AMM Webinar

RideSheet: Dispatching Technology for Rural Transit

Tuesday, October 14th, 2025

Presenter



Michael Wilson

Director of Mobility Management

Flint Hills Coordinated Transit District (CTD #4)



Today's Agenda

- Introduction
- Why do we need Technology Tools?
- RideSheet Overview
- Three-phase Kansas Pilot
- Implementation
- Estimated Costs
- Demonstration
- Reporting
- Next Steps
- Question & Answer



Why do we need Technology Tools?

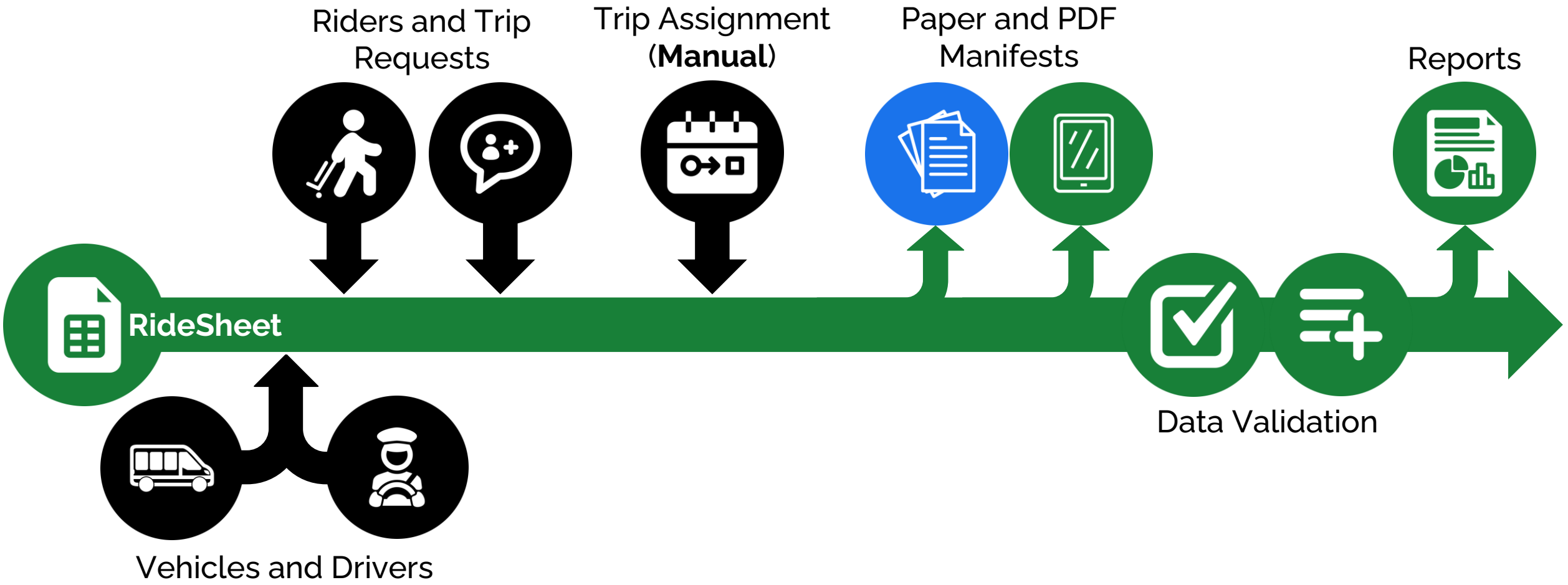
- **Streamlined Simplified Operations**
  - Using resources more effectively.
  - Standardized procedures for future personnel.
  - More consistent service.
  - Enhanced ability to deliver more trips.
- **Efficient and Accurate Reporting**
  - Instead of guessing, we use solid data to steer our decisions.
  - Guide long-range planning to make smarter, data-informed decisions for the future.



RideSheet: What is it?

- RideSheet is a **simple**, **affordable** solution for managing and reporting on small demand-response transportation services. It's designed to support rural and specialized transit providers ready to transition from paper logs, whiteboards, and ad-hoc spreadsheets to a more systematic and accessible **tracking tool**.
- RideSheet handles **tracking** customers, trips, runs and more, and makes it easy to generate manifests and reports.
- A smart designed **spreadsheet** hosted in the cloud
- A secure small-scale **database** with version tracking
- A set of **programming scripts and formulas** to move data and make tedious tasks easier
- Built entirely on the **Google Workspace** platform

A Data Hub for Operations



What RideSheet Isn't

- RideSheet is not a "smart" app. It will not make scheduling suggestions or optimizations. (Trip Batching)
- RideSheet isn't backed by a big tech firm pushing add-ons or future upgrades—it's built to serve your needs without hidden agendas.
- Like any technology solution, RideSheet may not be the right fit for every organization. Its success depends on a readiness to embrace change and the presence of strong, committed leadership.



Three-phase Kansas Pilot

Phase 1

- Clay County
- Non-Profit 5311
- Pilot Start: Aug 2023
- Goal: Product Development
- Paper, Improvised Spreadsheets
- Limited Tech
- 6-month implementation
- Status: Successfully completed with extensive credits in Version 1.0

Phase 2

- Marshall County
- Agency on Aging 5311
- Pilot Start: Dec 2024
- Goal: Efficiencies
- Paper, Improvised Spreadsheets
- Moderate Tech
- 3-month implementation
- Status: Multiple hurdles were overcome, and full implementation was successful

Phase 3

- Ottawa County
- Health Dept. 5311
- Pilot Start: July 2025
- Goal: Replicability
- Google Calendar, Improvised Spreadsheets
- Moderate Tech
- Status: In progress and proof another mobility manager can lead implementation

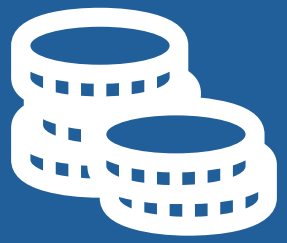
Key Results in Clay County

Quantitative	Staff Time State Reporting
Qualitative	Data Accuracy Missed Rides Reports



Implementation

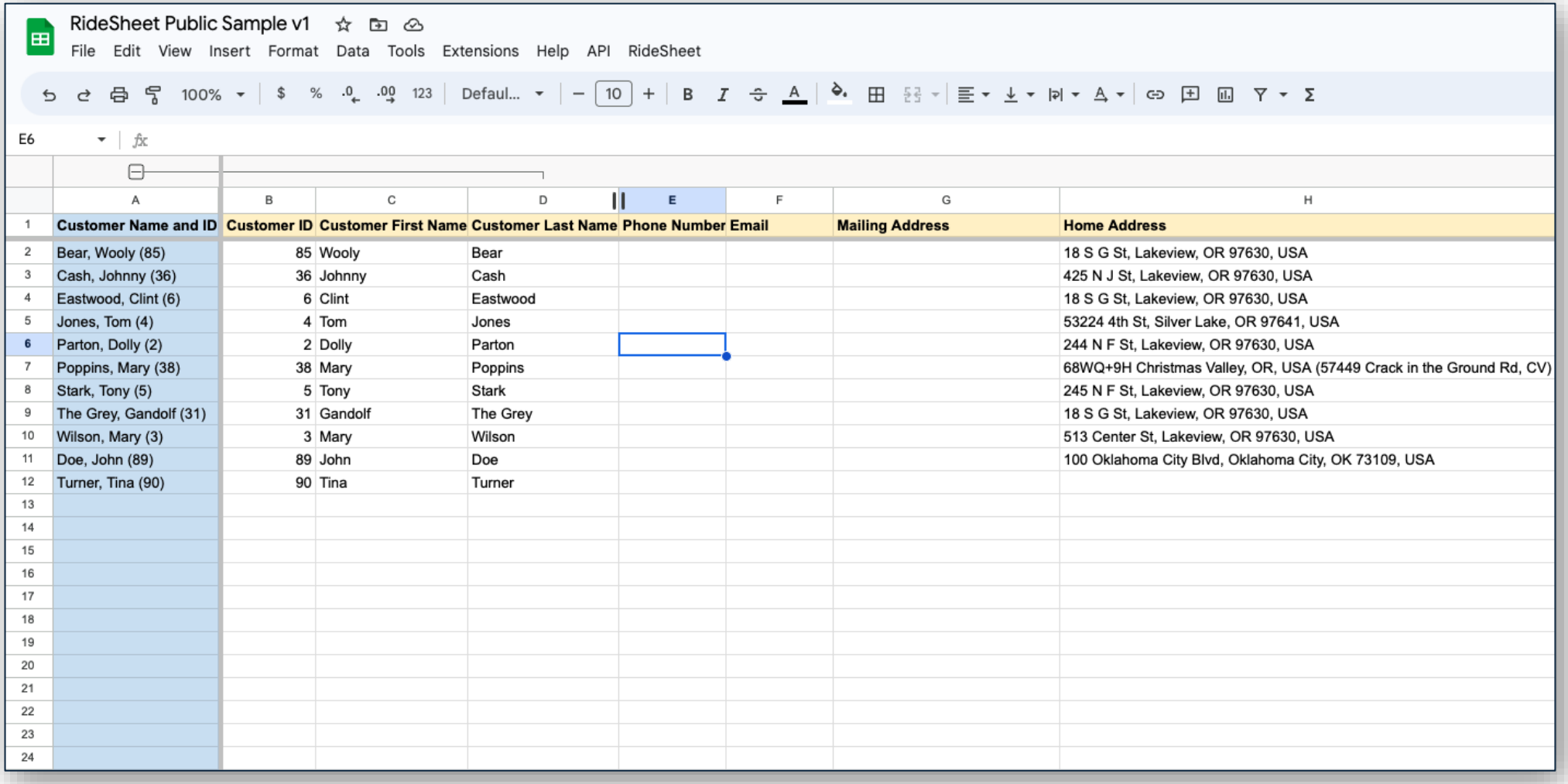
- Assess existing technology and staff technical capabilities.
- Setup Google Workspace and acquire a Domain if needed.
- Update existing technology if needed and train staff on Google Workspace tools. (Gmail, Drive, Sheets, etc.)
- Collect and input customers, drivers, dispatchers, vehicles, addresses, and fare types into RideSheet.
- Get to know the RideSheet workflow with both in-person and virtual training options.
- Implement training for drivers on the new manifest, with ongoing adjustments.
- Keep using the old method alongside RideSheet for at least a month, until everyone feels confident with how it works and the reports it generates.
- Regularly evaluate processes and refine workflows to enhance efficiency.



Estimated Costs

- Visible Costs
  - Google Workspace ($84/user per year or free for non-profits)
  - Domain Address ($12 per year)
  - RideSheet Vendor Support Plan ($6,000 the first year, then $3,000 each year after.)
  - Compatible Computer with Multiple Wide-screen Monitors ($400 ~ $1500)
  - National RTAP-supported documentation & community forums (free)
- Submerged Costs
  - Excel & data management skills
  - Reliable internet connectivity
  - Cloud and data security training, policies, and procedures
  - Effecting organizational change

Demonstration



	A	B	C	D	E	F	G	H
1	**Customer Name and ID**	**Customer ID**	**Customer First Name**	**Customer Last Name**	**Phone Number**	**Email**	**Mailing Address**	**Home Address**
2	Bear, Wooly (85)	85	Wooly	Bear				18 S G St, Lakeview, OR 97630, USA
3	Cash, Johnny (36)	36	Johnny	Cash				425 N J St, Lakeview, OR 97630, USA
4	Eastwood, Clint (6)	6	Clint	Eastwood				18 S G St, Lakeview, OR 97630, USA
5	Jones, Tom (4)	4	Tom	Jones				53224 4th St, Silver Lake, OR 97641, USA
6	Parton, Dolly (2)	2	Dolly	Parton				244 N F St, Lakeview, OR 97630, USA
7	Poppins, Mary (38)	38	Mary	Poppins				68WQ+9H Christmas Valley, OR, USA (57449 Crack in the Ground Rd, CV)
8	Stark, Tony (5)	5	Tony	Stark				245 N F St, Lakeview, OR 97630, USA
9	The Grey, Gandolf (31)	31	Gandolf	The Grey				18 S G St, Lakeview, OR 97630, USA
10	Wilson, Mary (3)	3	Mary	Wilson				513 Center St, Lakeview, OR 97630, USA
11	Doe, John (89)	89	John	Doe				100 Oklahoma City Blvd, Oklahoma City, OK 73109, USA
12	Turner, Tina (90)	90	Tina	Turner				
13								
14								
15								
16								
17								
18								
19								
20								
21								
22								
23								
24								

Kansas MM Demo RideSheet Instance

Vehicle: B - Driver: Cody Miller

8/12/2025 - Tuesday

Actual Start Time:	**Fare $:**
Actual End Time:	**Tickets Used:**
Start Odometer:	**Tickets Sold:**
End Odometer:	**Donations:**
Non-Revenue Time:	

↑ **10:00 AM:** ☐ Pickup Logan Gonzalez at 603 E Crawford St, Clay Center, KS 67432, USA
Phone: 785-578-1420 **Mobility Factors:** WC
Appointment Time: **Fare:** $30
Customer Notes:
Trip Notes:
↓ **11:11 AM:** Drop off Logan Gonzalez at 2900 S 9th St, Salina, KS 67401, USA (Salina WAL-MART)

↑ **01:00 PM:** ☐ Pickup Logan Gonzalez at 2900 S 9th St, Salina, KS 67401, USA (Salina WAL-MART)
Phone: 785-578-1420 **Mobility Factors:** WC
Appointment Time: **Fare:** $NC
Customer Notes:
Trip Notes:
↓ **02:10 PM:** Drop off Logan Gonzalez at 603 E Crawford St, Clay Center, KS 67432, USA

Return completed Manifests to Dispatch at the end of every day.

Generated 8/10/2025 04:29 PM



Reporting

- Fully customizable with options for expansion
- Current Report Types
  - Runs
  - Trips
  - Trip Analysis
  - Heatmap
  - Connection Map

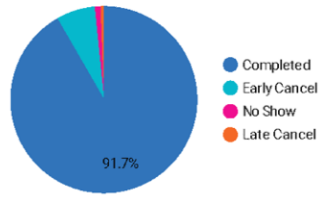
Jul 1, 2025 - Jul 31, 2025

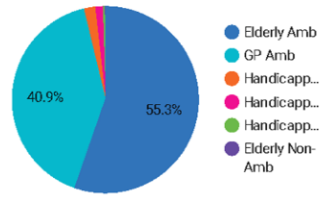
	Vehicle ID	Run Count	Odo Start	Odo End	Vehicle Miles	Non-Revenue Miles	Revenue Miles	Vehicle Hours	Non-Revenue Hours	Revenue Hours
1.	A	16	116,381	117,156	775	67.0	708.0	135:00:00	51:26:00	83:34:00
2.	B	25	19,356	21,195	1,839	63.8	1,775.2	216:20:00	85:00:00	131:20:00
3.	C	8	126,539	127,120	578	118.1	459.9	56:30:00	24:26:00	32:04:00
4.	D	17	228,479	229,962	1,483	223.5	1,259.5	139:15:00	61:59:00	77:16:00
	Grand total	**66**	**19,356**	**229,962**	**4,675**	**472.4**	**4,202.6**	**547:05:00**	**222:51:00**	**324:14:00**

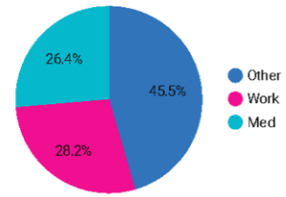
	Run Date	Tickets Used	Fare Revenue	Donation Revenue	Ticket Revenue	Prepaid Revenue	Total Revenue
1.	Jul 1, 2025	14	$76.00	$0.00	$30.00	$0.00	$106.00
2.	Jul 2, 2025	38	$50.00	$0.00	$20.00	$0.00	$70.00
3.	Jul 3, 2025	40	$80.00	$0.00	$0.00	$0.00	$80.00
4.	Jul 7, 2025	12	$63.00	$0.00	$10.00	$0.00	$73.00
5.	Jul 8, 2025	10	$45.00	$0.00	$0.00	$0.00	$45.00
6.	Jul 9, 2025	12	$31.00	$0.00	$230.00	$0.00	$261.00
7.	Jul 10, 2025	14	$87.00	$0.00	$0.00	$0.00	$88.00
8.	Jul 11, 2025	43	$37.00	$0.00	$0.00	$0.00	$38.00
9.	Jul 12, 2025	4	$15.00	$0.00	$0.00	$0.00	$15.00
10.	Jul 14, 2025	15	$47.00	$0.00	$100.00	$0.00	$146.00
11.	Jul 15, 2025	10	$46.00	$0.00	$50.00	$0.00	$96.00
12.	Jul 16, 2025	25	$47.00	$0.00	$20.00	$0.00	$67.00
13.	Jul 17, 2025	45	$41.00	$0.00	$10.00	$0.00	$50.00
14.	Jul 18, 2025	48	$62.00	$0.00	$0.00	$0.00	$63.00
15.	Jul 19, 2025	4	$10.00	$1.00	$0.00	$0.00	$11.00
16.	Jul 21, 2025	22	$105.00	$0.00	$0.00	$0.00	$105.00
17.	Jul 22, 2025	12	$27.00	$0.00	$0.00	$0.00	$25.00
18.	Jul 23, 2025	18	$40.00	$0.00	$10.00	$0.00	$50.00
19.	Jul 24, 2025	58	$65.00	$5.00	$20.00	$0.00	$91.00
20.	Jul 25, 2025	40	$38.00	$0.00	$120.00	$0.00	$158.00
21.	Jul 26, 2025	4	$4.00	$0.00	$10.00	$0.00	$14.00
22.	Jul 28, 2025	11	$97.00	$2.00	$0.00	$0.00	$100.00
23.	Jul 29, 2025	19	$70.00	$5.00	$60.00	$0.00	$135.00
24.	Jul 30, 2025	35	$20.00	$0.00	$45.00	$0.00	$65.00
25.	Jul 31, 2025	19	$36.00	$65.00	$0.00	$0.00	$100.00
	Grand total	**572**	**$1,239.00**	**$78.00**	**$735.00**	**$0.00**	**$2,052.00**

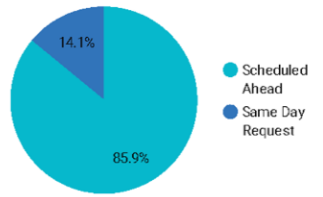
Jul 1, 2025 - Jul 31, 2025

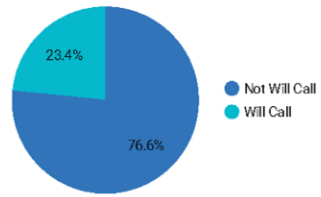
Trip Result







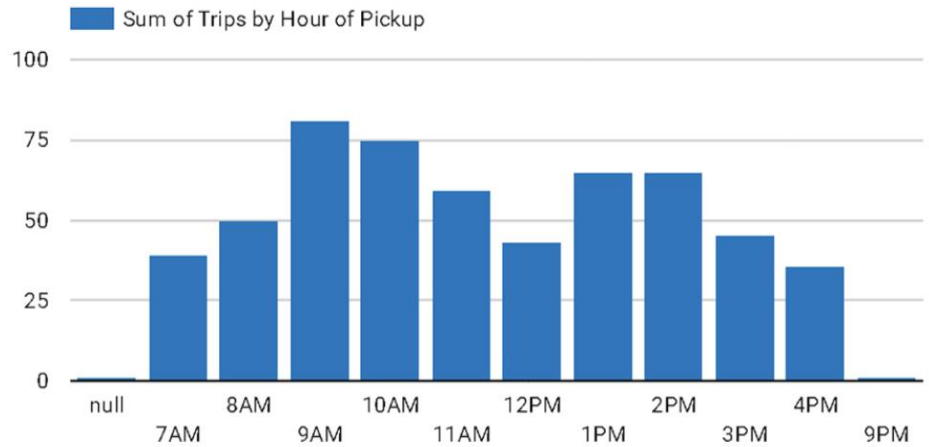


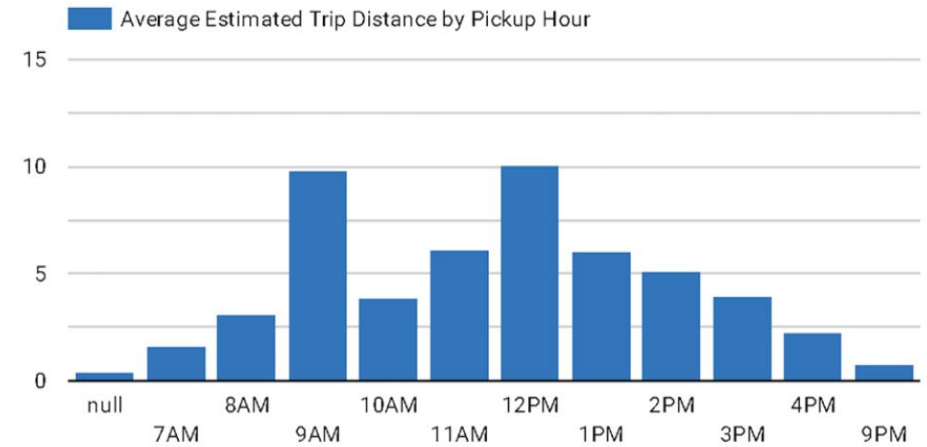


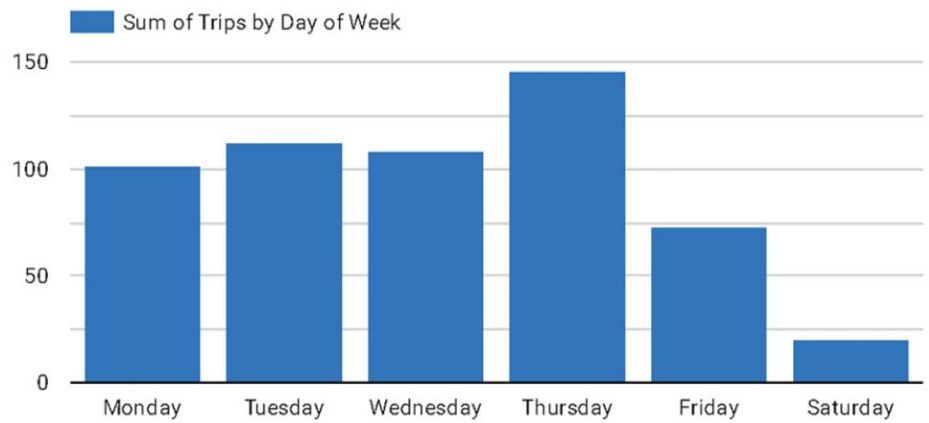
	Trip Date ❶ ▲	Customer Name and ID	Trip Result ❷ ▲	Trips	Records
1.	Jul 1, 2025		Completed	2	2
2.	Jul 1, 2025		Completed	6	6
3.	Jul 1, 2025		Completed	2	2
4.	Jul 1, 2025		Completed	2	2
5.	Jul 1, 2025		Completed	2	2
6.	Jul 1, 2025		Completed	2	2
7.	Jul 1, 2025		Completed	2	2
8.	Jul 1, 2025		Completed	2	2
9.	Jul 1, 2025		Completed	1	1
10.	Jul 1, 2025		Completed	2	2
11.	Jul 1, 2025		Completed	2	2
12.	Jul 1, 2025		Completed	1	1
			Grand total	**500**	**500**

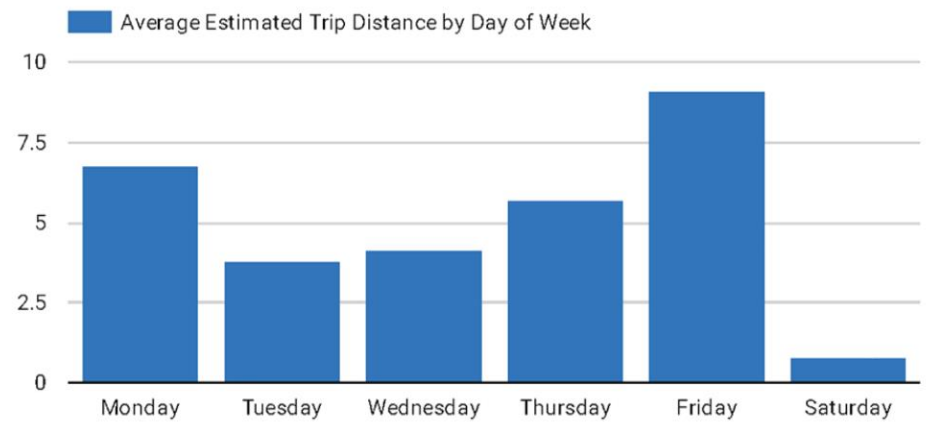
Jul 1, 2025 - Jul 31, 2025

Trip Result: Completed (1)



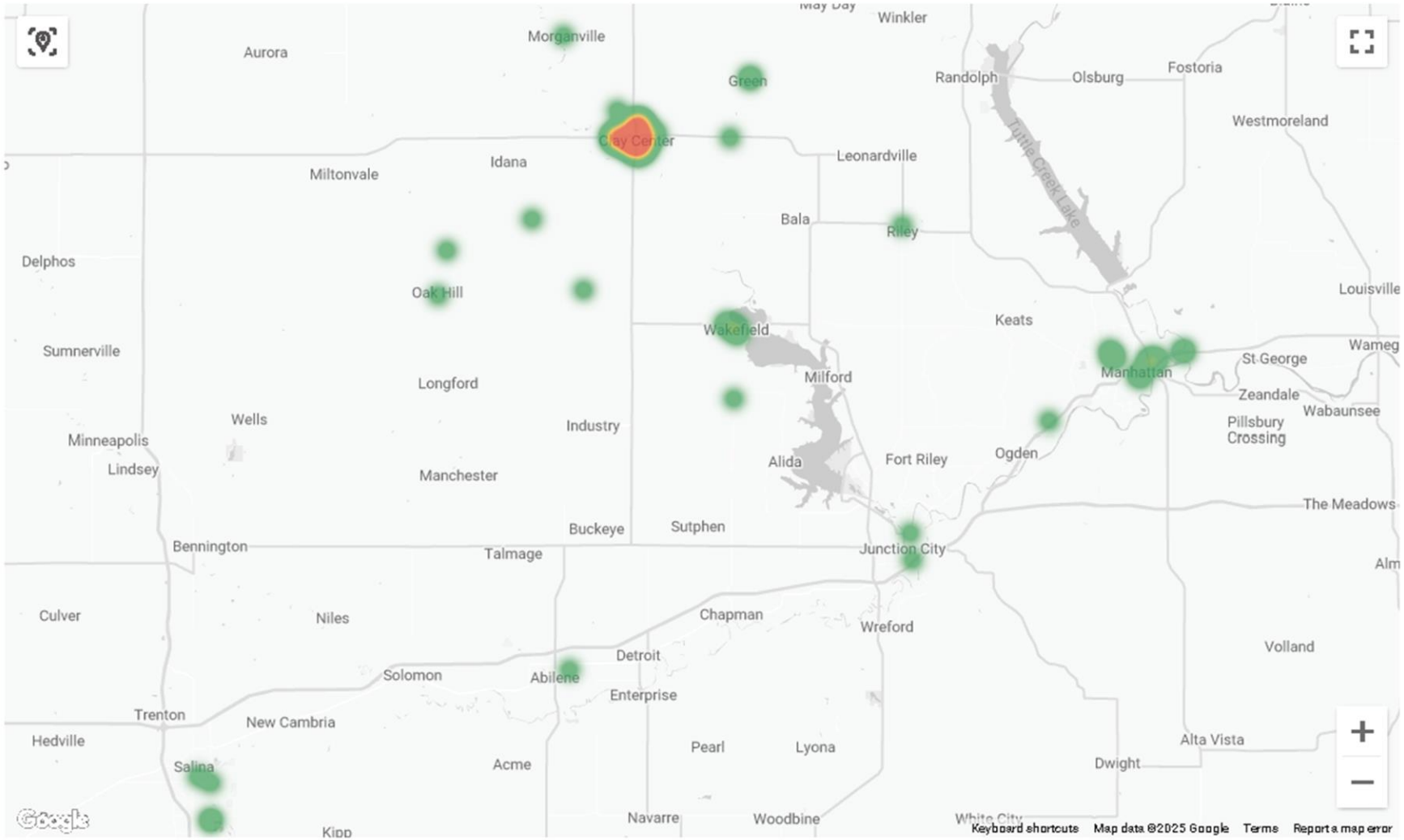


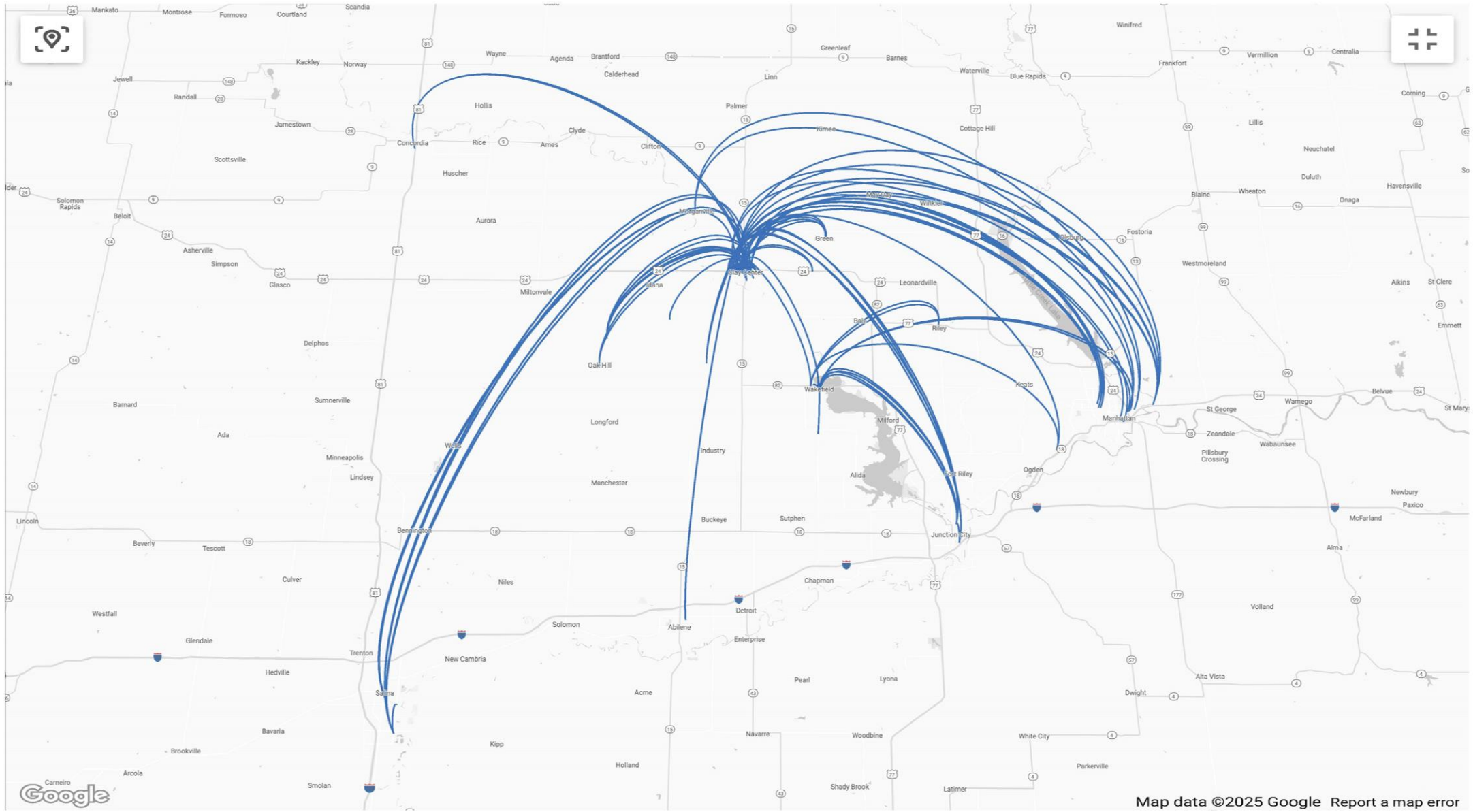




Jul 1, 2025 - Jul 31, 202 | Trip Result: Completed (1) | Trip Sequence | Trip Reverse Sequence

Drop-off Location Heat Map




Mankato
Montrose
Formoso
Courtland
Scandia
Kackley
Norway
Jewell
Randall
Jamestown
Scottsville
Solomon Rapids
Beloit
Asherville
Simpson
Glasco
Wayne
Agenda
Brantford
Calderhead
Hollis
Concordia
Rice
Ames
Clyde
Clifton
Huscher
Aurora
Morganville
Miltonvale
Palmer
Linn
Greenleaf
Barnes
Kimeo
Cottage Hill
Waterville
Blue Rapids
Winifred
Frankfort
Vermillion
Centralia
Corning
Lillis
Neuchatel
Duluth
Havensville
Blaine
Wheaton
Onaga
Fostoria
Westmoreland
Aikins
St Clere
Emmett
Belvue
Wamego
St George
Manhattan
Zeandale
Wabaunsee
Pillsbury Crossing
Ogden
Fort Riley
Alida
Milford
Keats
Riley
Leonardville
Green
Clay Center
Oak Hill
Wakefield
Longford
Industry
Manchester
Delphos
Sumnerville
Barnard
Ada
Minneapolis
Lindsey
Wells
Lincoln
Beverly
Tescott
Culver
Westfall
Glendale
Hedville
Bavaria
Brookville
Arcola
Carneiro
Smolan
Trenton
Salina
New Cambria
Solomon
Abilene
Niles
Buckeye
Sutphen
Bennington
Junction City
Chapman
Detroit
Enterprise
Pearl
Lyona
Acme
Navarre
Woodbine
Kipp
Holland
Shady Brook
Latimer
White City
Parkerville
Dwight
Alta Vista
Volland
Alma
McFarland
Newbury
Paxico
Google
Map data ©2025 Google
Report a map error



Next Steps

- Version 1.0 is finalized and set for deployment.
- Schedule a personalized demo.
- Conduct a needs assessment.
- Initiate the process for securing funding and obtaining KDOT authorization.
- Coordinate with your Mobility Manager to begin the implementation process.
- Communicate the rollout plan.

Question & Answer

- Michelle Coats – Director of Mobility Management CTD 7
  - What are your thoughts on the need for low-cost dispatching software for smaller transit agencies?
  - Do you feel like it is difficult to incorporate RideSheet into the daily process?
  - With limited time and staffing at most small transit agencies, do you think that RideSheet can be successful without someone like a Mobility Manager to assist?
  - What are your thoughts on the importance of accurate data collection and reporting for transit agencies?



Question & Answer

- *We’d love to hear your thoughts. Feel free to ask anything or share your perspective.*

Thank you!

- *Read the paper. Reach out. Try the tool.*
- *Special thanks to KDOT, National RTAP, and Full Path LLC.*

Kansas Department of Transportation

Kansas mobility management

National RTAP Rural Transit Assistance Program

FULL PATH