

IMMEDIATE NEED REQUEST

2015 - 2016

Approved in
Cabinet 12/1/15
BKH
Grogan
MT. SAC
Mt. San Antonio College

Requested by: (Unit, Department, Division or Vice President)		Date to VP: 11/30/2015
Location	(Fill-in)	Reviewed By (Signature):
Department or Unit:	Facilities Planning & Management	Date to Cabinet:
Division:	Administrative Services	Outcome:
Vice President:	Michael Gregoryk	
Budget Request(s) (List in Priority Order)	Justification for Request(s)	Funds Requested **
	An "Immediate Need" is a shortfall in funding that, unless funded immediately, could cause a program to cease to function.	Amount Ongoing Approved
1. Student Shuttle Service	In the summer of 2015, the Parking Structure project was shifted to "on hold" status. As a result, the capacity of temporary student parking lot "M" was increased to over 950 parking spaces. To facilitate pedestrian access to the main campus, and to mitigate traffic congestion created by the pedestrian crossing at Temple Avenue and Mt. SAC Way, a student shuttle service was initiated on a trial basis for the fall 2015 semester. As part of the service, drivers were directed to count the number of students using the shuttle each day. Student ridership ranges between 350 to 1,000 students per day. The average number for the first two weeks of November was 450 students per day. At this time, based on the success of the shuttle service, staff recommends the continuation of the service for the spring 2016 semester, using two buses for the first three weeks of the semester and one bus for the remainder of the semester. During the fall semester the shuttle service was funded using the student transportation budget. To ensure continuity of both the shuttle service and the regular student transportation services, an immediate budget increase of \$65,000 is necessary. The fee for fall 2015 semester was \$32,500. Service for the spring 2016 semester will require \$32,500.	\$65,000.00
Account Number(s):	11900 623000 589000 651000,	
2.		
Account Number(s):		

** Please provide documentation to support the amount requested, such as price quotes from vendor, copy of catalog, etc. Also, include any ancillary costs, such as maintenance, annual software upgrades, etc.