



U.S. Department  
of Transportation  
**Federal Transit  
Administration**

REGION IX  
Arizona, California,  
Hawaii, Nevada, Guam,  
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JUL 17 2017

Mr. Larry Brown  
Chairman  
Regional Transportation Commission of Southern Nevada  
600 South Grand Central Parkway, Suite 350  
Las Vegas, NV 89106

RE: Federal Transit Administration (FTA)  
Fiscal Year 2017 Triennial Review –  
Final Report

Dear Mr. Brown:

The enclosed final report documents the FTA's Triennial Review of the Regional Transportation Commission of Southern Nevada (RTC) of Las Vegas, Nevada. This review is required by Chapter 53 of Title 49. Although not an audit, the Triennial Review is the FTA's assessment of RTC's compliance with Federal requirements, determined by examining a sample of grant management and program implementation practices. As such, the Triennial Review is not intended as, nor does it constitute, a comprehensive and final review of compliance with grant requirements.

The Triennial Review focused on RTC's compliance in 17 areas. No deficiencies were found with the FTA requirements in 14 areas. Deficiencies were found in three areas: Maintenance, Procurement, and Satisfactory Continuing Control. In response to the draft report, RTC closed one of the findings in the Maintenance area. RTC had no repeat deficiencies from the 2014 Triennial Review.

Thank you for your cooperation and assistance during this Triennial Review. If you need any technical assistance or have any questions, please do not hesitate to contact Ms. Philoki Barros, Transportation Program Specialist by phone at 415-734-9452 or by email at [philoki.barros@dot.gov](mailto:philoki.barros@dot.gov).

Sincerely,

Leslie T. Rogers  
Regional Administrator

Enclosure

cc: Tina Quigley, RTC

**FINAL REPORT**

**FISCAL YEAR 2017  
TRIENNIAL REVIEW**

of the

**Regional Transportation Commission of Southern Nevada  
(RTC)**

**Las Vegas, Nevada**

**Recipient ID: 1643**

*Performed for:*

**U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL TRANSIT ADMINISTRATION  
REGION IX**

*Prepared By:*

**CDI/DCI Joint Venture**

**Scoping Meeting Date: February 1, 2017**

**Site Visit Date: May 23-25, 2017**

**Final Report Date: July 17, 2017**

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## I. Executive Summary

This report documents the Federal Transit Administration's (FTA) Triennial Review of the Regional Transportation Commission of Southern Nevada (RTC) of Las Vegas, Nevada. The review was performed by CDI/DCI Joint Venture. During the site visit, administrative and statutory requirements were discussed and documents were reviewed. RTC's transit facilities were toured to provide an overview of activities related to FTA-funded projects.

The Triennial Review focused on RTC's compliance in 17 areas. Deficiencies were found in the areas listed below.

Review Area	Deficiencies	
	Code	Description
Maintenance	D-19	No vehicle maintenance plan
	D-117	Facility/equipment maintenance program lacking or inadequate
Procurement	D-265	Pre-award and/or post-delivery certifications lacking
Satisfactory Continuing Control	D-161	Excessive fixed-route bus spare ratio

## **II. Review Background and Process**

### **1. Background**

The United States Code, Chapter 53 of Title 49 (49 U.S.C. 5307(f) (2)) requires that “At least once every three years, the Secretary shall review and evaluate completely the performance of a grantee in carrying out its program, specifically referring to compliance with statutory and administrative requirements.” This Triennial Review was performed in accordance with FTA procedures (published in FTA Order 9010.1B, April 5, 1993).

The Triennial Review includes a review of the grantee’s compliance in 17 areas. The basic requirements for each of these areas are summarized in Section IV.

This report presents the findings from the Triennial Review of the Regional Transportation Commission of Southern Nevada (RTC) of Las Vegas, Nevada. The review concentrated on procedures and practices employed during the past three years; however, coverage was extended to earlier periods as needed to assess the policies in place and the management of grants. The specific documents reviewed and referenced in this report are available at FTA’s regional office or the grantee’s office.

### **2. Process**

The Triennial Review process includes a pre-review assessment, a scoping meeting with the FTA regional office, and an on-site visit to the grantee’s location. The review scoping meeting was conducted with the Region IX Office on February 1, 2017. Necessary files retained by the regional office were sent to the reviewer electronically. A grantee information request and review package was sent to RTC advising it of the site visit and indicating information that would be needed and issues that would be discussed. The site visit to RTC occurred on May 23- 25, 2017.

The onsite portion of the review began with an entrance conference, at which the purpose of the Triennial Review and the review process were discussed. The remaining time was spent discussing administrative and statutory requirements and reviewing documents. The reviewers visited RTC’s transit and maintenance facilities to provide an overview of activities related to FTA-funded projects.

The reviewers examined a sample of procurement files and maintenance records for FTA-funded vehicles and equipment during the subrecipient site visits. Upon completion of the review, FTA and the reviewers provided a summary of preliminary findings to RTC at an exit conference. Section VI of this report lists the individuals participating in the review.

### 3. Metrics

The metrics used to evaluate whether a grantee is meeting the requirements for each of the areas reviewed are:

- *Not Deficient*: An area is considered not deficient if, during the review, no findings were noted with the grantee's implementation of the requirements.
- *Deficient*: An area is considered deficient if any of the requirements within the area reviewed were not met.
- *Not Applicable*: An area can be deemed not applicable if, after an initial assessment, the grantee does not conduct activities for which the requirements of the respective area would be applicable.

### **III. Grantee Description**

#### **1. Organization**

The Regional Transportation Commission of Southern Nevada (RTC) is a local government entity that provides transit service in the Las Vegas area, serving all of the City of Las Vegas, Clark County, and the cities of Henderson, North Las Vegas, and Boulder City. RTC is also a Metropolitan Planning Organization. It began operating fixed-route transit service in 1993. In 1994, it began providing, ADA complementary paratransit service. RTC is governed by an eight-member Board of Commissioners. It uses MV Transportation Inc. and Keolis Transit America Inc. to operate its fixed route service. ADA complementary paratransit service and other supplemental services are provided by the following: Veolia Transportation Services, Inc.; MV Transportation Inc.; First Transit; Southern Nevada Transit Coalition (SNTC); Almost Home Adult Day Care, LLC; Acres NV, LLC; Accessible Space, Inc; Baby Boomers Activities Club LLC; Silver Town DBA New Life Adult Day Health Care; Easter Seals of Southern Nevada; Opportunity Village; Helping Hands of Vegas Valley; Helping Hands of Henderson; Desert Area Rapid Transit LLC; and Lend A Hand of Boulder City. RTC receives FTA Sections 5307, 5310, 5337, and 5339 funds. The population of its service area is approximately 2,114,801 persons.

#### **2. Services**

RTC operates a network of 39 fixed routes, three bus rapid transit (BRT) routes, four commuter bus (CB) routes, fifteen senior transportation routes, and high capacity service on Las Vegas Boulevard. Service is provided 24 hours a day, seven days a week. RTC's ADA complementary paratransit service operates during the same days and hours of service as the fixed routes.

The basic adult fare for bus service is \$2.00. A reduced fare of \$1.00 is offered to seniors age 60 years or older, persons with disabilities, and Medicare Cardholders during all hours. Fares are paid on board through the farebox machine, through vending machines and through the new Ride RTC application before boarding the vehicle. The fare for ADA paratransit service is \$3.00.

The BRT service operates in both dedicated right-of-way and mixed traffic from downtown Las Vegas to the Northeast. The high capacity service is the Deuce route that consists of double deck buses operating frequently on the Las Vegas strip.

RTC operates a fleet of 344 buses for fixed route service. Its bus fleet consists of 40-foot buses, 60-foot articulated buses, and 40-foot double deck buses. RTC's BRT fleet consists of an additional sixty (60) 60-foot hybrid, low floor buses. RTC also has a fleet of 393 contractor operated vehicles for ADA paratransit service. All of these vehicles were purchased with FTA funds.

RTC operates from three maintenance and operating facilities. The Integrated Bus Maintenance Facility is located at 3200 Citizens Avenue; the Sunset Maintenance Facility is located at 5165 Sunset Road; and the Laughlin Transit Maintenance Facility is located at 260 East Laughlin Civic Drive. There are five FTA-funded Transit Centers located throughout the service area. RTC's Administration Building is located at 600 South Grand Central Parkway. All of these facilities are FTA-funded.

RTC's National Transit Database Report for fiscal year 2016 provided the following financial and operating statistics for its fixed-route and ADA complementary paratransit service:

Operating Statistic	Fixed-Route Service (MB)	Fixed-Route Service (RB)	ADA Complementary Paratransit Service
Unlinked Passengers	61,208,757	4,864,728	1,272,787
Revenue Hours	1,363,701	95,779	657,353
Operating Expenses	\$138,494,976	\$8,114,047	\$48,180,264

### 3. Grant and Project Activity

Below is a list of RTC's active grants at the time of the review.

Grant Number	Grant Amount	Year Executed	Description
NV-04-0017	\$1,750,000	2012	Integrated Bus Facility Upgrades
NV-90-X076	\$43,558,453	2015	Rolling Stock; Transitways/Lines; Bus Support Facilities Equipment; Transit Enhancements
NV-2016-003	\$13,079,695	2016	Support Equipment/Facilities
NV-2017-004	\$13,324,000	2017	TIGER 8 Green Fleet Procurement

#### Projects Completed

##### **Flamingo Corridor Improvement Project (TIGER VI funds)**

The Flamingo Road Corridor project provides improved transit operations through the use of dedicated curbside bus lanes, along most of the alignment with mixed-flow operations, through the Resort Corridor. Project elements also include transit signal priority, new passenger stations with elevated platforms, pedestrian access improvements, traffic signal and intelligent transportation system upgrades, queue jumps where feasible, and other corridor enhancements, such as landscaping and public art. All of these improvements are constructed within the existing right of way.

##### **Paratransit Certification Site and a Mobility Training Center**

The Paratransit Certification Site, and a Mobility Training Center, was completed in January 2016. This facility accommodates the RTC's Americans with Disabilities Act (ADA) Paratransit eligibility program and Mobility Training for Transit services. This consolidated facility helps manage the ever-increasing demand for ADA Paratransit service by providing an indoor functional assessment course, which allows the RTC to provide a safe environment to conduct eligibility assessments year-round. The indoor Mobility Training Center facilitates training of individuals who have never used transit, teaching them how to board, maneuver, use the farebox, etc., in short, how to ride a bus in a safe environment with Mobility Trainers providing one-on-one training and classroom instructions. Both programs sharing a facility creates synergies between programs, referring individuals that are not eligible or conditionally eligible to another viable transit option.

##### **Procurement of Fixed Route Vehicles and Paratransit Vehicles**

RTC procured 55 CNG fixed route vehicles in FY2016. The RTC also procured 80 CNG vehicles for FY2015 and 80 CNG vehicles for FY2016.

##### **RTC Administration Building Security Access Upgrade Project**

The RTC Administration Building safety and security upgrade project upgraded the existing access control/access management and surveillance camera system that was interruptible and interoperable with the existing systems at other RTC facilities.

## **Ongoing Projects**

### **CNG Fueling Facility Upgrades Compressing Equipment at IBMF & SMF**

The new Compressed Natural Gas (CNG) upgrades to the Integrated Bus Maintenance Facility (IBMF) and Sunset Maintenance Facility (SMF) sites are required to meet the RTC's CNG fueling needs for the conversion of the fleet to CNG fuel. The work includes, but is not limited to, new dispensing equipment, new compression equipment, new emergency generators – back up power-dedicated to the CNG equipment, reorientation of the fueling areas at both locations, piping, welding, concrete forming and placement and all required appurtenances to provide CNG fueling support.

### **IBMF State of Good Repair Upgrades Project**

The Integrated Bus Maintenance Facility (IBMF) State of Good Repair upgrades will provide safety and security upgrades, site improvements, heating, ventilating and air conditioning (HVAC) upgrades and roofing upgrades.

### **Procurement of Fixed Route Vehicles and Paratransit Vehicles**

The RTC is currently in the process of receiving, inspecting and accepting 55 CNG fixed route vehicles each year for FY2017. The RTC is also currently in the process of receiving, inspecting and accepting 80, CNG vehicles for FY2017.

### **Transit Enhancements (Bus) Bus Shelters**

The work includes the construction of 5' x 25' bus shelter pads, per Standard Uniform Drawings, and installation of bus shelters at various locations throughout the Las Vegas Valley. The project will be performed in phases and will encompass all bus stop locations.

## **Future Projects**

### **Maryland Parkway Environmental Analysis**

The Maryland Parkway Corridor Improvement project proposes the construction of an urban light rail transit corridor for an 8.7-mile-long project. This project will replace the existing local Route 109 service with an enhanced transit system that will provide speed and service quality improvements within the corridor and significantly increase transit ridership. The project alignment extends from the Las Vegas Medical District, through Downtown Las Vegas and the Bonneville Transit Center, along Maryland Parkway to Sunrise Hospital, the Boulevard Mall, the University of Nevada Las Vegas (UNLV), and to McCarran International Airport.

### **CNG Fueling Facility Upgrades Compressing Equipment at IBMF & SMF**

With the projected number of new vehicles, new Compressed Natural Gas (CNG) upgrades to the Integrated Bus Maintenance Facility (IBMF) and Sunset Maintenance Facility (SMF) sites will be needed to meet the RTC's CNG fueling needs for the conversion of the fleet to CNG fuel. The work includes, but not limited to, new dispensing equipment, new compression equipment, reorientation of the fueling areas at both locations, piping, welding, concrete forming and placement, and all required appurtenances to provide CNG fueling support.

### **Procurement of Fixed Route Vehicles and Paratransit Vehicles**

The RTC will procure approximately 55 CNG fixed route vehicles each year for FY2018, FY2019 and FY2020. The RTC also will procure approximately 80,121, 80 CNG buses for FY2018, FY2019, and FY2020, respectively.

**Bus Support Equipment/Facilities Camera Upgrades Project**

The Bus Support Equipment/Facilities Camera Upgrades project includes the removal and replacement of existing Closed Circuit Television (CCTV) system components and installation of new CCTV system components at various RTC facilities.

## IV. Results of the Review

### 1. Financial Management and Capacity

Basic Requirement: The grantee must demonstrate the ability to match and manage FTA grant funds, cover cost increases and operating deficits, cover maintenance and operational costs for FTA-funded facilities and equipment, and conduct and respond to applicable audits.

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for Financial Management and Capacity.

### 2. Technical Capacity

Basic Requirement: The grantee must be able to implement FTA-funded projects in accordance with the grant application, FTA Master Agreement, and all applicable laws and regulations, using sound management practices.

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for Technical Capacity.

### 3. Maintenance

Basic Requirement: Grantees and subrecipients must keep federally funded vehicles, equipment and facilities in good operating condition. Grantees and subrecipients must keep Americans with Disabilities Act (ADA) accessibility features on all vehicles, equipment, and facilities in good operating order.

Finding: During this Triennial Review of RTC, deficiencies were found with the FTA requirements for Maintenance.

#### *D-19: No vehicle maintenance plan*

Recipients must maintain federally assisted property in good operating order and in compliance with any applicable federal regulations that may be issued and follow applicable guidance that may be issued. Recipients of Sections 5310, 5307, and 5339 program funds must have in its files a maintenance plan. The maintenance plan should identify the goals and objectives of a maintenance program, and establish the means by which the grantee will meet such goals and objectives. These plans should describe a system of periodic inspections and preventive maintenance to be performed at certain defined intervals. RTC's contractors are responsible for vehicle maintenance. Each contractor supplies a maintenance plan for its vehicles. RTC maintains the fare boxes and cameras on all buses and is responsible for contractor maintenance oversight. Although there are several individual contractor maintenance plans, there is no overall RTC maintenance plan that discusses all the roles and responsibilities, the different fleets to be maintained, RTC's inspection and preventive maintenance activities, and the oversight program for its operating and maintenance contractors.

*D-117: Facility/equipment maintenance program lacking or inadequate*

Public transit requires a considerable investment in buildings, equipment, and machinery. As with vehicle maintenance, the proper maintenance of facilities, machinery, and equipment is key to protecting the FTA investment and prolonging the useful life of the asset. Grantees are required to have a current written maintenance program for FTA-funded facilities and facility-related equipment. This plan must discuss roles and responsibilities among different parties, identify mission critical items, include a system of periodic inspections and preventive maintenance to be performed at certain defined intervals, a record keeping system, and an oversight program for its contractors who share some facility maintenance responsibility. RTC does not have such a plan for its FTA-funded maintenance facilities and major equipment including its transfer centers, park and ride lots, and bus shelters.

In response to the draft report, RTC submitted a new Facility Maintenance Plan that addresses roles and responsibilities among different parties, identifies mission critical items, includes a system of periodic inspections and preventive maintenance to be performed at certain defined intervals, a record keeping system, and an oversight program for its contractors who share some facility maintenance responsibility. Therefore, this finding is closed.

Corrective Actions and Schedule: For the deficiency *D-19: No vehicle maintenance plan*, by October 27, 2017, submit to the FTA regional office a new vehicle maintenance program/plan and evidence that it has been implemented.

#### **4. Americans with Disabilities Act**

Basic Requirement: Titles II and III of the ADA of 1990 provide that no entity shall discriminate against an individual with a disability in connection with the provision of transportation service. The law sets forth specific requirements for vehicle and facility accessibility and the provision of service, including complementary paratransit service.

Finding: During this Triennial Review of RTC, no deficiencies were found with the U.S. Department of Transportation (US DOT) requirements for ADA.

#### **5. Title VI**

Basic Requirement: The grantee must ensure that no person shall, on the grounds of race, color, or national origin, be excluded from participating in, or be denied the benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance without regard to whether specific projects or services are federally funded. The grantee must ensure that federally supported transit services and related benefits are distributed in an equitable manner.

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for Title VI.

## 6. Procurement

Basic Requirement: Grantees use their own procurement procedures that reflect applicable state and local laws and regulations, provided that the process ensures competitive procurement and the procedures conform to applicable Federal law, including 49 CFR Part 18, (repealed effective December 26, 2014), 2 CFR Part 1201, incorporating 2 CFR Part 200 (specifically Sections 200.317-200.326), and FTA Circular 4220.1F, “Third Party Contracting Guidance.”

Finding: During this Triennial Review of RTC, deficiencies were found with the FTA requirements for Procurement.

### *D-265: Pre-award and/or post-delivery certifications lacking*

Grantees purchasing revenue service rolling stock with Federal funds must conduct pre-award and post-delivery audits verifying compliance with Buy America provisions, purchaser’s requirements, and Federal Motor Vehicle Safety Standards (FMVSS). The grantee is required to keep records, including pre-award and post-delivery certifications, which show that the regulations have been followed. RTC had two procurements and deliveries of rolling stock in the past three years. A review of the files of these procurements found that although it completed the required pre-award and post-delivery audits, it did not sign or complete the pre-award and post-delivery certifications for either delivery. Instead, RTC had its consultant, not itself, sign these certifications.

Corrective Action and Schedule: For the deficiency *D-265: Pre-award and/or post-delivery certifications lacking*, by October 27, 2017, submit to the FTA regional office the post-delivery Buy America certifications for the rolling stock procurement completed since the last review and procedures for completing the applicable pre-award and post-delivery audits and certifications for future revenue rolling stock procurements. For the next procurement, submit to the FTA regional office documentation that the required process was implemented.

## 7. Disadvantaged Business Enterprise

Basic Requirement: The grantee must comply with 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. Grantees also must create a level playing field on which DBEs can compete fairly for US DOT-assisted contracts.

Finding: During this Triennial Review of RTC, no deficiencies were found with the US DOT requirements for DBE.

## 8. Legal

Basic Requirement: The grantee must be eligible and authorized under state and local law to request, receive, and dispense FTA funds and to execute and administer FTA-funded projects. Grantees must comply with Restrictions on Lobbying requirements.

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for Legal.

## 9. Satisfactory Continuing Control

Basic Requirement: The grantee must ensure that FTA-funded property will remain available to be used for its originally authorized purpose throughout its useful life until disposition

Finding: During this Triennial Review of RTC, deficiencies were found with the FTA requirements for Satisfactory Continuing Control.

### *D-161: Excessive fixed-route bus spare ratio*

For grantees with 50 or more fixed-route buses in urban service, a reasonable spare ratio should not exceed 20 percent of the vehicles operated in maximum fixed-route service. RTC has an active fleet of 404 vehicles for all of its fixed-route bus service. It has a peak fleet requirement of 310 buses resulting in 94 spare vehicles. This translates into a spare ratio of 30% which is over the 20% requirement.

Corrective Action and Schedule: For the deficiency *D-161; Excessive fixed-route bus spare ratio*, by October 27 2017, submit to the FTA regional office a plan for reducing RTC's spare ratio to 20 percent. It should discuss RTC's plans for disposition or acquisition of vehicles and any changes in vehicle needs. The plan should include a spreadsheet listing, for each bus type, the number of buses, and, for each year until the spare ratio reaches 20 percent, the number of buses to be disposed of, the number of buses to be added, the projected peak requirement, and the projected spare ratio. The plan should include detailed justifications for future years in which spare ratios exceed 20 percent. RTC may seek a short-term deviation from the spare ratio requirements for small deviations. If so, it should prepare a brief justification explaining the reason for the deviation, a date by which the fleet spare ratio will come into compliance with the general requirements, and the plans to come into compliance. The deviation will generally be granted for no more than two (2) years and must be approved by the regional administrator either in writing or by approval of the Award.

## 10. Planning/Program of Projects

Basic Requirement: The grantee must participate in the transportation planning process in accordance with FTA requirements, Fixing America's Surface Transportation (FAST) Act, and the metropolitan and statewide planning regulations. Each recipient of a Section 5307 grant shall develop, publish, afford an opportunity for a public hearing on, and submit for approval, a program of projects (POP).

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for Planning/POP.

## 11. Public Comment on Fare Increases and Major Service Reductions

Basic Requirement: Section 5307 grantees are expected to have a written, locally developed process for soliciting and considering public comment before raising a fare or carrying out a major transportation service reduction.

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for Public Comment on Fare Increases and Major Service Reductions.

## **12. Half Fare**

Basic Requirement: For fixed-route service supported with Section 5307 assistance, fares charged seniors, persons with disabilities, or an individual presenting a Medicare card during off peak hours will not be more than one half the peak hour fares.

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for Half Fare.

## **13. Charter Bus**

Basic Requirement: Grantees are prohibited from using federally funded equipment and facilities to provide charter service if a registered private charter operator expresses interest in providing the service. Grantees are allowed to operate community based charter services excepted under the regulations.

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for Charter Bus.

## **14. School Bus**

Basic Requirement: Grantees are prohibited from providing exclusive school bus service unless the service qualifies and is approved by the FTA Administrator under an allowable exemption. Federally funded equipment or facilities cannot be used to provide exclusive school bus service. School tripper service that operates and looks like all other regular service is allowed.

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for School Bus.

## **15. Security**

Basic Requirement: As recipients of Section 5307 funds, grantees must annually certify that they are spending at least one percent of such funds for transit security projects or that such expenditures for security systems are not necessary.

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for Security.

## **16. Drug Free Workplace and Drug and Alcohol Program**

Basic Requirement: Grantees are required to maintain a drug-free workplace for all grant-related employees and to have an ongoing drug-free awareness program. Grantees receiving Section 5307, 5309, 5311 or 5339 funds that have safety-sensitive employees must have a drug and alcohol testing program in place for such employees.

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for Drug-Free Workplace and Drug and Alcohol Program.

## 17. Equal Employment Opportunity

Basic Requirement: The grantee must ensure that no person in the United States shall on the grounds of race, color, religion, national origin, sex, age, or disability be excluded from participating in, or denied the benefits of, or be subject to discrimination in employment under any project, program, or activity receiving Federal financial assistance under the Federal transit laws. (Note: Equal Employment Opportunity Commission's regulation only identifies/recognizes religion and not creed as one of the protected groups.)

Finding: During this Triennial Review of RTC, no deficiencies were found with the FTA requirements for EEO.

## V. Summary of Findings

Review Area	Finding	Deficiency	Corrective Action	Response Date	Date Closed
1. Financial Management and Capacity	ND				
2. Technical Capacity	ND				
3. Maintenance	D-19	No vehicle maintenance plan	Submit to the FTA regional office a new vehicle maintenance program/plan and evidence that it has been implemented.	October 27, 2017	
	D-117	Facility/equipment maintenance program lacking or inadequate	Submit to the FTA regional office a new facility/equipment maintenance program.	October 27, 2017	July 5, 2017
4. ADA	ND				
5. Title VI	ND				
6. Procurement	D-265	Pre-award and/or post-delivery certifications lacking	Submit to the FTA regional office the Post-Delivery Buy America certifications for the rolling stock procurement completed since the last review and procedures for completing the applicable pre-award and post-delivery audits and certifications for future revenue rolling stock procurements. For the next procurement, submit to the FTA regional office documentation that the required process was implemented.	October 27, 2017	
7. DBE	ND				
8. Legal	ND				

Review Area	Finding	Deficiency	Corrective Action	Response Date	Date Closed
9. Satisfactory Continuing Control	D-161	Excessive fixed-route bus spare ratio	Submit to FTA a plan for reducing RTC's spare ratio to 20 percent. It should discuss RTC's plans for disposition or acquisition of vehicles and any changes in vehicle needs. The plan should include a spreadsheet listing, for each bus type, the number of buses, and, for each year until the spare ratio reaches 20 percent, the number of buses to be disposed of, the number of buses to be added, the projected peak requirement, and the projected spare ratio. The plan should include detailed justifications for future years in which spare ratios exceed 20 percent. RTC may seek a short-term deviation from the spare ratio requirements for small deviations. If so, it should prepare a brief justification explaining the reason for the deviation, a date by which the fleet spare ratio will come into compliance with the general requirements, and the recipient's plans to come into compliance. The deviation will generally be granted for no more than two (2) years and must be approved by the regional administrator either in writing or by approval of the award.	October 27, 2017	
10. Planning/POP	ND				
11. Public Comment on Fare Increases and Major Service Reductions	ND				
12. Half Fare	ND				
13. Charter Bus	ND				
14. School Bus	ND				
15. Security	ND				
16. Drug-Free Workplace/ Drug and Alcohol Program	ND				
17. EEO	ND				

## VI. Attendees

Name	Title	Phone Number	E-mail Address
<b>RTC</b>			
M.J. Maynard	Deputy General Manager	702-676-1778	maynardm@rtcshv.com
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David Clyde	Government Affairs Administrator	702-676-1561	clyded@rtcshv.com
Cynthia Carter	Director of Fixed Route Services	702-676-1757	carterc@rtcshv.com
Nathan Goldberg	Manager of Transit Planning	702-676-1508	goldbergN@rtcshv.com
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## VII. Appendices

No appendices included in this report.