

CYRIDE RUNSHEET

Updated: 5/22/2025

RUN: 52

5/17/2025 to 8/17/2025

CODE	TIME	RTE	FROM	SPECIAL INSTRUCTIONS
RUN: 52	10:40 AM		Base	Report for work. Start Mini. Take EASE binder. Receive tablet & tally sheet from Dispatch. Dispatch will have tablet logged in by 10:40am Be sure to check your scheduled calls.
	10:50 AM			10-76 to EASE Zone
	10:55 AM			You will be in the EASE zone & receiving EASE pickups by 10:55am and remain in zone till 3:00 PM
				You must be in the EASE zone for the on-demand system to provide the best service to our Bus must be at City Hall or East of City Hall to in the zone.
				Pick up and drop off passengers as scheduled. If needed, assist dispatch w/ transfers
	3:00 PM			If finished with trips, log out @3:00 PM and 10-19 Do not leave EASE zone or log out before 3:00 PM Bring the tablet inside to the Dispatch window
				<i>**During the shift you are expected to stay within the EASE zone between trips. Do not standby at Base.**</i>
	3:10 PM		Base	End 4.5 hours

Additional Notes

Multiple vehicles will be in service zone during relief times. This is designed to provide the best customer service while we transition driver shifts. Do not leave service zone early unless instructed by dispatch.