

**S T A F F   R E P O R T**

SUBJECT: Annual Program Submittal for Alameda CTC Measure BB  
Funding for FY26

FROM: Kadri Klm, Paratransit Planner

DATE: March 5, 2025

---

**Action Requested**

This is an informational item.

**Background**

The Alameda County 2014 Measure BB TEP allocates 10% of net revenues for transportation for seniors and people with disabilities. Approximately 9% of net revenues from the TEP is distributed to agencies on a monthly basis as Direct Local Distribution (DLD) funding for ADA-mandated services and City-based paratransit programs. The remaining funding is distributed on a discretionary basis through the Alameda CTC’s Comprehensive Investment Plan.

Each year, agencies that receive Measure BB DLD funds for paratransit are required to submit a program plan and budget based on an estimate of annual sales tax revenue for the forthcoming fiscal year provided by Alameda CTC. The Alameda CTC’s Paratransit Advisory and Planning Committee (PAPCO) convenes a Subcommittee to review submitted program plans and provide feedback to these agencies. The program managers are required to present their annual program submittals to PAPCO’s sub-committee, who forwards their recommendations to the full PAPCO.

**Discussion**

LAVTA’s portion of the projected Measure BB revenues for paratransit for the next fiscal year (2025/2026) is \$924,303.

Attached is the draft LAVTA’s Annual program plan, which is due to Alameda CTC on February 28, 2024.

**Recommendation**

Information only.

Attachment:

Draft Annual Submittal for Alameda CTC for Measure BB Funding



# FY 2025-26 Annual Paratransit Program Plan Application for Measure BB Funding

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• [www.AlamedaCTC.org](http://www.AlamedaCTC.org)

The Alameda County Transportation Commission (Alameda CTC) requires recipients of Measure BB Direct Local Distribution (DLD) paratransit funding to participate in an Annual Program Plan Review process. Recipients are required to complete and submit a program plan application to Alameda CTC that outlines their prior expenditures and anticipated revenues and expenditures related to delivering paratransit services to older adults and people with disabilities in Alameda County.

## Requirements and Instructions

The Annual Paratransit Program Plan Application includes the following documents:

1. Paratransit Program Plan Application (this MS Word document)
2. Paratransit Program Plan Attachments A-D (Tables A, B, C, and D of the provided MS Excel workbook) *NOTE: The FY 2025-26 Program Plan Excel workbook contains a tab to report on FY 2023-24 performance and budget (Attachment Table A). The FY 2023-24 program information entered into Table A will be used to monitor program performance and, where applicable, should align with program information included in the FY 2023-24 compliance report.*
3. References:
  - a. FY 2025-26 Measure BB Paratransit DLD Revenue Projections, (distributed to ParaTAC, January 2025)
  - b. Alameda CTC Special Transportation for Seniors and People with Disabilities (Paratransit) Implementation Guidelines and Performance Measures (revised January 2025)
  - c. Alameda CTC Timely Use of Funds Policy (updated March 2022)

**Submit the Word and Excel files listed above electronically via email by February 28, 2025 to Krystle Pasco at [kpasco@alamedactc.org](mailto:kpasco@alamedactc.org).**

*Be sure to include your agency name and FY 25-26 in the file name of both the Word document and the Excel workbook (e.g., Albany\_FY25-26\_Paratransit\_Program\_Application.doc).*

If you have questions, please contact Krystle Pasco via email or phone at (510) 208-7467 or [kpasco@alamedactc.org](mailto:kpasco@alamedactc.org).

## FY 2025-26 Annual Paratransit Program Plan Application Due by February 28, 2025

CONTACT INFORMATION	
Agency:	Livermore Amador Valley Transit Authority
Contact Name:	Kadri Klm
Title:	Paratransit Planner
Phone Number:	925-455-7555
E-mail Address:	kkulm@lavta.org

**Date Submitted:** \_\_\_\_\_

### TYPES OF SERVICES PROVIDED

- 1. What type of paratransit projects and programs will be funded, fully or partially, with Measure BB Direct Local Distribution (DLD), Measures B and BB reserves, and/or paratransit discretionary grant funds?** To answer this question, complete Attachment Table B (Table B tab of the Microsoft Excel workbook).

Below is a list of the types of services/programs that are eligible for Alameda CTC funding. For detailed information about these eligible services, including minimum service requirements and performance measures, refer to the Alameda CTC's Special Transportation for Seniors and People with Disabilities (Paratransit) Implementation Guidelines, revised January 2025 (provided with the application materials).

- **Management/Overhead:** Program oversight, planning, budgeting, participation in regional/countywide meetings. Include admin/labor even if it is paid by the City/transit agency for accurate reporting of full program expenses.
- **Customer Service/Outreach:** Activities associated with educating consumers about services that are available to them, answering questions from consumers and taking, tracking and responding to complaints and commendations. Include costs even if paid by the City/transit agency for accurate reporting of full program expenses.
- **ADA Paratransit:** Paratransit services provided by fixed-route transit operators to fulfill requirements under the Americans with Disabilities Act (ADA).

- **Same-Day Transportation Service:** Provides a same day, curb-to-curb service intended for situations when consumers cannot make their trip on a pre-scheduled basis; allows eligible consumers to use taxis or Transportation Network Companies (TNCs) (at program discretion) at a reduced fare.

**Important Implementation Guidelines requirements:** Eligible populations include: People 18 and above with disabilities who are unable to use fixed route services. Cities may, at their discretion, also provide services to consumers with disabilities under the age of 18. Older adults 70 years or older without proof of a disability. ADA-mandated providers that are not also city providers (East Bay Paratransit and LAVTA) are not required to provide service to older adults 70 years or older without ADA eligibility.  
 Programs must subsidize at least 50% of the fare.

- **Specialized Accessible Van Service:** Specialized van service provides accessible, door-to-door trips on a pre-scheduled or same-day basis. These services are generally implemented as a supplement to a same-day program that does not meet critical needs for particular trips in accessible vehicles in certain communities.

**Important Implementation Guidelines requirements:** Specialized Accessible Van programs must demonstrate that they are providing trips at an equal or lower cost to the provider than the ADA-mandated provider on a cost per trip basis, except if providing "premium" service (e.g. same-day).

- **Accessible Shuttle Service:** Generally accessible vehicles that operate on a fixed route and schedule to serve common trip origins and destinations, e.g. senior centers, medical facilities, grocery stores, BART stations, other transit stations, community centers, commercial districts, and post offices.

**Important Implementation Guidelines requirements:** By end of the second fiscal year of service, the City's cost per one-way trip per person cannot exceed \$30, including transportation and direct administrative costs. Shuttles are required to coordinate with the local fixed route transit provider.

- **Group Trips Program:** Round-trip accessible van rides for pre-planned outings or to attend specific events or go to specific destinations for fixed amounts of time, e.g. shopping trips or religious services. Trips usually originate from a senior center or housing facility.
- **Door-through-Door/Volunteer Driver Program:** Pre-scheduled, door-through-door services that are generally not accessible; rely on volunteers

to drive eligible consumers for critical trip needs, such as medical trips. May also have an escort component.

- **Mobility Management and/or Travel Training:** Covers a wide range of activities, such as travel training, trip planning, and brokerage. Does not include provision of trips. (This is considered "non-trip provision"). If your program is using DLD funds, but not discretionary grant funds, you may be required to submit further information.
- **Means-Based Fare Programs:** Program to subsidize any service for customers who are low-income and can demonstrate financial need.

**Important Implementation Guidelines requirements:**

Outreach/communication plans related to means-based fares must be submitted to Alameda CTC staff annually.

If program sponsors include subsidized East Bay Paratransit (EBP) tickets in this program, no more than 3% of a program sponsor's Alameda CTC distributed funding may be used for the ticket subsidy.

- **Meal Delivery:** Program to fund meal delivery to the homes of individuals who are transportation disadvantaged.

**Important Implementation Guidelines requirements:** Program sponsors may not use more than 5% of their Alameda CTC DLD Paratransit program funds expended in a given fiscal year for transportation-related meal delivery program costs.

Funding for traditional meal delivery provided by a local community-based organization must be limited to no more than \$3 per meal delivered.

Mileage reimbursement for volunteer delivery drivers must be limited to no more than \$8 per meal delivered (not to exceed Federal General Services Administration (Privately Owned Vehicle) Mileage Reimbursement Rates).

- **Capital Expenditure:** Capital purchase or other capital expenditure.

- **Provide a short narrative description of your agency's FY 2025-26 program.**

All Measure BB funding will be used to provide the ADA mandated door-to-door "Wheels Dial-A-Ride" paratransit service. The Wheels Dial-A-Ride service area covers the cities of Livermore, Dublin, and Pleasanton, as well as a medical center in San Ramon, and goes beyond the ADA 3/4 mile minimum boundary requirement of the Wheels fixed route bus system. Dial-A-Ride operates at the same time when Wheels route 10R is operating, which has the longest span of service if all of LAVTA's routes.

LAVTA also provides same day Para-Taxi and PEX Para-Taxi Debit Card services, which are funded by a combination of ACTC Measure B and BB GAP grants and LAVTA's general fund.

LAVTA is also participating in the regional One Seat Ride Pilot program along with County Connection, WestCat, and Tri-Delta. With this program, riders do not have to transfer between vehicles when travelling anywhere within the service area of the participating agencies.

In December, 2024 LAVTA issued an RFP for Wheels Access – Expanding Mobility Options in the Tri Valley. This program has three major components:

- Travel Navigators (ACTC gap grant funded),
- Travel Training (ACTC gap grant funded), and
- ADA paratransit eligibility assessments (not ACTC grant funded).

Since LAVTA did not receive any proposals by the due date of 2/18/25 LAVTA is conducting additional market research in order to modify the RFP to be re-issued later in FY25 with the hope that vendors will be interested in submitting proposals at that time.

- **Explain how the suite of services offered is targeted towards the older adults and people with disabilities in your community. Why have these services been selected to meet the trip needs of your consumers over other eligible service types? How do these services enhance their quality of life and help them meet basic life needs?**

Being a fixed route public transit operator in Livermore, Dublin and Pleasanton, LAVTA provides ADA mandated paratransit service for the three cities and goes beyond the ADA minimum requirements of  $\frac{3}{4}$  mile buffer around the fixed route system. Since ADA paratransit requires at least a day in advance reservation, LAVTA also provides same day trips through its Para-Taxi/PEX service. Additionally, seniors and people with disabilities can travel on fixed route for half of the fare (currently \$1). The upcoming Wheels Access program also includes travel training and travel navigation/consultation services for older adults and people with disabilities to help empower them to use fixed route transit.

- List the most common trip destinations for older adults and people with disabilities in your community that your services are designed to serve, e.g. dialysis centers, hospitals, major shopping complexes, senior centers. Please report separately, if available, for ADA paratransit, Same-Day Transportation (taxi and TNC), Specialized Accessible Van, and/or Accessible Fixed-Route Shuttle if applicable.**

Livermore DaVita Dialysis  
 Pleasanton DaVita Dialysis  
 East Bay Regional Center day programs (The ARC Alameda County, Futures Explored, Keystone, etc.)  
 Nursing Homes (Pleasanton Nursing and Rehab, Lili House, Vineyards Healthcare, etc.)  
 Dublin/Pleasanton BART station

- Please provide your average trip length, if available, and any interesting outliers, e.g. a significantly short or long trip associated with one of the common trip destinations above.**

7.5 miles

**2. Will your agency's program for FY 2025-26 conform to the Paratransit Program Implementation Guidelines, as required?**

Yes

No



**A. If “No”, explain below and contact Alameda CTC staff to discuss.** (prior to February 22, 2025)

**3. If proposing any service or program changes in FY 2025-26 from the current year, FY 2024-25, describe the changes and explain why they are proposed.** Describe how these changes will impact the ability of older adults and people with disabilities in your community to meet their basic life needs.

In December, 2024 LAVTA issued an RFP for Wheels Access – Expanding Mobility Options in the Tri Valley. This program has three major components:

- Travel Navigators (ACTC gap grant funded),
- Travel Training (ACTC gap grant funded), and
- ADA paratransit eligibility assessments (not ACTC grant funded).

Since LAVTA did not receive any proposals by the due date of 2/18/25 LAVTA is conducting additional market research in order to modify the RFP to be re-issued later in FY25.

**4. Looking ahead, beyond FY 2025-26, do you anticipate major service changes? Please briefly describe.** Describe major changes such as beginning or ending a type of service anticipated within the next five years.

Being a fixed route transit provider and having a mandate to provide ADA paratransit service, LAVTA will follow the guidance and recommendations from the Bay Area regional Metropolitan Transit Commission’s (MTC) Blue Ribbon Task Force (BRTF). The BRTF was established in the Spring of 2020 to guide the recovery of Bay Area public transit network in post-pandemic future. The BRTF favors regional connectivity among other things.

As its partnership with County Connection continues, LAVTA expects additional streamlining of services as well as policies (no-show/late cancellation policy, etc.) in the future. These potential future changes will be reviewed by the Tri-Valley Accessibility Advisory Committee (TAAC) and would be required to be approved by both agencies’ boards.

**NEW PROGRAM ELEMENTS REQUIRING ALAMEDA CTC STAFF REVIEW**

**5. The October 2023 Paratransit Program Implementation Guidelines require Alameda CTC staff review of several program elements *prior to implementation*.**

The program elements requiring staff review are listed as items 5A – 5G below and for each item, further explanation is requested. **If your FY 2025-26 program plan includes any of the elements listed, in the box provided below, list the elements and the requested explanation for each. It is not necessary to include elements that were included in the FY 2024-25 Plan and are unchanged.**

Applicants must address any applicable paratransit projects and programs listed in Attachment Table B.

- A. Planned capital expenditure** (describe planned capital expenditures, such as purchase of vehicles or durable equipment)
- B. Same-Day Transportation Program that includes use of Transportation Network Companies (TNCs)** (describe the proposed service including how subsidies will be provided and how capacity will be managed)
- C. Same-Day Transportation Program that includes incentives to drivers and/or transportation providers** (describe the proposed incentives)
- D. Accessible Shuttle Service** (for new shuttles – describe service plan and how city is coordinating with the local fixed route transit provider)
- E. New mobility management and/or travel training programs** (describe the well-defined set of activities)
- F. Low-income requirements and outreach for any means-based fare programs** (describe the proposed subsidy and the means that will be used to determine and verify eligibility and the method of outreach for the program)
- G. Proposed new Meal Delivery Funding Program** (describe the proposed service – traditional or mileage reimbursement – and the population(s) it serves)

## DEVELOPMENT OF PROGRAM PLAN

- 6. How was consumer input sought in development of the program and selection of the services offered?** Describe all general outreach activities undertaken in connection with this plan, including consumer or public meetings; meetings with other agencies; presentations to boards, commissions, or committees. If possible, provide dates for these activities. Note below if this plan was reviewed by a local advisory committee, including the name of the committee, and the date of the meeting.

LAVTA has a passenger advisory committee (Tri-Valley Accessible Advisory Committee or TAAC) that meets bi-monthly to discuss passenger concerns and advises LAVTA on improvement of its services and facilities. The TAAC is comprised of membership from each jurisdiction and social/human services agencies. Service provision for customers and the planning process for the implementation of new services is coordinated through the TAAC. LAVTA Board approves any policy changes.

User feedback is also sought through our Customer Service database system as well as biannual customer satisfaction surveys.

**7. Describe any outreach, surveys and/or analysis conducted to develop this plan and to determine the types of services the program offers.**

**A. Describe how the outreach addressed equity and inclusion. (e.g. translations/interpretation, culturally significant locations, select stakeholders, etc.)**

Last year, 272 customer satisfaction surveys were conducted (229 completed the survey on the phone, with another 43 completing the survey online). The table below shows the summary of findings and comparing these findings with the previous surveys.

## Comparisons of Mean Ratings



	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2019</u>	<u>2023 v 2022</u>	<u>2023 v 2021</u>
Overall experience	3.93	4.02	3.74	3.61	-0.09	0.19
Overall high level of satisfaction with pickup experience	4.09	3.85	3.90	3.73	0.24	0.19
Overall high level of satisfaction with ride experience	4.17	3.85	4.14	4.00	0.32	0.03
Overall high level of satisfaction with drop off experience	4.25	3.84	4.12	3.96	0.41	0.13
My wheelchair/scooter was safely secured	4.48	NA	NA	NA	NA	NA
Driver courteous and helpful	4.26	4.19	4.21	4.15	0.07	0.05
Driver operated vehicle safely/followed traffic laws	4.24	4.03	4.28	4.17	0.21	-0.04
Driver dressed appropriately/clean	4.24	3.97	4.27	4.15	0.27	-0.03
Person on phone able to arrange request for transportation	4.20	4.09	4.17	3.82	0.11	0.03
Vehicle/shuttle was clean	4.19	4.25	4.21	4.07	-0.06	-0.02
Driver dropped me off on time/in correct place	4.17	4.00	4.05	3.92	0.17	0.12
No problems with phone menu	4.16	3.77	4.11	3.98	0.39	0.05
Vehicle/shuttle was in working order	4.14	3.95	4.14	4.03	0.19	0.00
Driver offered me help during drop off	4.13	3.85	4.14	4.02	0.28	-0.01
Driver arrived correct address/pickup spot	4.13	4.19	4.12	4.01	-0.06	0.01
Easy to make arrangements for transportation on phone	4.10	3.90	4.06	3.82	0.20	0.04
Person on phone knowledgeable	4.01	4.21	4.08	3.82	-0.20	-0.07
Driver on time	3.74	3.95	3.62	3.53	-0.21	0.12

Given methodological differences between 2022 and other years, QMR is showing both the differences between 2023 and 2022 along with 2023 and 2021.

**8. Describe how results from the community outreach, surveys and/or analysis described in Questions 6 and 7 were used to guide the development of the program plan.**

The last customer satisfaction survey was conducted slightly over a year ago. The results indicated that many customers were not familiar with all of the programs and tools available to them, such as One Seat Ride, Para-Taxi and PEX card, and My Transit Manager phone app. Since then, LAVTA applied for and was awarded ACTC gap grant for Mobility Access program, which includes Travel Navigator program. Travel Navigators help patrons to get more familiar with services such as One Seat Ride, Para-Taxi and PEX card, and My Transit Manager phone app.

**9. Describe any innovative, emerging technology or non-traditional elements integrated into the program plan.**

As part of the partnership with County Connection, LAVTA has introduced a new mobile phone application called My Transit Manager. This app enables passengers to view and cancel their scheduled rides, see their vehicle on a real-time map, rate their rides/drivers, and give written feedback about their rides/drivers within the app. An additional feature – trip booking – was recently added into the My Transit App. The contractor (Transdev) is also looking into adding Chatbot to LAVTA website for additional ways to find out about the trip status and contacting a reservationist/dispatch.

LAVTA is also continuing partnering in the regional One Seat Ride pilot program, which enables passengers to travel regionally without having to transfer.

**10. Was this program plan approved by a governing body (or is it scheduled for action)?** *This is not required by the Alameda CTC. Jurisdictions should follow their established internal process.*

Yes

No

**A.** If “Yes”, provide the name of the governing body and planned or actual approval date.

**INFORMATION**

**11. How do community members and potential users learn about the Alameda CTC-funded services provided in your community?** Specify for each of the paratransit projects and programs listed in Attachment Table B.

LAVTA fully markets its services and provides information to customers desiring information regarding both paratransit and fixed route services via brochures, website, and outreach events. This information is also available on LAVTA web site at [www.wheelsbus.com](http://www.wheelsbus.com).

## ELIGIBILITY AND ENROLLMENT

### **12. What are your requirements for eligibility? (e.g., age, residency, income, ADA-certification status, or other verification of disability).**

ADA-certification status is needed for using Dial-A-Ride. The primary eligibility criterion is being unable to utilize the fixed route bus system independently at least some of the time due to a disability or health-related condition.

### **13. How do consumers enroll in your program? Include how long the enrollment process takes, and how soon newly enrolled applicants can use the services offered.**

Applicants submit a completed application, which includes the applicant's Medical Care Professional verification.

LAVTA has an ADA mandated 21 calendar day window for the completion of applications. Applicants who have critical medical needs, such as dialysis patients, are given higher priority in the application process.

As part of the upcoming Wheels Access program, LAVTA is planning on hiring a third-party contractor to conduct ADA paratransit eligibility determinations. According to the program plan these eligibility determinations would also include telephone interviews with the applicants.

## CUSTOMER SATISFACTION

### **14. Describe your complaint and commendation process.** Describe your process from beginning to end, including instructions you provide to customers for filing

program suggestions, complaints or commendations, your documentation procedures, and your follow up.

The customers can either call the customer service phone line at 925-455-7500 or enter their complaint or commendation via the online form on www.wheelsbus.com. When customers file a complaint or commendation, the complaint/commendation and all information are entered into a web-based customer service database, which assigns the complaint/commendation to a LAVTA or contractor staff member based on the department in question. LAVTA and/or contractor staff will investigate complaint and, if requested, get back to the customer with the result. Complaints are tallied and reported to the Board monthly.

- A. Describe any common or recurring service complaints, commendations and/or suggestions your program has received.** Specify for each of the paratransit projects and programs listed in Attachment Table B.  
*(Complaints are defined as phone calls, letters, or emails received for the specific purpose of making a complaint.)*

LAVTA does not receive many complaints, but the most commonly occurring one is late trips.

- B. Describe any changes you have made to your program as a result of these customer complaints, commendations and suggestions.**

With better scheduling and dispatching, LAVTA's On Time Performance has increased from 97.88% in FY24 to 98.63% in the current FY25 (July to January).

## EXPECTED DEMAND/USE OF SERVICES

- 15. How many people are/have been/will be registered in the program during the following time periods?** Fill in the boxes below.

<b>Registrants at beginning of FY 2023-24</b>	1,000
<b>Registrants at end of FY 2023-24</b>	900
<b>Current Registrants for FY 2024-25</b>	800

Alameda CTC Annual Paratransit Program Plan Application  
Application Period: July 1, 2025 - June 30, 2026

<b>Projected Registrants for FY 2025-26</b>	900
---	-----

**A. Based on the registration projection provided, explain why you expect your program registration to increase, decrease or stay the same compared to the current year.**

We expect the number of registrants to increase closer to pre-pandemic levels.

Alameda CTC Annual Paratransit Program Plan Application  
 Application Period: July 1, 2025 - June 30, 2026

**16. What are the current program registrant demographics for FY 2024-25, if available? Fill in the boxes below.**

<b>Race/Ethnicity (include all that apply, individuals may be listed in multiple categories)</b>	
American Indian or Alaska Native	1
Asian	42
Black or African American	11
Hispanic or Latino	18
Native Hawaiian or Other Pacific Islander	1
White	121
Other	6
<b>Disability (include all that apply, individuals may be listed in multiple categories)</b>	
Mobility/Physical	651 (all Mobility category combined. Including SCI and TBI)
Spinal Cord (SCI)	
Head Injuries (TBI)	
Vision	89
Hearing	25
Cognitive/Learning	212 (all Cognitive category combined, including Learning and Psychological)
Psychological	
Invisible	
<b>Household Income</b>	
< \$35,500	86
\$35,501-\$59,200	28
\$59,201-\$74,000	11
\$74,001-\$89,750	4



Alameda CTC Annual Paratransit Program Plan Application  
Application Period: July 1, 2025 - June 30, 2026

	> \$89,750   22
--	-----------------

**A. Based on the current program demographics, describe any demographic trends you foresee for FY 2025-26.**

We expect the demographics to remain about the same.

**17. Do you expect the total number of one-way trips provided by your program in FY 2025-26 to increase, decrease or stay the same compared to the current year, FY 2024-25? Why?**

LAVTA is anticipating an increase in ridership to be closer to pre-pandemic levels.

**18. Do the ridership numbers reported in Attachments Table A and Table B include companions and/or attendants?**

Yes

No

**A.** If "Yes", and if known, what percent of total ridership are companions/attendants? (If providing an estimate, please clearly indicate it as such.)

**19. Please provide the number of trips provided to consumers who required an accessible vehicle, if available.** If trips were provided in more than one service (e.g. taxi, TNC, specialized accessible van, etc.), please specify for each.

<b>Number of trips provided to consumers who require an accessible vehicle in FY 2023-24</b>	6,888
<b>Number of trips provided to consumers who require an accessible vehicle in FY 2024-25 as of Dec. 31, 2024</b>	3,847
<b>Number of trips projected to consumers who require an accessible vehicle in FY 2025-26</b>	9,000

**VEHICLE FLEET**

**20. Provide details regarding your vehicle fleet.** To answer this question, complete Attachment Table D (Table D tab of the Excel workbook).

## SAFETY AND PREPAREDNESS

- 21. Describe any safety incidents recorded by your program in FY 2023-24, or to date in FY 2024-25.** Specify for each of the paratransit projects and programs listed in Attachment Table B. *(Report incidents resulting in any of the following: a fatality other than a suicide; injuries requiring immediate medical attention away from the scene for two or more persons; property damage equal to or exceeding \$7,500; an evacuation due to life safety reasons; or a collision at a grade crossing.)*

None.

- 22. If possible, describe your city's or your program's emergency preparedness plan.** Specify when the plan was last prepared or updated. Does the plan include the paratransit program? Indicate if it is available online or can be provide upon request. If available online, please include a link in the comment box below.

LAVTA's Public Transportation Agency Safety Plan (PTASP) was adopted by the Board of Directors in December 2020.

## FINANCES: PROGRAM REVENUE AND COST

- 23. Detail your FY 2025-26 program's total estimated revenue (all fund sources) and total cost by completing Attachment Table C (Table C tab of the Excel workbook).** For program components funded all or in part with a Measure B/BB discretionary grant, segregate the grant funding by entering it in the "Other Measure B/BB" column.

- 24. Describe below the "Management/Overhead" and "Customer Service and Outreach" costs included in Attachment C and how these cost allocations were determined?** (These two categories are defined under Question 1.) *The amount spent on Customer Service/Outreach and Management/Overhead is to be included as part of the total program cost, even if it is not funded with Alameda CTC funding. This includes city/agency staff time paid for by a city's general fund.*

### A. Management/Overhead Costs

Manager oversight salary (paratransit portion) based on anticipated percentage of time spent. Paratransit staff person salary plus benefits.

**B. Customer Service and Outreach Costs**

Customer service staff 5% of their time salary, plus Paratransit printing, brochures, applications etc.

**PROGRAM FUNDING RESERVES**

**25. If your paratransit program currently has a remaining balance of Measure B DLD funding, note the amount remaining as of December 31, 2024. Explain in detail how you plan to finish expending these funds by the June 30, 2026 deadline?**

We will not have any reserves.

**26. If your paratransit program is anticipated to have a remaining balance of Measure BB DLD funding at the end of FY 2025-26, as shown in Attachment Table C, please explain in detail how you plan to expend these funds and when?**

We will not have any reserves.

Alameda CTC Annual Paratransit Program Plan Application  
Application Period: July 1, 2025 - June 30, 2026

**MISCELLANEOUS**

**27. Use this space to provide any additional notes or clarifications about your program plan.**

**Alameda CTC FY 2025-26 Annual Paratransit Program Plan Application (July 1, 2025 - June 30, 2026)**  
**Attachment Table C: Program Revenue, Cost and Fund Sources**

Total FY 2025-26 Program Revenue (Measure B, Measure BB and all other funds available for FY 2025-26)	
Estimated Measure B Paratransit DLD ending balance at the end of THIS fiscal year, FY 2024-25 (June 30, 2025)	
Estimated Measure BB Paratransit DLD ending balance at the end of THIS fiscal year, FY 2024-25 (June 30, 2025)	
Projected FY 2025-26 Measure BB DLD Paratransit revenue (Use projections distributed by the Alameda CTC)	\$924,303
<b>Total FY 2025-26 Measure B and BB Paratransit DLD Revenue (Automatically calculated)</b>	<b>\$924,303</b>
Total FY 2025-26 Other Revenue (All other revenue sources, non-DLD, including fares, discretionary grant, non-Meas B and BB) (should equal Columns F, H, and I)	
<b>Total FY 2025-26 Program Revenue (Measure B, Measure BB and all other sources available for FY 2025-26) (Automatically calculated)</b>	<b>\$924,303</b>

Service/Program Name		Total FY 2025-26 Program Costs by Fund Source (Measure B, Measure BB and all other funds planned to be expended during FY 2025-26)								Total Cost
Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I	Column J	Column K
Service/Program/Project Name  <i>Automatically populated from prior sheet (column B)</i>	Quantity Planned for FY 2025-26  Automatically populated from prior sheet (column Q)	Amount of RESERVE Measure B Paratransit DLD funds to be EXPENDED	Amount of RESERVE Measure BB Paratransit DLD funds to be EXPENDED	Amount of FY 2025-26 Measure BB Paratransit DLD funds to be EXPENDED	Amount of OTHER Measure B/BB funds to be EXPENDED	What is the source of these OTHER Measure B/BB funds? (e.g. PDGP Grant, LSR, etc.)	Fare Revenue to be expended on service	Amount of all Non-Alameda CTC funds to be EXPENDED (not including fares)	What is the source of these non-Alameda CTC funds? (e.g. city funds, federal, state, etc.)	Total Cost (all sources)  <i>Automatically calculated</i>
Wheels Dial-A-Ride	36,000			\$924,303					FTA,TDA,STA	\$ 924,303
0	0									\$ -
0	0									\$ -
0	0									\$ -
0	0									\$ -
0	0									\$ -
0	0									\$ -
0	0									\$ -
0	0									\$ -
0	0									\$ -
0	0									\$ -
0	0									\$ -
0	0									\$ -
0	0									\$ -
0	0									\$ -
<b>Totals</b>	<b>36,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 924,303</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>		<b>\$ 924,303</b>

Budget check (total revenue less total cost): \$0

PARATRANSIT DLD RESERVE BALANCES	Measure B NOTE: THIS BALANCE MUST BE \$0 BY JUNE 30, 2026	Measure BB	Total MB/BB
Estimated Reserve Balance, June 30, 2026:	\$0	\$0	\$0
<i>Reserve balance as percent of FY 2025-26 Revenue*</i>	<i>N/A</i>	<i>0%</i>	<i>0%</i>

\*Alameda CTC's Timely Use of Funds policy looks at entire jurisdiction's fund balance.