



# CITIZEN CENTRIC REPORT

## FISCAL YEAR 2021



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Special Assistant for  
Public Transportation

### WHO WE ARE

The Commonwealth Office of Transit Authority (COTA) was established by CNMI Public Law 17-43 on May 27, 2011. COTA is responsible for the development and establishment of a public transportation system in the Commonwealth.

COTA is administered by a Special Assistant for Public Transportation who is appointed by the Governor and serve at the pleasure of the Governor.

COTA has a six-member Commonwealth Public Transportation Advisory Board established by Public Law 18-51.

## A MESSAGE FROM THE SPECIAL ASSISTANT FOR PUBLIC TRANSPORTATION

As required by Public Law 20-83, The Commonwealth Office of Transit Authority under the CNMI Office of the Governor is pleased to present the Citizen Centric Report for FY2021. We, at COTA, continue to strive efficiently to provide the most affordable and safest mode of public transportation in our community where there are clients who rely solely on COTA's public transportation services to get them where they need to be 7 days a week including holidays. COTA continues to find new and innovative ways to improve and expand our transportation services to our community while ensuring that the goals and objectives of this program is upheld at its highest standards for the betterment of our great Commonwealth.

Please visit our website at [www.cota.gov.mp](http://www.cota.gov.mp) or give us a call at 664-2690 to learn more about our public transportation services. Thank you.

COTA will continue *"Driving You Forward."*

### MISSION STATEMENT:

COTA shall provide the citizens of our communities with a dependable, reliable, safe and cost-effective public transit system in order to reduce energy consumption, strengthen cultural values, and contribute economic development for the residents of the Commonwealth.



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# PREFORMANCE & PROGRESS

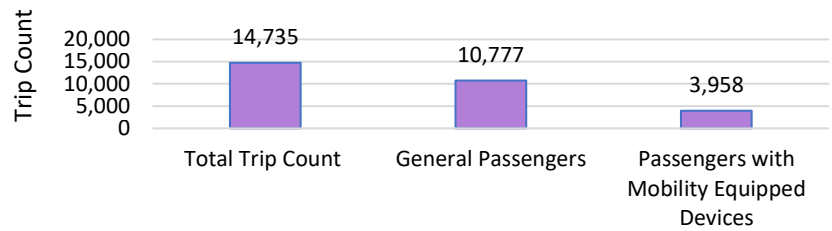
## COTA's Demand Responsive-Shared Ride Service

There is a significant increase in FY 2020 - 2021. The data collected provides the total number of trips, which consist of our general passengers and passengers with mobility equipped devices. With proper data collected we are able to analyze and determine the transportation needs of our consumers.

## FY 2020 - 2021 Demand Responsive Service

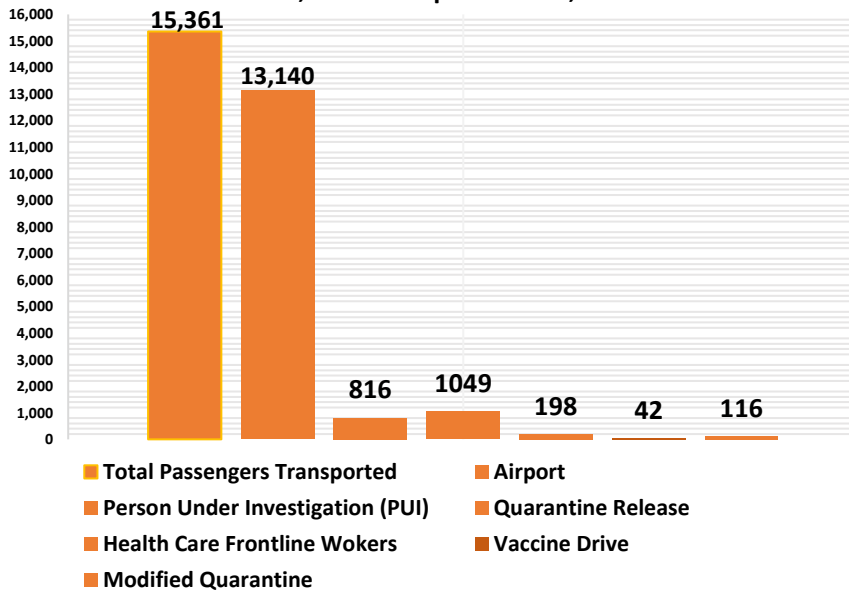
### Trip Count Data

October 1, 2020 to September 30, 2021



## FY 2020 - 2021 COVID-19 Passenger Count

October 1, 2020 to September 30, 2021



## COVID-19 Public Health Emergency

- ❖ COTA is currently activated under Emergency Support Function-1 (Transportation) in support of the Governor's COVID-19 Task Force for all transportation related operations.
- ❖ Transports all passengers from incoming flights and all Persons under Investigation (PUI) to healthcare facilities and quarantine locations.
- ❖ Provide shuttle services to CHCC employees (nurses, doctors, staff).
- ❖ Provide transportation services to hemodialysis patients to and from CHCC.
- ❖ Provide free transportation to all community members in light of the CNMI vaccine efforts.
- ❖ Assist the CNMI Governor's Covid-19 Task force with the mass transport transfer of all passengers to the other designated quarantine sites.
- ❖ Provide free transportation to passengers who are released from the quarantine site to their home.
- ❖ Total passengers transported: **15,361**

## COTA Fixed Route System

- ❖ COTA is currently planning for the reopening of the fixed route service.

## Training

- ❖ Technical assistance through FTA Region IX for the State Management Review audit.
- ❖ Drug and Alcohol Suspicion Training through the FTA Region IX, conducted by RLS and Associates, LLC.
- ❖ Trip and Run Management Training and Development for all Transit Information Specialists through RouteMatch software.

## ACCOMPLISHMENTS

- COTA presented 300 transit passes to the CNMI Public School System's Cooperative Education Program to support the school district's co-up program to aid students who are in need of transportation to and from work.
- COTA transferred two (2) new ADA Accessible Vans to assist the transportation needs for senior citizens, persons with disabilities, and the general public on the island of Tinian and Rota, CNMI.
- All COTA vehicles are equipped with wi-fi services. All passengers are able to utilize the wi-fi.
- COTA, in partnership with MVA, along with the CNMI Governor's Covid-19 Task Force to revive tourism in the CNMI.

## GRANTS AWARDED:

- FTA Public Transportation COVID-19 Research Demonstration – COTA was competitively awarded \$300,000 to hire a professional consultant to review its best management practices while operating under a global pandemic, and provide innovative solutions to improve its current public transportation services.
- FTA Low or No Emission Grant Program – COTA was competitively awarded \$2,373,675 to procure four (4) transit battery electric buses and charging infrastructure to reduce greenhouse gas emissions on the road.

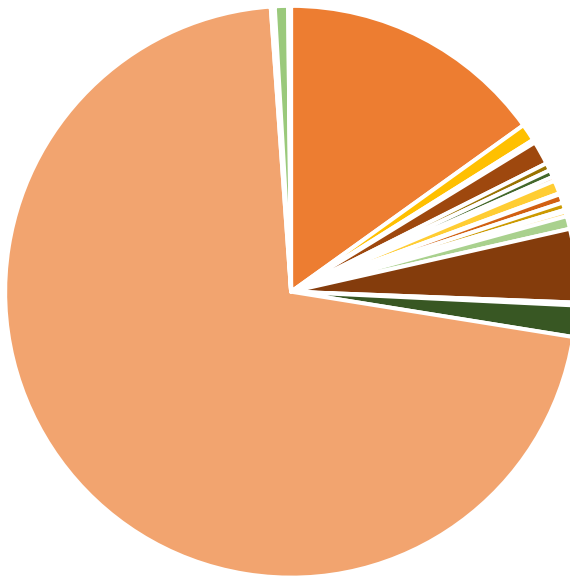
# REVENUES & EXPENSES FY2021

COTA's revenue includes the farebox collection received from the community and partnering agencies such as Commonwealth Health Care Corporation (Dialysis patients, Family Clinic and the Oncology Center), Division of Youth Services, Center of Independent Living, Office of Vocational Rehabilitation and our weekly consumers that depend on public transportation to school, the workplace, and other places they need to get to on the island. COTA's revenue also includes all federal funding from the Federal Transit Authority and local funding (ARPA). All figures are balances from COTA's accounts as of the beginning of FY 2021.

## REVENUE & EXPENSES

<b>Federal Transit Administration (FTA) Grants</b>	<b>\$6,320,776.00</b>
<b>Local CNMI Funding (ARPA)</b>	<b>\$613,272.00</b>
<b>COTA's Fare Box Revenue</b>	<b>\$45,130.50</b>

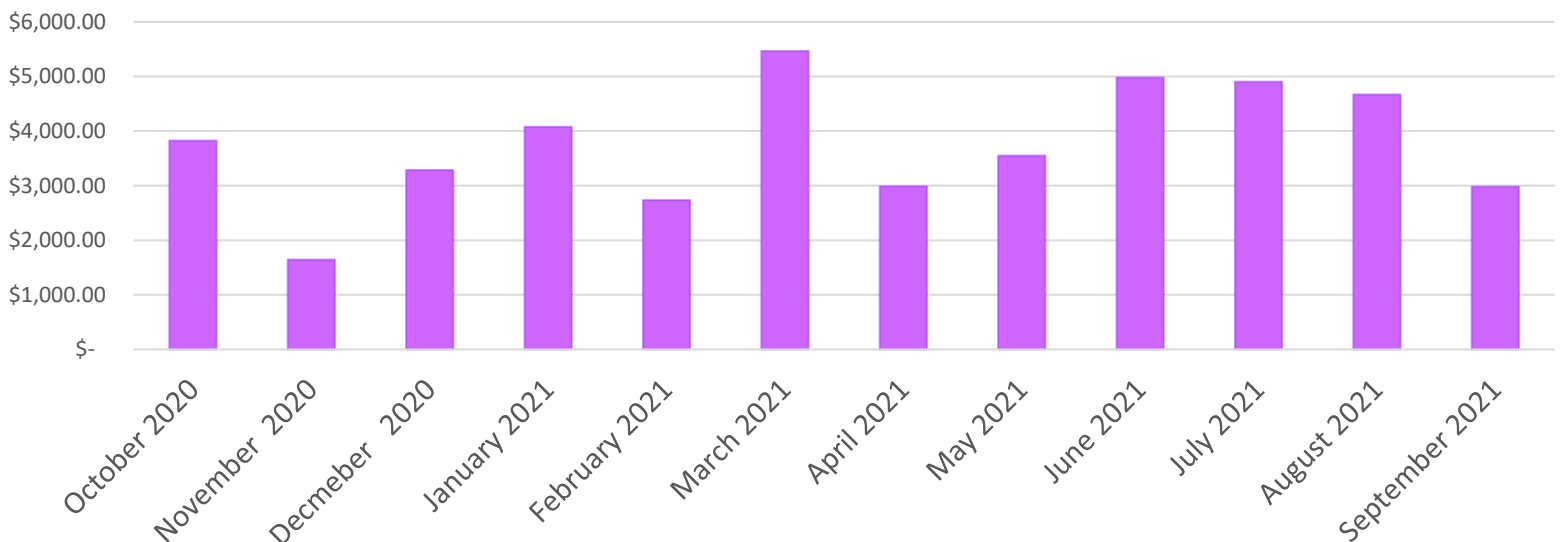
### Actual and Encumbered Expenses FY2021



- Wages & Salaries/Fringe Benefits-\$879,812.69
- Overtime Compensation -\$57,001.64
- Holiday Pay- \$10,397.25
- Fuel and Lubrication- \$77,313.75
- Repairs and Maintenance-\$24,944.30
- Communications-\$23,437.75
- Utilities- Power -\$14,026.42
- Vehicles - \$43,465.00
- Supplies-Office -\$3,568.66
- Supplies- Operation -\$ 28,502.04
- Professional Services -\$24,411.85
- Advertising -\$4,181.91
- Dues and Subscriptions -\$ 2,025.00
- Printing and Photocopying -\$ 15,471.00
- Rental-Office- \$42,000.00
- Rental-Vehicles -\$241,280.00
- Cleaning Services -\$9,485.00
- Indirect Costs-\$102,789.00
- Construction/Buildings-\$4,155,744.44
- Travel -\$13,181.00
- Equipment -\$43,530.95
- Office Furnitures & Fixtures -\$2,279.00
- Rental Others -\$2,000.00
- Rental - Office Equipment -\$5,190.41

**Total Expenditures: \$5,826,069.06**

### FY 2021 FAREBOX REVENUE



**Revenue collected from October 1, 2020 to September 30, 2021 – \$ 45,130.50**

# LOOKING FORWARD

## COMMONWEALTH OFFICE OF TRANSIT AUTHORITY'S ADMINISTRATIVE BUILDING & MAINTENANCE FACILITY

ESTIMATED COMPLETION DATE: DECEMBER 02, 2021



COTA IS IN THE PROCESS OF PURCHASING TEN (10) ADA ACCESSIBLE TRANSIT BUSES FOR THE RE-OPENING OF THE COTA'S FIXED ROUTE SERVICE.



ON OCTOBER 25, 2021, THE COTA WILL ASSIST THE CNMI PSS CO-OP PROGRAM IN ASSISTING ITS STUDENTS BY PROVIDING TRANSPORTATION TO AND FROM THEIR PLACE OF EMPLOYMENT.



## CHALLENGES:

- Procurement of program transit vehicles to accommodate regular operations and airport operations.
- Transitioning to the new financial system (MUNIS). The COTA is unable to purchase operational/office supplies until given access by the Department of Finance – Office of Information Technology.

## CONTACT INFORMATION:

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