200 (5% local match) from available fiscal year 2020 County General Funds for the HOPE project.

El Paso County is pleased to partner with Sun Metro to apply for HOPE funds. The proposed project will support implementation of a regional integrated fare system that will incentivize travelers to choose public transportation, expand opportunities for accessibility and mobility for transit riders, and promote economic advancement in communities of persistent poverty.

Respectfully,

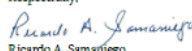

Ricardo A. Samaniego
El Paso County Judge

EXHIBIT C

DOT

U.S. Department of Transportation

FTA

Federal Transit Administration

Award

Federal Award Identification Number (FAIN)	TX-2022-010-00
Temporary Application Number	1539-2021-2
Award Name	El Paso Sun Metro FY20 Competitive HOPE (5305) Program Feasibility Study and Alternatives Analysis for Regional Fare Structure and Payment System
Award Status	Active (Executed)
Award Budget Number	0

Period of Performance Start Date	3/25/2022	
Original Period of Performance End Date	3/31/2023	
Current Period of Performance End Date	3/31/2023	Revision #: 0

Part 1: Recipient Information

Name: EL PASO, CITY OF

Recipient ID	Recipient OST Type	Recipient Alias	UEI	DUNS
1539	Other Government Agency	CITY OF EL PASO - SUN METRO		058873019

Location Type	Address	City	State	Zip
Headquarters	300 N CAMPBELL ST	EL PASO	TX	79901
Physical Address	300 N CAMPBELL ST	EL PASO	TX	79901
Mailing Address	300 N CAMPBELL	EL PASO	TX	79901

Union Information

There are no union contacts for this application

Part 2: Award Information

Title: El Paso Sun Metro FY20 Competitive HOPE (5305) Program Feasibility Study and Alternatives Analysis for Regional Fare Structure and Payment System

FAIN	Award Status	Award Type	Date Created	Last Updated Date	From TEAM?
TX-2022-010-00	Active (Executed)	Grant	3/4/2021	3/4/2021	No

Award Executive Summary

This award is for \$175,200 from the FTA's FY2020 Helping Obtain Prosperity for Everyone (HOPE) Program to improve the fare structure and payment system in El Paso. Project ID: D2020-HOPE-025
Purpose of the Award: feasibility assessment and alternatives analysis for a unified regional fare system

Activities to be performed: Study best practices in integrated fare payment systems

Expected Outcomes: recommendation for new fare policy and set of fare payment technologies

Intended Beneficiaries: all people—especially people in poverty - in the El Paso region

Subrecipient Activities: n/a

El Paso County is served by two Texas-based public transit providers, Sun Metro and El Paso County Transit, each with different fare policies and payment systems. All studies for a countywide transit system identify the need to integrate provider fare systems to allow for seamless regional travel. This project is a feasibility assessment and alternatives analysis for a unified regional fare system to best meet the needs of the region and enhance the mobility of all people—especially people in poverty—proposed in response to the Federal Transit Administration's (FTA) Helping Obtain Prosperity for Everyone (HOPE) program. The region is also served by the South-Central Regional Transit District out of Las Cruces, NM.

The recommended regional fare system (i.e., the selected alternative) at the end of this study will include a fare policy and set of fare payment technologies that apply to regional travel (passenger trips that involve multiple transit agencies) in the El Paso Region.

Frequency of Milestone Progress Reports (MPR)

Annual

Frequency of Federal Financial Reports (FFR)

Annual

Does this application include funds for research and/or development activities?

This award includes research and development activities.

Pre-Award Authority

This award is not using Pre-Award Authority.

Does this application include suballocation funds?

Recipient organization is directly allocated these funds and is eligible to apply for and receive these funds directly.

Will this Grant be using Lapsing Funds?

No, this Grant does not use Lapsing Funds.

Will indirect costs be applied to this application?

This award does not include an indirect cost rate.

Indirect Rate Details: N/A

Requires E.O. 12372 Review

No, this application does not require E.O. 12372 Review.

Delinquent Federal Debt

No, my organization does not have delinquent federal debt.

Award Point of Contact Information

First Name	Last Name	Title	E-mail Address	Phone
	marc.oliphant@dot.gov	Community Planner		
Angelica	Bryant	Grant Project Manager	bryantam@elpasotexas.gov	915-212-3448
	dominic.lomurro@dot.gov	Financial Analyst		

Award Budget Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
Helping Obtain Prosperity for Everyone (HOPE)	5305-1	20505	\$175,200
Local			\$19,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$194,700

Award Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
TX-2022-010-01-00	442-00 (442-A1) METROPOLITAN PLANNING	\$175,200.00	\$19,500.00	\$194,700.00	0
TX-2022-010-01-00	44.27.00 OTHER ACTIVITIES	\$175,200.00	\$19,500.00	\$194,700.00	0

Discretionary Allocations

Discretionary ID	Project Title	Amount Applied	FAIN	Congressional Release Date
D2020-HOPE-025	Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All	\$175,200	TX-2022-010-00	3/25/2022

Sources of Federal Financial Assistance

PO Number	Project Number	Scope Name	Scope Number	Scope Suffix	UZA Code	Area Name	Account Class Code	FPC	Description	Amendment Amount	Cumulative Amount
TX-81-Y 001	TX-2022-010-01-00	METROPOLITAN PLANNING	442-00 (442)	A1	4800 00	Texas	2020.24.8 1.PP.1	02	HOPE Grants	\$175,200	\$175,200

Part 3: Project Information

Project Title: Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All

Project Number	Temporary Project Number	Date Created	Start Date	End Date
TX-2022-010-01-00	1539-2021-2-P1	3/4/2021	2/14/2022	12/30/2022

Project Description

El Paso County is served by two Texas-based public transit providers, Sun Metro and El Paso County Transit, each with different fare policies and payment systems. All studies for a countywide transit system identify the need to integrate provider fare systems to allow for seamless regional travel. This project is a feasibility assessment and alternatives analysis for a unified regional fare system to best meet the needs of the region and enhance the mobility of all people—especially people in poverty—proposed in response to the Federal Transit Administration’s (FTA) Helping Obtain Prosperity for Everyone (HOPE) program. The region is also served by the South-Central Regional Transit District out of Las Cruces, NM.

The recommended regional fare system (i.e., the selected alternative) at the end of this study will include a fare policy and set of fare payment technologies that apply to regional travel (passenger trips that involve multiple transit agencies) in the El Paso Region.

3rd party contractors will not be on the Federal Suspended or Disbarred list.

Project Benefits

This HOPE project will lay the critical groundwork for a regional fare system that will benefit the El Paso region in the following ways:

- Support the economic vitality of the entire region.
- Increase access for communities in persistent poverty to jobs, education, healthcare, affordable housing, recreation/socialization, and other vital daily needs thereby improving the quality of life.
- Increase accessibility and mobility for transit riders.
- Enhance the integration and connectivity of the existing public transportation systems.

Additional Information

None provided.

Location Description

El Paso is the sixth-largest city in Texas and the 19th largest city in the nation, with a 2015 census population estimate of 681,124. El Paso has long been a majority-minority city where 80.8% of its residents claim Hispanic or Latino origin and 70.6% of those over the age of five years speak a language other than English at home.

El Paso is one of the nation's poorer cities, with a per capita income that is only 70.2% of the national average, which meets the criteria of an Economically Distressed Area. The City's poverty rate of

21.5% far exceeds the 14.8% national rate.

El Paso is the seat of El Paso County, Texas. It is situated in the Far West corner of Texas, separated only by an international boundary line in the middle of the Rio Grande River from its sister city of Ciudad Juarez, Chihuahua, Mexico. About 40% of Sun Metro riders are from Ciudad Juarez and commute to El Paso for work, education, and shopping.

Two public transportation providers serve the county: the City of El Paso Mass Transit Department (Sun Metro) and El Paso County Transit.

El Paso County Transit is a rural transit district and provides transit services in communities that are within El Paso County but outside the city limits of El Paso. El Paso County currently sponsors three types of transit service: county bus routes, an intercity bus service between Las Cruces, NM, and El Paso, and a vanpool program.

Sixty-three percent of El Paso County Transit's county bus riders do not have a driver's license, 48% of riders have an annual household income of less than \$15,000, and 29% of riders do not have a working vehicle available to the household (based on a 2017 rider survey). El Paso County Transit's county bus riders take buses to work, go shopping, run errands, and visit family or personal business. Most county riders (75%) transfer to Sun Metro routes.

Project Location (Urbanized Areas)

UZA Code	Area Name
480000	Texas
480660	El Paso, TX-NM

Congressional District Information

State	District	Representative
Texas	16	Veronica Escobar

Program Plan Information

STIP/TIP

Date: N/A

Description: N/A

UPWP

Date: 11/13/2020

Description: Page 12, Task 2.5

Long Range Plan

Date: N/A

Description: N/A

Project Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
Helping Obtain Prosperity for Everyone (HOPE)	5305-1	20505	\$175,200

Local	\$19,500
Local/In-Kind	\$0
State	\$0
State/In-Kind	\$0
Other Federal	\$0
Transportation Development Credit	\$0
Adjustment	\$0
Total Eligible Cost	\$194,700

Project Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
TX-2022-010-01-00	442-00 (442-A1) METROPOLITAN PLANNING	\$175,200.00	\$19,500.00	\$194,700.00	0
TX-2022-010-01-00	44.27.00 OTHER ACTIVITIES	\$175,200.00	\$19,500.00	\$194,700.00	0

Project Budget Activity Line Items

Budget Activity Line Item: 44.27.00 - OTHER ACTIVITIES

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
METROPOLITAN PLANNING (442-00)	44.27.00	OTHER ACTIVITIES	METROPOLITAN PLANNING	0

Extended Budget Description

Assess Regional Travel Needs and Establish Goals (Task 1) Understand current and potential regional transit travel, fare payment patterns, and the needs of riders and targeted population groups (especially those riders in persistent poverty) Document current fare systems and technologies at transit agencies Set goals and performance measures for a regional fare system Learn from the Industry and Peers (Task 2) Document regional fare payment systems used in the industry Conduct case studies of regional fare systems to provide useful lessons learned and approaches that might benefit the El Paso region Finalize a list of potential regional fare system alternatives to be evaluated Evaluate Regional Fare System Alternatives (Task 3) Conduct a fare equity analysis for each alternative Estimate each alternative's fare revenue, implementation costs, operations and maintenance costs, rider costs, and mobility impacts Evaluate each regional fare system alternative against the established goals and performance measures Select two final alternatives to be taken to the public Involve the Community and Riders (Task 4) Present the two final alternatives to the public and collect feedback Fine-tune the alternatives based on feedback Prepare Guidance and Implementation Documents (Task 5) Summarize results from prior tasks Develop documents to assist with implementation of a final selected alternative (e.g., outlines of MOUs and guidance for technology)

Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
Helping Obtain Prosperity for Everyone (HOPE)	5305-1	20505	\$175,200
Local			\$19,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$194,700

Milestone Name	Est. Completion Date	Description
Start Date	2/14/2022	
RFP	3/1/2022	
Contract Award	4/1/2022	
End Date	10/31/2022	
Contract Completion	12/30/2022	

Project Environmental Findings

Finding: Class II(c) - Categorical Exclusions (C-List)

Class Level Description

Class II(c) consists of projects that do not have a significant environmental impact on the human or natural environment and are therefore categorically excluded from the requirement to prepare an environmental assessment or an environmental impact statement. FTA requires a sufficient project description to support a CE determination. The project may require additional documentation to comply with other environmental laws.

Categorical Exclusion Description

Type 04: Planning and administrative activities which do not involve or lead directly to construction, such as: training, technical assistance and research; promulgation of rules, regulations, directives, or program guidance; approval of project concepts; engineering; and operating assistance to transit authorities to continue existing service or increase service to meet routine demand.

Date Description	Date
Class IIc CE Approved	

Part 4: Fleet Details

No fleet data exists for this application.

Part 5: FTA Review Comments

Application Review Comments

Comment By Marc Oliphant

Comment Type	Pre-Award Manager Returns Application
Date	1/21/2022
Comment	Change the Scope to 442-00, Metropolitan Planning and the ALI to 44.27.00, Other Activities.

Part 6: Agreement

UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION FEDERAL TRANSIT ADMINISTRATION

GRANT AGREEMENT (FTA G-29, October 1, 2021)

On the date the authorized U.S. Department of Transportation, Federal Transit Administration (FTA) official signs this Grant Agreement, FTA has obligated and awarded federal assistance as provided below. Upon execution of this Grant Agreement by the Recipient named below, the Recipient affirms this FTA Award, enters into this Grant Agreement with FTA, and binds its compliance with the terms of this Grant Agreement.

The following documents are incorporated by reference and made part of this Grant Agreement:

- (1) "Federal Transit Administration Master Agreement," FTA MA(29), <http://www.transit.dot.gov>,
- (2) The Certifications and Assurances applicable to the FTA Award that the Recipient has selected and provided to FTA, and
- (3) Any Award notification containing special conditions or requirements, if issued.

WHEN THE TERM "FTA AWARD" OR "AWARD" IS USED, EITHER IN THIS GRANT AGREEMENT OR THE APPLICABLE MASTER AGREEMENT, "AWARD" ALSO INCLUDES ALL TERMS AND CONDITIONS SET FORTH IN THIS GRANT AGREEMENT.

FTA OR THE FEDERAL GOVERNMENT MAY WITHDRAW ITS OBLIGATION TO PROVIDE FEDERAL ASSISTANCE IF THE RECIPIENT DOES NOT EXECUTE THIS GRANT AGREEMENT WITHIN 90 DAYS FOLLOWING FTA's AWARD DATE SET FORTH HEREIN.

FTA AWARD

Federal Transit Administration (FTA) hereby awards a Federal Grant as follows:

Recipient Information

Recipient Name: EL PASO, CITY OF

Recipient ID: 1539

UEI:

DUNS: 058873019

Award Information

Federal Award Identification Number: TX-2022-010-00

Award Name: El Paso Sun Metro FY20 Competitive HOPE (5305) Program Feasibility Study and Alternatives Analysis for Regional Fare Structure and Payment System

Award Start Date: 3/25/2022

Original Award End Date: 3/31/2023

Current Award End Date: 3/31/2023

Award Executive Summary: This award is for \$175,200 from the FTA's FY2020 Helping Obtain Prosperity for Everyone (HOPE) Program to improve the fare structure and payment system in El Paso. Project ID: D2020-HOPE-025

Purpose of the Award: feasibility assessment and alternatives analysis for a unified regional fare system

Activities to be performed: Study best practices in integrated fare payment systems

Expected Outcomes: recommendation for new fare policy and set of fare payment technologies

Intended Beneficiaries: all people—especially people in poverty - in the El Paso region

Subrecipient Activities: n/a

El Paso County is served by two Texas-based public transit providers, Sun Metro and El Paso County Transit, each with different fare policies and payment systems. All studies for a countywide transit system identify the need to integrate provider fare systems to allow for seamless regional travel. This project is a feasibility assessment and alternatives analysis for a unified regional fare system to best meet the needs of the region and enhance the mobility of all people—especially people in poverty—proposed in response to the Federal Transit Administration's (FTA) Helping Obtain Prosperity for Everyone (HOPE) program. The region is also served by the South-Central Regional Transit District out of Las Cruces, NM.

The recommended regional fare system (i.e., the selected alternative) at the end of this study will include a fare policy and set of fare payment technologies that apply to regional travel (passenger trips that involve multiple transit agencies) in the El Paso Region.

Research and Development: This award includes research and development activities.

Indirect Costs: This award does not include an indirect cost rate.

Suballocation Funds: Recipient organization is directly allocated these funds and is eligible to apply for and receive these funds directly.

Pre-Award Authority: This award is not using Pre-Award Authority.

Award Budget

Total Award Budget: \$194,700.00

Amount of Federal Assistance Obligated for This FTA Action (in U.S. Dollars): \$175,200.00

Amount of Non-Federal Funds Committed to This FTA Action (in U.S. Dollars): \$19,500.00

Total FTA Amount Awarded and Obligated (in U.S. Dollars): \$175,200.00

Total Non-Federal Funds Committed to the Overall Award (in U.S. Dollars): \$19,500.00

Award Budget Control Totals

(The Budget includes the individual Project Budgets (Scopes and Activity Line Items) or as attached)

Funding Source	Section of Statute	CFDA Number	Amount
Helping Obtain Prosperity for Everyone (HOPE)	5305-1	20505	\$175,200
Local			\$19,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$194,700

(The Transportation Development Credits are not added to the amount of the Total Award Budget.)

U.S. Department of Labor Certification of Public Transportation Employee Protective Arrangements:

Original Certification Date:

Special Conditions

There are no special conditions.

FINDINGS AND DETERMINATIONS

By signing this Award on behalf of FTA, I am making all the determinations and findings required by federal law and regulations before this Award may be made.

FTA AWARD OF THE GRANT AGREEMENT

Awarded By:
Gail Lyssy
Regional Administrator
FEDERAL TRANSIT ADMINISTRATION
U.S. DEPARTMENT OF TRANSPORTATION
Contact Info: gail.lyssy@dot.gov
Award Date: 3/25/2022

EXECUTION OF THE GRANT AGREEMENT

Upon full execution of this Grant Agreement by the Recipient, the Effective Date will be the date FTA or the Federal Government awarded Federal assistance for this Grant Agreement.

By executing this Grant Agreement, the Recipient intends to enter into a legally binding agreement in

which the Recipient:

- (1) Affirms this FTA Award,
- (2) Adopts and ratifies all of the following information it has submitted to FTA:
 - (a) Statements,
 - (b) Representations,
 - (c) Warranties,
 - (d) Covenants, and
 - (e) Materials,
- (3) Consents to comply with the requirements of this FTA Award, and
- (4) Agrees to all terms and conditions set forth in this Grant Agreement.

Executed By:

Forest Clancy

Assistant Managing Director

EL PASO, CITY OF

3/29/2022

EXHIBIT D

Letter of Partnership from TTI



Texas A&M Transportation Institute
The Texas A&M University System
3135 TAMU
College Station, TX 77843-3135

979-317-2000
<http://tti.tamu.edu>

May 20, 2020

Ms. Ellen Smyth
Director of Mass Transit
City of El Paso–Sun Metro
10151 Montana Avenue
El Paso, Texas 79925-1515

Re: **Letter of Commitment**
Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All
TTI Proposal No. SRS 2005764

Dear Ms. Smyth:

The Texas A&M Transportation Institute (TTI) is pleased to submit this Letter of Commitment to partner with Sun Metro and El Paso County to submit a grant proposal to the Federal Transit Administration (FTA) for the Helping Obtain Prosperity for Everyone (HOPE) Program for 2020.

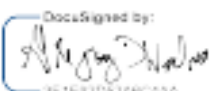
The HOPE funds will cover the cost for TTI to perform the Work Plan for the *Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All*. The outcome of the proposed project will be the identification of the optimal alternative and an implementation strategy for an integrated regional fare system for the El Paso region. An integrated fare structure will connect populations in communities of persistent poverty with employment opportunities and services, creating positive economic impacts.

If the City of El Paso is awarded a grant under the HOPE Program, TTI intends to enter into an interlocal agreement with the City upon negotiation of mutually acceptable terms. We commit Michael Walk, Research Scientist as the Principal Investigator for the study. Mr. Walk and the other TTI research staff have the experience and commitment to support this project in a timely, thorough, and capable manner. The anticipated period of performance is September 2020 – February 2022.

TTI can confidently state that it will approach this research project with absolute objectivity in its endeavor to satisfy the research objective. None of the research team members have ownership in any legal entities nor do they receive remuneration of any kind from organizations that would constitute (or be perceived as constituting) a conflict of interest to this research project. Similarly, the research team members do not have properties, patents, or interests that would benefit in any way from the findings of this research.

The Texas A&M Transportation Institute heartily endorses the research team in this proposal. Thank you for providing us the opportunity to participate in this proposal. We look forward to working with Sun Metro and El Paso County and are confident that the Texas A&M Transportation Institute can greatly contribute to the success of this important project.

Sincerely,

DocuSigned by:

Gregory D. Winfree
Agency Director

cc: Michael Walk

Office of the Director



Legislation Text

File #: 22-1540, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

FOR NOTATION ONLY: Notice of Sun Metro's Title VI exemption to provide a major service change analysis for the service modifications implemented on June 26, 2022. After careful review Sun Metro did not meet the service change threshold for a major service change analysis.

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

AGENDA DATE: December 6, 2022

PUBLIC HEARING DATE: N/A

CONTACT PERSON(S) NAME AND PHONE NUMBER: Ellen A. Smyth, (915) 212-6000

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: 7.3 – Enhance a regional comprehensive transportation system

SUBGOAL:

SUBJECT: FOR NOTATION ONLY.

Notice of Sun Metro's Title VI exemption to provide a major service change analysis for the service modifications implemented on June 26, 2022. After careful review Sun Metro did not meet the service change threshold for a major service change analysis.

BACKGROUND / DISCUSSION:

N/A

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

N/A

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? ☒ YES ☐ NO

PRIMARY DEPARTMENT: Sun Metro

SECONDARY DEPARTMENT:

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

Astrid Bunner for Ellen Smyth, Chief Field Transit Officer

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)



Sun Metro

MAYOR

Oscar Leeser

CITY COUNCIL

District 1

Peter Svarzbein

District 2

Alessandra Annello

District 3

Cassandra Hernandez

District 4

Joe Molinar

District 5

Isabel Salcido

District 6

Claudia L. Rodriguez

District 7

Henry Rivera

District 8

Cissy Lizarraga

CITY MANAGER

Tommy Gonzalez

Under Title VI of the Civil Rights Act of 1964, as amended, as recipients of federal financial assistance Sun Metro Mass Transit Board, without regard to race, color, or national origin, operate and plan for transit services so that:

- Transit benefits and services are available and provided equitably.
- Transit services are adequate to provide access and mobility for all.
- Opportunities to participate in the transit planning and decision-making process are open and accessible.
- Sun Metro takes remedial and corrective actions to prevent discriminatory treatment of any beneficiary.

Service Modifications June 26, 2022

This communication serves to provide a notice of Sun Metro's exemption to provide a major service change analysis for the service modifications implemented on June 26, 2022.

According to Sun Metro's "Major Service Change Policy," a major service change is defined as a reduction or increase of 30 percent or more in total vehicles revenue miles or total revenue hours in service on any service area during a service review period.

In addition, the following criteria must be met:

- Changes to a service on a route with fewer than 20 total trips per unit are not considered "major" unless service on that route is eliminated completely on any such day.
- The introduction or discontinuation of short or limited-term service (e.g., promotional, demonstration, seasonal or emergency service, or service provided as mitigation or diversions for construction or other similar activities), as long as the service will be/has been operated for no more than twelve months.
- Sun Metro-operated transit service that is replaced by a different mode or operator providing a service with the same or better headways, transfer options, span of service, and stops.
- Deactivation of a route if it does not reach above 10 passengers per hour or 1 passenger per mile after 6 months' period of implementation.

After careful review, Sun Metro is at a .5% increase in total vehicles revenue miles. This means Sun Metro did not meet the service change threshold for a major service change analysis and is therefore exempt.

Ellen A. Smyth, P.E., MPA Chief Transit and Field Operations Officer
10151 Montana Ave. | El Paso, Texas 79925 | (915) 212-3333 | sunmetro.net



DELIVERING EXCEPTIONAL SERVICES



Legislation Text

File #: 22-1541, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

FOR NOTATION ONLY: Title VI Fare Equity Analysis for Modification in Discounted Fare and Expanded Hours for Streetcar. Under Title VI of the Civil Rights Act of 1964, as amended, as recipients of federal financial assistance Sun Metro Mass Transit Board, without regard to race, color, or national origin, operate and plan for transit services so that:

- Transit benefits and services are available and provided equitably.
- Transit services are adequate to provide access and mobility for all.
- Opportunities to participate in the transit planning and decision-making process are open and accessible.
- Sun Metro takes remedial and corrective actions to prevent discriminatory treatment of any beneficiary.

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

AGENDA DATE: December 6, 2022

PUBLIC HEARING DATE: N/A

CONTACT PERSON(S) NAME AND PHONE NUMBER: Ellen A. Smyth, (915) 212-6000

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: 7.3 – Enhance a regional comprehensive transportation system

SUBGOAL:

SUBJECT: FOR NOTATION ONLY.

Title VI Fare Equity Analysis for modification in Discounted Fare and Expanded Hours for Streetcar.

Under Title VI of the Civil Rights Act of 1964, as amended, as recipients of federal financial assistance Sun Metro Mass Transit Board, without regard to race, color, or national origin, operate and plan for transit services so that:

- Transit benefits and services are available and provided equitably.
- Transit services are adequate to provide access and mobility for all.
- Opportunities to participate in the transit planning and decision-making process are open and accessible.
- Sun Metro takes remedial and corrective actions to prevent discriminatory treatment of any beneficiary.

BACKGROUND / DISCUSSION:

N/A

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

N/A

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? ☒ YES ☐ NO

PRIMARY DEPARTMENT: Sun Metro

SECONDARY DEPARTMENT:

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

Astrid Bunner for Ellen Smyth, Chief Field Transit Officer

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)



Title VI Fare Change Equity Analysis: Discounted Fare Change and Expanded Hours for Streetcar



Submitted by the City of El Paso Mass Transit Department, Sun Metro for compliance with Title VI of the Civil Rights Act of 1964, as amended and guidance found in FTA C4702.1B, dated October 1, 2012.

[Title VI of the Civil Rights Act of 1964](#) “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

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OVERVIEW

Under Title VI of the Civil Rights Act of 1964, as amended, as recipients of federal financial assistance Sun Metro Mass Transit Board, without regard to race, color, or national origin, operate and plan for transit services so that:

- Transit benefits and services are available and provided equitably.
- Transit services are adequate to provide access and mobility for all.
- Opportunities to participate in the transit planning and decision-making process are open and accessible.
- Sun Metro takes remedial and corrective actions to prevent discriminatory treatment of any beneficiary.

ABOUT SUN METRO

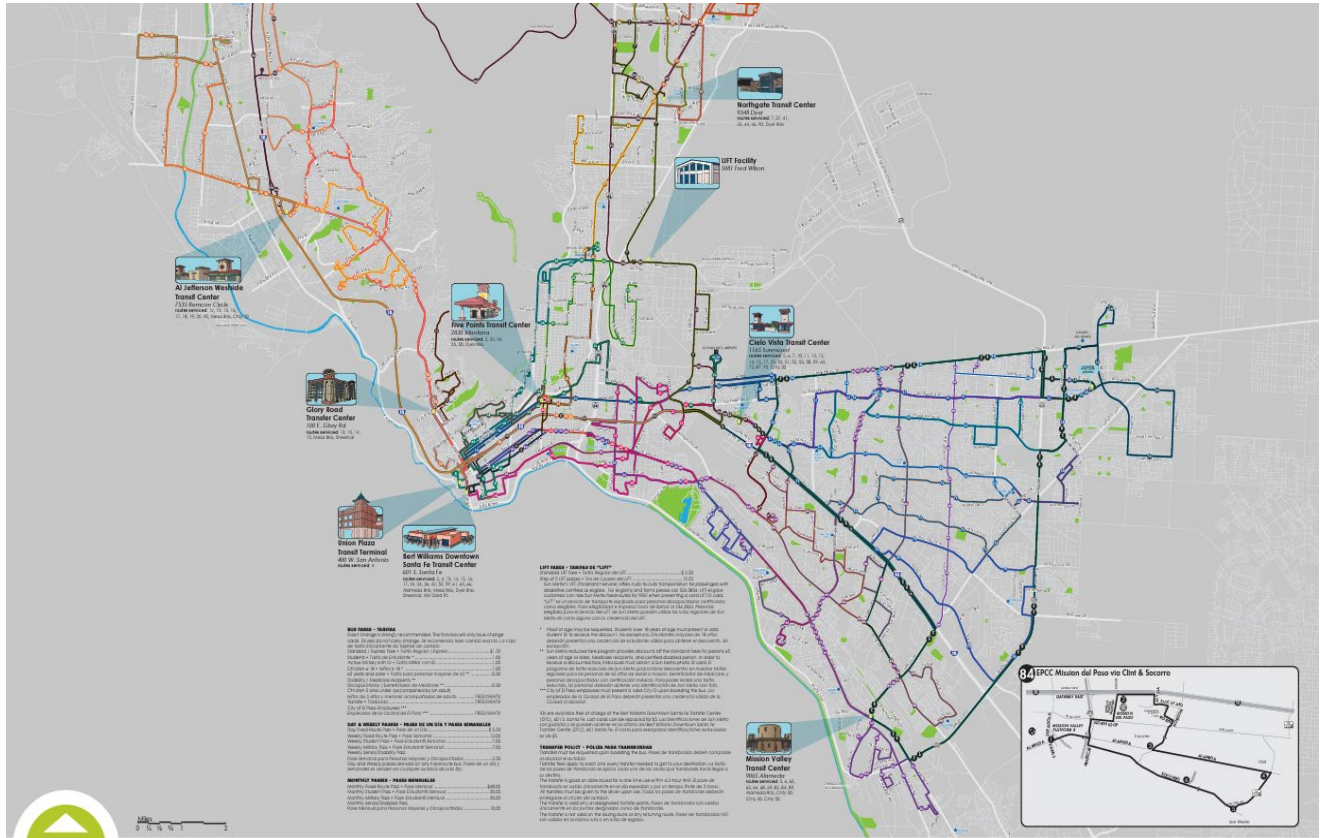
The vision of Sun Metro is to be your first choice in local mobility options and our mission is connecting our El Paso community through high quality transit services. To meet the population growth, Sun Metro offers fixed route and paratransit - Living Independently Facilitated by Transportation (LIFT) services within El Paso County.

Sun Metro recognizes that serving the public is our reason for existing and will strive to do whatever possible to assure our public a pleasant experience. Sun Metro also recognizes that our employees are our greatest resource in providing our services and that all our efforts to achieve success is dependent on the dedication, initiative and creativity of each individual in performing his/her job, and that our services improve as our efforts improve.

Therefore, it is the policy of Sun Metro, as established by the El Paso City Council to:

1. Be involved in the community and responsive to its transportation needs, implementing and planning for creative solutions whenever possible.
2. Pursue all revenue generating opportunities that benefit the transit system.
3. Encourage and reward employee participation in improving our public transit system.
4. Provide a productive and safe working environment that fosters initiative and creativity to the part of Sun Metro by rewarding individual achievement and performance.
5. Provide training and education that mutually supports the goals of Sun Metro and its employees.

Figure 1. Sun Metro System Map



ABOUT EL PASO

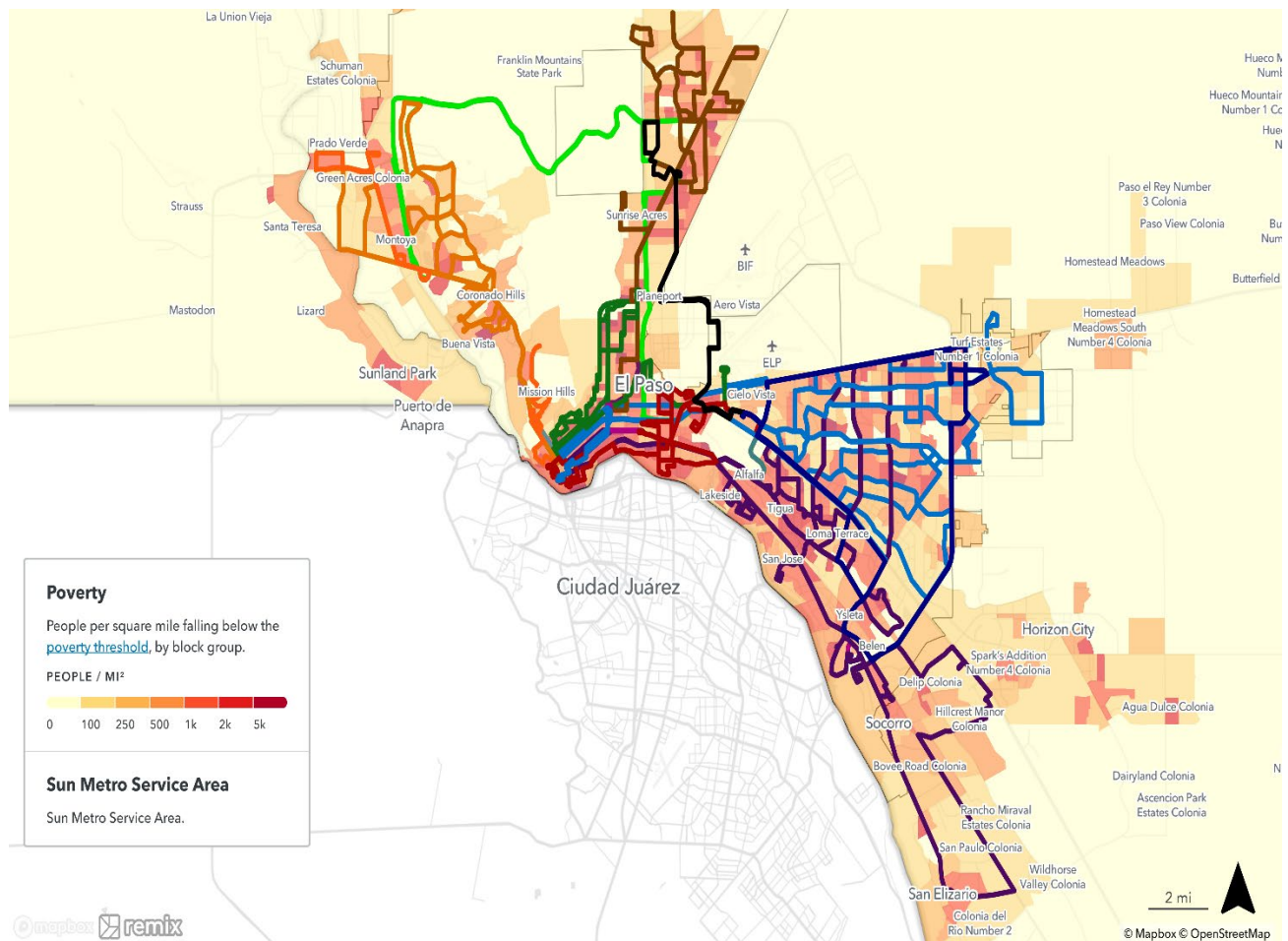
El Paso is located in the Far West corner of Texas, separated only by an international boundary line in the middle of the Rio Grande River from its sister city of Ciudad Juarez, Chihuahua, Mexico.

Together they form the El Paso/Juarez Metropolitan region that, with an estimated 2.5 million people, is the country's largest bi-national metropolis. As of July 1, 2015, El Paso is the sixth largest city in Texas, the population estimate from the U.S. Census was 678,415, making it the 24th most populous city proper in the United States (ahead of Boston and Atlanta).

El Paso is one of the poorer cities in the nation, with a per capita income that is only 70.2% of the national average, which meets the criteria of an Economically Distressed Area. The City's poverty rate of 18.8% far exceeds the 11.6% national rate. Communities with a higher percentage of households below poverty level are less likely to have access to reliable private transportation and therefore need alternate transportation.

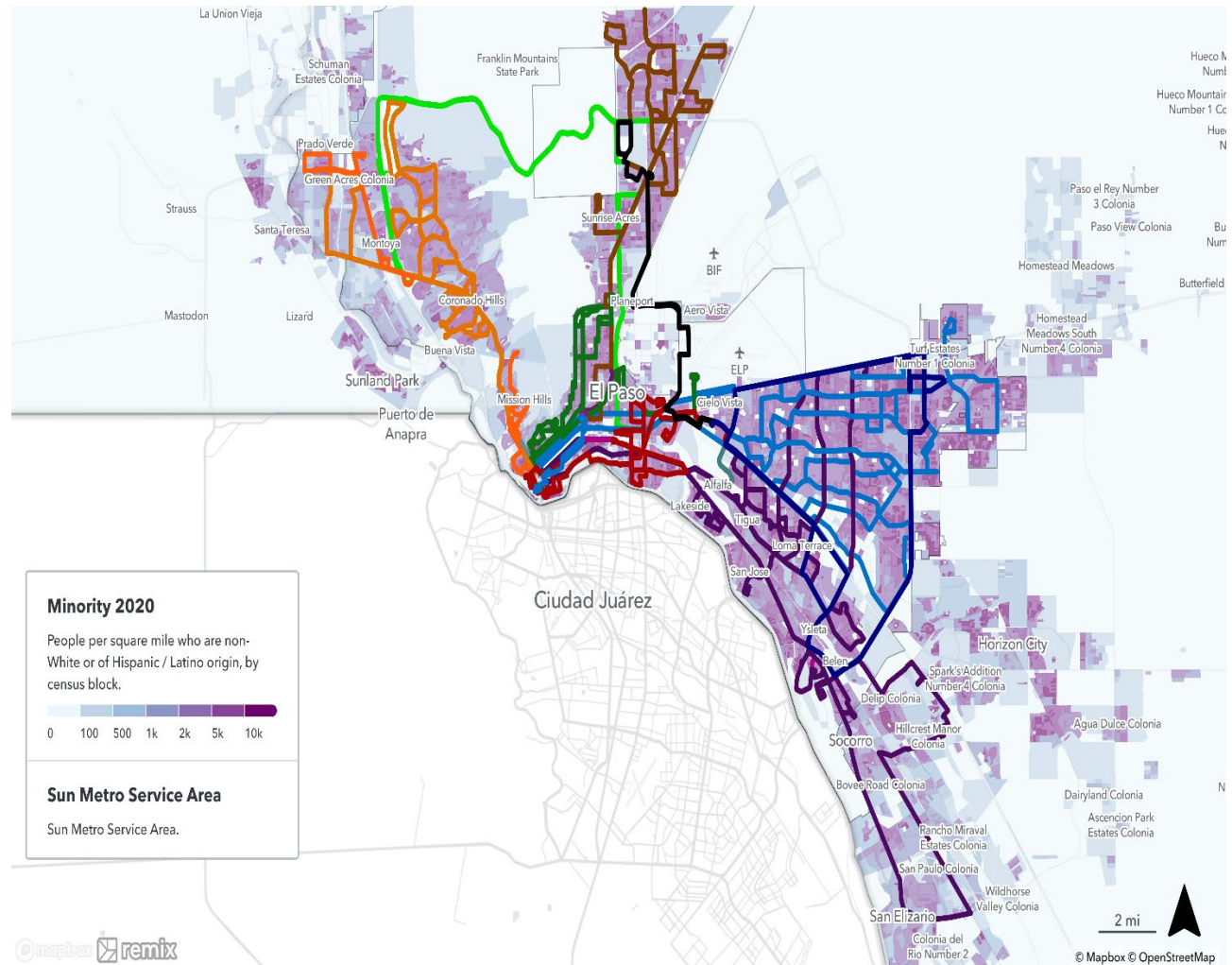
Please refer to map below.

SUN METRO SYSTEM MAP AND PERCENT OF POPULATION BELOW POVERTY LEVEL



El Paso has long been a majority-minority city where 82.9% of its residents claim Hispanic or Latino origin and 69.8% of those over the age of five years speak a language other than English at home. Please refer to map below.

SUN METRO SYSTEM MAP AND PERCENT OF MINORITY POPULATION



DEFINITIONS

Disparate Impact

Refers to a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient's policy or practice lacks a substantial legitimate justification, and where there exist one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin.

Disproportionate Burden

Refers to a neutral policy or practice that disproportionately affects low-income populations' more than non-low-income populations. A finding of disproportionate burden requires the recipient to evaluate alternatives and mitigate burdens where practicable.

Limited English Proficient (LEP) Persons

Refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the U.S. Census that they speak English less than very well, not well, or not at all.

Low-Income Person

Means a person whose median household income is at or below the U.S. Department of Health and Human Services (HHS) poverty guidelines. Recipients are encouraged to use a locally developed threshold, such as the definition found in 49 U.S.C. 5302 as amended by MAP-21: "refers to an individual whose family income is at or below 150 percent of the poverty line (as that term is defined in Section 673(2) of the Community Services Block Grant Act (42 U.S.C 9902(2)), including any revision required by that section) for a family of the size involved" or another threshold, provided that the threshold is at least as inclusive as the HHS poverty guidelines.

Low-Income Population

Refers to any readily identifiable group of low-income persons who live in geographic proximity, and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed FTA program, policy or activity.

Minority

A person or passenger who identifies as American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino (of any race), Native Hawaiian or Other Pacific Islander, or identifies as more than one race (multiracial) or some other race.

Predominantly Minority Area

Means a geographic area, such as a neighborhood, Census tract, block or block group, or traffic analysis zone, where the proportion of minority persons residing in that area exceeds the average proportion of minority persons in the recipient's service area.

Sun Metro Low-Income Threshold

Sun Metro considers low-income a person that has indicated its family income is at or below 150 percent of the poverty line (as that term is defined in Section 673(2) of the Community Services Block Grant Act (42 U.S.C 9902(2))).

FARE STRUCTURE

The base fare for Sun Metro fixed-route service is \$1.50. Please refer to Table 1 for detailed fare structure changes for FY 2023.

Table 1. Sun Metro Fare Structure Changes

Sun Metro Transit Fare Type	FY 2022	FY 2023 Adopted
Reduced Fares		
Seniors 65 and older, Medicare recipients	\$0.30	\$0.50
Multi-Ride Passes		
Weekly Senior	\$2.50	\$3.50
Monthly Senior	\$10.00	\$15.00

In addition, refer to Table 2 below for overall Sun Metro fare structure:

Table 2. Sun Metro Fare Structure Schedule B

Sun Metro Transit Fare Type	Current Fares
Single Ride Passes	
Standard/Express Fare	\$1.50
Reduced Fares	
Active Military/Retired/Military Dependent	\$1.00
Student	\$1.00
Children 6-18	\$1.00
Children 5 & under	Free
Seniors 65 and older, Medicare recipients	\$0.50
LIFT fares	\$2.50
Fixed Route for LIFT passengers	Free
Transfer	Free
Multi-Ride Passes	
Daily	\$3.50
Daily Senior	\$3.50
Weekly	\$12.00
Weekly Military	\$7.00
Weekly Student	\$7.00
Weekly Senior	\$3.50
Monthly	\$48.00
Monthly Military	\$30.00
Monthly Student	\$30.00
Monthly Senior	\$15.00
Tokens	
Regular token (each)	\$1.50
Social Agencies bulk purchase token (each)	\$1.00

Student token (each)	\$1.00
Other	
City Employee, Job Corps, Jury Duty, etc.	Free

SUN METRO TITLE VI COMPLIANCE

In 2014, Sun Metro updated its Title VI Program, which received concurrence by the Federal Transit Administration (FTA) in September of 2015. The program outlines agency policies, definitions and procedures for complying with Title VI and performing equity analyses. This includes the agency's major service change, disparate impact, and disproportionate burden policies.

Disparate Impact Policy on Minority Populations

1. Must analyze how the proposed action would impact minority as compared to non-minority populations.
2. Determine if the adverse impacts of a major service change or fare adjustment is established over 25% based on the cumulative impact of the proposed service and/or fare changes.
3. This threshold applies to the difference of the impacts borne by minority populations compared to the same impacts borne by non-minority populations.

Disproportionate Burden Policy

1. Applies only to low-income populations that are not also minority populations.
2. Determine if the adverse impacts of a major service change or fare adjustment is established over 25% based on the cumulative impact of the proposed service and/or fare changes.
3. This threshold applies to the difference of the impacts borne by low-income populations compared to the same impacts borne by non-low-income populations.

FARE MEDIA

Existing fare media includes cash, change cards, tokens, passes, and transfers. Fare is paid on-board at the vehicle's farebox for all routes except the BRT service.

Cash fare is paid upon boarding (or prior to boarding at a TVM along Brio Routes). A one-way trip costs \$1.50. Fareboxes and TVMs accept \$1, \$5, \$10, and \$20 bills and U.S. currency coins. Fareboxes do not accept credit cards and do not return change. If a customer does not have exact change, the farebox will issue a change card for the difference.

Change cards can be used like cash on future rides but have no cash value outside of the Sun Metro system.

Tokens are redeemed at the farebox upon boarding. One token is good for one fare and two transfers.

Monthly, weekly, and day passes can be used on Sun Metro's fixed routes, Brio and the Streetcar.

Monthly Pass, Unlimited rides, good for one month beginning the day of validation (first use).
Weekly Pass, Unlimited rides, good for one month beginning the day of validation (first use).
Daily Pass, Unlimited rides, good for one month beginning the day of validation (first use).

Transfers

If you need more than one route to reach your destination, you can request a free transfer from the bus operator upon boarding the bus. Sun Metro's policies regarding transfers are as follows:

- Transfers must be requested upon boarding the bus.
- Transfers are good on the date issued for a one-time use within a 2-hour limit.
- Transfers must be given to the driver upon use.
- Transfers are valid only at designated transfer points.
- Transfers are not valid on the issuing route or any returning routes.

Transfers are both issued and accepted on all fixed routes, including BRT service on Brio Routes. If a trip begins on BRT, the ticket provided by the TVM can be used as proof of payment when boarding the next bus. If transferring from a regular bus to a BRT bus, a customer can request a transfer ticket on the first bus, just as they would for a transfer to another fixed-route bus, and use that transfer ticket as proof of payment when boarding the BRT bus.

Points of Purchase

Farebox: Cash, change cards, passes (with the exception of monthly passes), and transfers are all processed at the farebox.



Ticket Offices process all tickets and passes except for daily passes. Purchases can be done using cash, change cards and credit cards. Sun Metro ticket offices locations:



Bert Williams Downtown Santa Fe Transit Center

601 Santa Fe | [Boarding Map](#)

6:00 a.m. to 6:00 p.m. Monday–Friday
8:00 a.m. to 4:00 p.m. Saturday



Arturo Tury Benavides Cielo Vista Transit Center

1165 Sunmount | [Boarding Map](#)

8:00 a.m. to 5:00 p.m. Monday–Friday



Robert E. McKee Five Points Transit Center

2830 Montana Ave. | [Boarding Map](#)

8:00 a.m. to 5:00 p.m. Monday–Friday



Glory Road Transit Center

100 E. Glory Road | [Boarding Map](#)



Nestor A. Valencia Mission Valley Transit Center

9065 Alameda | [Boarding Map](#)



Arves E. Jones, Sr. Transit Center at Northgate

9348 Dyer | [Boarding Map](#)

8:00 a.m. to 11:30 a.m. | 12:00 p.m. to 4:30 p.m. Monday–Friday

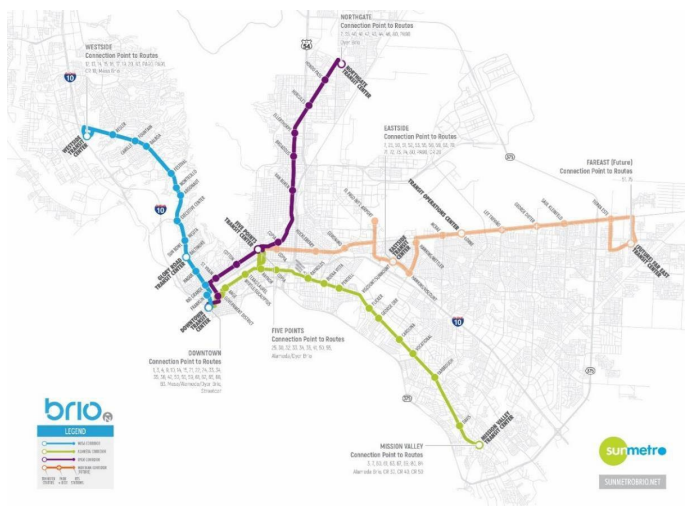


Al Jefferson Westside Transit Center

7535 Remcon | [Boarding Map](#)

Ticket Vending Machines (TVMs) process all tickets and passes. Purchases can be done using cash, change cards and credit cards. Sun Metro ticket vending machines are located at the terminals pictured above.

Ticket vending machines can also be found along our Alameda, Dyer, and Mesa Brio Routes. Montana Brio will become operational in late 2022.



FARE EQUITY ANALYSIS

At its core, a fare equity analysis demonstrates that a transit agency has considered the consequences of a proposed policy that is facially neutral but may result in a disparate impact on minority riders or a disproportionate burden for low-income riders. The FTA's suggested methodology for performing a fare equity analysis begins with determining the number and percent of users of each fare media and evaluating the differences between minority users and non-minority users and low-income and non-low-income users. Next, the analysis should evaluate the impacts of the proposed changes to determine if there is a disparate impact or disproportionate burden. Finally, alternatives must be evaluated and mitigation strategies offered to prevent or mitigate any potential burden.

Whereas either population (from the U.S. Census) or ridership data can be used for a service equity analysis, the FTA recommends using ridership survey data for fare equity analyses. The ridership or customer survey data helps an agency determine if minority and/or low-income riders are disproportionately more likely to use the fare media that would be subject to change than the general population (see FTA C 4702.1B, IV-19).

Sun Metro's proposed changes will not immediately affect the price or availability of existing fare media. The proposed change is to add a mobile ticketing option fare media.

Thus, the focus of this fare equity analysis is to answer two key questions:


1. Does the change in fare structure create a disparate impact or disproportionate burden?
2. Does the change in Streetcar service create a disparate impact or disproportionate burden?

DATA SOURCES

To determine the impact of introducing new fares, data from the 2022 Onboard Sun Metro Riders' Survey were used to perform the Title VI analysis. The following questions from the survey will be analyzed for the fare equity analysis:

Figure 2. 2022 Onboard Sun Metro Riders Survey

RIDER SURVEY



Please answer the following questions to help Sun Metro improve transit service.

1. Which Sun Metro route are you on now?

☐_1 Brio Mesa
☐_2 Brio Alameda
☐_3 Brio Dyer

☐_4 Other route
 (Which route #? _____)
2. During this trip, did you or will you transfer between routes?

☐_1 Yes (which route(s) #?: _____)
 ☐_2 No
3. During this trip, did you or will you transfer at a transit center?

Yes (specify which transit center below)

☐_1 Downtown
☐_2 Westside
☐_3 Mission Valley

☐_4 Cielo Vista
☐_5 Five Points
☐_6 Northgate

☐_7 No
4. Where do you live?

☐_1 El Paso
☐_2 Ciudad Juarez

☐_3 Other: _____
5. What is your home ZIP Code? _____
6. Where are you currently traveling to?

☐_1 Home
☐_2 Work
☐_3 Shopping
☐_4 Other (please specify): _____

☐_4 Medical appointment
☐_5 School/college
☐_6 Entertainment/Recreation
7. How many days in a typical week do you ride Sun Metro?

☐_1 Less than once a week
☐_2 1 to 2 days

☐_3 3 to 4 days
☐_4 5 to 6 days
8. For how long have you used Sun Metro?

☐_1 Less than 6 months
☐_2 6 months to 1 year
☐_3 1 to 2 years

☐_4 2 to 5 years
☐_5 5 or more years
9. If Sun Metro was not available, how would you have made this trip?

☐_1 Walk
☐_2 Bike
☐_3 Drive
☐_4 Get a ride

☐_5 Lyft or Uber
☐_6 Taxi
☐_7 Other: _____
☐_8 I wouldn't have made this trip
10. Which fare category applies to you?

☐_1 Adult
☐_2 Student fare
☐_3 Disability

☐_4 Child (ages 6-18)
☐_5 Senior
☐_6 Military
11. Which fare product did you use for this trip?

☐_1 Single ride
☐_2 Day Pass
☐_3 Transfer

☐_4 Weekly Pass
☐_5 Monthly Pass
12. Are you currently employed?

☐_1 Yes, full-time
☐_2 Yes, part-time

☐_3 No, not currently employed
☐_4 No, retired
13. If employed, on a typical workday, do you usually work past 9:00 p.m.?

☐_1 Yes
 ☐_2 No
14. If employed, do you usually work on weekends? *Select all that apply.*

☐_1 Yes, Saturday
☐_2 Yes, Sunday

☐_3 No, do not work weekends
15. Are you a student?

☐_1 No
☐_2 Yes, College/University
☐_3 Yes, High School

☐_4 Yes, Middle School
☐_5 Yes, Elementary School
☐_6 Other: _____
16. How old are you? _____
17. What is your gender?

☐_1 Male
☐_2 Female

☐_3 Prefer to self-describe: _____
18. Which of the following describe you? *Select all that apply.*

☐_1 Hispanic/Latino
☐_2 White
☐_3 Asian
☐_4 Black/African American

☐_5 Native Hawaiian Pacific Islander
☐_6 Middle Eastern/North African
☐_7 American Indian/Alaska Native
☐_8 Other: _____
19. Including yourself, how many people live in your household? _____
20. How many vehicles are available in your household? _____
21. What is your total annual household income?

☐_1 Under \$10,000
☐_2 \$10,000 to \$24,999
☐_3 \$25,000 to \$49,999

☐_4 \$50,000 to \$74,999
☐_5 \$75,000 to \$99,999
☐_6 \$100,000 or more
22. What language(s) do you speak at home? *Select all that apply.*

☐_1 English
☐_2 Spanish

☐_3 Other: _____
23. How well do you speak English?

☐_1 Very well
☐_2 Somewhat well

☐_3 Not well at all
24. Do you have a smartphone?

☐_1 Yes
☐_2 No

☐_3 I'm not sure
25. Do you use mobile pay?

☐_1 Yes
☐_2 No

☐_3 I'm not sure
26. How satisfied are you with the following aspects of Sun Metro service? *Please check the appropriate box.*

	Satisfied	Neutral	Not satisfied	No Opinion
Frequency of BRIO service				
Frequency of regular service				
Hours of service				
Buses running on time				
Transit centers				
BRIO stations				
Regular bus stops				
Fares				
Safety on buses				
Safety at transit stops				
Driver courtesy				

THANK YOU FOR RIDING SUN METRO!

ENCUESTA DE PASAJEROS



Responda las siguientes preguntas para ayudar a Sun Metro a mejorar el tránsito servicio.

1. ¿En qué ruta de Sun Metro se encuentra ahora?

- ☐ Brio Mesa ☐ Otra ruta
☐ Bro Alameda (¿que ruta? _____)
☐ Brio Dyer

2. Durante este viaje, ¿has hecho o vas a hacer un transbordo entre rutas?

- ☐ Sí (¿que ruta(s)? _____) ☐ No

3. Durante este viaje, ¿hizo o hará un transbordo en un centro de tránsito (transit center en inglés)?

- Sí (especifique cual(es) centro(s) de tránsito) ☐ No
☐ Downtown ☐ Cielo Vista
☐ Westside ☐ Five Points
☐ Mission Valley ☐ Northgate

4. ¿Dónde vive?

- ☐ El Paso ☐ Otra: _____
☐ Ciudad Juárez

5. ¿Cuál es el código postal de su domicilio? _____

6. ¿Adónde está viajando?

- ☐ Mi hogar ☐ Cita médica
☐ Trabajo ☐ Escuela/universidad
☐ Ir de compras ☐ Entretenimiento/Recreación
☐ Otra: _____

7. ¿Cuántos días de una semana típica utiliza Sun Metro?

- ☐ Menos que una vez a la semana ☐ 3 a 4 días
☐ 1 a 2 días ☐ 5 a 6 días

8. ¿Desde cuándo utiliza Sun Metro?

- ☐ Menos de seis meses ☐ De 2 a 5 años
☐ De 6 meses a 1 año ☐ 5 o más años
☐ 1 a 2 años

9. Si Sun Metro no estuviera disponible, ¿cómo habría hecho este viaje?

- ☐ Caminando ☐ Lyft o Uber
☐ En bicicleta ☐ Taxi
☐ Conduciendo un vehículo ☐ Otra: _____
☐ Consiguiendo un viaje ☐ No habría hecho este viaje

10. ¿Qué categoría de tarifa le corresponde?

- ☐ Adulto ☐ Niño/a (6-18 años)
☐ Tarifa de estudiante ☐ Adulto mayor
☐ Discapacidad ☐ Militar

11. ¿Qué tipo de pasaje utilizó para este viaje?

- ☐ Viaje sencillo ☐ Pase semanal
☐ Pase diario ☐ Pase mensual
☐ Transbordo

12. ¿Está usted actualmente empleado/a?

- ☐ Sí, a tiempo completo ☐ No, no tengo empleo actualmente
☐ Sí, a tiempo parcial ☐ No, jubilado/a

13. Si está empleado/a, en un día de trabajo típico, ¿suele trabajar más allá de las 9:00 p.m.?

- ☐ Sí ☐ No

14. Si está empleado/a, en un día de trabajo típico, ¿suele trabajar los fines de semana?

- ☐ Sí, en sábado ☐ Sí, en domingo ☐ No trabajo los fines de semana

15. ¿Es usted estudiante?

- ☐ No ☐ Sí, Escuela secundaria
☐ Sí, Colegio/Universidad ☐ Sí, Escuela primaria
☐ Sí, Preparatoria ☐ Otra: _____

16. ¿Cuál es su edad? _____

17. ¿Cuál es su género?

- ☐ Masculino ☐ Prefiero autodescribirme:
☐ Femenino

18. ¿Cuál de los siguientes te describe? **Seleccione todas las respuestas que apliquen.**

- ☐ Hispano(a)/latino(a) ☐ Nativo(a) de Hawaii o de otra de las Islas del Pacífico
☐ Blanco(a) ☐ Del Medio Oriente o del Norte de África
☐ Asiático(a) ☐ Indígena de las Américas o nativo(a) de Alaska
☐ Negro(a) o afroamericano(a) ☐ Otra: _____

19. Incluido/a usted mismo/a, ¿cuántas personas viven en su hogar? _____

20. ¿Cuántos vehículos están disponibles en su hogar? _____

21. ¿Cuál es su ingreso familiar anual total?

- ☐ Menos de \$10,000 ☐ \$50,000 a \$74,999
☐ \$10,000 a \$24,999 ☐ \$75,000 a \$99,999
☐ \$25,000 a \$49,999 ☐ \$100,000 o más

22. ¿Qué idioma(s) habla en su hogar? **Seleccione todas las respuestas que apliquen.**

- ☐ Inglés ☐ Español ☐ Otra: _____

23. ¿Qué tan bien habla usted el Inglés?

- ☐ Muy bien ☐ Algo bien ☐ Nada bien

24. ¿Tienes un teléfono inteligente?

- ☐ Sí ☐ No ☐ No estoy seguro/a

25. ¿Utilizas pagos por móvil?

- ☐ Sí ☐ No ☐ No estoy seguro/a

26. ¿En qué medida está usted satisfecho/a con los siguientes aspectos del servicio de Sun Metro? **Marque la casilla apropiada.**

	Satisfecho/a	Neutral	No satisfecho/a	Sin opinión
Frecuencia del servicio BRIO				
Frecuencia del servicio regular				
Horas de servicio				
Los autobuses funcionan a tiempo				
Centro de tránsito				
Estaciones de BRIO				
Paradas de autobús regulares				
Tarifas				
Seguridad en los autobuses				
Seguridad en los centros de tránsito				
Cortesía de los conductores				

¡GRACIAS POR VIAJAR EN SUN METRO!

METHODOLOGY:

Step 1: Classify Survey Responses by Minority or Low-Income Status

All respondents who indicated a race/ethnicity other than Non-Hispanic White/Caucasian were considered a minority for purposes of this analysis. If a respondent indicated more than one race/ethnicity, they were considered a minority. Furthermore, if a respondent indicated “other,” they were considered a minority. Records where the respondent did not answer the race/ethnicity question were excluded from the disparate impact analysis, as their minority status could not be determined.

Sun Metro’s definition of low-income is any person whose median household income is at or below 150 percent of the federal poverty line. The federal poverty guidelines issued by the U.S. Department of Health and Human Services were used as the basis for determining low-income status. See Table 2.

Utilizing the survey questions related to household income and number of persons per household, each survey respondent was coded as low-income (below 150 percent of the poverty line) or non-low-income (above 150 percent of the poverty line) according to Table 3.

If the respondents did not answer the race/ethnicity question but did answer the questions related to household size and income, they were still included in the disproportionate burden analysis. The FTA directs recipients to analyze disparate impact and disproportionate burden separately.

Table 3. 2022 Poverty Guidelines for the 48 Contiguous States and D.C

Number of Persons in Household	Annual Household Income	
	100%	150%
1	\$13,590	\$20,385
2	\$18,310	\$27,465
3	\$23,030	\$34,545
4	\$27,750	\$41,625
5	\$32,470	\$48,705
6	\$37,190	\$55,785
7	\$41,910	\$62,865
8	\$46,630	\$69,945
For families/households with more than 8 persons, add \$5,430 for each additional person.		

Table 4. Low-Income Status by 2022 Sun Metro Onboard Riders' Survey Categories (Below or Above 150% of Federal Poverty Guideline)

Number of Persons in Household	Number of Households with Income Above 150% Threshold	Number of Households with Income Below 150% Threshold
1	55	359
2	93	423
3	51	459
4	14	480
5	10	571
Grand Total	223	2292

Step 2: Determine Minority and Low-Income Share of Fare Media Options

During a fare equity analysis, an agency must evaluate the minority and low-income usage of the affected fare media. In other words, if Sun Metro were to eliminate cash and survey data indicated minority riders were more likely to use cash than non-minority riders (by more than 25 percent), it could trigger a potential disparate impact if accommodations were not made. Similarly, if Sun Metro were to eliminate cash and survey data indicated low-income riders were more likely to use cash than non-low-income riders (by more than 25 percent), it could trigger a potential disproportionate burden if accommodations were not made. Since Sun Metro is not removing any existing fare media, there is no immediate burden. However, Sun Metro is completing this analysis to remain FTA compliant and ensure any future benefits of the mobile pay option are not disproportionately distributed, and does not create a disparate impact/disproportionate burden.

The analysis of fare media was performed using the 2022 Onboard Sun Metro Riders' Survey. According to the survey data, as shown in Table 5, about 95 percent of surveyed Sun Metro riders who answered both the income and fare media questions were considered low-income. The largest discrepancy was still well below the 25 percent threshold, with a difference between expected and actual low-income of 5 percentage points.

The "burden" shown in Table 5 indicates changing or eliminating each fare media option has a greater impact on minorities (positive number) or non-minorities (negative number). This is calculated by taking the difference between the expected low-income rider share of each fare media option (95 percent) and the actual low-income share of fare media. None of these burdens exceeded (or even neared) Sun Metro's 25 percent threshold. The FTA methodology refers to percentage points simply as percentages, so a 25 percent threshold is interpreted as 25 percentage points in practice. See example provided in FTA C 4702.1B, IV-13.

Table 5. Fare Media Usage by Low-Income Status, 2022

Fare Type	Low-Income Passengers	Low Income Percent	Non-Low- Income Passengers	Non- Low- Income Percent	Total Number of Passengers	Disproportionate Burden Based on Income
Adult Standard/Express Fare	1,415.00	90%	163.00	12%	1,578	-5 percentage points
Children Fare (age 6 -8)	78.00	100%	0.00	0%	78	5 percentage points
Children under 5	97.00	100%	0.00	0%	97	5 percentage points
City Employees	1.00	100%	0.00	0%	1	5 percentage points
Day Pass	364.00	95%	20.00	5%	384	0 percentage points
Military Fare	14.00	88%	2.00	14%	16	-7 percentage points
Senior/Disability Reduced Fare	471.00	97%	13.00	3%	484	2 percentage points
Student Fare	656.00	99%	4.00	1%	660	4 percentage points
Transfer	1,223.00	100%	2.00	0%	1,225	5 percentage points
Grand Total	4,319.00	95%	204.00	5%	4,523	

According to the survey data, as shown in Table 6, about 95 percent of surveyed Sun Metro riders who answered both the fare media question and the race/ethnicity question reported a race other than Non-Hispanic, White. Thus, the expected share of minority riders using each fare media option is 95 percent. The largest discrepancy was still well below the 25 percent threshold, with a difference between expected and actual minority of 11 percentage points.

Table 6. Fare Media Usage by Minority Status, 2022

Fare Type	Minority Passengers	Minority Percent	Non-Minority Passengers	Non-Minority Percent	Total Number of Passengers	Disproportionate Burden Based on Income
Adult Standard/Express Fare	1,415.00	90%	163.00	12%	1,578	-3 percentage points
Children Fare (age 6 -8)	78.00	100%	0.00	0%	78	11 percentage points
Children under 5	97.00	100%	0.00	0%	97	11 percentage points
City Employees	1.00	100%	0.00	0%	1	11 percentage points
Day Pass	364.00	95%	20.00	5%	384	-6 percentage points
Military Fare	14.00	88%	2.00	14%	16	-1 percentage points
Senior/Disability Reduced Fare	471.00	97%	13.00	3%	484	8 percentage points
Student Fare	656.00	99%	4.00	1%	660	10 percentage points
Transfer	1,223.00	100%	2.00	0%	1,225	-8 percentage points
Grand Total	4,319.00	95%	204.00	5%	4,523	

Public Participation and Outreach

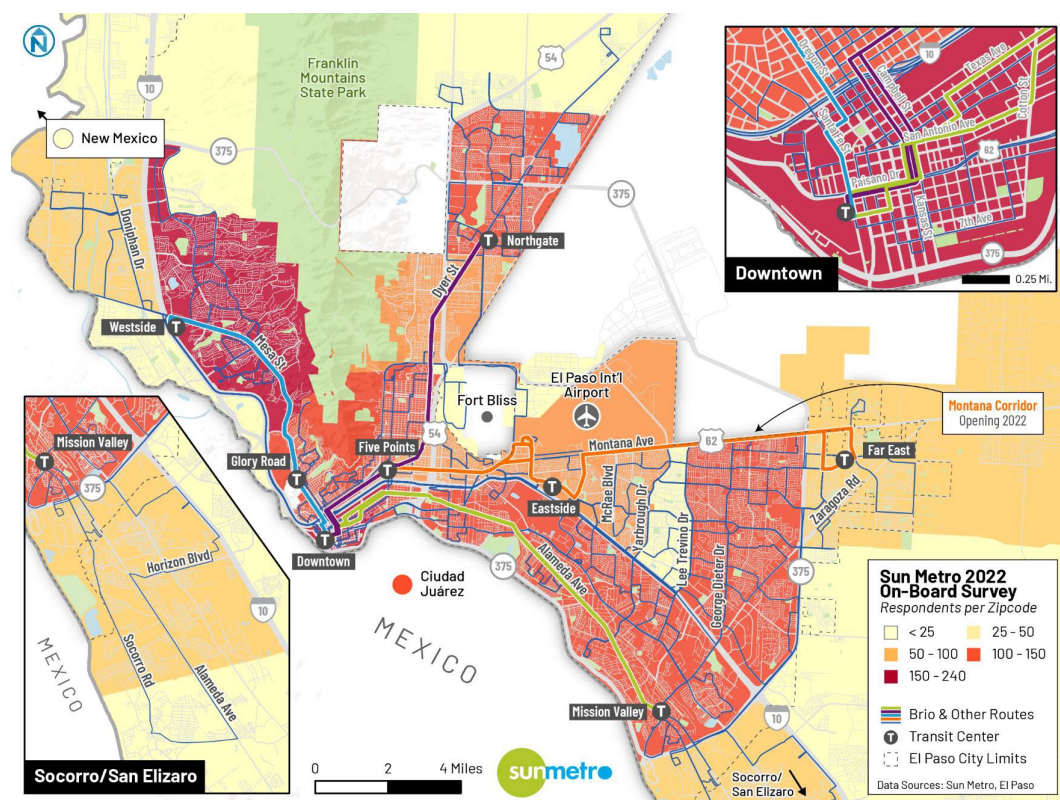
Sun Metro conducted public outreach during the first week of May 2022 to solicit customer feedback on the fare structure and service changes.

A total of 2,679 riders responded to the survey with an average completion percentage of 90%. The survey questions will not only assist with the preparation of this Fare Equity Analysis but the information obtained will be used to help plan future improvements to the bus system in the City of El Paso. For example, the results of this study may be used to help decide what new routes to develop and to help plan changes to existing routes. These improvements could make bus service accessible to more people in more parts of the metropolitan area.

The primary goal for the outreach was to engage and gather feedback from Sun Metro riders on their experience utilizing public transit service and their demographics. To accomplish this goal, Sun Metro focused efforts on reaching as many riders as possible.

Sun metro reached out to disadvantaged populations and made sure that Sun Metro's Limited English Proficiency (LEP) needs were met. The map on the following page shows the distribution of survey respondents by zip code.

Figure 3. Survey Respondents by Zip Code



Sun Metro Discounted Fares Advertisement

Date	Mode of Outreach	Outreach Details
Sept 1, 2022	News Release	News release on adjustment to discounted fares released.
Sept 1, 2022	Website	News release on adjustment to discounted fares is posted on Sun Metro website.
Sept 9, 2022 – Oct 2022	Outreach Team Mobilization	Outreach Team distributes discounted fares handouts at transit centers.



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CITY MANAGER
Tommy Gonzalez

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District 8
Cissy Lizarraga

**NEWS
RELEASE**

09/ 01/ 2022

Sun Metro Adjusting Discounted Fares

Standard Bus Fare of \$1.50 Will Remain Unchanged

EL PASO, Texas — Effective October 1, 2022, a discounted fare offered by Sun Metro will increase by 20 cents for the first time in more than 25 years.

The new discounted bus fare for seniors and people with disabilities will be 50 cents. The standard bus fare is \$1.50, and it will remain unchanged.

The new 50-cent fare will also apply to LIFT customers if they choose to ride Sun Metro's Fixed Route. Previously, there was no charge to LIFT customers for riding the Fixed Route service. LIFT fare for LIFT service will remain at \$2.50 per trip.

A 30-day grace period will be implemented to allow Sun Metro to inform riders about the fare modification for the senior and disabled discount. The fare modification is part of Sun Metro's Strategic Recovery Plan.

"Sun Metro hasn't modified its discounted fares for seniors and people with disabilities in more than two decades. This means reduced fares have not been keeping pace with rising operational costs, which has hindered public transit service. This fare modification, while an increase, remains substantially lower than our standard fare, which will allow Sun Metro to protect our most vulnerable populations while also working to address the public transit service demands," said Ellen Smyth, City of El Paso Chief Transit Operations Officer.

Sun Metro customers may visit www.SunMetro.net or call the Customer Service Center at (915) 212-3333 during regular business hours to learn more.



Sun Metro

September 9 at 2:00 PM · 🌐

Sun Metro will be modifying our discounted fare for seniors and people with disabilities starting October 1, 2022. The new fares will be 50 cents. The standard bus fare of \$1.50 will remain unchanged. The fare will apply to LIFT customers who ride Fixed Route. LIFT Service fare of \$2.50 will remain unchanged. For more information, visit www.SunMetro.net or call (915) 212-3333 during regular business hours.

#SunMetro #ElPasoTexas #EPTX #IAmElPaso City of El Paso, Texas - Municipal Government



SUN METRO IS
MODIFYING
discounted fares for seniors
and people with disabilities
for the 1st time in more than 25 years.

NEW DISCOUNTED FARE
of **50 cents** takes effect
October 1, 2022.

Standard fare is \$1.50 and will remain unchanged.



EL PASO STREETCAR

On November 9, 2018, the El Paso Streetcar began service. The El Paso Streetcar route highlights all the wonderful things that make El Paso downtown and uptown a unique place to visit. The 4.8 mile-route runs in two loops through El Paso's uptown and downtown areas. Both loops interconnect through a single-tracked corridor an international bridge, an array of businesses, restaurants, government buildings, convention center, downtown ballpark, and the University of Texas at El Paso among many other prominent locations. As part of this project, six vintage streetcars (the same vehicles that ran on El Paso streets until 1974) were restoration for the rigors of daily service. While the cars are decades old, they are be outfitted with modern amenities including:

- Seating for approximately 35 people and additional space for standing riders
- Free Wi-Fi
- ADA accessibility
- Bike racks
- Air conditioning
- Heating
- Upgrades for safety
- Modern propulsion
- Streetcar branding along the route and signage at designated stops
- Pavement, sidewalk and driveway improvements at designated stops





The average yearly cost to operate the streetcar is \$2.5 M with an average of 250 operated service days, 205,765 unlinked passenger trips and 318,685 passenger miles traveled.

Service Hours & Fare

The El Paso Streetcar has recently increased its hours of operation and service days to the following:

- Wednesday – Saturday: 3:00 p.m. to 10:00 p.m.
- Sunday: 12:00 p.m. to 6:00 p.m.

The El Paso Streetcar continues to be free for all riders.



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CITY MANAGER
Tommy Gonzalez

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**NEWS
RELEASE**

08/ 12/ 2022

El Paso Streetcar Expands Service Hours Beginning August 31, 2022

EL PASO, Texas — El Paso Streetcar will be increasing its hours of operation and days beginning August 31, 2022.

Under the new extended service schedule, the Streetcar will run Wednesday through Sunday as follows:

- 3 p.m. to 10 p.m. Wednesday through Saturday
- Noon to 6 p.m. Sunday

"Downtown plays a significant role in our city and international region and by expanding the Streetcar service hours we are able to support Downtown's economic, social, and cultural vitality, while also connecting our uptown and Downtown neighborhoods via public transit," said Ellen Smyth, City of El Paso Chief Transit and Field Operations Officer. "Like many of the improvements seen throughout our community, we are also seeing positive progress in our Downtown area made possible through public and private investment and Sun Metro is proud to support the growth."

Passengers may track the streetcar with the free Ride Sun Metro App.



Sun Metro

August 31 at 8:39 AM · 🌐

Now offering NEW Extended Service hours! Today marks the first day of the El Paso Streetcar's new schedule. We are excited to now operate Wednesday-Sunday. Plan ahead and track the Streetcar today by using the free Ride Sun Metro app.

New Schedule:

Wed. – Sat. | 3 pm – 10 pm

Sunday | 12 pm – 6 pm ... See more

New EXTENDED SERVICE HOURS

Beginning August 31, 2022
A partir del 31 de agosto de 2022

Wed. - Sat.	3pm - 10pm
Sunday	12pm - 6pm
Mon. & Tue.	No service

miér. - sáb.	3pm - 10pm
domingo	12pm - 6pm
lun. y mar.	No hay servicio

Now Operating Wednesday-Sunday

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Get the App! TRACK THE STREETCAR WITH RIDE SUN METRO

👍 1

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Figure 4. El Paso Streetcar Route

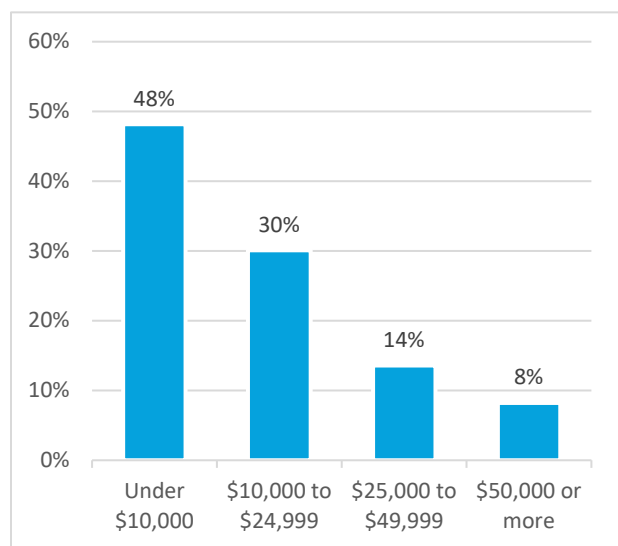
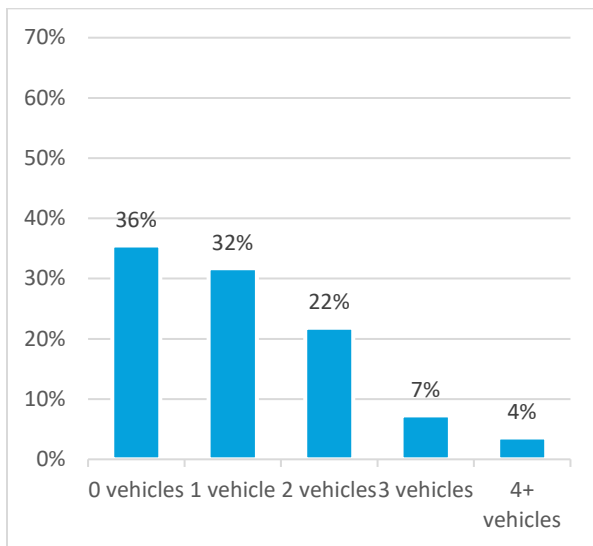


ONBOARD SUN METRO RIDER'S SURVEY MAJOR FINDINGS

The information obtained will be used to help plan future improvements to the bus system in the City of El Paso. For example, the results of this study may be used to help decide what new routes to develop and to help plan changes to existing routes. These improvements could make bus service accessible to more people in more parts of the metropolitan area.

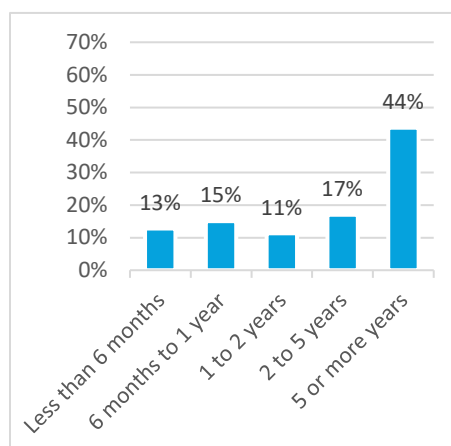
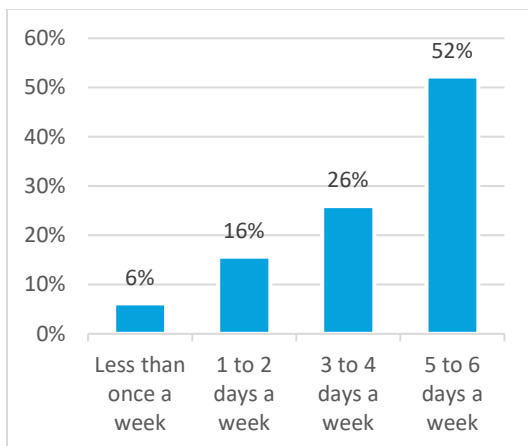
Number of Vehicles in the Household & Household Income

According to the survey results, 36% of Sun Metro riders do not own a vehicle and 48% live below the poverty level.



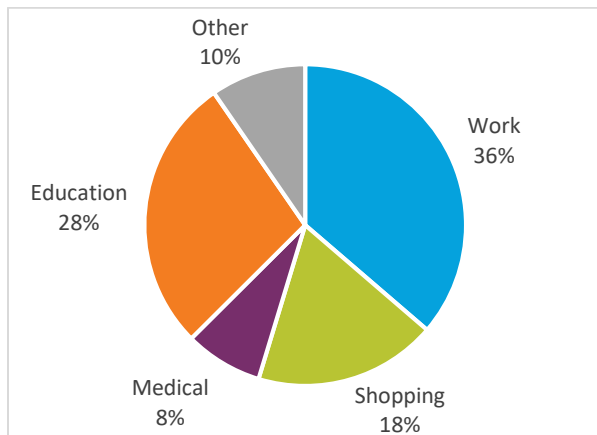
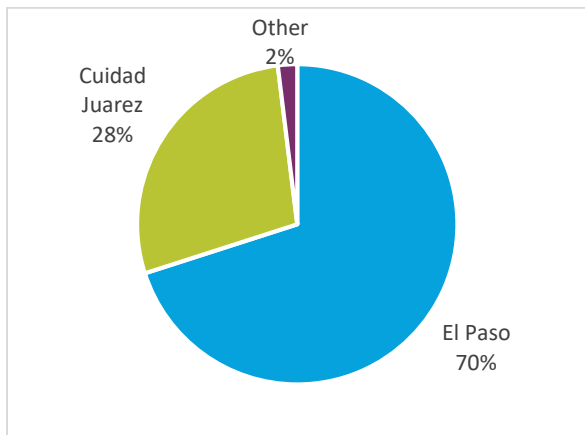
Sun Metro Usage & Rider Tenure

About 52% of individuals surveyed said they use Sun Metro's transit service about 5-6 days a week and 44% are long-time riders.



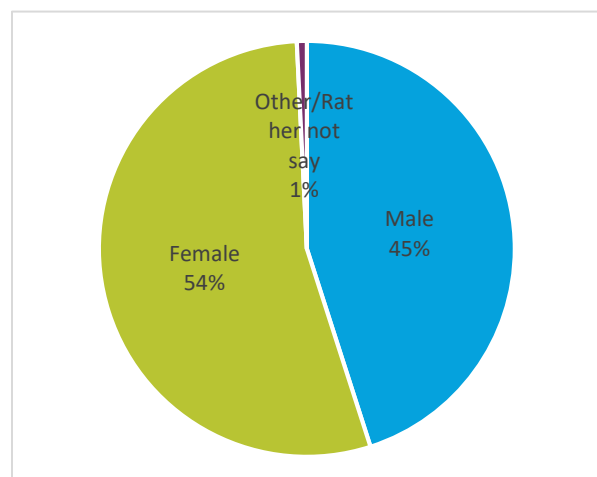
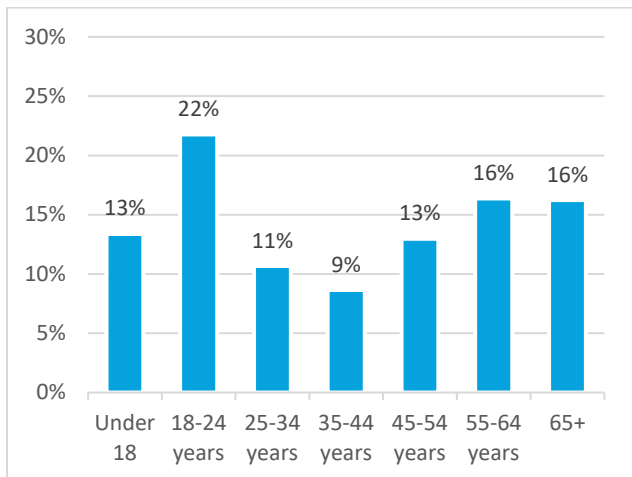
Rider Origins & Destinations

A majority (70%) of Sun Metro riders live in El Paso, while one-quarter (28%) live in Ciudad Juarez. The highest percentage (36%) of individuals use Sun Metro transit service to commute to work.



Rider Age & Gender

A majority of riders (22%) are between the age of 18-24 and are female (54%).



CONCLUSION

The FTA requires Sun Metro to adopt Title VI Equity Analysis Policies. This includes a Major Service Change Policy, Disparate Impact Policy, and Disproportionate Burden Policy. The purpose of conducting service and fare equity analysis prior to implementing service and/or fare changes is to determine whether the planned changes will have a disparate impact on the basis of race, color, national origin or income.

The discounted fare change aligns with Sun Metro's Title VI policies and procedures and does not pose a disproportionate burden nor disparate impact on the community.

The El Paso Streetcar is free and open to all Sun Metro riders and the community in general; therefore, there were no discrepancies that exceeded the 25 percent disproportionate burden threshold nor the 25 percent disparate impact threshold.