FIRST TRANSIT REOPENING GUIDANCE
FOR RUTGERS UNIVERSITY

First Transit, defined as an “Unaffiliated Private Carrier” not in contract with NJ Transit, and in accordance with New Jersey Governor Executive Order NO. 165 dated July 13, 2020, will accept and adhere to the following Rutgers University reopening guidance for all Rutgers campus mobility service delivery.

Operational Adjustments

- **Updated cleaning procedures:** First Transit operated vehicles will be disinfected every 24 hours using ozonators. The use of an ozonator will reach and disinfect every part of the bus occupied by air to include all hard surfaces, handholds, arm rests, and seating areas. An ozonator destroys all biological materials and does not leave any chemicals or residue in the vehicles. Eating and drinking are strictly prohibited aboard all transit vehicles.

- **PPE and face coverings:** First Transit staff are required to wear face coverings at all times while operating Rutgers buses and while on Rutgers campuses. During the assisted loading of passengers with mobility devices First Transit staff will use additional PPE, to include face shields and gloves.

- **Reduce vehicle capacity:**
  - Limited to NJ DOT stated maximum seated capacity, in accordance with New Jersey Governor Executive Order NO. 165 dated July 13, 2020.
  - Seats required to be empty will be marked as such, in the event seats are required to be empty.
  - Once the bus has reached its maximum capacity the driver will switch the destination sign to show the message “Bus is full due to social distancing” or equivalent message.

- **Revised service delivery:** To accommodate revised class schedules and the need to social distance while on the vehicle, we may need to revise routes and adjust contract agreements. This includes driver sanitation breaks in between runs and/or at the end of each run.

- **Barrier installation:** Barriers are installed in the driver’s compartment of the vehicles to ensure social distancing between the operator and the passengers.

Client Social Distancing and Rider Responsibility Policies

- First Transit will adhere to the following Rutgers University policies to address the following items:
  - **Not riding when experiencing symptoms:** Rutgers faculty, staff, students, and visitors of the Rutgers University community are not authorized to ride campus transit if they are experiencing COVID-19 symptoms or have been diagnosed with COVID-19.
  - **Use of face coverings:** All passengers must wear a face covering when riding a vehicle except in cases when medical requirements limit ability to wear face coverings. Rutgers University will provide a plan for individuals who are unable to wear face coverings for medical reasons.
Avoiding the driver: Passengers should not cross into the driver barrier area of any vehicle, unless an emergency exit of the vehicle is required.

Boarding: Passengers should board the rear door of the vehicle, unless a mobility device is required, and the vehicles front door ramp will be utilized. All boarding with mobility devices will be supported by First Transit staff.

Bus stops: Rutgers University should plan for social distancing at bus stops.

Communication of passenger policies

Signage: First Transit will provide the following signage for all vehicles in accordance with Rutgers University policy detailing transportation policy for the interior and exterior of the buses and bus stops.

- **Vehicle Maximum Capacity.** Posted at all vehicle entrances.
- **Passenger Rear Door Boarding.** Posted at all vehicle entrances.
- **Rutgers Face Mask Policy.** Approved Rutgers Institutional Planning and Operations sign, posted at all vehicle entrances, and outside driver barrier areas.
- **Driver Barrier Restricted Social Distancing Access.** Posted outside of driver barrier areas.
- **Blocked Off Seating.** Any seat blocked off to increase social distancing.

Enforcement: First Transit will ensure all passengers are notified of Rutgers University passenger polices in a respectful and appropriate manner. Rutgers University is expected to coordinate the enforcement of all policies at stops and on the vehicles.