

## 12-5 TEMPORARY SHUTTLE SERVICE

### 12-5.01 GENERAL

#### 12-5.01A Summary

Section 12-5 includes general specifications for providing and operating a temporary shuttle service to transport pedestrians, bicyclists, and bicyclists' equipment between Sala Road and San Juan Road along US-101 during shoulder closures within construction limits.

The temporary shuttle service must be free of charge for passengers.

#### 12-5.01B Definitions

Not Used

#### 12-5.01C Submittals

Before operating the shuttle service, submit copies of:

1. Business permit and licenses from city or county to operate the shuttle service
2. Charter-party carrier of passengers (TCP) permit "Z"
3. Each shuttle operator's California commercial driver's license with endorsement for the type of shuttle vehicle. If you use a trailer weighing over 6,000 pounds to transport bicycles, driver/drivers must have a CA Class A license with (P) endorsement
4. Insurance policy for the shuttle vehicle
5. Proof documents showing clearance of operators' criminal records and current Medical Examiner's Certificates (MCSA-5876) for all drivers

Submit the daily log of passengers at the end of each week to the Engineer. The daily log must include:

1. The date, day of week, and hours of shuttle operation for each shuttle operator
2. Location, transport departure and arrival time, number of passengers and number of bicycles transported for each stop in each direction of travel
3. Daily total number of passengers and bicycles transported
4. Signature and date of each shuttle operator

#### 12-5.01D Quality Assurance

Make all shuttle vehicles available for inspection by the Engineer 5 business days before starting the service and as directed.

### 12-5.02 MATERIALS

The shuttle vehicle must be:

1. Capable of transporting a minimum of 6 passengers and 4 bicycles for each trip
2. Compliant with the American with Disabilities Act of 1990, and the United States Access Board – ADA Accessibility Guidelines for Transportation Vehicles.
3. Equipped with:
  - 3.1. Signs reading "Temporary Shuttle Service" affixed to the outer sides of the driver's and the passenger's doors. Department furnishes you with the magnetic signs for affixing at the outer sides of the driver's and the passenger's door
  - 3.2. Seat belts
  - 3.3. Standard first-aid kit
  - 3.4. 20-pound ABC fire extinguisher
  - 3.5. Means for securing bicycles by one of the following methods:
    - 3.5.1. Inside the vehicle
    - 3.5.2. On a bicycle trailer towed by the vehicle
    - 3.5.3. On a bicycle rack

All the equipment must be in working conditions all the time.

The vehicle's exterior must not have:

1. More than 3 paint colors excluding logo(s)
2. Primed, rusted or damaged sections

## **12-5.03 CONSTRUCTION**

### **12-5.03A Notification Signs**

At least 10 business days before closing the pedestrian facility or bicycle pathway, install applicable advance notification signs as shown. Immediately before closing the pedestrian facility or bicycle pathway, replace the advance notification signs with proper signs specified. Include the phone number and service time on the signs for bicyclists and pedestrians to call for shuttle service. Install the bicycle shuttle service signs at the locations shown.

### **12-5.03B Shuttle Operations**

Operate the shuttle service on an on-call basis, 7 AM to 7 PM, 7 days a week, throughout the duration of the pedestrian facility or bicycle pathway closure. The Engineer may modify the shuttle service schedule as needed. Shuttle pick-up/drop-off locations as ordered by the Engineer are as follows:

NORTHBOUND 101 : Southwest Corner of Sala Road and Harrison Road (pick-up) to East of Ballantree Lane and the San Juan Road off-ramp (drop-off)

SOUTHBOUND 101 : Northwest Corner of Cole Road and San Juan Road (pick-up) to Southwest Corner of Sala Road and Harrison Road (drop-off)

Do not use the shuttle vehicle without door signs in place. Replace signs that are damaged or lost. The temporary shuttle service must provide timely service with waiting no longer than 45 minutes from receiving a service call.

Shuttle operators must:

1. Comply with COVID-19 protocols for public transit, as required by California Department of Public Health, and guidelines set by the County of Monterey Health Department (<https://www.co.monterey.ca.us/government/departments-a-h/health>) . Shuttle operators and Contractor are to keep track, and comply with the latest protocols
2. Obtain authorization by the Engineer prior to ending the daily shuttle service
3. Maintain professional and personal cleanliness appearance while providing shuttle service
4. Act professionally towards passengers
5. Remind passengers to pick up personal property at the end of the ride

If a passenger's personal property is left on the shuttle, deliver it to the Engineer at the end of the operator's shift. The operator is responsible for the personal property until delivered to the Engineer.

Maintain cleanliness of the shuttle vehicle's interior and exterior.

### **12-5.04 PAYMENT**

Not Used