A. G. Contract No.KR98 1782TRN
ADOT ECS File: JPA 98-131
Project: CM-900-0(189)/H5101 02X
Section: FY98- 99 Regional
Trip Reduction Program

INTERGOVERNMENTAL AGREEMENT
BETWEEN
THE STATE OF ARIZONA
AND
MARICOPA COUNTY, ARIZONA

C88-99-005-3

THIS AGREEMENT is entered into 12 November, 1998, pursuant to Arizona Revised Statutes Section 11-952 through 11-954 as amended, between the STATE OF ARIZONA, acting by and through its DEPARTMENT OF TRANSPORTATION (the "State") and MARICOPA COUNTY, ARIZONA acting by and through its BOARD OF SUPERVISORS (the "County").

I. RECITALS

1. The State is empowered by Arizona Revised Statutes Section 28-401 and 28-334 to enter into this agreement and has by resolution, a copy of which is attached hereto and made a part hereof, resolved to enter into this agreement and has delegated to the undersigned the authority to execute this agreement on behalf of the State.

2. The County is empowered by Arizona Revised Statutes Section 11-251 to enter into this agreement and has authorized the undersigned to execute this agreement on behalf of the County.

3. The federal government has made State administered funds available to the County for regional trip reduction efforts. The State and the County desire to define their respective responsibilities relating to the transfer of up to $910,000.00 through the State to the County and the expenditure thereof for the trip reduction program.

THEREFORE, in consideration of the mutual agreements expressed herein, it is agreed as follows:

NO. 22782
Filed with the Secretary of State
Date Filed: 11/12/98
Betsey Bayless
Secretary of State
By Vicky V. Graenewold

## II. SCOPE

1. The State will:

Provide the County federal funds in the amount of up to $910,000.00, on a monthly cost reimbursement basis for activities performed relating to the Regional Trip Reduction program.

2. The County will:

a. Apply funding to project work activities in strict accordance with applicable Federal and State laws, rules and regulations.

b. Retain the option to issue requests for proposals, and hire consultants as required to perform related work activities. Be responsible for any consultant claims for extra compensation.

c. Provide the following services; distribute and process employee commute surveys, provide detailed analysis of employee commute habits, provide technical assistance to affected work sites, review and make recommendations on employee transportation plans and conduct ongoing monitoring of individual plan implementation.

d. Implement ten Trip Reduction Flexibility items enacted pursuant to SB1002, which is attached hereto in applicable part and made a part hereof.

e. Invoice the State for reimbursement no more often than monthly, supported by narrative reports, in a total amount not to exceed $910,000.00.

## III. MISCELLANEOUS PROVISIONS

1. The only interest of the Arizona Department of Transportation in this agreement is to convey federal pass through funds for the use and benefit of the County by reason of State and Federal law under which funds for the activities are authorized to be expended.

2. This agreement is contingent upon the availability of federal funds to support the program, and shall remain in force and effect until completion of said activities and reimbursements, but no later than 30 September 1999; provided, however, that this agreement may be cancelled at any time prior to the commencement of performance, upon thirty (30) days written notice to the other party.

3. Should the work contemplated under this agreement be completed at a lower cost than the reimbursed amount, or for any other reason should any of these funds not be expended, a proportionate amount of the funds provided shall be reimbursed to the State.

4. This agreement shall become effective upon filing with the Secretary of State.

5. This agreement may be cancelled in accordance with Arizona Revised Statutes Section 38-511.

6. The provisions of Arizona Revised Statutes Section 35-214 are applicable to this contract.

7. In the event of any controversy which may arise out of this agreement, the parties hereto agree to abide by arbitration.

8. All notices or demands upon any party relating to this agreement shall be in writing and shall be delivered in person or sent by mail addressed as follows:

Arizona Department of Transportation
Joint Project Administration
205 South 17 Avenue, Mail Drop 616E
Phoenix, AZ 85007

Maricopa County
Community Services Division
Trip Reduction Program
1001 N. Central Avenue Suite #200
Phoenix, AZ 85004

9. Attached hereto and incorporated herein is the written determination of legal counsel that the parties are authorized under the laws of this State to enter into this agreement and that the agreement is in proper form.

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first above written.

MARICOPA COUNTY

By Janice K. Brewer OCT 07 1998
Janice K. Brewer, Chairman
Board of Supervisors

STATE OF ARIZONA
Department of Transportation

By Dale Buskirk
Acting ~~JAY KLASSE~~, Director
Transportation Planning

ATTEST

By Fran McCarroll
FRAN McCARROLL
Clerk of the Board

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RESOLUTION

BE IT RESOLVED on this 3rd day of August 1998, that I, the undersigned MARY E. PETERS, as Director of the Arizona Department of Transportation, have determined that it is in the best interests of the State of Arizona that the Department of Transportation, acting by and through the Intermodal Transportation Division, to enter into an agreement with Maricopa County for the purpose of defining responsibilities for conducting the FY98 - 99 Trip Reduction Program.

Therefore, authorization is hereby granted to draft said agreement which, upon completion, shall be submitted to the Director of Transportation Planning for approval and execution.

DAVID ALLOCCO, Manager
Engineering Technical Group
for Mary E. Peters, Director

# MARICOPA COUNTY AGENDA INFORMATION FORM

Agenda Number

X Action ☐ Presentation ☐ Presentation & Action

| | |
|---|---|
| Department: Environmental Services Department | DEPT.(2) FY(2) SEQ(3) TYPE(1) EXTEN(2) C- 88 99-005-3 - __ |
| Category: Chief Health Services Officer | |
| Contact: William C. Kicksey — Phone: 506-6751 | Continued from meeting of: |
| Return to: Russell N. Luder — Location: 1001 N. Central Suite 550 | Phone: 506-6703 |

**Action requested:** (Include what, with whom, when, where, why, how much ($) and terms)
Request approval of a revenue Intergovernmental Agreement (IGA) between Maricopa County and the Arizona Department of Transportation (ADOT) in the amount of $910,000. This Agreement becomes effective upon filing with the Secretary of State and remains in effect for a period not to exceed September 30, 1999. County matching fund are not required. County indirect costs ($71,551) are fully covered. The indirect rate will be 16.7% assessed against direct costs of $500,000.

It is County Counsel's opinion that Maricopa County can accept additional grant funding. By approving this agenda item, the Board of Supervisors will be authorizing the acceptance of grant funding that is not budgeted, thus causing a budget amendment to be authorized. This amendment will increase Environmental Services Department revenue and expenditure levels for FY 1998 by $910,000.

**Complete description of requested action:** (Include, if applicable, background, impact, long-term commitment)
This IGA obligates ADOT to provide Maricopa County, funds made available to the County under the Federal Intermodal Surface Transportation Efficiency Act of 1991. This IGA is on a cost reimbursement basis for activities performed relating to major employer travel reduction efforts. This is the 7th consecutive year of renewal.

A portion of this grant will be sub-contracted to the Regional Public Transit Athority (RPTA). The sub-contract with RPTA will total $410,000. This sub-contact will come before the BOS for approval at a later date. Services included in this sub-contract include those activities pertaining to the following: promotion and advertising services in support of the Maricopa County Trip Reduction Program; training employer personnel (Transportation Coordinators, site coordinators and committee members); providing technical assistance to mandatory and voluntary employers; and developing, producing, and distributing training and collateral materials.

**Expenditure Impact by FY(s):** (Provide detail on Financial Form)
FY98 910,000

Please return an executed copy to the Clerk of the Board of Supervisors

☐ No financial impact

**Routing & Approval** (Sign & Date) (Per Responsibility of Signers Guidelines)

| | | | |
|---|---|---|---|
| 1. Dept. | Date 9/27/98 | 6. Mat. Mgt | Date |
| 2. | Date | 7. HR N/A | Date |
| 3. Finance - Grants | Date 9/3/98 | 8. Legal | Date 9/2/98 |
| 4. | Date | 9. OMB | Date 9/4/98 |
| 5. FEMD N/A | Date | 10. CAO ☐ Place on Agenda | Date 9/8/98 |

**Board of Supervisors Action**

| | |
|---|---|
| ☑ Approved ☐ Disapproved | ☐ Amended as follows: |
| Clerk of the Board Date 10/7/98 | |

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JPA 98-131

APPROVAL OF THE MARICOPA COUNTY ATTORNEY

I have reviewed the above referenced proposed intergovernmental agreement, between the DEPARTMENT OF TRANSPORTATION, HIGHWAYS DIVISION, and MARICOPA COUNTY and declare this agreement to be in proper form and within the powers and authority granted to the County under the laws of the State of Arizona.

DATED this 2nd day of September, 1998.

Paige Murphy-Gray

Deputy County Attorney

# Rideshare/Travel Reduction

## Program Description:

The Regional Ridesharing Program coordinates with employers, local jurisdictions, and the general public to encourage commuters to use a variety of options to the single occupant vehicle. Maricopa County administers the legislatively mandated Trip Reduction Program and contracts with the RPTA to assist employers affected by the TRP. Capitol Rideshare is one of the premier employer-sponsored rideshare and trip reduction programs and provides a variety of services and incentives for state employees.

As part of the Regional Rideshare Program, RPTA offers a free ridematching service to commuters interested in carpooling, vanpooling, and bicycling to work; manages and subsidizes a vanpool program; and conducts the Clean Air Campaign.

Maricopa County administers the TRP to over 1,250 Valley organizations involved in the Trip Reduction Program (TRP) and notifies them of the requirements and schedules for surveying and plan submittal. They also have a comprehensive monitoring program that ensures compliance with plan implementation.

Capitol Rideshare encourages state employees in Maricopa County to use alternate modes of transportation through education and incentives. Capitol Rideshare conducts the annual trip reduction survey for state employees, oversees the state's participation in the Clean Air Campaign, administers a benefits package for state employees who use alternate modes twice a week, provides bus and vanpool subsidies to state employees, and provides state employees with matching services using RPTA's matching system.

Valley Metro Rideshare provides support services to the TRP employers whereby they receive one-on-one assistance as they conduct their annual TRP survey, write their trip reduction plan, and market and implement the strategies in their plan. RPTA offers monthly training to transportation coordinators from TRP organizations, provides marketing materials such as posters and brochures, and works with 13 Transportation Management Associations across the Valley.

Computerized carpool matching services are available to commuters in Maricopa County. Those interested in sharing the ride to work need only call 262-RIDE to add their name to the database. Within two to three working days, they receive a list of potential carpool matches, bus route information, and a computer-produced map showing the location of the people on their matchlist.

The RPTA also provides a subsidized vanpool program. Groups of employees who live in the same general area and share a 15 mile or longer one-way commute to the same (or proximate) work site make an ideal vanpool group. A popular commute mode, there are nearly 130 vanpools on the road in Maricopa County.

The Clean Air Campaign sponsors promotional events designed to help encourage use of alternative modes. An on-going media relations program emphasizes employer programs and individual participation in the commute options. Advertising messages encourage increased use of alternative modes of transportation and provide solutions to reducing air pollution. The Campaign also develops and mails rideshare and air quality kits to TRP employers three times a year. Detail for the funding outside MAG can be found in the schedule entitled "Total Regional Planning Funds."

## Mission Statement

The mission of the Regional Ridesharing Program is to provide outstanding services, programs, and materials that inspire citizen involvement and action to reduce air pollution and traffic congestion.

**Did You Know?**

A large portion of Valley residents said that the Clean Air campaign did influence them to take action... it does appear that the campaign is also having an impact beyond the employed community.

-Westgroup Research Study, 1997

## 1997-1998 Accomplishments

- Awareness of the Clean Air Campaign and related news stories and public service announcements increased dramatically in 1997—from 54% in 1996 to 82% in 1997. This is the highest level of awareness measured since 1993.

- Approximately two-thirds (65%) of those aware of the Clean Air Campaign reported that they had taken steps to reduce air pollution in response to the information presented in the advertisements or news stories.

- After remaining constant for three years, the percentage of people who use an alternative mode of transportation exclusively to commute increased from 11% to 15%.

- The percentage of those using an alternative mode or schedule at least one day a week has also been climbing steadily since 1993 and, overall, has increased 25% and is now 43% of non home-based employed. Consequently, in the same time period, the percentage of those who only drive alone to work has decreased from 74% to 66%.

- When extrapolating the percentage of alternative mode users to actual employment numbers for Maricopa County, the number of people using alternative modes has increased at a faster rate (42%) than the population of employed persons has increased as a whole (25%) since 1993.

- In total, approximately 5.6 million vehicle miles (about 20% of the total possible vehicle miles) were saved or not driven daily or 1.5 billion miles per year in 1997 because employees used an alternative mode of transportation, worked at home, or worked a compressed work schedule. This results in the release of approximately 100 fewer tons of pollution into the air each day or 27,000 tons per year.

- Through Valley Metro Rideshare formal training, in-house training, and mini-training sessions, 545 people from 269 employers (338 sites) learned about the many aspects of the Trip Reduction Program. Fifty-nine training classes were held during the fiscal year.

- RPTA representatives provided over 5,000 technical assistance contacts to TRP employers, including 4,662 phone contacts and 461 on-site visits.

- RPTA representatives facilitated over 100 employee-oriented presentations and events reaching over 6,000 people.

- The Valley Metro Vanpool Program experienced a growth rate of 20.5% during fiscal year 1996-97 increasing from 102 vans at the start of the year to 123 vans at the end of the year.

- The Valley Metro website expanded significantly and now includes the training schedule, the TRP plan format, and portions of the TRP training manual including information and applications for the new TRP Equivalent Emissions Reduction credit.

- The Capitol Rideshare data has also shown dramatic increases in participation; particularly among vanpool and bus riders. In fiscal year 1996-97, the number of state vanpoolers increased 360%. Six months into fiscal year 1997-98, vanpool ridership has increased another 40%. Bus ridership increased by 22.6% during fiscal year 1996-97 compared to the prior fiscal year.

## FY 1999 Objectives

Deliver quality commuter services and programs to customers.

- Maintain an up-to-date rideshare database.

- Encourage employers to conduct rideshare promotions for carpool, vanpool, bus, bike and walk.

- Promote Bus Card Plus to employers.

- Encourage employers to implement TRP strategies that promote alternative mode use such as subsidized commutes, preferential parking, and guaranteed ride home.

  - *Increase commuter use of public transportation (bus) by 2000 riders*

  - *Increase number of people who commute by carpool, vanpool, bike, and walk by 24,000*

  - *Increase number of telecommuters by 8,000.*

- Use brochures, presentations, and training to promote telecommuting and compressed work schedules.

Outcome Measures

- *Increase commuter use of alternative modes—one or more days per week—from 43% to 46% by 2000:*

**Develop high quality communication messages and materials that promote increased use of commute alternatives.**

- Utilize paid TV, radio, and print (PSA) media to convey rideshare messages to the public.
- Present a unified message through coordination of messages and programs with other air quality stakeholders.
- Develop public/media relations campaign and special events that focus attention on the positive impacts of and increased use of alternative modes and work options.
- Develop quality information and promotional materials for customers (employers, commuters, and the general public) that promote public acceptance and understanding of the need for travel demand strategies and encourages the use of alternative modes and work options.

Outcome Measures

- *Achieve and maintain overall campaign awareness level at or above 85% or above 64% for radio and TV.*
- *Increase favorability of campaign to more than 79%.*

**Support public and private policies, amenities and facilities that enhance the use of commute alternatives.**

- Promote the development and use of High Occupancy Vehicle Lanes and Facilities. Participate in the design concept process for new HOV projects and seek to have the projects programmed and in the TIP.
- Promote the adoption of transit, telecommuting, bicycle, and pedestrian-friendly amenities, infrastructure and facilities that will encourage increased use of transit, carpooling, bicycling, and walking.
- Assist Temporary Assistance to Needy Families (TANF) recipients by providing transportation information (Maricopa County STS vans, free bike program, how to ride the bus and how to read a bus book) to DES caseworkers and TANF trainers.
- Monitor and work with interested legislators that sponsor legislation that will encourage more employers to provide incentives for their employees who rideshare or telecommute.

Outcome Measures

- *Have new HOV projects programmed in the TIP.*
- *Have some development plans approved with effective TDM measures included.*
- *Have well trained caseworkers who will be able to provide good information to TANF clients that results in them finding transportation options for work trips.*
- *Pass legislation that provides incentives for ridesharing or telecommuting.*

**Assist TRP employers in achieving their trip reduction goals by providing quality training, services, and programs.**

- Provide outstanding training—including TRP information, data, materials, ideas, as well as inspiration and assistance—monthly throughout the Valley.
- Develop new trainings, workshops, and round tables to widen training appeal.
- Provide ongoing support to TRP employers via telephone and site visits for all aspects o the trip reduction program requirements (conducting surveys, writing and implementing a TRP plan, marketin alternative modes).
- Facilitate Transportation Managemer Association meetings, promote Clean A Campaign events, and assist with employ events (transportation fairs, etc.).

- Conduct presentations on Transportation Demand Management, telecommuting, and compressed work schedules to top management and TRP organization committees.

- Encourage training so at least 300 TRP employers attend at least one training event annually and 40% of new transportation coordinators will attend introductory training.

- Call 100% of TRP employers to offer assistance in plan writing.

- Promote and increase the number of TRP employers that subsidize bus fares (increase by 20 employers), subsidize vanpool fares (increase by 10 employers), offer or expand telecommuting (increase by 18 employers), offer or expand CWW (increase by 12 employers).

- Document eight new training/workshop events.

- Conduct up to 50 TDM presentations.

Outcome Measures

- *Increase number of employers who achieve (or come closer to achieving) Trip Reduction Goal of 10%.*

## Reduce state employees' commute travel in single occupancy vehicles.

- By December 31, 1998, expand the State of Arizona Telecommuting Program to include all state agencies, boards and commissions and train an additional 1,500 telecommuters.

- By May 10, 1999, administer the tenth annual travel reduction survey and achieve an 80 percent response rate.

- By June 30, 1999, promote and expand membership of the Capitol Rideshare Commuter Club by 5 percent.

Outcome Measures

- *Increase percentage of state employees in Maricopa County who are actively telecommuting to 15 percent.*

- *By June 30, 1999, coordinate the State's participation in the Clean Air Campaign and achieve an overall participation rate of at least 10.5 percent.*

- *Increase the number of agency sites that achieve their trip reduction goals to 20.*

- *Increase bus ridership by another 5 percent.*

- *Maintain customer satisfaction ratings of 100 percent.*

STATE OF ARIZONA

OFFICE OF THE ATTORNEY GENERAL

1275 WEST WASHINGTON, PHOENIX 85007-2997

GRANT WOODS
ATTORNEY GENERAL

TRN Main: (602) 542-1680
Direct: (602) 542-8837
Fax: (602) 542-3646
MAIN PHONE : 542-5025
TELECOPIER : 542-4085

# INTERGOVERNMENTAL AGREEMENT DETERMINATION

A.G. Contract No. KR98-1782TRN, an agreement between public agencies, has been reviewed pursuant to A.R.S. § 11-952, as amended, by the undersigned Assistant Attorney General who has determined that it is in the proper form and is within the powers and authority granted to the State of Arizona.

No opinion is expressed as to the authority of the remaining parties, other than the State or its agencies, to enter into said agreement.

DATE: November 4, 1998.

GRANT WOODS
Attorney General

JAMES R. REDPATH
Assistant Attorney General
Transportation Section

JRR:adf/16492

Enc.