

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
1362 Rutan Court, Suite 100
Livermore, CA 94551

BOARD OF DIRECTORS MEETING

DATE: January 9, 2017

PLACE: Diana Lauterbach Room LAVTA Offices
1362 Rutan Court, Suite 100, Livermore CA

TIME: 4:00pm

AGENDA

1. Call to Order and Pledge of Allegiance

2. Roll Call of Members

3. Meeting Open to Public

- Members of the audience may address the Board of Directors on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Unless members of the audience submit speaker forms before the start of the meeting requesting to address the board on specific items on the agenda, all comments must be made during this item of business. Speaker cards are available at the entrance to the meeting room and should be submitted to the Board secretary.
- Public comments should not exceed three (3) minutes.
- Items are placed on the Agenda by the Chairman of the Board of Directors, the Executive Director, or by any three members of the Board of Directors. Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.
- For the sake of brevity, all questions from the public, Board and Staff will be directed through the Chair.

4. September Wheels Accessible Advisory Committee Minutes Report

5. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

- A. **Minutes of the November 7, 2016 and December 5, 2016 Board of Directors meeting.**
- B. **Treasurer's Report for the month of October 2016 and November 2016**

Recommendation: Staff recommends approval of the October 2016 and November 2016 Treasurer's Report.

- C. **Contract Award for Tri-Valley Comprehensive Paratransit Assessment**

Recommendation: The Projects and Services Committee recommends that the LAVTA Board of Directors ratify the the MOU with the City of Pleasanton for the Comprehensive

Tri-Valley Paratransit Assessment that was signed by LAVTA Executive Director.

D. Resolution Authorizing the Livermore Amador Valley Transit Authority to Adopt an Operational Area Agreement for Participation in the Alameda County Operational Area Emergency Management Organization

Recommendation: Staff recommends the LAVTA Board of Directors approve the Resolution 03-2017 Authorizing the Livermore Amador Valley Transit Authority to Adopt and Operational Area Agreement for Participation in the Alameda County Operational Area Emergency Management Organization.

E. Resolution Authorizing the Filing of Applications for Federal Funds for Fiscal Year 2017, 2018, 2019 and 2020 to the Metropolitan Transportation Commission

Recommendation: Staff recommends the Board approve “a resolution authorizing the filing of an application for FTA Formula Program and Surface transportation programs funding by the Livermore Amador Valley Transit Authority (LAVTA) for Capital and Operating funds for fiscal years 2017, 2018, 2019 and 2020 and committing the necessary local match for the projects and stating the assurance of LAVTA to complete the project.” Resolution 05-2017.

6. Update on the Tri-Valley Park-and-Ride Study

Recommendation: None – Information only

7. Resolution of the Board of Directors Appreciating the Services of Councilmember Laureen Turner

Recommendation: It is requested that the Board of Directors adopt the attached Resolution appreciating the services of Councilmember Laureen Turner. Resolution 06-2017.

8. First Amendment to Agreement with City Concerning Historic Depot

Recommendation: The recommendation is that the LAVTA Board approves the First Amendment to the November 24, 2015 Lease Agreement between the City of Livermore and LAVTA concerning the Historic Depot.

9. LAVTA Purchase of Rutan Maintenance Bay Lift

Recommendation: Staff, in conjunction with LAVTA Legal Counsel recommends that the Board approve Resolution 02-2017 to reject the low bid and authorize the Executive Director to negotiate on the open market and enter into a contract or contracts for the replacement and installation of a maintenance bay lift at the Rutan facility for \$147,000 with a contingency of \$3,000 for an aggregate of \$150,000.

10. Executive Director’s Report

11. Set Board of Director Meeting Dates for 2017

Recommendation: Staff recommends the Board of Directors adopt the above meeting calendar

for 2017.

12. Adjourn to CLOSED SESSION

**13. Closed Session pursuant to Cal. Government Code Section 54956.9(d):
CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
SIGNIFICANT EXPOSURE TO LITIGATION (2 MATTERS)**

14. Reconvene to OPEN SESSION

15. Matters Initiated by the Board of Directors

- Items may be placed on the agenda at the request of three members of the Board.

16. Next Meeting Date is Scheduled for: February 6, 2017

17. Adjournment

Please refrain from wearing scented products (perfume, cologne, after-shave, etc.) to these meetings, as there may be people in attendance susceptible to environmental illnesses.

I hereby certify that this agenda was posted 72 hours in advance of the noted meeting.

/s/ Jennifer Suda

1/4/2017

LAVTA, Administrative Assistant

Date

On request, the Livermore Amador Valley Transit Authority will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. A written request, including name of the person, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service should be sent at least seven (7) days before the meeting. Requests should be sent to:

*Executive Director
Livermore Amador Valley Transit Authority
1362 Rutan Court, Suite 100
Livermore, CA 94551
Fax: 925.443.1375
Email: frontdesk@lavta.org*

AGENDA

ITEM 4

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
1362 Rutan Court, Suite 100
Livermore, CA 94551

WHEELS Accessible Advisory Committee

DATE: Wednesday, November 2, 2016

PLACE: Pleasanton Senior Center
1362 Rutan Court, Suite 100, Livermore, CA

TIME: 3:33 p.m.

DRAFT MINUTES

1. Call to Order

The WAAC Chair Carmen Rivera-Hendrickson called the meeting to order at 3:30 pm.

Members Present:

Connie Mack	City of Dublin
Shawn Costello	City of Dublin
Russ Riley	City of Livermore
Carmen Rivera-Hendrickson	City of Pleasanton
Glenn Hage	City of Pleasanton – Alternate
Herb Hastings	County of Alameda
Judy LaMarre	County of Alameda – Alternate
Amy Mauldin	Social Services Member
Jennifer Cullen	Social Services Member
Pam Deaton	Social Services Member
Esther Waltz	PAPCO Representative

Staff Present:

Christy Wegener	LAVTA
Kadri Kulm	LAVTA
Jesse Garcia	LAVTA
Juana Lopez	MTM

Members of the Public:

Kathleen Anderson	Senior Support Services of Tri-Valley
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2. **Citizens' Forum: An opportunity for members of the audience to comment on a subject not listed on the agenda (under state law, no action may be taken at this meeting)**

None

3. **Minutes of the November 2, 2016 Meeting of the Committee**

Approved.

Waltz/Hastings

Costello abstains.

4. **Meeting Location Discussion**

Carmen Rivera-Hendrickson requested to remove this item from the agenda so that a discussion with staff could take place prior to a Committee discussion.

5. **Comprehensive Paratransit Assessment**

In late August, the City of Pleasanton released a Request for Proposals (RFP) to bring onboard a consultant to conduct a comprehensive assessment of paratransit services throughout the Tri-Valley. The project management team is comprised of LAVTA and City of Pleasanton. WAAC member Helen Buckholz was selected to participate on the selection committee. Four proposals were received by various consultants and the interviews were held with the top two firms in early October. The selection committee made a recommendation for the preferred consultant team, and the project managers from the City and LAVTA met with the project manager for the preferred consultant to discuss final changes in the scope, and to negotiate the best-and-final offer. The City of Pleasanton is anticipated to award the contract in Mid-November.

Staff also talked about the Alameda CTC outreach to identify the mobility needs of seniors and people with disabilities in Alameda County. Staff distributed flyers and the WAAC members were encouraged to submit their feedback to Naomi Armenta.

Carmen Rivera-Hendrickson said Pleasanton got an award of being an accessible city.

6. **COA Update**

Staff provided an update of on the implementation of the Comprehensive Operational Analysis service recommendations, which took effect on August 13, 2016. The ridership statistics over the first 8 weeks of operating compared to the same 8 weeks in FY2016 suggests the total ridership was down by -8.92%, but

the most recent 4 weeks of data showed the ridership decline of -6%, suggesting that the post-COA ridership is starting to rebound. OTP has improved slightly over the last year's metric, but it still remains a challenge. Staff is taking steps to improve the OTP.

7. Fixed Route Operational Issues – Suggestions for Changes

Shawn Costello reported that there are new buses on the R-30 line don't have appropriate securements. Staff indicated Shawn was welcome to come to LAVTA's offices so they can demonstrate how the new tie downs work.

Esther Waltz had a concern about Route 8 scheduling, she said she missed the 2:32pm bus. Judy La Marre added that she has the same problem because the buses don't connect in downtown Pleasanton and she has to wait for an hour if she misses her connection. Some passengers are confused about interlining of buses. Staff will continue to work on improving public information.

Herb Hastings said that more frequent service is needed on Route 14 to the outlet mall on the weekends.

8. Dial-A-Ride Operational Issues – Suggestions for Changes

None

9. PAPCO Report

Esther Waltz reported on the latest PAPCO meeting. PAPCO members received updates on GAP grants and CIP, and there was a discussion on the Countywide Needs Assessment study.

10. Adjourn

The meeting was adjourned at 4:40pm.

AGENDA

ITEM 5 A

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
1362 Rutan Court, Suite 100
Livermore, CA 94551

BOARD OF DIRECTORS MEETING

DATE: November 7, 2016

PLACE: Diana Lauterbach Room LAVTA Offices
1362 Rutan Court, Suite 100, Livermore CA

TIME: 4:00pm

MINUTES

1. Call to Order and Pledge of Allegiance

Meeting was called to order by Board Chair Steven Spedowski at 4:00 pm

2. Roll Call of Members

Members Present

Scott Haggerty – Supervisor, County of Alameda
Don Biddle – Councilmember, City of Dublin
David Haubert – Mayor, City of Dublin
Karla Brown – Councilmember, City of Pleasanton
Jerry Pentin – Councilmember, City of Pleasanton
Steven Spedowski – Councilmember, City of Livermore
Laureen Turner – Councilmember, City of Livermore

3. Meeting Open to Public

None.

4. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

- A. Minutes of the October 3, 2016 Board of Directors meeting.**
- B. Treasurer's Report for the month of August 2016 and September 2016**

The Board of Directors approved the August 2016 and September 2016 Treasurer's Report.

- C. Rescind and Award a Contract for the LAVTA Rutan Maintenance Area Resurfacing Project**

The Board of Directors approved Resolution 35-2016 rescinding the contract award to DECS.

The Board of Directors further approved: (1) award a contract to Raider Painting, the lowest responsive and responsible bidder for the LAVTA Rutan Maintenance Area Resurfacing Project #2015-14, for a total contract award of \$194,950.00; (2) authorize the Executive Director to sign the contract and issue an NTP to Raider Painting; and (3) approve a 10% project contingency of \$19,495.00 to be used at the discretion of the Executive Director.

D. Contract Award for LAVTA On-Call Engineering Consulting Services

The Board of Directors approved Resolution 37-2016 authorizing the Executive Director to execute three-year contracts with two one-year options with Diablo Engineering Group, Gannett Fleming Incorporated, and Kimley Horn and Associates Incorporated for on-call engineering services. Task orders will be awarded based on the most qualified firm for each scope or work.

E. Resolution Supporting a BART and ACE Rail Connection in Tri-Valley

The Board of Directors adopted Resolution 36-2016 in support of a rail connection between the Bay Area Rapid Transit (BART) and the Altamont Corridor Express (ACE) rail systems in the Tri-Valley.

Approved: Biddle/Haubert

Aye: Brown, Pentin, Biddle, Haubert, Haggerty, Turner, Spedowski

No: None

Absent: None

5. Executive Director's Report

The Executive Director's Report provided information on the Special Transportation Session in Sacramento, Altamont Regional Rail Working Group update, Shared Autonomous Vehicle Project, Rebranding Project, CalTIP Update, Stuff-A-Bus Event with Safeway, Livermore High School Bike-On-Bus Event, ACTC Grant Submitted for Rapid Shelters on Santa Rita Corridor in Pleasanton, Wheels on Phone App Transit, Wheels Website Receives Award, and Clipper Usage Up On Wheels. Executive Director Michael Tree noted that LAVTA's website received a functionality award and that we are making our website load time faster. Executive Director Michael Tree also explained that LAVTA will be changing Route 10 in January to assist with On-Time Performance (OTP). In the near future an agenda item regarding to autonomous vehicle project will be presented. Wheels on Demand is moving forward and LAVTA has met with the FTA and we have been given permission to work with the discount program. Currently LAVTA is working through contractual issues with the TNC. LAVTA's goal is to have Wheels on Demand in place by the end of the year. In January LAVTA has a bus purchase. LAVTA suspended efforts with PAVLOV Advertising and now will be looking at other options, due to a lack luster effort with rebranding. We had a failure with our steam bay lift, so we need to replace it. To fix the existing steam bay lift it will cost almost the same as a new lift. LAVTA would like to purchase a scissor lift that can be moved to the Atlantis maintenance facility. The steam bay lift will be on the Boards next agenda and it will cost just over \$100,000.00.

Councilmember Laureen Turner noted that our schedules are not easy to find on LAVTA's website. She especially has difficulty finding the 580X schedule online. It was also mentioned that the Transit Center does not have 580X schedules available.

6. Fiscal Year 2016 Comprehensive Annual Financial Report (CAFR)

Vicki Rodriguez of Maze and Associates reported to the Board that there were no findings for the fiscal year 2016 Comprehensive Annual Financial Report. She noted that a new pronouncement GASB 72 was implemented related to fair value measurements. The only impact GASB 72 had on financial statements this year is related to cash and investments.

Laureen Turner requested that Ms. Rodriguez give the Board information regarding GASB 75. Ms. Rodriguez explained that GASB 75 is regarding postemployment benefits and will be applicable for fiscal years beginning after June 15, 2017. In two years for GASB 75 the net OPEB liability will be on the financial statements. Currently LAVTA has an OPEB asset, due to funding more than is required. In two years LAVTA must look at the entire liability plus assets LAVTA has funding it and at this time it's unknown whether it will be an asset or liability.

The Board of Directors approved the Comprehensive Annual Financial Report (CAFR) to be submitted to the Government Finance Officers Association (GFOA) for award.

Approved: Pentin/Brown

Aye: Brown, Pentin, Biddle, Haubert, Haggerty, Turner, Spedowski

No: None

Absent: None

7. Proposed Organizational Changes

Executive Director Michael Tree addressed the Board regarding the proposed organizational changes. Michael Tree noted that redesigning our bus system and having innovated programs requires a more robust Marketing Department to capture the attention of potential riders and maintain them. To significantly improve the productivity of the Marketing Department LAVTA recommended a reorganization.

Michael Tree proposed that the Finance & Grants Manager and the Director of Administrative Services positions be eliminated. A new position titled Director of Finance (Salary Band 6) will be created and open for recruitment. Another new position titled Marketing Manager (Salary Band 5) will be created and open for recruitment as well as a part-time intern position. Further Michael Tree suggested job title and description changes for the following positions: The Executive Director will oversee the Marketing Department, the Director of Planning and Communications title be changed to Director of Planning and Operations with a job description change, and the Senior Grants and Project Management Specialist title be changed to Senior Grants, Project Management and Contract Specialist and this position will report to the Director of Planning and Operations with a job description change. Lastly, Michael Tree suggested a job title and salary band change for the Accounting Assistant position, due to taking a more substantial role in LAVTA. The Accounting Assistant position will be titled Accounting Analyst and will be Salary Band 3.

These organizational changes will give LAVTA a net savings of \$45,634 per year.

Councilmember Jerry Pentin requested that Dennis Mochon's title to be corrected on the job description and proposed organizational chart to reflect Senior Marketing and Communications Specialist. Michael Tree agreed to make this change to reflect the correct information.

Councilmember Karla Brown was concerned that the Fixed Route and Paratransit contractor's on the proposed organizational chart were no longer a dotted lined to the Executive Director. Councilmember Brown would like to have this placed back onto the organizational chart. Michael Tree responded and said that yes, the fixed route and paratransit contractor's still fall under him on the organizational chart via a dotted line.

Supervisor Scott Haggerty asked Michael Tree if in June when the salary ranges were established if a comparison was completed. Michael Tree stated that a comparison was completed at that time and that LAVTA took the median of those salary ranges based on bay area salaries.

Michael Tree noted that the Director of Finance will be added onto the Resolution into Salary Band 6, since it is currently missing on the document.

The Board of Directors approved Resolution 38-2016 the Proposed Organizational Chart and corresponding Proposed Job Descriptions.

Approved: Biddle/Brown

Aye: Brown, Pentin, Biddle, Haubert, Haggerty, Turner, Spedowski

No: None

Absent: None

8. Procurement of Executive Consultant for the Altamont Regional Rail Working Group

Executive Director Michael reported that we Requested For Proposals (RFP) on August 19, 2016 for an Executive Consultant for the Altamont Regional Rail Working Group (ARRWG). Those proposals were due on September 30, 2016 and we received three qualified RFP's. On November 2, 2016 two representatives from the ARRWG, Supervisor Scott Haggerty and Councilmember Veronica Vargas, conducted interviews with the three prospective firms. Through scoring the qualified proposals one firm (One Vision Enterprises, LLC) who was represented by Frank Wilson is best qualified for the Executive Consulting work. Discussions have been entered into with MR. Wilson and currently is checking with his insurance company regarding indemnity clauses. Executive Director Michael Tree is hopeful that Frank Wilson will sign a professional services agreement with the agency by the end of this week.

Supervisor Scott Haggerty requested that ARRWG member Veronica Vargas' name be added into the staff report. Michael Tree noted that this will be corrected. Supervisor Haggerty also mentioned that if Mr. Wilson does not take the Executive Consultant position that there is no other option available.

The Board of Directors approved Resolution 39-2016 to award the contract for Executive Consulting Services.

Approved: Haggerty/Turner

Aye: Brown, Pentin, Biddle, Haubert, Haggerty, Turner, Spedowski

No: None

Absent: None

10. Adjourn to CLOSED SESSION

Meeting adjourned to closed session at 4:34pm.

**11. Closed Session pursuant to Government Code Section 54957(b):
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Executive Director**

**12. Closed Session pursuant to Government Code Section 54957.6
CONFERENCE WITH LABOR NEGOTIATOR
Agency Representative: Michael Conneran, Legal Counsel
Unrepresented Employee: Executive Director**

13. Reconvene to OPEN SESSION

Meeting reconvened at 5:15pm.
No reportable actions were taken.

14. Consideration of Amendment to Employment Agreement with Executive Director Michael Tree

The Board approved an amendment to Michael Tree's employment contract providing for an 8% wage increase and for the next two years tie the next two raises to our CPI. It also includes a six month severance and the contract is also being extended to December 1, 2019.

Approved: Haggerty/Turner
Aye: Brown, Pentin, Biddle, Haubert, Haggerty, Turner, Spedowski
No: None
Absent: None

15. Matters Initiated by the Board of Directors

Laureen Turner informed staff that the bus stop in front of Livermore Valley Charter School may no longer need service.

16. Next Meeting Date is Scheduled for: December 5, 2016

17. Adjournment

Meeting adjourned at 5:20pm

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
1362 Rutan Court, Suite 100
Livermore, CA 94551

BOARD OF DIRECTORS MEETING

DATE: December 5, 2016

PLACE: Diana Lauterbach Room LAVTA Offices
1362 Rutan Court, Suite 100, Livermore CA

TIME: 4:00pm

MINUTES

NO MEETING HELD DUE TO THE ABSENCE OF A QUORUM

1. Call to Order and Pledge of Allegiance

2. Roll Call of Members

3. Meeting Open to Public

- Members of the audience may address the Board of Directors on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
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- For the sake of brevity, all questions from the public, Board and Staff will be directed through the Chair.

4. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

A. **Minutes of the November 7, 2016 Board of Directors meeting.**

B. **Treasurer's Report for the month of October 2016**

Recommendation: Staff recommends approval of the October 2016 Treasurer's Report.

C. **Contract Award for Tri-Valley Comprehensive Paratransit Assessment**

Recommendation: The Projects and Services Committee recommends that the LAVTA Board of Directors authorize the Executive Director to enter into the MOU with the City of Pleasanton for the Comprehensive Tri-Valley Paratransit Assessment.

D. Resolution Authorizing the Livermore Amador Valley Transit Authority to Adopt an Operational Area Agreement for Participation in the Alameda County Operational Area Emergency Management Organization

Recommendation: Staff recommends the LAVTA Board of Directors approve the Resolution 42-2016 Authorizing the Livermore Amador Valley Transit Authority to Adopt and Operational Area Agreement for Participation in the Alameda County Operational Area Emergency Management Organization.

5. LAVTA Purchase of Rutan Maintenance Bay Lift

Recommendation: Staff, in conjunction with LAVTA Legal Counsel recommends that the Board approve Resolution 41-2016 to reject the low bid and authorize the Executive Director to negotiate on the open market and enter into a contract or contracts for the replacement and installation of a maintenance bay lift at the Rutan facility for \$147,000 with a contingency of \$3,000 for an aggregate of \$150,000.

6. Executive Director's Report

7. Set Board of Director Meeting Dates for 2017

Recommendation: Staff recommends the Board of Directors adopt the above meeting calendar for 2017.

8. Adjourn to CLOSED SESSION

**9. Closed Session pursuant to Cal. Government Code Section 54956.9(d):
CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
SIGNIFICANT EXPOSURE TO LITIGATION (2 MATTERS)**

10. Reconvene to OPEN SESSION

11. Matters Initiated by the Board of Directors

- Items may be placed on the agenda at the request of three members of the Board.

12. Next Meeting Date is Scheduled for: January 9, 2017

13. Adjournment

AGENDA

ITEM 5 B

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Treasurer's Report for October 2016

FROM: Tamara Edwards, Finance and Grants Manager

DATE: January 9, 2017

Action Requested

Review and approve the LAVTA Treasurer's Report for October 2016.

Discussion

Cash accounts:

Our petty cash account (101) has a balance of \$200, (decreased from \$500) and our ticket sales change account (102) continues with a balance of \$240 (these two accounts should not change).

General checking account activity (105):

Beginning balance October 1, 2016	\$11,722,098.98
Payments made	\$1,265,198.83
Deposits made	\$288,123.62
Ending balance October 31, 2016	\$10,745,023.77

Farebox account activity (106):

Beginning balance October 1, 2016	\$146,997.73
Deposits made	\$55,066.49
Ending balance October 31, 2016	\$202,064.22

LAIF investment account activity (135):

Beginning balance October 1, 2016	\$663,018.35
Ending balance October 31, 2016	\$663,018.35

Operating Expenditures Summary:

As this is the fourth month of the fiscal year, in order to stay on target for the budget this year expenses (at least the ones that occur on a monthly basis) should not be higher than 33%. The agency is at 30.9% overall.

Operating Revenues Summary:

While expenses are at 30.9%, revenues are at 60.3%, providing for a healthy cash flow.

Recommendation

Staff recommends approval of the October2016 Treasurer's Report.

Attachments:

1. October2016 Treasurer's Report

Approved: _____

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
October 31, 2016**

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	10,745,024	
106 CASH - FIXED ROUTE ACCOUNT	202,064	
107 Clipper Cash	613,006	
120 ACCOUNTS RECEIVABLE	417,501	
135 INVESTMENTS - LAIF	663,018	
150 PREPAID EXPENSES	(24)	
160 OPEB ASSET	430,453	
165 DEFFERED OUTFLOW-Pension Related	132,890	
170 INVESTMENTS HELD AT CALTIP	0	
111 NET PROPERTY COSTS	42,245,608	
TOTAL ASSETS		55,449,980

LIABILITIES:

205 ACCOUNTS PAYABLE	359,133	
211 PRE-PAID REVENUE	1,599,529	
21101 Clipper to be distributed	559,791	
22000 FEDERAL INCOME TAXES PAYABLE	34	
22010 STATE INCOME TAX	(10)	
22020 FICA MEDICARE	(0)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(331)	
22030 SDI TAXES PAYABLE	0	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	(1,002)	
22090 WORKERS' COMPENSATION PAYABLE	8,757	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	634,007	
23104 Deferred Inflow- Pension Related	103,992	
23103 INSURANCE CLAIMS PAYABLE	78,094	
23102 UNEMPLOYMENT RESERVE	20,000	
TOTAL LIABILITIES		3,361,995

FUND BALANCE:

301 FUND RESERVE	8,770,327	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	39,460,703	
30401 SALE OF BUSES & EQUIPMENT	84,132	
FUND BALANCE	3,772,823	
TOTAL FUND BALANCE		52,087,985
TOTAL LIABILITIES & FUND BALANCE		55,449,980

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
October 31, 2016**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,548,670	120,752	428,356	1,120,314	27.7%
4020000	Business Park Revenues	191,030	14,949	44,846	146,184	23.5%
4020500	Special Contract Fares	171,286	0	0	171,286	0.0%
4020500	Special Contract Fares - Paratransit	37,000	3,773	6,940	30,060	18.8%
4010200	Paratransit Passenger Fares	205,968	4,225	62,973	142,995	30.6%
4060100	Concessions	44,135	2,549	13,880	30,255	31.4%
4060300	Advertising Revenue	95,000	28,482	51,772	43,228	54.5%
4070400	Miscellaneous Revenue-Interest	4,500	2,716	2,716	1,784	60.3%
4070300	Non transportation revenue	91,733	4,000	19,837	71,896	100.0%
4090100	Local Transportation revenue (TFCA RTE B	137,500	0	0	137,500	100.0%
4099100	TDA Article 4.0 - Fixed Route	9,435,973	0	9,433,761	2,212	100.0%
4099500	TDA Article 4.0-BART	84,324	8,441	21,654	62,670	25.7%
4099200	TDA Article 4.5 - Paratransit	123,457	12,720	32,054	91,403	26.0%
4099600	Bridge Toll- RM2	580,836	0	48,403	532,433	8.3%
4110100	STA Funds-Paratransit	49,787	0	0	49,787	0.0%
4110500	STA Funds- Fixed Route BART	654,479	0	0	654,479	0.0%
4110100	STA Funds-pop	700,785	0	0	700,785	0.0%
4110100	STA Funds- rev	198,153	0	0	198,153	0.0%
4110100	STA Funds- Lifeline	194,324	0	0	194,324	0.0%
4130000	FTA Section 5307 Preventative Maint.	424,167	0	0	424,167	100.0%
4130000	FTA Section 5307 ADA Paratransit	341,367	0	0	341,367	0.0%
4130000	FTA 5304	-	0	0	-	100.0%
4130000	FTA JARC and NF	84,517	2,297	2,297	82,220	2.7%
4130000	FTA 5311	38,951	0	0	38,951	0.0%
4640500	Measure B Gap		0	0	-	100.0%
4640500	Measure B Express Bus	-	0	0	-	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	884,690	61,246	149,965	734,725	17.0%
4640100	Measure B Paratransit Funds-Paratransit	167,445	11,592	28,384	139,061	17.0%
4640200	Measure BB Paratransit Funds-Fixed Route	660,528	45,535	112,071	548,457	17.0%
4640200	Measure BB Paratransit Funds-Paratransit	283,285	19,529	48,065	235,220	17.0%
TOTAL REVENUE		17,433,890	342,805	10,507,974	6,925,916	60.3%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
October 31, 2016**

		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02	Salaries and Wages	\$1,381,056	\$95,558	\$467,687	\$913,369	33.86%
502 00	Personnel Benefits	\$815,347	\$47,867	\$265,715	\$549,632	32.59%
503 00	Professional Services	\$699,156	\$43,190	\$133,215	\$565,941	19.05%
503 05	Non-Vehicle Maintenance	\$574,029	\$36,363	\$240,174	\$333,855	41.84%
503 99	Communications	\$10,500	(\$3)	\$673	\$9,827	6.41%
504 01	Fuel and Lubricants	\$1,231,310	\$59,189	\$208,479	\$1,022,831	16.93%
504 03	Non contracted vehicle maintenance	\$15,000	\$0	\$0	\$15,000	0.00%
504 99	Office/Operating Supplies	\$50,500	\$1,814	\$4,956	\$45,544	9.81%
504 99	Printing	\$60,000	\$3,969	\$30,428	\$29,572	50.71%
505 00	Utilities	\$266,900	\$20,708	\$59,104	\$207,796	22.14%
506 00	Insurance	\$590,936	\$0	\$389,774	\$201,162	65.96%
507 99	Taxes and Fees	\$152,000	\$9,243	\$23,689	\$128,311	15.59%
508 01	Purchased Transportation Fixed Route	\$9,018,334	\$747,942	\$2,939,618	\$6,085,689	32.60%
2-508 02	Purchased Transportation Paratransit	\$2,102,600	\$144,524	\$557,691	\$1,544,909	26.52%
508 03	Purchased Transportation Paratransit	\$100,000	\$0	\$0	\$100,000	0.00%
509 00	Miscellaneous	\$126,504	\$2,618	\$41,685	\$83,786	32.95%
509 02	Professional Development	\$39,718	\$422	\$2,164	\$37,554	5.45%
509 08	Advertising	\$190,000	\$4,301	\$19,052	\$170,948	10.03%
TOTAL		\$17,423,890	\$1,217,704	\$5,384,105	\$12,045,726	30.90%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
October 31, 2016

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
4090594	TDA (office and facility equip)	20,000	0	0	20,000	0.00%
4090194	TDA Shop repairs and replacement	67,000	0	0	67,000	0.00%
4091794	Bus stop improvements	767,005	0	0	767,005	0.00%
4092394	TDA Bus replacement	2,476,208	0	1,812,118	664,090	73.18%
4090994	TDA IT Upgrades and Replacements	15,500	0	0	15,500	0.00%
4090794	TDA Transit Center Improvements	56,200	0	0	56,200	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092094	TDA (Major component rehab)	120,000	0	0	120,000	0.00%
4091394	TDA Board Room upgrade	25,600	0	0	25,600	0.00%
4091294	TDA Doolan Tower Upgrade	10,000	0	0	10,000	0.00%
4090894	TDA TPI	66,000	0	0	66,000	0.00%
4092194	TDA Rebranding bus wrap	95,000	0	0	95,000	0.00%
4091494	TDA WIFI	13,304	0	0	13,304	0.00%
4091594	TDA Farebox upgrade	101,758	0	0	101,758	0.00%
4090394	TDA Non revenue vehicle replacement	144,800	0	0	144,800	0.00%
4092396	Bridge Tolls Bus Replacement	535,578	0	519,943	15,635	97.08%
4111700	PTMISEA Shelters and Stops	116,719	0	0	116,719	0.00%
41124	Prob 1B Security upgrades	73,392	0	0	73,392	0.00%
41114	Prop 1B Wifi	36,696	0	0	36,696	0.00%
41123	PTMISEA Bus Replacement	572,778	0	0	572,778	0.00%
41107	PTMISEA Transit Center Improvements	125,625	0	0	125,625	0.00%
41105	PTMISEA Office improvements	177,390	0	0	177,390	0.00%
41101	PTMISEA Shop Repairs	184,124	0	0	184,124	0.00%
41308	TPI	504,564	0	0	504,564	0.00%
41315	FTA Farebox upgrade	398,242	0	0	398,242	0.00%
41303	FTA non revenue vehicle upgrade	367,200	0	0	367,200	0.00%
41323	FTA Bus replacements	12,315,205	0	12,012,425	302,780	97.54%
TOTAL REVENUE		19,485,888	-	14,344,486	5,141,402	73.61%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
FOR THE PERIOD ENDING:
October 31, 2016

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
EXPENDITURE DETAILS						
CAPITAL PROGRAM - COST CENTER 07						
5550107	Shop Repairs and replacement	251,124	0	4,378	246,746	1.74%
5550207	New MOA Facility (Satelite Facility)	-	6,808	10,308	(10,308)	#DIV/0!
5550307	Non revenue vehicle replacement	512,000	0	0	512,000	0.00%
5550407	BRT	-	0	24,059	(24,059)	#DIV/0!
5550507	Office and Facility Equipment	20,000	1,598	7,058	12,942	35.29%
5550607	511 Integration	-	0	0	0	#DIV/0!
5550707	Driveway resurfacing project	177,390	0	850	176,540	0.48%
5550807	Dublin TPI project	570,564	0	0	570,564	0.00%
5550907	IT Upgrades and replacement	15,500	0	0	15,500	0.00%
5551007	Transit Center Upgrades and Improvements	181,825	0	0	181,825	0.00%
5551207	Doolan Tower upgrade	10,000	0	0	10,000	0.00%
5551307	Board Room upgrade	25,600	0	0	25,600	0.00%
5551407	Wifi	50,000	0	0	50,000	0.00%
5551507	Farebox upgrade	500,000	0	0	500,000	0.00%
5551707	Bus Shelters and Stops	883,724	76	26,208	857,516	2.97%
5552007	Major component rehab	120,000	0	0	120,000	0.00%
5552107	Rebranding bus wrap	95,000	0	0	95,000	0.00%
5552307	Bus replacement	15,899,769	0	15,566,634	333,135	97.90%
5552407	Security upgrades	73,392	0	0	73,392	0.00%
555??07	Transit Capital	100,000	0	0	100,000	0.00%
TOTAL CAPITAL EXPENDITURES		19,485,888	8,482	15,639,494	3,846,394	80.26%
FUND BALANCE (CAPITAL)		0.00	(8,482)	(1,295,008)		
FUND BALANCE (CAPTIAL & OPERATING)		0.00	(881,715)	3,833,124		

Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

[www.treasurer.ca.gov/pmia-
laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)
November 02,
2016

LIVERMORE/AMADOR VALLEY TRANSIT
AUTHORITY
GENERAL MANAGER
1362 RUTAN COURT, SUITE 100
LIVERMORE, CA 94550

PMIA Average Monthly Yields

Account Number:

80-01-002

// Tran Type Definitions

October 2016 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
10/14/2016	10/13/2016	QRD	1516757	SYSTEM	2,715.71

Account Summary

Total Deposit:	2,715.71	Beginning Balance:	657,465.73
Total Withdrawal:	0.00	Ending Balance:	660,181.44

REPORT.: Nov 09 16 Wednesday
 RUN....: Nov 09 16 Time: 14:25
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 10-16 BANK ACCOUNT 105

PAGE: 001
 ID #: PY-CD
 CTL.: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
10-16	H6792	10/07/16	VER01 (VERIZON WIRELESS)		1,876.04	.00	1,876.04	VER01, 9772477448, SEPT-16
	H6793	10/07/16	PAC02 (PACIFIC GAS AND ELECTRIC)		636.20	.00	636.20	PAC02, 9800031052-8, TRAN
	H6794	10/07/16	PAC02 (PACIFIC GAS AND ELECTRIC)		277.91	.00	277.91	PAC02, 9007202117-4, MOA
	H6795	10/07/16	PAC02 (PACIFIC GAS AND ELECTRIC)		138.59	.00	138.59	PAC02, 7649646868-7, DCOL
	H6796	10/07/16	PAC02 (PACIFIC GAS AND ELECTRIC)		8,375.45	.00	8,375.45	PAC02, 5809326332-3, MCA
	H6797	10/07/16	PAC02 (PACIFIC GAS AND ELECTRIC)		1,613.39	.00	1,613.39	PAC02, 6062256368-6, MIA
	H6798	10/07/16	PAC02 (PACIFIC GAS AND ELECTRIC)		529.52	.00	529.52	PAC02, 7264840356-5, RAPE
	H6799	10/07/16	CAL04 (CALIFORNIA WATER SERVICE)		516.47	.00	516.47	CAL04, 9098655555, MOA WA
	H6800	10/07/16	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 5755555555, CONTRA
	H6801	10/07/16	CAL04 (CALIFORNIA WATER SERVICE)		36.39	.00	36.39	CAL04, 3616555555, TC WAF
	H6802	10/07/16	CAL04 (CALIFORNIA WATER SERVICE)		64.11	.00	64.11	CAL04, 2575555555, TC FER
	H6803	10/07/16	CAL04 (CALIFORNIA WATER SERVICE)		481.94	.00	481.94	CAL04, 0198655555, BUS WA
	H6804	10/07/16	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 4755555555, MOA FE
	H6805	10/07/16	WEG01 (CHRISTY WEGENER)		49.21	.00	49.21	WEG01, SEPT-16 TRAVEL REI
	H6806	10/07/16	MTM01 (MEDICAL TRANSPORTATION MANAG		8,228.50	.00	8,228.50	MTM01, MTM-112068, 8/30-9
	H6807	10/07/16	MTM01 (MEDICAL TRANSPORTATION MANAG		4,371.50	.00	4,371.50	MTM01, MTM-112069, 9/28-1
	H6808	10/07/16	MTM01 (MEDICAL TRANSPORTATION MANAG		126,447.46	.00	126,447.46	MTM01, AUG-16 MONTHLY SER
	H6809	10/07/16	MVT01 (MV TRANSPORTATION, INC.)		337,810.88	.00	337,810.88	MVT01, 71140, OCT-16 2ND
	H6810	10/07/16	MVT01 (MV TRANSPORTATION, INC.)		74,885.13	.00	74,885.13	MVT01, 70780, AUG-16 FIVE
	H6811	10/07/16	CIT07 (CITY OF LIVERMORE - WATER)		43.88	.00	43.88	CIT07, 139399-00, ATLANT
	H6812	10/07/16	CIT07 (CITY OF LIVERMORE - WATER)		60.58	.00	60.58	CIT07, 139361-00, ATLANT
	H6813	10/07/16	CIT07 (CITY OF LIVERMORE - WATER)		72.15	.00	72.15	CIT07, 138431-00, ATLANT
	H6814	10/07/16	CIT07 (CITY OF LIVERMORE - WATER)		26.65	.00	26.65	CIT07, 138432-00, ATLANT
	H6815	10/07/16	CIT07 (CITY OF LIVERMORE - WATER)		132.25	.00	132.25	CIT07, 139388-00, BUS WAS
	H6816	10/07/16	CIT07 (CITY OF LIVERMORE - WATER)		67.49	.00	67.49	CIT07, 138430-01, ATLANT
	H6817	10/07/16	PAC01 (AT&T)		146.02	.00	146.02	PAC01,ACCT #825-243-9029,
	H6818	10/07/16	PAC01 (AT&T)		354.19	.00	354.19	PAC01,ACCT #436-951-0106,
	H6819	10/07/16	PAC01 (AT&T)		33.29	.00	33.29	PAC01,ACCT #232-351-6260,
	H6820	10/07/16	TX161 (JYOTSNA MEHTA)		60.99	.00	60.99	TX161, PARATAXI REIMBURSE
	H6821	10/07/16	TAX76 (MARY ANN HANDZUS)		246.20	.00	246.20	TAX76, PARATAXI REIMBURSE
	H6822	10/07/16	TAX14 (KAREN ADAMS)		27.63	.00	27.63	TAX14, PARATAXI REIMBURSE
	H6823	10/07/16	TX152 (ALBERTA PILLIOD)		57.40	.00	57.40	TX152, PARATAXI REIMBURSE
	H6824	10/07/16	TAX91 (VIVIAN MARIE MILLER)		93.93	.00	93.93	TAX91, PARATAXI REIMBURSE
	H6825	10/07/16	TX113 (RODGER RAGER)		166.60	.00	166.60	TX113, PARATAXI REIMBURSE
	H6826	10/07/16	TAX67 (CHRISTEL RAGER)		195.50	.00	195.50	TAX67, PARATAXI REIMBURSE
	H6827	10/21/16	MOC01 (DENNIS MOCHON)		132.30	.00	132.30	MOC01, SEPT-16 TRAVEL REI
	H6828	10/21/16	PER01 (PERS)		3,037.57	.00	3,037.57	PER01, PERS NEW CONTRIBUT
	H6829	10/21/16	PER04 (CALPERS RETIREMENT SYSTEM)		916.01	.00	916.01	PER04, PERS 457 CONTRIBU
	H6830	10/21/16	PER01 (PERS)		3,624.62	.00	3,624.62	PER01, PERS CLASSIC CONTR
	H6831	10/21/16	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		35,248.95	.00	35,248.95	DIR02, PR DIRECT DEPOSIT
	H6832	10/21/16	EFT01 (ELECTRONIC FUND TRANSFERS)		6,527.63	.00	6,527.63	EFT01, FEDERAL TAXES 9/23
	H6833	10/21/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2,223.35	.00	2,223.35	EMP01, STATE TAX 9/23-10/
	H6834	10/21/16	STA05 (STATE BOARD OF EQUAL)		1,205.76	.00	1,205.76	STA05, QTR 3 2016 DISEM
	H6835	10/21/16	STA04 (STATE BOARD OF)		2,340.12	.00	2,340.12	STA04, QTR 3 2016 STORAGE
	H6836	10/21/16	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,084.92	.00	2,084.92	DEL05, NOV-16 DENTAL INSU
	H6837	10/21/16	PER03 (CAL PUB EMP RETIRE SYSTM)		33,725.34	.00	33,725.34	PER03, NOV-16 HEALTH INSU
	H6838	10/31/16	MVT01 (MV TRANSPORTATION, INC.)		337,810.88	.00	337,810.88	MVT01, 71141, OCT-16 2ND
	H6839	10/21/16	MTM01 (MEDICAL TRANSPORTATION MANAG		2,810.50	.00	2,810.50	MTM01, MTM-112071, 10/12-
	H6840	10/21/16	MTM01 (MEDICAL TRANSPORTATION MANAG		2,852.50	.00	2,852.50	MTM01, MTM-112070, 10/5-1
	H6841	10/21/16	STA13 (STAPLES CREDIT PLAN)		267.58	.00	267.58	STA13, OCT-16 STATEMENT
	H6842	10/21/16	CAL15 (CALTRONICS BUSINESS SYS)		528.15	.00	528.15	CAL15, 2117130, BIZHUB CH
	H6843	10/21/16	TRE01 (MICHAEL TREE)		66.36	.00	66.36	TRE01, SEPT-16 EXPENSE RE
	H6844	10/21/16	TX161 (JYOTSNA MEHTA)		124.31	.00	124.31	TX161, PARATAXI REIMBURSE
	H6845	10/21/16	TAX91 (VIVIAN MARIE MILLER)		111.56	.00	111.56	TAX91, PARATAXI REIMBURSE
	H6846	10/21/16	TX137 (HIMATLAL R MEHTA)		94.35	.00	94.35	TX137, PARATAXI REIMBURSE
	H6847	10/21/16	TX143 (KIM BRETOI)		141.10	.00	141.10	TX143, PARATAXI REIMBURSE
	H6848	10/21/16	TX124 (LISA BALL)		59.50	.00	59.50	TX124, PARATAXI REIMBURSE
	H6849	10/21/16	TAX32 (SUE TSANG)		385.09	.00	385.09	TAX32, PARATAXI REIMBURSE
	H6850	10/21/16	TX123 (OLGA PRINZ)		144.93	.00	144.93	TX123, PARATAXI REIMBURSE
	H6851	10/21/16	TAX72 (JUSTIN HART)		129.84	.00	129.84	TAX72, PARATAXI REIMBURSE
	H6852	10/21/16	TAX87 (DELORES M. FOWLEY)		20.00	.00	20.00	TAX87, PARATAXI REIMBURSE
	H6853	10/21/16	TX143 (KIM BRETOI)		193.85	.00	193.85	TX143, PARATAXI REIMBURSE
	H6854	10/31/16	BID01 (DON BIDDLE)		200.00	.00	200.00	BID01, NOV-16 BOD STEFEND
	H6855	10/31/16	BRO03 (KARLA SUE BROWN)		200.00	.00	200.00	BRO03, NOV-16 BOD STEFEND
	H6856	10/31/16	HAG01 (SCOTT HAGGERTY)		200.00	.00	200.00	HAG01, NOV-16 BOD STEFEND
	H6857	10/31/16	HAU01 (DAVID HAUBERT)		200.00	.00	200.00	HAU01, NOV-16 BOD STEFEND
	H6858	10/31/16	PEN01 (JERRY PENTIN)		200.00	.00	200.00	PEN01, NOV-16 BOD STEFEND
	H6859	10/31/16	SPE04 (STEVEN G. SPEDOWFSKI)		200.00	.00	200.00	SPE04, NOV-16 BOD STEFEND
	H6860	10/31/16	TUR01 (LAUREEN TURNER)		100.00	.00	100.00	TUR01, NOV-16 BOD STEFEND
	H6861	10/31/16	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		35,571.12	.00	35,571.12	DIR02, PR DIRECT DEPOSIT
	H6862	10/31/16	EFT01 (ELECTRONIC FUND TRANSFERS)		6,671.51	.00	6,671.51	EFT01, FEDERAL TAX 10/7-1
	H6863	10/31/16	PER01 (PERS)		3,624.62	.00	3,624.62	PER01, PERS CLASSIC CONTR
	H6864	10/31/16	PER01 (PERS)		3,037.57	.00	3,037.57	PER01, PERS NEW CONTRIBUT
	H6865	10/31/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2,226.82	.00	2,226.82	EMP01, STATE TAX 10/7-10/
	H6866	10/31/16	PER04 (CALPERS RETIREMENT SYSTEM)		916.63	.00	916.63	PER04, PERS 457 CONTRIBU
	H6867	10/31/16	VSP01 (VSP)		515.91	.00	515.91	VSP01, NOV-16 VISION INSU
	H6868	10/31/16	MUT01 (MUTUAL OF OMAHA)		1,022.89	.00	1,022.89	MUT01, NOV-16 LIFE INSURA
	H6869	10/31/16	AME06 (AMERICAN FIDELITY ASSURANCE		939.14	.00	939.14	AME06, NOV-16 FLEXIBLE SP
	H6870	10/31/16	AME06 (AMERICAN FIDELITY ASSURANCE		152.64	.00	152.64	AME06, NOV-16 SUPPLEMENTA
	H6871	10/31/16	EFT01 (ELECTRONIC FUND TRANSFERS)		.10	.00	.10	EFT01, FEDERAL TAX 3RD Q
	H6872	10/31/16	MER01 (MERCHANT SERVICES)		128.57	.00	128.57	MER01, SEPT-16 TC CC FIB
	H6873	10/31/16	MER01 (MERCHANT SERVICES)		254.66	.00	254.66	MER01, SEPT-16 MOA CC FIB

REPORT.: Nov 09 16 Wednesday
 RUN....: Nov 09 16 Time: 14:25
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 10-16 BANK ACCOUNT 105

PAGE: 002
 ID #: PY-CD
 CTL.: ZED

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
10-16	H6874	10/31/16	CAL04 (CALIFORNIA WATER SERVICE)		756.36	.00	756.36	CAL04, 4616555555, TC IRR
	H6875	10/31/16	BAN03 (BANKCARD CENTER)		878.44	.00	878.44	BAN03, SEPT-16 CC STATEMS
	019448	10/07/16	AIM01 (AIM TO PLEASE JANITORIAL SER		2,240.00	.00	2,240.00	Automatic Generated Check
	019449	10/07/16	AME03 (AMERICAN PUB TRANSP ASSN)		85.00	.00	85.00	Automatic Generated Check
	019450	10/07/16	ATT02 (AT&T)		274.33	.00	274.33	Automatic Generated Check
	019451	10/07/16	ATT03 (AT&T)		899.18	.00	899.18	Automatic Generated Check
	019452	10/07/16	BAY08 (BAY CITY ELECTRIC WORKS)		1,453.00	.00	1,453.00	Automatic Generated Check
	019453	10/07/16	CAL07 (CALIFORNIA CUT & CORE INC.)		1,365.00	.00	1,365.00	Automatic Generated Check
	019454	10/07/16	CIT06 (CITY OF LIVERMORE SEWER)		191.66	.00	191.66	Automatic Generated Check
	019455	10/07/16	EDM01 (ELECTRONIC DATA MAGNETICS IN		2,610.48	.00	2,610.48	Automatic Generated Check
	019456	10/07/16	FAS02 (FASTENAL)		75.93	.00	75.93	Automatic Generated Check
	019457	10/07/16	GRA05 (GRAFFITI SHIELD INC.)		1,349.61	.00	1,349.61	Automatic Generated Check
	019458	10/07/16	HAN01 (HANSON BRIDGETT MARCUS)		8,542.00	.00	8,542.00	Automatic Generated Check
	019459	10/07/16	HOL02 (HOLT OF CALIFORNIA)		589.40	.00	589.40	Automatic Generated Check
	019460	10/07/16	HOT01 (HOTSYPACIFIC)		118.22	.00	118.22	Automatic Generated Check
	019461	10/07/16	JTH01 (J. THAYER COMPANY)		90.05	.00	90.05	Automatic Generated Check
	019462	10/07/16	KIM02 (KIMLEY-HORN AND ASSOC, INC)		999.00	.00	999.00	Automatic Generated Check
	019463	10/07/16	L&D01 (L&D PRINTING INC)		189.45	.00	189.45	Automatic Generated Check
	019464	10/07/16	LIV10 (LIVERMORE SANITATION INC)		2,317.45	.00	2,317.45	Automatic Generated Check
	019465	10/07/16	MVT01 (MV TRANSPORTATION, INC.)		9,000.00	.00	9,000.00	Automatic Generated Check
	019466	10/07/16	OFF01 (OFFICE DEPOT)		296.85	.00	296.85	Automatic Generated Check
	019467	10/07/16	PLA02 (PLANETARIA MEDIA LLC)		200.00	.00	200.00	Automatic Generated Check
	019468	10/07/16	QU101 (QUILL CORPORATION)		86.93	.00	86.93	Automatic Generated Check
	019469	10/07/16	RCO01 (R COMPUTERS)		658.00	.00	658.00	Automatic Generated Check
	019470	10/07/16	RSE01 (R & S ERECTION)		6,218.00	.00	6,218.00	Automatic Generated Check
	019471	10/07/16	SCF01 (SC FUELS)		19,885.26	.00	19,885.26	Automatic Generated Check
	019472	10/07/16	STA16 (STANTEC CONSULTING SERVICES		10,000.00	.00	10,000.00	Automatic Generated Check
	019473	10/07/16	TAX60 (ANNA FONG)		37.40	.00	37.40	Automatic Generated Check
	019474	10/07/16	TCG01 (THE CREATIVE GROUP)		11,188.57	.00	11,188.57	Automatic Generated Check
	019475	10/07/16	TMA10 (T MARSHAL ASSOCIATES LTD)		883.54	.00	883.54	Automatic Generated Check
	019476	10/07/16	TX115 (LARRY MENDEZ)		38.68	.00	38.68	Automatic Generated Check
	019477	10/07/16	TX163 (LINDA CHIPMAN)		77.78	.00	77.78	Automatic Generated Check
	019478	10/07/16	TX164 (MARYAM IFTIKHAR)		73.95	.00	73.95	Automatic Generated Check
	019479	10/07/16	TX165 (WILLIAM JESS)		541.98	.00	541.98	Automatic Generated Check
	019480	10/21/16	AGM01 (LEO LAM INC)		1,098.50	.00	1,098.50	Automatic Generated Check
	019481	10/21/16	AIM01 (AIM TO PLEASE JANITORIAL SER		25,228.83	.00	25,228.83	Automatic Generated Check
	019482	10/21/16	ALA02 (ALANCO EQUIPMENT)		598.77	.00	598.77	Automatic Generated Check
	019483	10/21/16	ATT02 (AT&T)		792.98	.00	792.98	Automatic Generated Check
	019484	10/21/16	AVI01 (AMADOR VALLEY INDUSTRIES)		341.71	.00	341.71	Automatic Generated Check
	019485	10/21/16	BAY03 (BAY AREA NEWS GROUP)		599.40	.00	599.40	Automatic Generated Check
	019486	10/21/16	CAL13 (CALIFORNIA TRANSIT)		24,219.34	.00	24,219.34	Automatic Generated Check
	019487	10/21/16	CIT06 (CITY OF LIVERMORE SEWER)		43.88	.00	43.88	Automatic Generated Check
	019488	10/21/16	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	019489	10/21/16	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic Generated Check
	019490	10/21/16	EME01 (EMERALD LANDSCAPE CO INC)		1,485.00	.00	1,485.00	Automatic Generated Check
	019491	10/21/16	IMP04 (IMPRINTS LABEL & DECAL)		115.00	.00	115.00	Automatic Generated Check
	019492	10/21/16	JNI01 (JACK NADEL INTERNATIONAL)		3,345.57	.00	3,345.57	Automatic Generated Check
	019493	10/21/16	JTH01 (J. THAYER COMPANY)		90.05	.00	90.05	Automatic Generated Check
	019494	10/21/16	KKI01 (ALPHA MEDIA II LLC)		880.00	.00	880.00	Automatic Generated Check
	019495	10/21/16	OFF01 (OFFICE DEPOT)		62.29	.00	62.29	Automatic Generated Check
	019496	10/21/16	PAC11 (PACIFIC ENVIROMENTAL SERV)		240.00	.00	240.00	Automatic Generated Check
	019497	10/21/16	SCF01 (SC FUELS)		43,578.29	.00	43,578.29	Automatic Generated Check
	019498	10/21/16	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	019499	10/21/16	TAX86 (DEBBIE LOPES)		20.00	.00	20.00	Automatic Generated Check
	019500	10/21/16	TCG01 (THE CREATIVE GROUP)		11,719.45	.00	11,719.45	Automatic Generated Check
	019501	10/21/16	TEL01 (TELEPACIFIC COMMUNICATIONS)		1,899.05	.00	1,899.05	Automatic Generated Check
	019502	10/21/16	TNT01 (TNT FIRE PROTECTION INC)		550.00	.00	550.00	Automatic Generated Check
	019503	10/21/16	TX112 (DARRELL DION)		80.00	.00	80.00	Automatic Generated Check
	019504	10/21/16	TX115 (LARRY MENDEZ)		56.99	.00	56.99	Automatic Generated Check
	019505	10/21/16	TX156 (YVONNE BRETOI)		110.50	.00	110.50	Automatic Generated Check
	019506	10/21/16	TX166 (HELEN SATIN)		32.75	.00	32.75	Automatic Generated Check
	019507	10/21/16	TX167 (SETH EMERY)		20.00	.00	20.00	Automatic Generated Check
Total for Bank Account 105 ----->					1,265,198.83	.00	1,265,198.83	
Grand Total of all Bank Accounts ----->					1,265,198.83	.00	1,265,198.83	

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LAYTA
 Month End Payable Activity Report
 Report for 11-16

PAGE: 001
 ID #: PY-AD
 CTR.: ZEE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
11-16	A&M01 (LEO LAM INC)	131362	10/27/16	11/26/16	A	371.78	A&M01, 131362, PO #5920 LETTERHEAD ENVELOPES
11-16	ATT02 (AT&T)	8722983	10/13/16	11/12/16	A	274.06	ATT02, PAYER #9391035693 9/13-1C/12/16
11-16	ATT03 (AT&T)	165693304	10/19/16	11/18/16	A	896.54	ATT03, 4165693304, OCT-16 INTERNET PRI
11-16	CAL04 (CALIFORNIA WATER SERVICE)	198101916H	10/19/16	11/18/16	A	487.67	CAL04, 0198655555, BUS WASH 9/20-10/18/16
		909101916H	10/19/16	11/18/16	A	464.83	CAL04, 9098655555, MOA WATER 9/20-10/18/16
		Vendor's Total ----->				952.50	
11-16	CAP01 (CAPTURE TECHNOLOGIES INC)	FY2017ALT	10/31/16	11/30/16	A	10411.00	CAP01, FY17 ALTIGEN SOFTWARE ASSURANCE PC #3
11-16	CIT06 (CITY OF LIVERMORE SEWER)	BW101816	10/18/16	11/17/16	A	48.27	CIT06, 138143-00, BUS WASH 9/20-10/18/16
		MOA101816	10/18/16	11/17/16	A	102.72	CIT06, 133294-00, MOA SEWER 9/20-10/18/16
		Vendor's Total ----->				150.99	
11-16	CIT07 (CITY OF LIVERMORE - WATER)	361101816H	10/18/16	11/17/16	A	51.26	CIT07, 139361-00, ATLANTIS SEWER 9/20-10/18/16
		388101816H	10/18/16	11/17/16	A	126.05	CIT07, 139388-00, BUS WASH 9/20-10/18/16
		399101816H	10/18/16	11/17/16	A	43.88	CIT07, 139399-00, ATLANTIS SEWER 9/20-10/18/16
		430101816H	10/18/16	11/17/16	A	59.05	CIT07, 138430-01, ATLANTIS INDOOR 9/20-10/18/16
		431101816H	10/18/16	11/17/16	A	434.85	CIT07, 138431-00, ATLANTIS IRRG. 9/20-10/18/16
		432101816H	10/18/16	11/17/16	A	26.65	CIT07, 138432-00, ATLANTIS FIRE 9/20-10/18/16
		Vendor's Total ----->				741.74	
11-16	COR01 (CORBIN WILLITS SYSTEMS)	B610151	10/15/16	11/14/16	A	239.45	COR01, B610151, OCT-16 SERVICE
11-16	CWI01 (CUMMINS WEST, INC- SAN LEAN)	021-25275	10/19/16	11/18/16	A	11438.51	CWI01, 021-25275, PO #5919 REPAIR DPIM BATES
11-16	EME01 (EMERALD LANDSCAPE CO INC)	289753	11/01/16	12/01/16	A	1155.00	EME01, 289753, NOV-16 LANDSCAPING SERVICE
11-16	FED01 (FedEx)	558526120	10/21/16	11/20/16	A	100.33	FED01, 558526120, OCT-16 STATEMENT
11-16	HAN01 (HANSON BRIDGETT MARCUS)	1175328	09/30/16	10/30/16	A	6766.50	HAN01, 1175328, AUG-16 LEGAL FEES
11-16	IPC01 (IPC (USA) INC)	157830972	10/13/16	11/12/16	A	15213.07	IPC01, 157830972, 10/13/16 FUEL DELIVERY
		158817023	10/25/16	11/24/16	A	14874.53	IPC01, 158817023, 10/25/16 FUEL DELIVERY
		Vendor's Total ----->				30087.60	
11-16	KIM02 (KIMLEY-HORN AND ASSOC, INC)	7101-0916	09/30/16	10/30/16	A	780.00	KIM02, 097447101-0916, PO #5577 PARKING LOT
11-16	MAZ01 (MAZE & ASSOCIATES)	20855	10/18/16	11/17/16	A	18936.00	MAZ01, 20855, FY16 YEAR END AUDIT
11-16	MET01 (METROPOLITAN TRANSPORT-)	AR012812	10/29/16	11/28/16	A	6578.11	MET01, AR012812, AUG-16 CLIPPER FEES
11-16	MTM01 (MEDICAL TRANSPORTATION MANA)	MTM112072H	10/26/16	11/25/16	A	1928.50	MTM01, MTM-112072, 10/19-10/25/16
		MTM112073H	11/03/16	12/03/16	A	3769.50	MTM01, MTM-112073, 10/26-11/1/16
		SEPT-2016H	10/20/16	11/19/16	A	120180.24	MTM01, SEPT-16 MONTHLY SERVICE
		Vendor's Total ----->				125878.24	
11-16	MVT01 (MV TRANSPORTATION, INC.)	71179H	10/10/16	11/09/16	A	51577.57	MVT01, 71179, SEPT-16 FIXED ROUTE SERVICE
11-16	OFF01 (OFFICE DEPOT)	621952001	10/26/16	11/25/16	A	45.27	OFF01, 874621952001, 10/26/16 OFFICE SUPPLIES
		621952002	10/28/16	11/27/16	A	9.99	OFF01, 874621952002, 10/28/16 OFFICE SUPPLIES
		623042001	10/18/16	11/17/16	A	25.17	OFF01, 872623042001, 10/18/16 OFFICE SUPPLIES
		623160001	10/17/16	11/16/16	A	48.67	OFF01, 872623160001, 10/17/16 OFFICE SUPPLIES
		846264001	10/19/16	11/18/16	A	153.83	OFF01, 872846264001, 10/19/16 OFFICE SUPPLIES
		Vendor's Total ----->				282.93	

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JAVTA
 Month End Payable Activity Report
 Report for 11-16

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 CTL: XRE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
11-16	PAC01 (AT&T)	ATT100716H	10/07/16	11/06/16	A	33.29	PAC01,ACCT #232-351-6260,CONTRACTOR FIRE 10/
		ATT101116H	10/11/16	11/10/16	A	354.19	PAC01,ACCT #436-951-0106, ATLANTIS T1 10/11-
		ATT101316H	10/13/16	11/12/16	A	145.96	PAC01,ACCT #925-243-9029,ATLANTIS ALRM 10/13
		Vendor's Total ----->				533.44	
11-16	PAC02 (PACIFIC GAS AND ELECTRIC)	726102016H	10/20/16	11/19/16	A	542.65	PAC02, 7264840356-5, RAPID STOPS 9/21-10/19/
		764101216H	10/12/16	11/11/16	A	128.69	PAC02, 7649646868-7, COOLAN TWR 9/13-10/11/1
		900101316H	10/13/16	11/12/16	A	351.81	PAC02, 9007262117-4, MOA GAS 9/14-10/12/16
		980101316H	10/13/16	11/12/16	A	661.17	PAC02, 9800031052-8, TRANSIT CENTER 9/14-10/
		Vendor's Total ----->				1684.32	
11-16	PAV01 (PAVLOV ADVERTISING LLC)	1944	10/25/16	11/24/16	A	1158.75	PAV01, 1944, PO #5829 LPC EASY PASS PRMC
		1976	10/31/16	11/30/16	A	2837.50	PAV01,1976,PO #5683 HOW TO RIDE BROCHURE COM
		1988	10/31/16	11/30/16	A	10637.50	PAV01, 1988, PO #5683 TIMETABLES COMPLETION
		1989	10/31/16	11/30/16	A	1575.00	PAV01, 1989, PO #5683 SYSTEM MAP COMPLETION
		Vendor's Total ----->				16208.75	
11-16	PRE03 (PREMIER SECURITY SOLNS CO)	1610-261	10/13/16	11/12/16	A	454.80	PRE03, 1610-261, PO #5925 REPLACE LOW BATTER
11-16	PSS01 (PLEASANTON STEEL & SUPPLY C	97862	10/18/16	11/17/16	A	273.75	PSS01,97862,PO #5918 STAINLESS STEEL TRIM AN
11-16	QUI01 (QUILL CORPORATION)	9989713	10/13/16	11/12/16	A	392.03	QUI01, 9989713, 10/13/16 OFFICE SUPPLIES
11-16	RHT01 (R.H. TINNEY, INC.)	4642S-IN	10/14/16	11/13/16	A	101.00	RET01, 4642S-IN, TC HVAC QTRLY MAINT FY17
		4644S-IN	10/14/16	11/13/16	A	243.00	RET01, 4644S-IN, ATLANTIS HVAC QTRLY MAINT F
		4693S-IN	10/21/16	11/20/16	A	1322.00	RET01, 4693S-IN, PO #5936 COIL CLEANING ATLA
		4643S-IN	10/21/16	11/20/16	A	591.00	RET01, 4643S-IN, RUTAN HVAC QTRLY MAINT FY17
		Vendor's Total ----->				2257.00	
11-16	SCF01 (SC FUELS)	3177758	10/19/16	11/18/16	A	14936.59	SCF01, 3177758, 10/19/16 FUEL DELIVERY
11-16	SEA02 (SHAMROCK OFFICE SOLUTIONS)	271195	10/05/16	11/04/16	A	76.32	SEA02, 271195, FRONT DESK PRINTER 9/12-10/11
11-16	SIN01 (SINGLEPOINT COMMUNICATIONS)	143	09/20/16	10/20/16	A	18491.93	SIN01, 143, PO #5773 15 WIFI BUS INSTALL EQD
		368	09/20/16	10/20/16	A	6205.95	SIN01, 368, PO #5759 28 SOFTWARE CONTENT FIL
		545	09/28/16	10/28/16	A	5925.00	SIN01, 545, PO #5831 15 BUS WIFI INSTALLED
		Vendor's Total ----->				30622.88	
11-16	STA01 (STATE COMPENSATION FUND)	NOV-2016H	10/21/16	11/20/16	A	1720.50	STA01, NOV-16 WORKER'S COMP PREMIUM
11-16	SWA01 (ANGELA SWANSON)	OCT-2016H	11/01/16	12/01/16	A	70.17	SWA01, OCT-16 TRAVEL & FOOD REIMBURSE
11-16	TAX67 (CHRISTEL RAGER)	1017-1026H	11/03/16	12/03/16	A	200.00	TAX67, PARATAXI REIMBURSE 10/17-10/26/16
11-16	TAX96 (THOMAS R. LEONARD)	0801-1017H	11/03/16	12/03/16	A	87.76	TAX96, PARATAXI REIMBURSE 8/1-10/17/16
11-16	TAX99 (SAEED TIRMIZI)	0807-0916H	11/03/16	12/03/16	A	60.14	TAX99, PARATAXI REIMBURSE 8/7-9/16/16
11-16	TCG01 (THE CREATIVE GROUP)	46897815	10/18/16	11/17/16	A	3792.00	TCG01, 46897815, PO #5750 TEMP MGR W/E 10/14
		46897923	10/18/16	11/17/16	A	2311.60	TCG01, 46897923, PO #5847 TEMP SPEC W/E 10/1
		46947929	10/25/16	11/24/16	A	311.18	TCG01, 46947929, PO #5754 TEMP DEV W/E 10/21
		46948040	10/25/16	11/24/16	A	2311.60	TCG01, 46948040, PO #5847 TEMP SPEC W/E 10/2
		46948041	10/25/16	11/24/16	A	3792.00	TCG01, 46948041, PO #5750 TEMP MGR W/E 10/21
		Vendor's Total ----->				12518.38	
11-16	TX113 (RODGER RAGER)	1005-1031H	11/03/16	12/03/16	A	200.00	TX113, PARATAXI REIMBURSE 10/5-10/31/16
11-16	TX130 (LIU PING C LI)	0805-1115	11/03/16	12/03/16	A	46.75	TX130, PARATAXI REIMBURSE 8/5-11/15/16

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LAVTA
Month End Payable Activity Report
Report for 11-16

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CTL.: ZH3

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
11-16	TX133 (SAROJA IYER)	0908-1010	11/03/16	12/03/16	A	116.48	TX133, PARATAXI REIMBURSE 9/8-10/10/16
11-16	TX137 (HIMATIAL R MEHTA)	1012-1023H	11/03/16	12/03/16	A	46.96	TX137, PARATAXI REIMBURSE 10/12-10/23/16
11-16	TX161 (JYOTSNA MEHTA)	1017-1024H	11/03/16	12/03/16	A	31.24	TX161, PARATAXI REIMBURSE 10/17-10/24/16
11-16	TX162 (SANDRA LANGLOTZ)	0811-1026	11/03/16	12/03/16	A	402.98	TX162, PARATAXI REIMBURSE 8/11-10/26/16
11-16	TX168 (EVELYN WRIGHT)	0908-1015	11/03/16	12/03/16	A	137.75	TX168, PARATAXI REIMBURSE 9/8-10/15/16
11-16	VER01 (VERIZON WIRELESS)	774143783H	10/22/16	11/21/16	A	1311.06	VER01, 9774143783, OCT-16 WIFI & CELL PHONE
11-16	WEG01 (CHRISTY WEGENER)	OCT-2016H	11/01/16	12/01/16	A	67.31	WEG01, OCT-16 TRAVEL & FOOD REIMBURSE

Total of Purchases --> -----
352076.21
=====

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Treasurer's Report for November 2016

FROM: Tamara Edwards, Finance and Grants Manager

DATE: January 9, 2017

Action Requested

Review and approve the LAVTA Treasurer's Report for November 2016.

Discussion

Cash accounts:

Our petty cash account (101) has a balance of \$200, and our ticket sales change account (102) continues with a balance of \$240 (these two accounts should not change).

General checking account activity (105):

Beginning balance November 1, 2016	\$10,745,023.77
Payments made	\$1,246,093.82
Deposits made	\$784,725.08
Transfer from Farebox Account	\$200,000.00
Ending balance November 30, 2016	\$10,483,655.03

Farebox account activity (106):

Beginning balance November 1, 2016	\$202,064.22
Deposits made	\$74,940.32
Transfer to General Checking	\$200,000.00
Ending balance November 30, 2016	\$77,004.54

LAIF investment account activity (135):

Beginning balance November 1, 2016	\$663,018.35
Ending balance November 30, 2016	\$663,018.35

Operating Expenditures Summary:

As this is the fifth month of the fiscal year, in order to stay on target for the budget this year expenses (at least the ones that occur on a monthly basis) should not be higher than 41.66%. The agency is at 37.68% overall.

Operating Revenues Summary:

While expenses are at 37.68%, revenues are at 63.7%, providing for a healthy cash flow.

Recommendation

Staff recommends approval of the November 2016 Treasurer's Report.

Attachments:

1. November 2016 Treasurer's Report

Approved: _____

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
November 30, 2016**

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	10,483,655	
106 CASH - FIXED ROUTE ACCOUNT	77,004	
107 Clipper Cash	427,272	
120 ACCOUNTS RECEIVABLE	133,932	
135 INVESTMENTS - LAIF	663,018	
150 PREPAID EXPENSES	(24)	
160 OPEB ASSET	430,453	
165 DEFFERED OUTFLOW-Pension Related	132,890	
170 INVESTMENTS HELD AT CALTIP	0	
111 NET PROPERTY COSTS	42,245,608	
TOTAL ASSETS		54,594,248

LIABILITIES:

205 ACCOUNTS PAYABLE	344,599	
211 PRE-PAID REVENUE	1,599,529	
21101 Clipper to be distributed	355,895	
22000 FEDERAL INCOME TAXES PAYABLE	34	
22010 STATE INCOME TAX	(10)	
22020 FICA MEDICARE	(0)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(331)	
22030 SDI TAXES PAYABLE	0	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	90	
22090 WORKERS' COMPENSATION PAYABLE	6,735	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	634,007	
23104 Deferred Inflow- Pension Related	103,992	
23103 INSURANCE CLAIMS PAYABLE	78,094	
23102 UNEMPLOYMENT RESERVE	20,000	
TOTAL LIABILITIES		3,142,634

FUND BALANCE:

301 FUND RESERVE	8,770,327	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	39,460,703	
30401 SALE OF BUSES & EQUIPMENT	84,132	
FUND BALANCE	3,136,452	
TOTAL FUND BALANCE		51,451,614
TOTAL LIABILITIES & FUND BALANCE		54,594,248

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
November 30, 2016**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,548,670	136,296	564,653	984,017	36.5%
4020000	Business Park Revenues	191,030	0	44,846	146,184	23.5%
4020500	Special Contract Fares	171,286	43,501	43,501	127,785	25.4%
4020500	Special Contract Fares - Paratransit	37,000	3,508	10,448	26,552	28.2%
4010200	Paratransit Passenger Fares	205,968	12,810	75,783	130,185	36.8%
4060100	Concessions	44,135	5,379	19,259	24,877	43.6%
4060300	Advertising Revenue	95,000	28,519	80,291	14,709	84.5%
4070400	Miscellaneous Revenue-Interest	4,500	0	2,716	1,784	60.3%
4070300	Non transportation revenue	91,733	22,162	41,999	49,734	100.0%
4090100	Local Transportation revenue (TFCA RTE B	137,500	34,375	34,375	103,125	100.0%
4099100	TDA Article 4.0 - Fixed Route	9,435,973	0	9,433,761	2,212	100.0%
4099500	TDA Article 4.0-BART	84,324	5,860	27,514	56,810	32.6%
4099200	TDA Article 4.5 - Paratransit	123,457	8,575	40,629	82,828	32.9%
4099600	Bridge Toll- RM2	580,836	96,806	145,209	435,627	25.0%
4110100	STA Funds-Paratransit	49,787	0	0	49,787	0.0%
4110500	STA Funds- Fixed Route BART	654,479	0	0	654,479	0.0%
4110100	STA Funds-pop	700,785	0	0	700,785	0.0%
4110100	STA Funds- rev	198,153	0	0	198,153	0.0%
4110100	STA Funds- Lifeline	194,324	0	0	194,324	0.0%
4130000	FTA Section 5307 Preventative Maint.	424,167	0	0	424,167	100.0%
4130000	FTA Section 5307 ADA Paratransit	341,367	0	0	341,367	0.0%
4130000	FTA 5304	-	10,019	10,019	(10,019)	100.0%
4130000	FTA JARC and NF	84,517	0	2,297	82,220	2.7%
4130000	FTA 5311	38,951	0	0	38,951	0.0%
4640500	Measure B Gap	-	0	0	-	100.0%
4640500	Measure B Express Bus	-	0	0	-	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	884,690	81,661	231,626	653,064	26.2%
4640100	Measure B Paratransit Funds-Paratransit	167,445	15,456	43,840	123,605	26.2%
4640200	Measure BB Paratransit Funds-Fixed Route	660,528	60,713	172,785	487,743	26.2%
4640200	Measure BB Paratransit Funds-Paratransit	283,285	26,039	74,103	209,182	26.2%
TOTAL REVENUE		17,433,890	591,679	11,099,653	6,334,237	63.7%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
November 30, 2016**

		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02	Salaries and Wages	\$1,381,056	\$96,638	\$564,325	\$816,731	40.86%
502 00	Personnel Benefits	\$815,347	\$12,012	\$277,727	\$537,620	34.06%
503 00	Professional Services	\$699,156	\$77,165	\$210,380	\$488,776	30.09%
503 05	Non-Vehicle Maintenance	\$574,029	\$36,758	\$276,932	\$297,097	48.24%
503 99	Communications	\$10,500	\$98	\$771	\$9,729	7.35%
504 01	Fuel and Lubricants	\$1,231,310	\$67,577	\$276,056	\$955,254	22.42%
504 03	Non contracted vehicle maintenance	\$15,000	\$0	\$0	\$15,000	0.00%
504 99	Office/Operating Supplies	\$50,500	\$1,417	\$6,373	\$44,127	12.62%
504 99	Printing	\$60,000	\$0	\$30,428	\$29,572	50.71%
505 00	Utilities	\$266,900	\$21,266	\$80,370	\$186,530	30.11%
506 00	Insurance	\$590,936	\$0	\$389,774	\$201,162	65.96%
507 99	Taxes and Fees	\$152,000	\$6,554	\$30,244	\$121,756	19.90%
508 01	Purchased Transportation Fixed Route	\$9,018,334	\$714,435	\$3,654,053	\$5,374,174	40.52%
2-508 02	Purchased Transportation Paratransit	\$2,102,600	\$137,967	\$695,657	\$1,406,943	33.09%
508 03	Purchased Transportation Paratransit	\$100,000	\$0	\$0	\$100,000	0.00%
509 00	Miscellaneous	\$126,504	\$9,082	\$50,767	\$74,438	40.13%
509 02	Professional Development	\$39,718	\$1,082	\$3,245	\$36,473	8.17%
509 08	Advertising	\$190,000	\$0	\$19,052	\$170,948	10.03%
TOTAL		\$17,423,890	\$1,182,049	\$6,566,154	\$10,866,330	37.68%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
November 30, 2016

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
4090594	TDA (office and facility equip)	20,000	0	0	20,000	0.00%
4090194	TDA Shop repairs and replacement	67,000	0	0	67,000	0.00%
4091794	Bus stop improvements	767,005	0	0	767,005	0.00%
4092394	TDA Bus replacement	2,476,208	0	1,812,118	664,090	73.18%
4090994	TDA IT Upgrades and Replacements	15,500	0	0	15,500	0.00%
4090794	TDA Transit Center Improvements	56,200	0	0	56,200	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092094	TDA (Major component rehab)	120,000	0	0	120,000	0.00%
4091394	TDA Board Room upgrade	25,600	0	0	25,600	0.00%
4091294	TDA Doolan Tower Upgrade	10,000	0	0	10,000	0.00%
4090894	TDA TPI	66,000	0	0	66,000	0.00%
4092194	TDA Rebranding bus wrap	95,000	0	0	95,000	0.00%
4091494	TDA WIFI	13,304	0	0	13,304	0.00%
4091594	TDA Farebox upgrade	101,758	0	0	101,758	0.00%
4090394	TDA Non revenue vehicle replacement	144,800	0	0	144,800	0.00%
4092396	Bridge Tolls Bus Replacement	535,578	0	519,943	15,635	97.08%
4111700	PTMISEA Shelters and Stops	116,719	0	0	116,719	0.00%
41124	Prob 1B Security upgrades	73,392	0	0	73,392	0.00%
41114	Prop 1B Wifi	36,696	0	0	36,696	0.00%
41123	PTMISEA Bus Replacement	572,778	0	0	572,778	0.00%
41107	PTMISEA Transit Center Improvements	125,625	0	0	125,625	0.00%
41105	PTMISEA Office improvements	177,390	0	0	177,390	0.00%
41101	PTMISEA Shop Repairs	184,124	0	0	184,124	0.00%
41302	FTA MOA FACILITY	-	6,000	6,000	(6,000)	#DIV/0!
41308	TPI	504,564	0	0	504,564	0.00%
41315	FTA Farebox upgrade	398,242	0	0	398,242	0.00%
41303	FTA non revenue vehicle upgrade	367,200	0	0	367,200	0.00%
41323	FTA Bus replacements	12,315,205	0	12,012,425	302,780	97.54%
TOTAL REVENUE		19,485,888	6,000	14,350,486	5,135,402	73.65%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
FOR THE PERIOD ENDING:
November 30, 2016

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
EXPENDITURE DETAILS						
CAPITAL PROGRAM - COST CENTER 07						
5550107	Shop Repairs and replacement	251,124	0	4,378	246,746	1.74%
5550207	New MOA Facility (Satelite Facility)	-	274	10,582	(10,582)	#DIV/0!
5550307	Non revenue vehicle replacement	512,000	0	0	512,000	0.00%
5550407	BRT	-	0	24,059	(24,059)	#DIV/0!
5550507	Office and Facility Equipment	20,000	780	7,838	12,162	39.19%
5550607	511 Integration	-	0	0	0	#DIV/0!
5550707	Driveway resurfacing project	177,390	0	850	176,540	0.48%
5550807	Dublin TPI project	570,564	0	0	570,564	0.00%
5550907	IT Upgrades and replacement	15,500	0	0	15,500	0.00%
5551007	Transit Center Upgrades and Improvements	181,825	0	0	181,825	0.00%
5551207	Doolan Tower upgrade	10,000	0	0	10,000	0.00%
5551307	Board Room upgrade	25,600	0	0	25,600	0.00%
5551407	Wifi	50,000	0	0	50,000	0.00%
5551507	Farebox upgrade	500,000	0	0	500,000	0.00%
5551707	Bus Shelters and Stops	883,724	0	26,208	857,516	2.97%
5552007	Major component rehab	120,000	11,439	11,439	108,561	9.53%
5552107	Rebranding bus wrap	95,000	0	0	95,000	0.00%
5552307	Bus replacement	15,899,769	41,099	15,607,732	292,037	98.16%
5552407	Security upgrades	73,392	0	0	73,392	0.00%
555??07	Transit Capital	100,000	0	0	100,000	0.00%
TOTAL CAPITAL EXPENDITURES		19,485,888	53,591	15,693,085	3,792,803	80.54%
FUND BALANCE (CAPITAL)		0.00	(47,591)	(1,342,599)		
FUND BALANCE (CAPTIAL & OPERATING)		0.00	(636,371)	3,196,753		

Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

[www.treasurer.ca.gov/pmia-
laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)
December 01,
2016

LIVERMORE/AMADOR VALLEY TRANSIT
AUTHORITY
GENERAL MANAGER
1362 RUTAN COURT, SUITE 100
LIVERMORE, CA 94550

PMIA Average Monthly Yields

Account Number:
80-01-002

Tran Type Definitions

November 2016 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	660,181.44
Total Withdrawal:	0.00	Ending Balance:	660,181.44

REPORT.: Dec 14 16 Wednesday
 RUN....: Dec 14 16 Time: 11:27
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 11-16 BANK ACCOUNT 105

PAGE: 001
 ID #: PY-CD
 CTL: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
11-16	H6876	11/04/16	WEG01 (CHRISTY WEGENER)		67.31	.00	67.31	WEG01, OCT-16 TRAVEL & FO
	H6877	11/04/16	SWA01 (ANGELA SWANSON)		70.17	.00	70.17	SWA01, OCT-16 TRAVEL & FO
	H6878	11/04/16	MTM01 (MEDICAL TRANSPORTATION MANAG		1,928.50	.00	1,928.50	MTM01, MTM-112072, 10/19-
	H6879	11/04/16	MVT01 (MV TRANSPORTATION, INC.)		51,577.57	.00	51,577.57	MVT01, 71179, SEPT-16 FIX
	H6880	11/04/16	MTM01 (MEDICAL TRANSPORTATION MANAG		120,180.24	.00	120,180.24	MTM01, SEPT-16 MONTHLY SE
	H6881	11/04/16	CAL04 (CALIFORNIA WATER SERVICE)		487.67	.00	487.67	CAL04, C198655555, BUS WA
	H6882	11/04/16	CAL04 (CALIFORNIA WATER SERVICE)		464.83	.00	464.83	CAL04, 9098655555, MOA WA
	H6883	11/04/16	PAC01 (AT&T)		33.29	.00	33.29	PAC01,ACCT #232-351-6260,
	H6884	11/04/16	PAC01 (AT&T)		145.96	.00	145.96	PAC01,ACCT #925-243-9029,
	H6885	11/04/16	PAC01 (AT&T)		354.19	.00	354.19	PAC01,ACCT #436-951-0106,
	H6886	11/04/16	CIT07 (CITY OF LIVERMORE - WATER)		43.88	.00	43.88	CIT07, 139399-00, ATLANTI
	H6887	11/04/16	CIT07 (CITY OF LIVERMORE - WATER)		51.26	.00	51.26	CIT07, 139361-00, ATLANTI
	H6888	11/04/16	CIT07 (CITY OF LIVERMORE - WATER)		434.85	.00	434.85	CIT07, 138431-00, ATLANTI
	H6889	11/04/16	CIT07 (CITY OF LIVERMORE - WATER)		26.65	.00	26.65	CIT07, 138432-00, ATLANTI
	H6890	11/04/16	CIT07 (CITY OF LIVERMORE - WATER)		126.05	.00	126.05	CIT07, 139388-00, BUS WAS
	H6891	11/04/16	CIT07 (CITY OF LIVERMORE - WATER)		59.05	.00	59.05	CIT07, 138430-01, ATLANTI
	H6892	11/04/16	PAC02 (PACIFIC GAS AND ELECTRIC)		351.81	.00	351.81	PAC02, 9007202117-4, MOA
	H6893	11/04/16	PAC02 (PACIFIC GAS AND ELECTRIC)		661.17	.00	661.17	PAC02, 9800031052-3, TRAN
	H6894	11/04/16	PAC02 (PACIFIC GAS AND ELECTRIC)		128.69	.00	128.69	PAC02, 7649646868-7, DOOL
	H6895	11/04/16	PAC02 (PACIFIC GAS AND ELECTRIC)		542.65	.00	542.65	PAC02, 7264840356-5, RAPI
	H6896	11/04/16	VER01 (VERIZON WIRELESS)		1,311.06	.00	1,311.06	VER01, 9774143783, OCT-16
	H6897	11/04/16	STA01 (STATE COMPENSATION FUND)		1,720.50	.00	1,720.50	STA01, NOV-16 WORKER'S CO
	H6898	11/04/16	TX137 (HIMATLAL R MEHTA)		46.96	.00	46.96	TX137, PARATAXI REIMBURSE
	H6899	11/04/16	TX113 (RODGER RAGER)		200.00	.00	200.00	TX113, PARATAXI REIMBURSE
	H6900	11/04/16	TAX67 (CHRISTEL RAGER)		200.00	.00	200.00	TAX67, PARATAXI REIMBURSE
	H6901	11/04/16	TX161 (JYOTSNA MEHTA)		31.24	.00	31.24	TX161, PARATAXI REIMBURSE
	H6902	11/04/16	TAX99 (SAEED TIRMIZI)		60.14	.00	60.14	TAX99, PARATAXI REIMBURSE
	H6903	11/04/16	TAX96 (THOMAS R. LEONARD)		87.76	.00	87.76	TAX96, PARATAXI REIMBURSE
	H6904	11/04/16	MTM01 (MEDICAL TRANSPORTATION MANAG		3,769.50	.00	3,769.50	MTM01, MTM-112073, 10/26-
	H6905	11/18/16	TAX14 (KAREN ADAMS)		27.41	.00	27.41	TAX14, PARATAXI REIMBURSE
	H6906	11/18/16	STA13 (STAPLES CREDIT PLAN)		301.86	.00	301.86	STA13, NOV-16 CC STATEMEN
	H6907	11/18/16	MOR02 (VANESSA MORENO)		56.38	.00	56.38	MOR02, NOV-16 TRAVEL REIM
	H6908	11/18/16	MAS01 (ANTHONY D. MASSA)		23.44	.00	23.44	MAS01, NOV-16 TRAVEL REIM
	H6909	11/18/16	ADA01 (BEVERLY ADAMO)		937.26	.00	937.26	ADA01, OCT-16 TRAVEL REIM
	H6910	11/18/16	SHE05 (SHELL)		21.90	.00	21.90	SHE05, NOV-16 CC STATEMEN
	H6911	11/10/16	EFT01 (ELECTRONIC FUND TRANSFERS)		6,622.77	.00	6,622.77	EFT01, FEDERAL TAXES 10/24-
	H6912	11/10/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2,172.64	.00	2,172.64	EMP01, STATE TAXES 10/24-
	H6913	11/10/16	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		35,711.02	.00	35,711.02	DIR02, FR DIRECT DEPOSIT
	H6914	11/10/16	PER04 (CALPERS RETIREMENT SYSTEM)		916.01	.00	916.01	PER04, PERS 45 CONTRIBUT
	H6915	11/10/16	PER01 (PERS)		3,624.62	.00	3,624.62	PER01, PERS CLASSIC CONTR
	H6916	11/10/16	PER01 (PERS)		2,373.95	.00	2,373.95	PER01, PERS NEW CONTRIBUT
	H6917	11/18/16	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 4755555555, MOA FI
	H6918	11/18/16	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 5755555555, CONTRA
	H6919	11/18/16	CAL04 (CALIFORNIA WATER SERVICE)		64.11	.00	64.11	CAL04, 2575555555, CC FIE
	H6920	11/18/16	CAL04 (CALIFORNIA WATER SERVICE)		35.79	.00	35.79	CAL04, 3616555555, CC KAF
	H6921	11/18/16	CAL04 (CALIFORNIA WATER SERVICE)		339.35	.00	339.35	CAL04, 4616555555, CC ERR
	H6922	11/18/16	PAC02 (PACIFIC GAS AND ELECTRIC)		1,585.85	.00	1,585.85	PAC02, 6062256368-6, AILA
	H6923	11/18/16	PAC02 (PACIFIC GAS AND ELECTRIC)		8,149.19	.00	8,149.19	PAC02, 5809326332-3, MOA
	H6924	11/15/16	MVT01 (MV TRANSPORTATION, INC.)		337,810.88	.00	337,810.88	MVT01, 71729, NOV-16 1ST
	H6925	11/18/16	QUE01 (QUENCH)		196.44	.00	196.44	QUE01, D065546, PO #5571
	H6926	11/18/16	CAL15 (CALTRONICS BUSINESS SYS)		434.33	.00	434.33	CAL15, 2137666, BIZHUB TH
	H6927	11/18/16	STA01 (STATE COMPENSATION FUND)		1,720.50	.00	1,720.50	STA01, DEC-16 WORKER'S CO
	H6928	11/18/16	MTM01 (MEDICAL TRANSPORTATION MANAG		4,984.00	.00	4,984.00	MTM01, MTM-112074 11/3-11
	H6929	11/18/16	TAX91 (VIVIAN MARIE MILLER)		155.98	.00	155.98	TAX91, PARATAXI REIMBURSE
	H6930	11/18/16	TAX72 (JUSTIN HART)		170.00	.00	170.00	TAX72, PARATAXI REIMBURSE
	H6931	11/18/16	NEL01 (NELSON\NYGAARD CONSULTING AS		1,486.00	.00	1,486.00	NEL01, 68386, OCT-16 PROF
	H6932	11/18/16	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,145.43	.00	2,145.43	DEL05, DEC-16 DENTAL INSU
	H6933	11/30/16	TX137 (HIMATLAL R MEHTA)		43.56	.00	43.56	TX137, PARATAXI REIMBURSE
	H6934	11/30/16	TX161 (JYOTSNA MEHTA)		38.25	.00	38.25	TX161, PARATAXI REIMBURSE
	H6935	11/30/16	MVT01 (MV TRANSPORTATION, INC.)		337,810.80	.00	337,810.80	MVT01, 71730, NOV-16 2ND
	H6936	11/30/16	EFT01 (ELECTRONIC FUND TRANSFERS)		6,794.25	.00	6,794.25	EFT01, FEDERAL TAX 11/4-1
	H6937	11/30/16	PER01 (PERS)		2,246.57	.00	2,246.57	PER01, PERS NEW CONTRIBUT
	H6938	11/30/16	PER01 (PERS)		3,689.86	.00	3,689.86	PER01, PERS CLASSIC CONTR
	H6939	11/30/16	PER04 (CALPERS RETIREMENT SYSTEM)		916.63	.00	916.63	PER04, PERS 457 CONTRIBUT
	H6940	11/30/16	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		36,784.59	.00	36,784.59	DIR02, FR DIRECT DEPOSIT
	H6941	11/30/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2,192.50	.00	2,192.50	EMP01, STATE TAX 11/4-11/
	H6943	11/30/16	CIT07 (CITY OF LIVERMORE - WATER)		51.26	.00	51.26	CIT07, 139361-00, ATLANTI
	H6944	11/30/16	CIT07 (CITY OF LIVERMORE - WATER)		43.88	.00	43.88	CIT07, 139399-00, ATLANTI
	H6945	11/30/16	CIT07 (CITY OF LIVERMORE - WATER)		126.05	.00	126.05	CIT07, 139388-00, BUS WAS
	H6946	11/30/16	CIT07 (CITY OF LIVERMORE - WATER)		26.65	.00	26.65	CIT07, 138432-00, ATLANTI
	H6947	11/30/16	CIT07 (CITY OF LIVERMORE - WATER)		1,014.55	.00	1,014.55	CIT07, 138431-00, ATLANTI
	H6948	11/30/16	CIT07 (CITY OF LIVERMORE - WATER)		59.05	.00	59.05	CIT07, 138430-01, ATLANTI
	H6953	11/30/16	MER01 (MERCHANT SERVICES)		110.63	.00	110.63	MER01, OCT-16 CC FEES
	H6954	11/30/16	MER01 (MERCHANT SERVICES)		103.91	.00	103.91	MER01, OCT-16 MOA CC FEES
	H6962	11/30/16	PAC02 (PACIFIC GAS AND ELECTRIC)		109.91	.00	109.91	PAC02, 7649646868-7, DOOL
	H6976	11/30/16	PAV01 (PAVLOV ADVERTISING LLC)		(1,158.75)	.00	(1,158.75)	PAV01, 1944, PO #5829, RE
	H6977	11/30/16	PAV01 (PAVLOV ADVERTISING LLC)		1,158.75	.00	1,158.75	PAV01, 1944, PO #5829, AC
	H6978	11/30/16	PAV01 (PAVLOV ADVERTISING LLC)		(2,837.50)	.00	(2,837.50)	PAV01, 1976, PO #5683, RE
	H6979	11/30/16	PAV01 (PAVLOV ADVERTISING LLC)		2,837.50	.00	2,837.50	PAV01, 1976, PO #5683, AC
	H6980	11/30/16	PAV01 (PAVLOV ADVERTISING LLC)		(10,637.50)	.00	(10,637.50)	PAV01, 1988, PO #5683, RE
	H6981	11/30/16	PAV01 (PAVLOV ADVERTISING LLC)		10,637.50	.00	10,637.50	PAV01, 1988, PO #5683, AC
	H6982	11/30/16	PAV01 (PAVLOV ADVERTISING LLC)		(1,575.00)	.00	(1,575.00)	PAV01, 1989, PO #5683, RE

REPORT.: Dec 14 16 Wednesday
RUN....: Dec 14 16 Time: 11:27
Run By.: Daniel Zepeda

LAVTA
Month End Cash Disbursements Report
Prior Period Report for 11-16 BANK ACCOUNT 105

PAGE: 002
ID #: PY-CD
CTL.: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
11-16	H6983	11/30/16	PAV01 (PAVLOV ADVERTISING LLC)		1,575.00	.00	1,575.00	PAV01, 1989, PO #5683, AC
	019508	11/04/16	AGM01 (LEO LAM INC)		371.78	.00	371.78	Automatic Generated Check
	019509	11/04/16	ATT02 (AT&T)		274.06	.00	274.06	Automatic Generated Check
	019510	11/04/16	ATT03 (AT&T)		896.54	.00	896.54	Automatic Generated Check
	019511	11/04/16	CIT06 (CITY OF LIVERMORE SEWER)		150.99	.00	150.99	Automatic Generated Check
	019512	11/04/16	COR01 (CORBIN WILLITS SYSTEMS)		239.45	.00	239.45	Automatic Generated Check
	019513	11/04/16	CWIO1 (CUMMINS WEST, INC- SAN LEAND		11,438.51	.00	11,438.51	Automatic Generated Check
	019514	11/04/16	EME01 (EMERALD LANDSCAPE CO INC)		1,155.00	.00	1,155.00	Automatic Generated Check
	019515	11/04/16	FED01 (FedEx)		100.33	.00	100.33	Automatic Generated Check
	019516	11/04/16	HAN01 (HANSON BRIDGETT MARCUS)		6,766.50	.00	6,766.50	Automatic Generated Check
	019517	11/04/16	IPC01 (IPC (USA) INC)		15,213.07	.00	15,213.07	Automatic Generated Check
	019518	11/04/16	KIM02 (KIMLEY-HORN AND ASSOC, INC)		780.00	.00	780.00	Automatic Generated Check
	019519	11/04/16	MAZ01 (MAZE & ASSOCIATES)		18,936.00	.00	18,936.00	Automatic Generated Check
	019520	11/04/16	OFF01 (OFFICE DEPOT)		282.93	.00	282.93	Automatic Generated Check
	019521	11/04/16	PRE03 (PREMIER SECURITY SOLNS CO)		454.80	.00	454.80	Automatic Generated Check
	019522	11/04/16	QUI01 (QUILL CORPORATION)		392.03	.00	392.03	Automatic Generated Check
	019523	11/04/16	RHT01 (R.H. TINNEY, INC.)		935.00	.00	935.00	Automatic Generated Check
	019524	11/04/16	SCF01 (SC FUELS)		14,936.59	.00	14,936.59	Automatic Generated Check
	019525	11/04/16	SHA02 (SHAMROCK OFFICE SOLUTIONS)		76.32	.00	76.32	Automatic Generated Check
	019526	11/04/16	SIN01 (SINGLEPOINT COMMUNICATIONS I		30,622.88	.00	30,622.88	Automatic Generated Check
	019527	11/04/16	TCG01 (THE CREATIVE GROUP)		12,518.38	.00	12,518.38	Automatic Generated Check
	019528	11/04/16	CAP01 (CAPTURE TECHNOLOGIES INC)		10,411.00	.00	10,411.00	Automatic Generated Check
	019529	11/04/16	IPC01 (IPC (USA) INC)		14,874.53	.00	14,874.53	Automatic Generated Check
	019530	11/04/16	MET01 (METROPOLITAN TRANSPORT-)		6,578.11	.00	6,578.11	Automatic Generated Check
	019531	11/04/16	PAV01 (PAVLOV ADVERTISING LLC)		16,208.75	.00	16,208.75	Automatic Generated Check
	019532	11/04/16	PSS01 (PLEASANTON STEEL & SUPPLY CO		273.75	.00	273.75	Automatic Generated Check
	019533	11/04/16	RHT01 (R.H. TINNEY, INC.)		1,322.00	.00	1,322.00	Automatic Generated Check
	019534	11/04/16	TX130 (LIU PING C LI)		46.75	.00	46.75	Automatic Generated Check
	019535	11/04/16	TX133 (SARCOJA IYER)		116.48	.00	116.48	Automatic Generated Check
	019536	11/04/16	TX162 (SANDRA LANGLOTZ)		402.98	.00	402.98	Automatic Generated Check
	019537	11/04/16	TX168 (EVELYN WRIGHT)		137.75	.00	137.75	Automatic Generated Check
	019538	11/18/16	ACT01 (AC TRANSIT DISTRICT)		2,415.38	.00	2,415.38	Automatic Generated Check
	019539	11/18/16	AVI01 (AMADOR VALLEY INDUSTRIES)		341.71	.00	341.71	Automatic Generated Check
	019540	11/18/16	CAS01 (LAVTA)		132.79	.00	132.79	Automatic Generated Check
	019541	11/18/16	CIT06 (CITY OF LIVERMORE SEWER)		43.88	.00	43.88	Automatic Generated Check
	019542	11/18/16	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	019543	11/18/16	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic Generated Check
	019544	11/18/16	EJW01 (E.J. WARD INC)		10,475.63	.00	10,475.63	Automatic Generated Check
	019545	11/18/16	HAN01 (HANSON BRIDGETT MARCUS)		1,887.50	.00	1,887.50	Automatic Generated Check
	019546	11/18/16	INV01 (SHAWN SUACIER)		4,850.00	.00	4,850.00	Automatic Generated Check
	019547	11/18/16	IPC01 (IPC (USA) INC)		14,103.34	.00	14,103.34	Automatic Generated Check
	019548	11/18/16	KAT01 (KATHLEEN KELLY DBA:)		3,337.45	.00	3,337.45	Automatic Generated Check
	019549	11/18/16	LIV10 (LIVERMORE SANITATION INC)		2,317.45	.00	2,317.45	Automatic Generated Check
	019550	11/18/16	OFF01 (OFFICE DEPOT)		60.75	.00	60.75	Automatic Generated Check
	019551	11/18/16	PLA02 (PLANETERIA MEDIA LLC)		400.00	.00	400.00	Automatic Generated Check
	019552	11/18/16	SAP01 (SAFETY-KLEEN SYSTEMS INC)		266.46	.00	266.46	Automatic Generated Check
	019553	11/18/16	SCF01 (SC FUELS)		13,740.49	.00	13,740.49	Automatic Generated Check
	019554	11/18/16	SHA02 (SHAMROCK OFFICE SOLUTIONS)		99.70	.00	99.70	Automatic Generated Check
	019555	11/18/16	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	019556	11/18/16	TAX60 (ANNA FONG)		18.70	.00	18.70	Automatic Generated Check
	019557	11/18/16	TCG01 (THE CREATIVE GROUP)		9,786.22	.00	9,786.22	Automatic Generated Check
	019558	11/18/16	TEL01 (TELEPACIFIC COMMUNICATIONS)		2,091.85	.00	2,091.85	Automatic Generated Check
	019559	11/18/16	TES01 (TEST AMERICA LABORATORIES IN		846.00	.00	846.00	Automatic Generated Check
	019560	11/18/16	TRA12 (TRAPEZE SOFTWARE GROUP)		18,950.00	.00	18,950.00	Automatic Generated Check
	019561	11/18/16	TX136 (VIRGINIA REID)		75.01	.00	75.01	Automatic Generated Check
	019562	11/18/16	TX139 (ROBERT MONAGHAN)		498.25	.00	498.25	Automatic Generated Check
	019563	11/18/16	TX164 (MARYAM IFTIKHAR)		161.50	.00	161.50	Automatic Generated Check
	019564	11/18/16	TX165 (WILLIAM JESS)		401.25	.00	401.25	Automatic Generated Check
Total for Bank Account 105 ----->					1,246,093.82	.00	1,246,093.82	

Grand Total of all Bank Accounts -----> 1,246,093.82 .00 1,246,093.82

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
11-16	A&M01 (LEO LAM INC)	131362	10/27/16	11/26/16	A	371.78	A&M01, 131362, PO #5920 LETTERHEAD ENVELOPES
11-16	ACT01 (AC TRANSIT DISTRICT)	LOC518	10/15/16	11/14/16	A	1207.69	ACT01, LOC0000518, FY17 RTC PROGRAM 1ST QTR
		LOC524	10/31/16	11/30/16	A	1207.69	ACT01, LOC0000524, FY17 RTC PROGRAM 2ND QTR
		Vendor's Total ----->				2415.38	
11-16	ADA01 (BEVERLY ADAMO)	OCT-2016H	11/17/16	12/17/16	A	937.26	ADA01, OCT-16 TRAVEL REIMBURSE, CalPERS CONF
11-16	ATT02 (AT&T)	8722983	10/13/16	11/12/16	A	274.06	ATT02, PAYER #9391035693 9/13-10/12/16
11-16	ATT03 (AT&T)	165693304	10/19/16	11/18/16	A	896.54	ATT03, 4165693304, OCT-16 INTERNET PRI
11-16	AVI01 (AMADOR VALLEY INDUSTRIES)	588082	10/31/16	11/30/16	A	341.71	AVI01, 588082, OCT-16 GARBAGE PICK UP SERVIC
11-16	CAL04 (CALIFORNIA WATER SERVICE)	198101916H	10/19/16	11/18/16	A	487.67	CAL04, 0198655555, BUS WASH 9/20-10/18/16
		257102816H	10/28/16	11/27/16	A	64.11	CAL04, 2575555555, TC FIRE 11/1-11/30/16
		361103116H	10/31/16	11/30/16	A	35.79	CAL04, 3616555555, TC WATER 9/30-10/28/16
		461103116H	10/31/16	11/30/16	A	333.35	CAL04, 4616555555, TC IRRG. 9/30-10/28/16
		475102816H	10/28/16	11/27/16	A	85.48	CAL04, 4755555555, MOA FIRE 11/1-11/30/16
		575102816H	10/28/16	11/27/16	A	85.48	CAL04, 5755555555, CONTRACTOR FIRE 11/1-11/30/16
		909101916H	10/19/16	11/18/16	A	464.83	CAL04, 9096555555, MOA WATER 9/20-10/18/16
		Vendor's Total ----->				1562.71	
11-16	CAL15 (CALTRONICS BUSINESS SYS)	2137666H	11/08/16	12/08/16	A	434.33	CAL15, 2137666, BIZHUB THRU 11/7/16
11-16	CAP01 (CAPTURE TECHNOLOGIES INC)	FY2017ALT	10/31/16	11/30/16	A	10411.00	CAP01, FY17 ALTIGEN SOFTWARE ASSURANCE PO #5
11-16	CAS01 (LAVTA)	11-18-16	11/17/16	12/17/16	A	132.79	CAS01, 11/18/16 PETTY CASH REPLENISH
11-16	CIT06 (CITY OF LIVERMORE SEWER)	BW101816	10/18/16	11/17/16	A	48.27	CIT06, 138143-00, BUS WASH 9/20-10/18/16
		TC110816	11/08/16	12/08/16	A	43.88	CIT06, 133389-00, TRANSIT CENTER 10/11-11/8/16
		MOA101816	10/18/16	11/17/16	A	102.72	CIT06, 133294-00, MOA SEWER 9/20-10/18/16
		Vendor's Total ----->				194.87	
11-16	CIT07 (CITY OF LIVERMORE - WATER)	361101816H	10/18/16	11/17/16	A	51.26	CIT07, 139361-00, ATLANTIS SEWER 9/20-10/18/16
		361111516H	11/15/16	12/15/16	A	51.26	CIT07, 139361-00, ATLANTIS SEWER, 10/18-11/1/16
		388101816H	10/18/16	11/17/16	A	126.05	CIT07, 139388-00, BUS WASH 9/20-10/18/16
		388111516H	11/15/16	12/15/16	A	126.05	CIT07, 139388-00, BUS WASH, 10/18-11/15/16
		399101816H	10/18/16	11/17/16	A	43.88	CIT07, 139399-00, ATLANTIS SEWER 9/20-10/18/16
		399111516H	11/15/16	12/15/16	A	43.88	CIT07, 139399-00, ATLANTIS SEWER, 10/18-11/1/16
		430101816H	10/18/16	11/17/16	A	59.05	CIT07, 138430-01, ATLANTIS INDOOR 9/20-10/18/16
		430111516H	11/15/16	12/15/16	A	59.05	CIT07, 138430-01, ATLANTIS INDOOR, 10/18-11/1/16
		431101816H	10/18/16	11/17/16	A	434.85	CIT07, 138431-00, ATLANTIS IRRG. 9/20-10/18/16
		431111516H	11/15/16	12/15/16	A	1014.55	CIT07, 138431-00, ATLANTIS IRRG, 10/18-11/1/16
		432101816H	10/18/16	11/17/16	A	26.65	CIT07, 138432-00, ATLANTIS FIRE 9/20-10/18/16
		432111516H	11/15/16	12/15/16	A	26.65	CIT07, 138432-00, ATLANTIS FIRE, 10/18-11/1/16
		Vendor's Total ----->				2063.18	
11-16	COR01 (CORBIN WILLITS SYSTEMS)	B610151	10/15/16	11/14/16	A	239.45	COR01, B610151, OCT-16 SERVICE
11-16	CWI01 (CUMMINS WEST, INC- SAN LEANO)	021-25275	10/19/16	11/18/16	A	11438.51	CWI01, 021-25275, PO #5919 REPAIR DPIM BATT
11-16	DAY02 (DAY & NIGHT PEST CONTROL)	118712	10/28/16	11/27/16	A	218.00	DAY02, 118712, 10/28/16 RUTAN SERVICE
11-16	DEL05 (ALLIED ADMIN/DELTA DENTAL)	DEC-2016H	11/08/16	12/08/16	A	2143.43	DEL05, DEC-16 DENTAL INSURANCE
11-16	DIR01 (DIRECT TV)	931200838	11/11/16	12/11/16	A	14.00	DIR01, 29931200838, NOV-16 SERVICE
11-16	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20161104H	11/10/16	12/10/16	A	35711.02	DIR02, PR DIRECT DEPOSIT 10/21-11/4/16
		20161118H	11/18/16	12/18/16	A	36784.59	DIR02, PR DIRECT DEPOSIT 11/4-11/18/16
		Vendor's Total ----->				72495.61	

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
11-16	EFT01 (ELECTRONIC FUND TRANSFERS)	20161104H	11/10/16	12/10/16	A	6622.77	EFT01, FEDERAL TAXES 10/21-11/4/16
		20161118H	11/18/16	12/18/16	A	6794.25	EFT01, FEDERAL TAX 11/4-11/18/16
		Vendor's Total ----->				13417.02	
11-16	EJW01 (E.J. WARD INC)	0057604IN	09/02/16	10/02/16	A	10475.63	EJW01, 0057604-IN, PO #5854 2016 BUS REPLACE
11-16	EME01 (EMERALD LANDSCAPE CO INC)	289753	11/01/16	12/01/16	A	1155.00	EME01, 289753, NOV-16 LANDSCAPING SERVICE
11-16	EMP01 (EMPLOYMENT DEVEL DEPT)	20161104H	11/10/16	12/10/16	A	2172.64	EMP01, STATE TAXES 10/21-11/4/16
		20161118H	11/18/16	12/18/16	A	2192.50	EMP01, STATE TAX 11/4-11/18/16
		Vendor's Total ----->				4365.14	
11-16	FED01 (FedEx)	558526120	10/21/16	11/20/16	A	100.33	FED01, 558526120, OCT-16 STATEMENT
11-16	HAN01 (HANSON BRIDGETT MARCUS)	1175328	09/30/16	10/30/16	A	6766.50	HAN01, 1175328, AUG-16 LEGAL FEES
		1177140	10/31/16	11/30/16	A	1887.50	HAN01, 1177140, SEPT-16 CONTRACT LEGAL FEES
		Vendor's Total ----->				8654.00	
11-16	INV01 (SHAWN SUACIER)	16LAVTA1	11/17/16	12/17/16	A	4850.00	INV01, 2016 PARA SURVEY 50% DOWN PAY
11-16	IPC01 (IPC (USA) INC)	157830972	10/13/16	11/12/16	A	15213.07	IPC01, 157830972, 10/13/16 FUEL DELIVERY
		158817023	10/25/16	11/24/16	A	14874.53	IPC01, 158817023, 10/25/16 FUEL DELIVERY
		159313696	11/03/16	12/03/16	A	14103.34	IPC01, 159313696, 11/3/16 FUEL DELIVERY
		Vendor's Total ----->				44190.94	
11-16	KAT01 (KATHLEEN KELLY DBA:)	OCT-2016	11/08/16	12/08/16	A	3337.45	KAT01, PO #5900 RAIL ADVISORY EXECT CONSULT
11-16	KIM02 (KIMLEY-HORN AND ASSOC, INC)	7101-0916	09/30/16	10/30/16	A	780.00	KIM02, 097447101-0916, PO #5577 PARKING LOT
11-16	LIV10 (LIVERMORE SANITATION INC)	793539	10/31/16	11/30/16	A	2317.45	LIV10, 793539, OCT-16 GARBAGE SERVICE RUTAN
11-16	MAS01 (ANTHONY D. MASSA)	NOV-2016H	11/17/16	12/17/16	A	23.44	MAS01, NOV-16 TRAVEL REIMBURSE (11/13/16)
11-16	MAZ01 (MAZE & ASSOCIATES)	20855	10/18/16	11/17/16	A	18936.00	MAZ01, 20855, FY16 YEAR END AUDIT
11-16	MER01 (MERCHANT SERVICES)	TC103116H	11/01/16	12/01/16	A	110.63	MER01, OCT-16 TC CC FEES
		MOA103116H	11/01/16	12/01/16	A	103.91	MER01, OCT-16 MOA CC FEES
		Vendor's Total ----->				214.54	
11-16	MET01 (METROPOLITAN TRANSPORT-)	AR012812	10/29/16	11/28/16	A	6578.11	MET01, AR012812, AUG-16 CLIPPER FEES
11-16	MOR02 (VANESSA MORENO)	NOV-2016H	11/17/16	12/17/16	A	56.38	MOR02, NOV-16 TRAVEL REIMBURSE (7/11-11/2/16)
11-16	MTM01 (MEDICAL TRANSPORTATION MANA)	MTM112072H	10/26/16	11/25/16	A	1928.50	MTM01, MTM-112072, 10/19-10/25/16
		MTM112073H	11/03/16	12/03/16	A	3769.50	MTM01, MTM-112073, 10/26-11/1/16
		MTM112074H	11/17/16	12/17/16	A	4984.00	MTM01, MTM-112074 11/3-11/15/16
		SEPT-2016H	10/20/16	11/19/16	A	120180.24	MTM01, SEPT-16 MONTHLY SERVICE
		Vendor's Total ----->				130862.24	
11-16	MVT01 (MV TRANSPORTATION, INC.)	71179H	10/10/16	11/09/16	A	51577.57	MVT01, 71179, SEPT-16 FIXED ROUTE SERVICE
		71729H	11/02/16	12/02/16	A	337810.88	MVT01, 71729, NOV-16 1ST INSTALL PAYMENT
		71730H	11/02/16	12/02/16	A	337810.80	MVT01, 71730, NOV-16 2ND INSTALL PAYMENT
		Vendor's Total ----->				727199.25	
11-16	NEL01 (NELSON\NYGAARD CONSULTING A	68386H	11/01/16	12/01/16	A	1486.00	NEL01, 68386, OCT-16 PROFESSIONAL SERVICES

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11-16	OFF01 (OFFICE DEPOT)	621368001	10/25/16	11/24/16	A	4.04	OFF01, 874621368001, 10/25/16 OFFICE SUPPLIE
		621952001	10/26/16	11/25/16	A	45.27	OFF01, 874621952001, 10/26/16 OFFICE SUPPLIE
		621952002	10/28/16	11/27/16	A	9.99	OFF01, 874621952002, 10/28/16 OFFICE SUPPLIE
		623042001	10/18/16	11/17/16	A	25.17	OFF01, 872623042001, 10/18/16 OFFICE SUPPLIE
		623160001	10/17/16	11/16/16	A	48.67	OFF01, 872623160001, 10/17/16 OFFICE SUPPLIE
		706117001	11/10/16	12/10/16	A	56.71	OFF01, 878706117001, 11/10/16 OFFICE SUPPLIE
		846264001	10/19/16	11/18/16	A	153.83	OFF01, 872846264001, 10/19/16 OFFICE SUPPLIE
		Vendor's Total ----->				343.68	
11-16	PAC01 (AT&T)	ATT100716H	10/07/16	11/06/16	A	33.29	PAC01,ACCT #232-351-6260,CONTRACTOR FIRE 10/
		ATT101116H	10/11/16	11/10/16	A	354.19	PAC01,ACCT #436-951-0106, ATLANTIS T1 10/11-
		ATT101316H	10/13/16	11/12/16	A	145.96	PAC01,ACCT #925-243-9029,ATLANTIS ALRM 10/13
		Vendor's Total ----->				533.44	
11-16	PAC02 (PACIFIC GAS AND ELECTRIC)	580103116H	10/31/16	11/30/16	A	8149.19	PAC02, 5809326332-3, MOA ELECTRIC 9/30-10/30
		606102816H	10/28/16	11/27/16	A	1585.85	PAC02, 6062256368-6, ATLANTIS 9/29-10/29/16
		726102016H	10/20/16	11/19/16	A	542.65	PAC02, 7264840356-5, RAPID STOPS 9/21-10/19/
		764101216H	10/12/16	11/11/16	A	128.69	PAC02, 7649646868-7, DOOLAN TWR 9/13-10/11/1
		764111016H	11/10/16	12/10/16	A	109.91	PAC02, 7649646868-7, DOOLAN TWR, 10/12-11/30
		900101316H	10/13/16	11/12/16	A	351.81	PAC02, 9007202117-4, MOA GAS 9/14-10/12/16
		980101316H	10/13/16	11/12/16	A	661.17	PAC02, 9800031052-8, TRANSIT CENTER 9/14-10/
		Vendor's Total ----->				11529.27	
11-16	PAV01 (PAVLOV ADVERTISING LLC)	1944	10/25/16	11/24/16	A	1158.75	PAV01, 1944, PO #5829 LPC EASY PASS PROMO
		1976	10/31/16	11/30/16	A	2837.50	PAV01,1976,PO #5683 HOW TO RIDE BROCHURE COM
		1988	10/31/16	11/30/16	A	10637.50	PAV01, 1988, PO #5683 TIMETABLES COMPLETION
		1989	10/31/16	11/30/16	A	1575.00	PAV01, 1989, PO #5683 SYSTEM MAP COMPLETION
		1944REVV	11/30/16	12/30/16	A	1158.75	PAV01, 1944, PO #5829, REVERSAL-WRONG ACCT
		1976REVV	11/30/16	12/30/16	A	2837.50	PAV01, 1976, PO #5683, REVERSAL-WRONG ACCT
		1988REVV	11/30/16	12/30/16	A	10637.50	PAV01, 1988, PO #5683, REVERSAL-WRONG ACCT
		1989REVV	11/30/16	12/30/16	A	1575.00	PAV01, 1989, PO #5683, REVERSAL-WRONG ACCT
		1944CORRH	11/30/16	12/30/16	A	1158.75	PAV01, 1944, PO #5829, ACCOUNT CORRECTION
		1976CORRH	11/30/16	12/30/16	A	2837.50	PAV01, 1976, PO #5683, ACCOUNT CORRECTION
		1988CORRH	11/30/16	12/30/16	A	10637.50	PAV01, 1988, PO #5683, ACCOUNT CORRECTION
		1989CORRH	11/30/16	12/30/16	A	1575.00	PAV01, 1989, PO #5683, ACCOUNT CORRECTION
		Vendor's Total ----->				16208.75	
11-16	PER01 (PERS)	20161104CH	11/10/16	12/10/16	A	3624.62	PER01, PERS CLASSIC CONTRIEUTION 10/21-11/4/
		20161104NH	11/10/16	12/10/16	A	2373.95	PER01, PERS NEW CONTRIBUTION 10/21-11/4/16
		20161118CH	11/18/16	12/18/16	A	3689.86	PER01, PERS CLASSIC CONTRIBUTION 11/4-11/18/
		20161118NH	11/18/16	12/18/16	A	2246.57	PER01, PERS NEW CONTRIBUTION 11/4-11/18/16
		Vendor's Total ----->				11935.00	
11-16	PER04 (CALPERS RETIREMENT SYSTEM)	20161104H	11/10/16	12/10/16	A	916.61	PER04, PERS 45 CONTRIBUTION 10/21-11/4/16
		20161118H	11/18/16	12/18/16	A	916.63	PER04, PERS 457 CONTRIBUTION 11/4-11/18/16
		Vendor's Total ----->				1832.64	
11-16	PLA02 (PLANETERIA MEDIA LLC)	14081	08/15/16	09/14/16	A	200.00	PLA02, 14081, AUG-16 WEB HOSTING
		14233	10/15/16	11/14/16	A	200.00	PLA02, 14233, OCT-16 WEB HOSTING
		Vendor's Total ----->				400.00	
11-16	PRE03 (PREMIER SECURITY SOLNS CO)	1610-261	10/13/16	11/12/16	A	454.80	PRE03, 1610-261, PO #5925 REPLACE LOW BATTER
11-16	PSS01 (PLEASANTON STEEL & SUPPLY C	97862	10/18/16	11/17/16	A	273.75	PSS01,97862,PO #5918 STAINLESS STEEL TRIM AT
11-16	QUE01 (QUENCH)	D065546H	03/01/16	03/31/16	A	196.44	QUE01, D065546, PO #5571 LAVTA OFFICE WATER
11-16	QUI01 (QUILL CORPORATION)	9989713	10/13/16	11/12/16	A	392.03	QUI01, 9989713, 10/13/16 OFFICE SUPPLIES
11-16	RHT01 (R.H. TINNEY, INC.)	4642S-IN	10/14/16	11/13/16	A	101.00	RHT01, 4642S-IN, TC HVAC QTRLY MAINT FY17
		4644S-IN	10/14/16	11/13/16	A	243.00	RHT01, 4644S-IN, ATLANTIS HVAC QTRLY MAINT F
		4693S-IN	10/21/16	11/20/16	A	1322.00	RHT01, 4693S-IN, PO #5936 COIL CLEANING ATLA
		4643S-IN	10/21/16	11/20/16	A	591.00	RHT01, 4643S-IN, RUTAN HVAC QTRLY MAINT FY17
		Vendor's Total ----->				2257.00	

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
11-16	SAF01 (SAFETY-KLEEN SYSTEMS INC)	71517371	10/27/16	11/26/16	A	266.46	SAF01, 71517371, LEASE FOR PARTS WASHER FY17
11-16	SCF01 (SC FUELS)	3177758	10/19/16	11/18/16	A	14936.59	SCF01, 3177758, 10/19/16 FUEL DELIVERY
		31983812	11/09/16	12/09/16	A	13740.49	SCF01, 3193812, 11/9/16 FUEL DELIVERY
		Vendor's Total ----->				28677.08	
11-16	SHA02 (SHAMROCK OFFICE SOLUTIONS)	258307	06/24/16	07/24/16	A	10.90	SHA02, 258307, TONER FOR ADMIN PRINTER 6/24/16
		271195	10/05/16	11/04/16	A	76.32	SHA02, 271195, FRONT DESK PRINTER 9/12-10/16
		272839	10/19/16	11/18/16	A	10.90	SHA02, 272839, TONER FOR ADMIN PRINTER 10/19/16
		274312	10/26/16	11/25/16	A	10.90	SHA02, 274312, TONER FOR ADMIN PRINTER 10/26/16
		275420	11/08/16	12/08/16	A	67.00	SHA02, 275420, FRONT DESK PRINTER 10/12-11/16
		Vendor's Total ----->				176.02	
11-16	SHE05 (SHELL)	981641611H	11/05/16	12/05/16	A	21.90	SHE05, NOV-16 CC STATEMENT
11-16	SIN01 (SINGLEPOINT COMMUNICATIONS)	143	09/20/16	10/20/16	A	18491.93	SIN01, 143, PO #5773 15 WIFI BUS INSTALL EQU
		368	09/20/16	10/20/16	A	6205.95	SIN01, 368, PO #5759 28 SOFTWARE CONTENT FIL
		545	09/28/16	10/28/16	A	5925.00	SIN01, 545, PO #5831 15 BUS WIFI INSTALLATIO
		Vendor's Total ----->				30622.88	
11-16	SOL01 (SOLUTIONS FOR TRANSIT)	16-1105LA	11/05/16	12/05/16	A	2083.33	SOL01, 16-1105LAVTA, OCT-16 CLIPPER ANALYSIS
11-16	STA01 (STATE COMPENSATION FUND)	DEC-2016H	11/21/16	12/21/16	A	1720.50	STA01, DEC-16 WORKER'S COMP PREMIUM
		NOV-2016H	10/21/16	11/20/16	A	1720.50	STA01, NOV-16 WORKER'S COMP PREMIUM
		Vendor's Total ----->				3441.00	
11-16	STA13 (STAPLES CREDIT PLAN)	NOV-2016H	11/08/16	12/08/16	A	301.86	STA13, NOV-16 CC STATEMENT
11-16	SWA01 (ANGELA SWANSON)	OCT-2016H	11/01/16	12/01/16	A	70.17	SWA01, OCT-16 TRAVEL & FOOD REIMBURSE
11-16	TAX14 (KAREN ADAMS)	1012-1015H	11/17/16	12/17/16	A	27.41	TAX14, PARATAXI REIMBURSE 10/12-10/15/16
11-16	TAX60 (ANNA FONG)	1029-1030	11/17/16	12/17/16	A	18.70	TAX60, PARATAXI REIMBURSE 10/29-10/30/16
11-16	TAX67 (CHRISTEL RAGER)	1017-1026H	11/03/16	12/03/16	A	200.00	TAX67, PARATAXI REIMBURSE 10/17-10/26/16
11-16	TAX72 (JUSTIN HART)	1001-1030H	11/17/16	12/17/16	A	170.00	TAX72, PARATAXI REIMBURSE 10/1-10/30/16
11-16	TAX91 (VIVIAN MARIE MILLER)	0927-1103H	11/17/16	12/17/16	A	155.98	TAX91, PARATAXI REIMBURSE 9/27-11/3/16
11-16	TAX96 (THOMAS R. LEONARD)	0801-1017H	11/03/16	12/03/16	A	87.76	TAX96, PARATAXI REIMBURSE 8/1-10/17/16
11-16	TAX99 (SAEED TIRMIZI)	0807-0916H	11/03/16	12/03/16	A	60.14	TAX99, PARATAXI REIMBURSE 8/7-9/16/16
11-16	TCG01 (THE CREATIVE GROUP)	46897815	10/18/16	11/17/16	A	3792.00	TCG01, 46897815, PO #5750 TEMP MGR W/E 10/14/16
		46897923	10/18/16	11/17/16	A	2311.60	TCG01, 46897923, PO #5847 TEMP SPEC W/E 10/14/16
		46947929	10/25/16	11/24/16	A	311.18	TCG01, 46947929, PO #5754 TEMP DEV W/E 10/21/16
		46948040	10/25/16	11/24/16	A	2311.60	TCG01, 46948040, PO #5847 TEMP SPEC W/E 10/21/16
		46948041	10/25/16	11/24/16	A	3792.00	TCG01, 46948041, PO #5750 TEMP MGR W/E 10/21/16
		46999213	11/01/16	12/01/16	A	3792.00	TCG01, 46999213, PO #5750 TEMP MGR W/E 10/28/16
		47020766	11/03/16	12/03/16	A	1213.52	TCG01, 47020766, PO #5754 TEMP DEV W/E 10/28/16
		47050311	11/08/16	12/08/16	A	3697.20	TCG01, 47050311, PO #5750 TEMP MGR W/E 11/4/16
		47065233	11/09/16	12/09/16	A	1083.50	TCG01, 47065233, PO #5754 TEMP DEV W/E 11/4/16
		Vendor's Total ----->				22304.60	
11-16	TEL01 (TELEPACIFIC COMMUNICATIONS)	838384580	10/31/16	11/30/16	A	2091.85	TEL01, 83838458-0, ACCT #154589 10/3-11/30/16
11-16	TES01 (TEST AMERICA LABORATORIES I)	72149347	11/10/16	12/10/16	A	423.00	TES01, 72149347, 10/28/16 ATLANTIS WATER TES

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
11-16	TES01 (TEST AMERICA LABORATORIES I	72149350	11/10/16	12/10/16	A	423.00	TES01, 72149350, 10/28/16 RUTAN WATER TESTIN
			Vendor's Total ----->			846.00	
11-16	TRA12 (TRAPEZE SOFTWARE GROUP)	AMSER0776	10/31/16	11/30/16	A	18950.00	TRA12, AMSER0776, PO #5585 IMPLEMENTATION SE
11-16	TX113 (RODGER RAGER)	1005-1031H	11/03/16	12/03/16	A	200.00	TX113, PARATAXI REIMBURSE 10/5-10/31/16
11-16	TX130 (LIU PING C LI)	0805-1115	11/03/16	12/03/16	A	46.75	TX130, PARATAXI REIMBURSE 8/5-11/15/16
11-16	TX133 (SAROJA IYER)	0908-1010	11/03/16	12/03/16	A	116.48	TX133, PARATAXI REIMBURSE 9/8-10/10/16
11-16	TX136 (VIRGINIA REID)	1026-1110	11/17/16	12/17/16	A	75.01	TX136, PARATAXI REIMBURSE 10/26-11/10/16
11-16	TX137 (HIMATLAL R MEHTA)	1012-1023H	11/03/16	12/03/16	A	46.96	TX137, PARATAXI REIMBURSE 10/12-10/23/16
		1027-1030H	11/17/16	12/17/16	A	43.56	TX137, PARATAXI REIMBURSE 10/27-10/30/16
			Vendor's Total ----->			90.52	
11-16	TX139 (ROBERT MONAGHAN)	0730-1015	11/17/16	12/17/16	A	498.25	TX139, PARATAXI REIMBURSE 7/30-10/15/16
11-16	TX161 (JYOTSNA MEHTA)	1017-1024H	11/03/16	12/03/16	A	31.24	TX161, PARATAXI REIMBURSE 10/17-10/24/16
		1017-1103H	11/17/16	12/17/16	A	38.25	TX161, PARATAXI REIMBURSE 10/17-11/3/16
			Vendor's Total ----->			69.49	
11-16	TX162 (SANDRA LANGLOTZ)	0811-1026	11/03/16	12/03/16	A	402.98	TX162, PARATAXI REIMBURSE 8/11-10/26/16
11-16	TX164 (MARYAM IFTIKHAR)	1006-1104	11/17/16	12/17/16	A	161.50	TX164, PARATAXI REIMBURSE 10/6-11/4/16
11-16	TX165 (WILLIAM JESS)	0902-1102	11/17/16	12/17/16	A	401.25	TX165, PARATAXI REIMBURSE 9/2-11/2/16
11-16	TX168 (EVELYN WRIGHT)	0908-1015	11/03/16	12/03/16	A	137.75	TX168, PARATAXI REIMBURSE 9/8-10/15/16
11-16	VER01 (VERIZON WIRELESS)	774143783H	10/22/16	11/21/16	A	1311.06	VER01, 9774143783, OCT-16 WIFI & CELL PHONE
11-16	WEG01 (CHRISTY WEGENER)	OCT-2016H	11/01/16	12/01/16	A	67.31	WEG01, OCT-16 TRAVEL & FOOD REIMBURSE
Total of Purchases ->						1246093.82	=====

AGENDA

ITEM 5 C

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Contract Award for Tri-Valley Comprehensive Paratransit Assessment

FROM: Christy Wegener, Director of Planning and Operations

DATE: January 9, 2017

Action Requested

Ratify a Memorandum of Understanding (MOU) with the City of Pleasanton to conduct the Comprehensive Tri-Valley Paratransit Assessment.

Background

In order to manage the demand for paratransit services in the Tri-Valley, to put in place measures to prepare for future growth, to better streamline services for all Tri-Valley consumers, and to identify gaps in services, LAVTA and the City of Pleasanton (the City) desire to conduct a comprehensive study of paratransit services throughout the Tri-Valley.

While collaborating on the project and developing the scope of work, staff from both LAVTA and the City agreed that the City would take the lead on the procurement and enter into the contract with the successful contractor. After the scope of work was finalized, a Request for Proposals (RFP) for professional services was issued by the City on August 24, 2016 (Attachment 1). Proposals were due on September 23, 2016. One addendum was issued on September 9, 2016. LAVTA and the City received four proposals for the project from the firms noted below:

- Nelson Nygaard, San Francisco, CA
- IBI Group, Irvine, CA
- Transportation Management & Design, Carlsbad, CA
- LSC, Colorado Springs, CO

Discussion

In order to select a qualified firm, proposals were rated in four (4) categories and assigned points (100% total) as noted below

Evaluation Criteria - % Weight (100% Best)	Scoring
Complete and thorough conformance with the terms and requirements of this RFP	Pass/Fail
Project Plan and Technical Approach including proposed timeline for accomplishing the project	30 points
Innovation. Consultant demonstrates an ability to conceive, develop and implement creative solutions to clients.	5 points
Project Team	25 points

Firm Qualification and Experience	30 points
Price	10 points
Total Points	100 points

A selection advisory committee was formed comprised of City and LAVTA staff, and members from the Wheels Accessible Advisory Committee (WAAC), and the Pleasanton Human Services Commission. The evaluation committee reviewed the technical proposals to determine the strengths and weaknesses of each firm, and ranked each firm in order of preference. After all the rankings were tallied, the top two firms (IBI and Nelson Nygaard) were invited in for an in-person interview in early October. After the interview, the reviewers determined that the project would be best managed and executed by Nelson Nygaard. Nelson Nygaard has significant experience with both LAVTA and the City and has conducted several similar paratransit studies throughout the country. Nelson Nygaard also has an in-depth understanding of local funding streams.

Budget Considerations

The contract with Nelson Nygaard is for \$170,125. Of this amount, LAVTA will be responsible for 65%, or \$110,581.25, as well as a 10% contingency of \$11,058.13.

\$100,000 has been included in the FY17 budget and the remaining funds will be programmed in the FY18 budget as the work is expected to span over two fiscal years. A MOU with the City of Pleasanton (Attachment 2) has been drafted, highlighting how the project will be jointly funded and managed.

The Pleasanton City Council is scheduled to take action on the contract award at their December 6, 2016 council meeting.

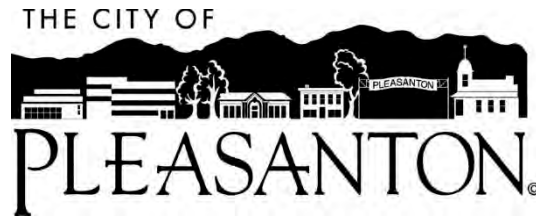
Recommendation

The Projects and Services Committee recommends that the LAVTA Board of Directors ratify the the MOU with the City of Pleasanton for the Comprehensive Tri-Valley Paratransit Assessment that was signed by LAVTA Executive Director.

Attachment:

1. RFP
2. Draft MOU
3. Resolution 01-2017

Approved: _____



REQUEST FOR PROPOSAL

CONSULTING SERVICES FOR PLEASANTON PARATRANSIT ASSESSMENT

1. INTRODUCTION

Request for Proposals (RFP)

The City of Pleasanton, in partnership with the Livermore Amador Valley Transit Authority (LAVTA), is soliciting proposals from qualified consultants to conduct a comprehensive assessment evaluating overall organizational, management and delivery effectiveness of paratransit services in Pleasanton, Sunol and the Tri-Valley area as defined in this Scope of Work.

Reporting & Contractual Relationships

The City of Pleasanton will act as the contracting agent for all services provided through this solicitation and will function as the point of contact for all questions related to this solicitation, the selection process and award. The City will hold the Consultant contract. Administrative and billing functions for each agency will be determined and outlined in the final contract with the consultant. Consultant shall work with designated representatives of both agencies in the accomplishment of the scope of work.

Background Information

The City of Pleasanton is a full service municipality located in Eastern Alameda County, roughly 40 miles east of San Francisco; strategically located at the intersections of two (2) interstate highways (I580 and I680). Pleasanton has benefitted from substantial growth of the region over the last 30 years.

Historically an agricultural area, Pleasanton has developed to become a dynamic and involved community making it a highly desirable place to live for all ages. The City of Pleasanton is approximately 24 square miles in size and has become increasingly diverse in recent years. Presently, the population is approximately 74,000, with 10.8% of the population considered a senior (65 or older). The City of Pleasanton's residential boom is complimented with commercial growth and infrastructure improvements. Developments in the City along with the heritage of the surrounding region have also made it attractive to tourists.

With a staff of approximately 500 employees, the City provides a wide range of services to the public. Currently, the Community Services Department is comprised of 25 full-time employees and an abundance of temporary/seasonal staff, volunteers and numerous community partnerships.

The Community Services Department has long been associated with award-winning programming, quality events and pristine parks/trails. Pleasanton is the only city in the Tri-Valley that provides a transportation service for senior and ADA residents. In addition to providing a Paratransit service, Pleasanton also takes pride in providing services such as the RADD Program (Recreation for Adults with Developmental Disabilities).

Pleasanton Paratransit Services (PPS) provides transportation services for adults age 70 and above and disabled adults 18 years or older and operates Monday through Friday at the Pleasanton Senior Center located at 5353 Sunol Boulevard in Pleasanton. Services currently provided include:

- door-to-door transportation service for residents living in Pleasanton city limits, unincorporated Pleasanton and Sunol;
- fixed route shuttle providing access to the Pleasanton Senior Center, senior living facilities, shopping locations and designated medical facilities.

The Livermore Amador Valley Transit Authority (LAVTA), also known as Wheels, was formed in 1985 under the provisions of the California Joint Exercise of Powers Act, Government Code Sections 6500 et.seq. and represents the Cities of Livermore, Pleasanton and Dublin as well as the unincorporated portions of eastern Alameda County. LAVTA is responsible for the provision of the public transit fixed route and paratransit service within an approximate 40 square mile service area with a population of approximately 200,000.

The LAVTA Board of Directors is the governing body which establishes transit policy. The Board is composed of seven (7) members, two representatives appointed from the city council of each member city of Dublin, Livermore and Pleasanton and one member representing the County of Alameda. The Board is organized into two standing committees, namely, (1) Finance and Administration, and (2) Projects and Services. Other committees are appointed for the duration of specific projects only.

The Executive Director oversees the operation of the transit system in accordance with the policy direction prescribed by the Board of Directors and is responsible for the overall administration of the fixed route and paratransit system. At present, the Executive Director is supported by a staff of fourteen (14) employees. Consultants are retained as needed to provide specialized planning, marketing and technical assistance.

LAVTA contracts with a private company, MV Transportation, for the operation and maintenance of the fixed route services and with Medical Transportation Management (MTM) for paratransit services. The services of the private companies were solicited through a Request for Proposals process. MTM operates the paratransit services through a brokerage model.

Pleasanton Paratransit Services – History

Senior transportation services in Pleasanton began in 1972 by a local Women's Club. This organization donated a van and provided volunteer drivers and introduced a service called Dial-A-Ride. This was a free service for Pleasanton residents.

The City of Pleasanton eventually assumed management of the Dial-A-Ride transportation service. This included hiring drivers, purchasing and maintaining buses, in addition to developing and implementing policies and procedures. This service was completely subsidized by the City of Pleasanton.

In 1990, the Americans with Disabilities Act (ADA) federal legislation was adopted. Livermore Amador Valley Transit Authority (LAVTA) was created and became the primary ADA service provider in the Tri-Valley. The City of Pleasanton applied for and received Transportation Development Act (TDA) 4.5 funding from the Metropolitan Transportation Commission (MTC) and Measure B - Alameda County Transportation Commission (ACTC) funding to provide transportation services for Pleasanton and Sunol seniors 60 years and older and ADA certified 18 years and older. The City subcontracted with LAVTA to continue ADA service for Pleasanton and Sunol during the hours that Pleasanton Dial-A-Ride did not operate.

Re-engineering of Pleasanton Paratransit Services

1998-1999, a consultant team was hired to review Pleasanton Dial-A-Ride services and provide service alternatives. The Pleasanton City Council voted to continue the paratransit program and increase the general fund allocation. Enhancements were also added, including a name change to Pleasanton Paratransit Services (PPS), extended hours, development of a group trip program, and automated dispatching. Eligibility for paratransit services included all Pleasanton and Sunol residents age 60 and above and ADA certified residents between the ages of 18 and 59. New policies and procedures and a Rider's Handbook were developed and a PPS Task Force (a consortium of Senior and ADA Paratransit users, Tri-Valley transportation providers, Human Services Commissioner and Community Resources for Independent Living - CRIL) created to help review and recommend current and proposed policies and procedures. The PPS Rider's Handbook is included as Attachment A. Geographic boundaries were established to provide more efficient trips and limited service locations outside of Pleasanton were identified and approved for necessary medical appointments. An updated Memorandum of Understanding with LAVTA and PPS was developed.

In 2007, a fixed route shuttle service was introduced. This transportation service offers seniors rides from senior living facilities to various destinations such as grocery stores, medical facilities and department stores.

In 2009, Alameda County Transportation Commission, a funding source for PPS, established new criteria for minimum service standards, which increased rider eligibility from age 60 to 70.

Funding

Currently a fee structure is in place for users of the service. In addition to fare revenue, PPS receives capital and operating funding assistance from a variety of sources: City of Pleasanton General Fund, Alameda County Transportation Commission (ACTC), Measure B (county sales tax through 2022) and Measure BB (30 year transportation county sales tax), and the Metropolitan

Transportation Commission (MTC). Funding for the Downtown Route comes from a Measure B Gap Grant, scheduled to expire on June 30, 2017.

Transit policy is established by City of Pleasanton City Council. The Recreation Supervisor at the Pleasanton Senior Center oversees the administration and implementation of approved policies and procedures of Pleasanton Paratransit Services.

LAVTA Paratransit History

LAVTA operated paratransit services as a contract operation similar to its fixed routes services, (where the agency owned the vehicles and directly contracted for the operations and maintenance) until 2011 when the agency switched to a brokerage model. The first contractor, American Logistics Company (ALC), provided the service for nearly three years. MTM was awarded the most recent contract in 2014, and began providing service on May 1, 2014. MTM's base contract expires on June 30, 2017 and there are four, optional one-year extensions. MTM began the contract utilizing Medi-Routes to schedule, dispatch and monitor the service. MTM switched to Trapeze Novus/TripSpark on April 18, 2016.

LAVTA provides ADA services throughout the Tri-Valley regardless of location of fixed routes. LAVTA provides paratransit services during the hours that Route 10 operates 7-days a week. LAVTA currently charges below the maximum fare allowed by ADA (\$3.50 per passenger, 1.5x the cost of a fixed route fare). LAVTA's current Paratransit Policies are included as attachment B.

LAVTA receives capital and operating assistance from a variety of sources, including the Federal Transit Administration (FTA) of the United States Department of Transportation, the State of California Transportation Development Act (TDA), State Transit Assistance (STA), Regional Measure 2 (RM2) funds, Measure B and BB funds, and a number of other funding sources. LAVTA does not receive Measure B or BB funds for paratransit services in Pleasanton; however, approximately 15% of LAVTA's paratransit trips are provided to Pleasanton residents. LAVTA provides Paratransit services for Pleasanton residents during non-operating hours or when PPS is at capacity.

2. Scope of Services

The City of Pleasanton and LAVTA seek a qualified consultant to conduct a comprehensive assessment of the paratransit system and non-fixed route services provided within Pleasanton, Sunol, and the greater Tri-Valley area. The two agencies have been faced with unique challenges over the past year – PPS has seen ridership stagnate or decrease, and LAVTA has seen paratransit ridership gains of nearly 30% over fiscal year 2015. Both agencies are facing increasing costs that are unsustainable in the long term. The primary goal of this assessment is to determine if greater efficiencies and effectiveness of specialized transportation services currently delivered can be better achieved by alternative means, including partnership, collaboration, or consolidation opportunities. Additionally, the selected consultant will analyze the current paratransit services operations and recommend short and long term service modifications for both agencies. These

alternatives should not be limited to changes in service provisions, but also include options to improve the passenger experience, and to bring innovation in transportation opportunities and technology to both systems.

The project will require core tasks, including, but not limited to:

- Project Management
- Study/Data Review
- Data Collection and Analysis
- Peer Review
- Market Analysis
- Community, Stakeholder and Policy-maker Outreach
- Development of Alternatives
- Recommendations and Implementation Plan

Task 1: Project Management and Coordination/Establish Timelines and Schedules

- Establish project timelines, milestones and schedule;
- Develop schedule for meetings between consultant and project management team (PPS and LAVTA)

<i>Task</i>	<i>Deliverable</i>
<i>1</i>	<i>Final Scope of Work, Project Work Plan and Timeline</i>

Task 2: Study/Data Review

- Conduct a full assessment and review of all senior and ADA transportation services throughout the Tri-Valley.
- Review transportation plans and services currently offered through PPS, the local cities, Alameda County, LAVTA, private entities (hospitals, dialysis centers, Regional Center, etc.) and local social service agencies.
- Review available information and data applicable to Alameda County and Tri Valley planning studies, data and documents completed by LAVTA, Alameda County Transportation Commission (Alameda CTC) or the Metropolitan Transportation Commission (MTC). This would also include the results from the LAVTA Comprehensive Operational Analysis study, and the Eastern Alameda 2011 Human Services Needs Assessment Findings Report.
- Review and evaluate all available transportation options for the Paratransit and ADA population in Pleasanton/Sunol.

<i>Task</i>	<i>Deliverable</i>
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2	<i>Itemize and describe existing transit services currently being offered in the Tri-Valley area. Identify service issues and options to address key issues. Summarize potential problems, gaps, areas of overlap, strengths and weaknesses in a preliminary analysis.</i>
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Task 3: Data Collection and Analysis

- Consultant shall review and analyze existing paratransit ridership and operational statistics for both PPS and LAVTA for the past two fiscal years (FY15 and FY16)
- Consultant shall develop NTD reportable statistics for LAVTA for FY16, including but not limited to revenue hours and miles, and passenger miles.
- Review socioeconomic and existing senior and ADA population statistics. Review other population forecast reports.
- Consultant shall prepare ridership forecasts and key trends for the senior and ADA population in the Tri-Valley for 5, 10 and 25 year time frames (through 2040)

Task	Deliverable
3	<i>Conduct review of existing ridership data from PPS system - TripSpark (Novus Transportation Software) and from LAVTA's contractor's system (MTM – Medi-Routes, and TripSpark). Provide estimated short term (5, 10 year) and longer (25 year) term ridership forecasts for Tri Valley based on population and other demographic data.</i>

Task 4: Peer Review

- Consultant shall evaluate paratransit service delivery models and policies for sister agencies in the Bay Area.

Task	Deliverable
4	<i>Peer review report</i>

Task 5: Market Analysis

- Develop and execute a survey instrument to households within Pleasanton, Sunol, and the greater Tri-Valley service area, including users and non-users of Pleasanton Paratransit Services and LAVTA's paratransit services. Instrument required to incorporate multi-lingual component
- Information collected shall include attitude and awareness of Paratransit services in addition to identifying current and potential customer segments. It will be important to gauge attitudes towards potential use of various transportation modes including demographic and socio-economic data.
- The survey should be administered to a statistically significant sample within Pleasanton, Sunol, and the greater Tri-Valley service area.

Task	Deliverable
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5	<i>Report summarizing the attitudes and awareness of Paratransit Services and the potential for use of other modes of transportation.</i>
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Task 6 – Stakeholder Outreach

Task 6A: Stakeholder Advisory Committee Outreach

- Develop and coordinate a Stakeholder Advisory Committee (SAC).
- Stakeholder Committee shall consist of riders of paratransit, advocates, social service agencies, medical company representatives, residential care facilities, and shall also include members of the LAVTA Wheels Accessible Advisory Committee (WAAC) and Pleasanton Paratransit Task Force.
- Coordinate and facilitate at least two meetings of the SAC during the study, including all materials and public information.

<i>Task</i>	<i>Deliverable</i>
6A	<i>SAC outreach plan: Report details of attendees and comments received at each scheduled meeting. A complete summary and analysis of findings.</i>

Task 6B – Pleasanton Paratransit Task Force and LAVTA Wheels Accessible Advisory Committee (WAAC) outreach

- Develop outreach plan to gather input from agency steering committees.
- Make presentations to at least two meetings of the Pleasanton Paratransit Task Force
- Make presentations to at least two meetings of the LAVTA WAAC
- One presentation shall take place prior to the development of alternatives to gather feedback; the second presentation shall take place after the development of alternatives to gather input.

<i>Task</i>	<i>Deliverable</i>
6B	<i>Outreach plan. Report details of attendees and comments received at each presentation. A complete summary and analysis of findings.</i>

Task 7: Community Outreach

- Develop and execute a community outreach plan to obtain information from existing riders and non-riders in Pleasanton, Sunol, and the greater Tri-Valley service area.
- Coordinate and facilitate community workshops before, during and upon development of alternatives. Consultant will supply all public information materials and translation services (as needed) for the meetings.

<i>Task</i>	<i>Deliverable</i>
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7	<i>Community Outreach plan: Report details of attendees and comments received at each scheduled meeting. A complete summary and analysis of findings.</i>
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Task 8: Development of Alternatives

- Consultant shall develop alternatives for changes to both PPS and LAVTA's paratransit services.
- Alternatives shall be developed for each agency, as well as alternatives that universally apply to both systems.
- In one alternative, the Consultant shall consider the viability of Pleasanton Paratransit Services continuing to provide transportation services to Pleasanton/Sunol aging and ADA residents.
- Consultant shall develop alternatives for modifications to LAVTA's paratransit policies and service delivery model.
- Consultant shall develop alternatives for innovative changes to either or both agencies, taking advantage of the latest advances in technology.
- Each alternative shall be clearly outlined with a cost-benefit analysis.
- Any alternative requiring a change to LAVTA's paratransit policies must be properly vetted with significant public input, and in line with FTA and ADA requirements.

<i>Task</i>	<i>Deliverable</i>
8	Task 8 Deliverables: Report detailing all the alternatives. The cost, benefit, and feedback (public, stakeholder, and Board/Council input) for each alternative should also be summarized in the report.

Task 9: Recommendations and Implementation Plan

- In consideration of feedback collected after the presentation of alternatives, Consultant shall make a set of final recommendations to LAVTA/PPS that respond to comments and feedback received during the public input process.
- Consultant shall develop an implementation plan for the LAVTA/PPS recommended changes, including identifying costs and potential funding opportunities for each recommendation. Plan should include recommended changes based on feedback from both agencies.

<i>Task</i>	<i>Deliverable</i>
9	Final report with recommendations and implementation plan for each agency.

3. Required Information

Proposal Preparation

The City of Pleasanton and LAVTA will consider only written proposals submitted in hard copy, and all responses to the RFP must be made in accordance with the specifications as set forth herein.

Proposal Contents

To participate in the selection process, the following is required to demonstrate satisfactory evidence indicating the ability to meet the scope of services detailed in this RFP. The proposal must include the following information:

- Cover Letter shall contain:
 - The name, address, email address and telephone number of the firm and identify the person(s) with the authority to enter into contractual agreement with the City of Pleasanton.
 - The proposal shall be signed by an individual authorized to bind the offer of said proposal. The proposal should contain a statement that all work will be performed at a not-to-exceed price.
 - If a proposal is signed by an individual, it must be signed with the full name of the agency and include their address.
 - If a proposal is being made by partnership, it must be signed with a partnership name and by the authorized general partner.
 - If a proposal is being made by a joint venture, it must include the full name, address and signature of each member of the joint venture.
 - If a proposal is being made by a corporation, it shall be signed by the president and the secretary and the corporate seal shall be affixed.
- *Firm Experience*. A listing of your agency's experience related to conducting similarly scoped assessments in the past 5-10 years. Include details of the product delivered, the process used to conduct the project. Where possible include information on the types of implementation plans resulting from the assessment work, the types of public engagement employed and innovative solutions. Include the name, title, email and phone number of the client if using as a reference.

If any sub consultants are included as part of the team, the Consultant shall include sub-consultant firm profiles and representative experience information.

- *Project Approach*. Prepare a detailed work plan for meeting the Scope of Services outlined in Section 2. The work plan should include as much detail as you determine appropriate to allow evaluation of your overall approach and expertise to deliver these services.
- *Project Schedule*. Work plan should include a schedule reflecting durations for activities in this RFP, Section 2 "Scope of Services". Schedule should also include the milestones set in RFP's "Section 5. Project Timeline". If the Consultant believes the

project will require a different end date, Consultant should provide a rationale for the proposed project duration.

- **Project Team.** Include the team that will be assigned to this project, identifying their roles, and providing resumes showing pertinent experience. If Consultant is using sub consultants, both the firm and the resumes of their team representative should be included.
- **Price Proposal.** Estimated costs and resources required to complete the scope of services. The cost proposal is on a Cost plus Fixed Fee basis with a total not-to-exceed dollars cost for the total work effort. The budget for this project is \$150,000. The proposal shall be fully inclusive of all services required to complete the project including the implementation plan scope of services, and shall include the consultant's overhead rate, profit percent, and an itemized list for direct costs.

Proposal Submission

One original and six (6) copies of the proposal including a project schedule must be submitted in hard copy and two (2) digital copies of the proposal on CD or memory stick.

Proposal should be delivered in a sealed envelope, plainly marked with the consultant's name, address and telephone number, with ***"Technical Proposal for the Tri-Valley Comprehensive Paratransit Assessment"*** clearly visible on the front of the mailing envelope. The proposer should submit their fees in a separate sealed envelope, plainly marked with the agency's name, address, and telephone number, with ***"Cost Proposal for the Tri-Valley Comprehensive Paratransit Assessment"*** clearly visible on the front of the mailing envelope. It is the consultant's sole responsibility to ensure that their proposal is received on or before the submission deadline. The consultant bears all risks and delays associated with delivery of the RFP.

Proposals must be received by the City of Pleasanton City Clerk's Office, no later than 2:00 p.m. on September 14, 2016.

If mailing the proposal, the address is:

City of Pleasanton
City Clerk's Office
Attn: Technical Proposal or Cost Proposal
P.O. Box 520
Pleasanton, CA 94566

If delivering the proposal in person, the address is:

City of Pleasanton
City Clerk's Office
Attn: Technical Proposal or Cost Proposal
123 Main Street
Pleasanton, CA 94566

For additional information and/or inquiries contact about the RFP:

Becky Hopkins, Community Services Manager
925-931-5346 or bhopkins@cityofpleasantonca.gov

4. Selection Process and Evaluation Criteria

Selection/Evaluation Process

All proposals will be evaluated based on the criteria below. After evaluating proposals based on described criteria, a list of top-ranked proposals will be developed by a review panel comprised of members from both agencies. At their discretion, the agencies may invite representatives from the community and/or other transit-related agencies to participate in the evaluation process. As part of the process, top-ranked proposers may be required to participate in a presentation before a panel comprised of City of Pleasanton, LAVTA and invited representatives. Short-listed proposers may be required to appear at City Council meetings. The consultant selected through this process will be presented to the City of Pleasanton's City Council and the LAVTA Board of Directors for approval.

The City of Pleasanton reserves the right to negotiate terms with selected Consultant prior to award. Negotiations may or may not be conducted with Consultant, therefore, the proposal submitted should contain the most favorable terms and conditions.

Consultants who submit a proposal in response to this RFP shall be notified by mail regarding the City of Pleasanton's intent to award the contract.

Upon approval by the City Council, the City of Pleasanton will enter into contract with the Consultant on behalf of both agencies. Consultant shall work with designated representatives of both agencies in the accomplishment of the scope of work.

Evaluation Criteria

The proposals will be reviewed by a committee comprised of the City's Community Services Department staff and LAVTA staff. Representatives from the paratransit community or social service agencies may be invited to also participate in the review committee. Selection will be based on identification of the most qualified Consultant. The City of Pleasanton and LAVTA are seeking a consulting team that meets the following considerations:

- Thorough and thoughtful approach to completing the project objectives

- Demonstrated knowledge and experience in providing the services as outlined in the Scope of Services and consistent with the needs of the Tri-Valley community
- Experienced and innovative project team
- Demonstrates ability to understand the unique needs of the senior and ADA population in a suburban setting
- Firm track record, history, and viability/financial stability
- Capacity to complete the project in a set timeframe
- Firm's demonstrated ability with introducing innovative mobility concepts in a community
- Cost

These criteria have been condensed into the scoring criteria shown in the table below:

Criteria	Scoring
Complete and thorough conformance with the terms and requirements of this RFP (In your submittal, state if you have any exceptions to the requirements.)	Pass/Fail
Project Plan and Technical Approach including proposed timeline for accomplishing the project	30
Innovation. Consultant demonstrates an ability to conceive, develop and implement creative solutions to clients.	5
Project Team	25
Firm Qualification and Experience	30
Price	10
Total Points	100

To be considered for evaluation, all proposals must be responsive to this Request for Proposals with respect to required submissions and must be compliant with all provisions as documented. The City and LAVTA reserve the right to reject as nonresponsive any proposal not meeting the requirements of this RFP.

5. Proposed Project Schedule

Request for Proposals available on-line on the City of Pleasanton website, www.cityofpleasantonca.gov

Proposer questions submittal deadline

Responses to questions released

Proposal Submittal Deadline

Invitations to Selected Consultants for Interview

Consultant Interviews

Notification of Selection*

City Council Awards Contract

Commencement of Project

Final Report

* Pending Pleasanton City Council approval

August 24, 2016

September 2, 2016

September 9, 2016

September 23, 2016

September 30, 2016

October 6 & 7, 2016

October 14, 2016

November 15, 2016

November 30, 2016

January 10, 2018

For additional information and/or inquiries contact:

**Becky Hopkins, Community Services Manager
925-931-5346 or bhopkins@cityofpleasantonca.gov**

**Memorandum of Understanding between
the City of Pleasanton
And
The Livermore Amador Valley Transit Authority
For Joint Tri-Valley Paratransit Services Assessment**

This Memorandum of Understanding (MOU) is entered into as of December 7, 2016, between the City of Pleasanton, a municipal corporation (City) and the Livermore Amador Valley Transit Authority, a joint powers authority (LAVTA).

RECITALS

- a. The City of Pleasanton offers door-to-door Paratransit services to persons who are either age 70 and older or persons qualified for such service under the Americans with Disabilities Act (ADA) between the ages of 18 and 69. Additionally, in order to qualify for this service, these persons must reside in the City of Pleasanton, unincorporated portions of Alameda County within the City's sphere of influence, or Sunol.
- b. Livermore Amador Valley Transit Authority provides door-to-door complementary Paratransit services for ADA-qualified individuals residing in Dublin, Livermore, and Pleasanton and within the unincorporated areas of Alameda County within LAVTA's service area.
- c. LAVTA and the City desire to enter into this MOU to clarify the responsibilities of both parties in regards to conducting a Paratransit Services Assessment.
- d. The term on this agreement is from December 7, 2016 through June 30, 2018 or when the Paratransit Assessment is fully completed, whichever occurs later.

NOW, THEREFORE, in consideration of the promises herein, the parties agree as follows:

- 1. The City and LAVTA agree to retain Nelson/Nygaard (Consultant) as the consulting firm to conduct a Paratransit Assessment for the areas currently served by the City and LAVTA. The City will engage the Consultant and LAVTA will pay its share of the contract costs. At the conclusion of the study, recommendations will be provided for consideration by the City and LAVTA. Each body will have the latitude to adopt their own set of recommendations. After adoption of recommendations, Nelson/Nygaard will provide an Implementation Plan for each entity.

2. The City and LAVTA have made financial commitments for execution and completion of the project through allocations in each agency's budget for Fiscal Year 16-17 and will do so for FY 17-18.
3. The financial responsibilities to conduct the assessment for each agency is based on the population of each of the areas they serve (based upon US Census data 2015 estimates for population). Accordingly, the parties will be responsible for paying costs by percentage with LAVTA paying 65% and the City of Pleasanton paying 35%. Based on the actual cost of the study, LAVTA is responsible for paying \$110,581.25 and Pleasanton is responsible for paying \$59,543.75. . LAVTA will pay its share to Pleasanton within 30 days of receiving an invoice from the City.
4. Additionally, each agency agrees to budget for a 10% contingency of program costs which will be paid by the established cost allocation, with LAVTA paying 65% and Pleasanton paying 35%. Should the costs of the program exceed the expected cost, these budgets will be used to pay any overrun. Neither party will authorize the Consultant to exceed the contracted costs without the consent of the other party.
5. Should either agency ask the Consultant to initiate a specific task unique to their organization, the financial obligation and project management for that specific task will be the sole responsibility of that agency.
6. Contractual arrangements, financial reporting and invoicing for the project will be administered by the City of Pleasanton.
7. Project management for City of Pleasanton will be provided by Becky Hopkins, Interim Assistant to the City Manager and for LAVTA by Christy Wegner, Director of Planning and Operations.
8. The decision-making process for each phase of the assessment will involve both the City and LAVTA. The Consultant will serve as the arbiter in the event of an impasse on critical decisions.

The City and LAVTA agree to communicate and meet continuously throughout the project to keep the project on track and to prepare for implementation of adopted recommendations in a timely manner.

9. The City and LAVTA will openly communicate the partnership between both agencies as it relates to the study and implementation efforts (e.g., at public meetings, community engagement efforts, and publicity related to the Assessment).

10. The City and LAVTA will follow their agencies' protocols when communicating and making decisions throughout the process.

11. At the conclusion of the Assessment and the adoption of recommendations by both entities, staff will work collaboratively to implement recommendations. At that time, the parties may consider entering into a new MOU to further this collaborative process.

THIS AGREEMENT executed the date and year first above written.

LIVERMORE AMADOR VALLEY
TRANSPORTATION AUTHORITY

Michael Tree, Executive Director

CITY OF PLEASANTON

Nelson Fialho, City Manager

ATTEST:

Karen Diaz, City Clerk

APPROVED AS TO FORM:

Michael Conneran
Legal Counsel to LAVTA

APPROVED AS TO FORM:

Daniel Sodergren, City Attorney

RESOLUTION 01-2017

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
FOR THE PURPOSE OF ENTERING INTO A MEMORANDUM OF
UNDERSTANDING WITH THE CITY OF PLEASANTON TO CONDUCT A
COMPREHENSIVE TRI-VALLEY PARATRANSIT ASSESSMENT STUDY**

WHEREAS, the Livermore Amador Valley Transit Authority (LAVTA) and the City of Pleasanton (the City) desire to hire a firm to conduct a Comprehensive Tri-Valley Paratransit Assessment of paratransit and specialized transportation services; and

WHEREAS, the City has taken the lead on the procurement of consultant services; and

WHEREAS, the City, in cooperation with the Authority, have conducted a competitive procurement soliciting proposals from qualified firms to conduct the study; and

WHEREAS, Nelson Nygaard submitted a reasonable and responsible proposal in response to the Request for Proposals; and

WHEREAS, the proposal submitted by Nelson Nygaard was determined through a formal scoring process to be the best value for the Authority and the City, and that Nelson Nygaard has experience developing and implementing this type of study within the Transit Industry; and

WHEREAS, the City will be entering into a contract with Nelson Nygaard at their December 15, 2016 meeting; and

WHEREAS, the Authority and the City seek to enter into a Memorandum of Understanding for administration of the study.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board authorizes the Executive Director to execute an MOU with the City of Pleasanton for the completion of the Comprehensive Tri-Valley Paratransit Assessment Study; authorizes the Executive Director to spend \$110,581.25 for the completion of this study; and approves a 10% project contingency of \$11,058.13 to be used at the discretion of the Executive Director for a total project cost not to exceed \$121,639.38.

PASSED AND ADOPTED this 9th day of January 2017.

Steven Spedowfski, Chair

Attest:

Michael Tree, Executive Director

AGENDA

ITEM 5 D

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Resolution Authorizing the Livermore Amador Valley Transit Authority to Adopt an Operational Area Agreement for Participation in the Alameda County Operational Area Emergency Management Organization

FROM: Beverly Adamo, Director of Administrative Services

DATE: January 9, 2017

Action Requested

It is requested that the LAVTA Board of Directors approve the “Resolution Authorizing the Livermore Amador Valley Transit Authority to Adopt an Operational Area Agreement for Participation in the Alameda County Operational Area Emergency Management Organization.”

Background

LAVTA received correspondence on from Alameda County Sheriff’s Office requesting an update of an agreement for participation in the Alameda County Operational Area Emergency Management Organization. This is an update to an agreement that was originally established in 1995, and then updated in July 2005.

Discussion

The May 3, 2016 letter from the Alameda County Sheriff’s Office to the Alameda Board of County Supervisors and the approved Agreement for Participation in Alameda County Operational Area Emergency Management Organization is included as Attachment 1 to this staff report. The current resolution has been presented as an update to the existing partnership among emergency service providers.

LAVTA Counsel, Michael Conneran has reviewed the agreement and resolution and found no concerns with the form.

Recommendation

Staff recommends the LAVTA Board of Directors approve the Resolution 03-2017 Authorizing the Livermore Amador Valley Transit Authority to Adopt and Operational Area Agreement for Participation in the Alameda County Operational Area Emergency Management Organization.

Attachments:

1. Correspondence from Alameda County Sheriff's Office and the Agreement for Participation in Alameda County Operational Area Emergency Management Organization
2. LAVTA Resolution 03-2017 - Resolution Authorizing the Livermore Amador Valley Transit Authority to Adopt an Operational Area Agreement for Participation in the Alameda County Operational Area Emergency Management Organization

Approved: _____

Alameda County Sheriff's Office

Lakeside Plaza, 1401 Lakeside Drive, 12th Floor, Oakland, CA 94612-4305



Gregory J. Ahern, Sheriff

Director of Emergency Services
Coroner - Marshal

AGENDA ITEM NO. _____ May 10, 2016

May 3, 2016

Honorable Board of Supervisors
County Administration Building
1221 Oak Street
Oakland, CA 94612

SUBJECT: APPROVE AN AGREEMENT FOR PARTICIPATION IN THE ALAMEDA COUNTY OPERATIONAL AREA EMERGENCY MANAGEMENT ORGANIZATION

Dear Board Members:

RECOMMENDATION:

Approve an agreement for participation in the Alameda County Operational Area Emergency Management Organization with cities, special districts and other public benefit non-profit corporations to provide foundational policies and procedures that define how Alameda County will effectively prepare for, respond to, recover from and mitigate natural or human-caused disasters.

DISCUSSION/SUMMARY:

The preservation of life, property and the environment is the responsibility of local, state and federal government. Alameda County, in cooperation with the cities of Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, Union City, special districts and other public benefit non-profit corporations has decided to enter into an agreement for the purpose of ensuring a unified and coordinated effort between state and local government agencies to facilitate mutual aid and to ensure the effective and efficient use of regional and local resources in the event of a catastrophe.

The Alameda County Operational Area is an intermediate level of the state emergency services organization, consisting of a county and all political subdivisions within the County area.

The agreement incorporates and coordinates available facilities and personnel of the County into an efficient and effective organization by establishing tasks, specific policies and general procedures using the Standardized Emergency Management System. This will provide for the most effective and economical allocation of resources.

Honorable Board of Supervisors

Page 2 of 2

May 3, 2016

This agreement provides a foundation for that relationship and addresses key issues such as communications, equipment use, medical services, budgetary transactions and resources related to environmental, ecological, recreational and economic issues.

This agreement has been approved as to form by County Counsel and Risk Management.

FINANCING:

No additional appropriation is required. This request will not impact the net County cost in FY 2015-16 or subsequent years.

Respectfully submitted,



Gregory J. Ahern
Sheriff-Coroner

GJA:MMM:mmm

**AGREEMENT FOR PARTICIPATION
IN ALAMEDA COUNTY
OPERATIONAL AREA
EMERGENCY MANAGEMENT ORGANIZATION**

This Agreement is made this 10th day of May, 2016 by and between the County of Alameda and the cities, special districts, and other public benefit non-profit corporations that are parties to this Agreement.

WHEREAS, the potential for a major catastrophe due to natural or manmade disaster requires all government entities within Alameda County to be prepared to share resources and information among themselves as well as with the State of California in order to protect public welfare; and

WHEREAS, greater efficiency and disaster preparedness response, recovery, and mitigation can be achieved by joining the efforts of the County of Alameda, the Cities, Special Districts, and other public benefit non-profit corporations together in pre-disaster agreements; and

WHEREAS, the California Emergency Services Act makes reference to the "operational area" and defines it as "an intermediate level of the state emergency services organization" created to perform extraordinary functions for local governments within a county area such as strengthening mutual coordination, providing a focal point and conduit for disaster information, and assisting in the efficient management of resources;

**THE COUNTY, CITIES, SPECIAL DISTRICTS, AND OTHER PUBLIC BENEFIT
NON-PROFIT CORPORATIONS AGREE AS FOLLOWS:**

**1. RECOGNITION OF AND PARTICIPATION IN AN OPERATIONAL AREA
EMERGENCY MANAGEMENT ORGANIZATION**

The parties to this Agreement recognize an Operational Area, as the term is defined in the California Emergency Services Act (*California Government Code §8550 et seq.*) which designates an intermediate level of organization, cooperation, and planning between public entities within Alameda County boundaries.

The County of Alameda, cities, special districts, and other public benefit non-profit corporations that are parties to this Agreement shall participate in this organizational structure, which is a partnership for a systematic approach for exchanging disaster intelligence, mutual aid requests, and resource requests in emergencies and also to provide emergency preparedness on a day-to-day basis through cooperative training and exercise activities.

The Operational Area Emergency Management Organization will be the primary contact point during an emergency in Alameda County for sharing disaster intelligence among local agencies and between the Operational Area Emergency Management Organization and state and federal agencies requesting information.

C-2016-45

The Operational Area Emergency Management Organization will assist parties to this agreement to share resources before, during, and after an emergency, as well as to prepare, respond, and recover from disasters that strike Alameda County. The Operational Area Emergency Management Organization will prioritize competing needs according to the policies and procedures approved by the Operational Area Council.

Each of the parties to this Agreement will designate individuals to be trained to represent their agency in the Operational Area Emergency Management Organization. The training will be an orientation on the policies and procedures of the Operational Area Emergency Management Organization. Each party to this Agreement will also designate, in writing, a line of succession of officials who are empowered to represent the party to the Operational Area Emergency Management Organization.

2. CONSIDERATION

The consideration under this Agreement is the mutual advantage of protection afforded to each of the parties to this Agreement. There shall not be any monetary compensation required from any to another party as a condition of assistance provided under the agreement, except for reimbursement of direct costs as designated in mutual aid agreements. Nothing in this agreement shall be construed as altering any preexisting disaster response agreements between the parties.

3. STANDARDIZED EMERGENCY MANAGEMENT SYSTEM

The Operational Area Emergency Management Organization and its policies and procedures will be regulated by the Standardized Emergency Management System as stated in *California Government Code §8607*, and its implementing regulations, *California Code of Regulations, Title 19, Division 2, Office of Emergency Services, Standardized Emergency Management System*, and guidelines. The incident command system and a multi-agency coordination system, as described in those regulations and guidelines, will be used for coordination and direction of the parties to this agreement participating in emergency efforts. The *Alameda County Emergency Operations Plan* shall be the primary method and criteria used to conduct Operational Area Emergency Operations Center activities.

4. OPERATIONAL AREA COORDINATOR

The Sheriff/Director of Emergency Services is the Operational Area Coordinator. It is the responsibility of the Operational Area Coordinator to oversee the operation of the Operational Area Emergency Management Organization and to reasonably interpret the terms of this agreement.

It is the responsibility of the Operational Area Coordinator to encourage equal representation by parties to the agreement on a day-to-day basis and to include representatives of affected parties to this agreement and mutual aid coordinators in the operational decision making before, during, and after a disaster strikes Alameda County.

5. COUNCIL

An Operational Area Council is hereby established consisting of a representational membership of the party jurisdictions to this Agreement. The Council shall include one voting representative from each of the following:

- a. The President of the **Board of Supervisors**, or his/her designee;
- b. The **Sheriff/Director of Emergency Services**, or his/her designated alternate;
- c. The **Alameda County Administrator**, or his/her designated alternate;
- d. The **County Agency Heads** having primary functional responsibilities in a disaster, or their designated alternates;

Including, but not limited to:

- 1. Auditor-Controller
 - 2. Fire Department
 - 3. General Services Agency
 - 4. Health Care Services
 - 5. Human Resource Services
 - 6. Public Works Agency
 - 7. Sheriff's Office
 - 8. Social Services Agency
- e. The President of the **Alameda County Emergency Managers' Association**, or his/her designated alternate;
 - f. The President of the **Alameda County Fire Chiefs' Association**, or his/her designated alternate;
 - g. The President of the **Alameda County Chiefs of Police and Sheriff's Association**, or his/her designated alternate;
 - h. A City Manager of a **North County City**, or his/her designated alternate, chosen annually by the cities of Alameda, Albany, Berkeley, Emeryville, Oakland, and Piedmont to represent them in the Council;
 - i. A City Manager of a **South County City**, or his/her designated alternate, chosen annually by the cities of Fremont, Hayward, Newark, San Leandro, and Union City to represent them in the Council;
 - j. A City Manager of an **East County City**, or his/her designated alternate, chosen annually by the cities of Dublin, Livermore, and Pleasanton to represent them in the Council;

- k. A General Manager of a **Regional District** based in Alameda County, or his/her designated alternate, chosen annually by participating regional districts, defined as a special district having service areas in more than one county, to represent them in the Council;
- l. A General Manager of a **Special District**, or his/her designated alternate, chosen annually by participating special districts having their entire service area within the boundaries of Alameda County to represent them in the Council;
- m. The **Alameda County Superintendent of Schools**, or his/her designated alternate, to represent the school districts of Alameda County;
- n. A Director of a **Public Benefit Non-profit Corporation**, or his/her designated alternate, chosen annually by the Alameda County Voluntary Organizations Active in Disaster executive committee to represent them in the Council;
- o. A Chief Executive Officer or President, or his/her designated alternate, of a **private sector company** doing business in this county that is an active member of the Emergency Managers' Association of Alameda County and is selected annually by the Operational Area Coordinator; and
- p. Such representatives of **other organizations**, either civic, business, labor, veterans, professional or other organizations having an official group or organization having disaster responsibility and may be appointed by the Operational Area Coordinator.

It is the responsibility of the Operational Area Council to set the policies and procedures for the governing of the Operational Area Emergency Management Organization and to review and approve recommendations for changes to these policies and procedures on an annual basis. The Operational Area Council will also serve as the Alameda County Civil Defense and Disaster Council, as described in the *Alameda County Administrative Code, Chapter VI*. The County of Alameda will supply staff support for the Operational Area Council.

6. PROVISION OF FACILITIES AND SUPPORT

The County of Alameda shall provide its emergency operations center as the site for the Operational Area Emergency Management Organization. The County of Alameda will provide support staff for the emergency operations center and all reasonable supplies for the Operational Area Emergency Management Organization during actual activations, drills, and exercises. All parties to this Agreement may provide representatives for decision making and liaison to operational elements of the Operational Area Emergency Management Organization when activated.

The Operational Area Emergency Management Organization will facilitate the mutual aid systems used by local agencies to assist each other in a disaster with the resources necessary to save lives, mitigate property loss, and meet the basic needs of the people.

7. TERM OF AGREEMENT

This Agreement shall be effective from the date executed by all parties until December 31, 2025. This Agreement may be terminated prior to the conclusion of the term by mutual agreement of a majority of the member parties.

8. WITHDRAWAL OF PARTY

Any party to this Agreement may withdraw as a party to this Agreement prior to the termination of the term of this Agreement upon giving thirty (30) days prior written notice to all other parties.

9. ADDITIONAL PARTIES

Additional parties, who are public entities within the geographical boundaries of Alameda County, may join in this Agreement and become a member party upon execution of an Exhibit to this Agreement in which the entity agrees to be subject to the conditions and terms of this Agreement. The executed Exhibit shall become a part of this Agreement automatically after the expiration of thirty (30) days following notification by the new party to all other parties to the execution of the exhibit. Thereafter, the entity shall be considered to be a party of this Agreement unless the entity withdraws as provided herein. Provided however, in the event any existing party to the Agreement gives all other parties notice of its objection to the addition of the particular entity becoming a member to this Agreement within the thirty (30) day notice period, the addition of such party to this Agreement shall require the consent of a two-thirds majority to the then member parties.

10. INDEMNIFICATION AND HOLD HARMLESS

Each of the parties agree to indemnify and hold the other parties harmless and waives all claims for compensation for any loss, damage, personal injury, or death incurred in consequences of the acts or omissions of the indemnifying parties' own employees and agents in the performance of this Agreement.

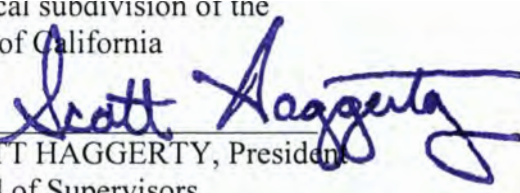
It is the intent of the parties that, where negligence is determined to have been contributory, principles of comparative fault will be followed and each party shall bear the proportionate costs of any loss, damage, expense, and liability attributable to the party's negligence.

11. SALARIES, EMPLOYMENT AND WORKERS COMPENSATION BENEFITS

The salaries, employment and workers compensation benefits of each employee participating in the Operational Area Emergency Management Organization shall be the responsibility of the party employing the individual. It is understood that each party's employees have no rights, benefits, or special employment status conferred by reason of this Agreement.

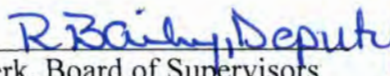
IN WITNESS WHEREOF THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT AS FOLLOWS:

COUNTY OF ALAMEDA, a
political subdivision of the
State of California

By 
SCOTT HAGGERTY, President
Board of Supervisors


I hereby certify under penalty of perjury that the President of the Board of Supervisors was duly authorized to execute this document on behalf of the County of Alameda by a majority vote of the Board on May 10, 2016; and that a copy has been delivered to the President as provided by Government Code section 25163.

ATTEST: ANIKA CAMPBELL-BELTON
Clerk, Board of Supervisors
Alameda County, California

By 
R. Bailey, Deputy
Clerk, Board of Supervisors

APPROVED AS TO FORM AND CONTENT:

DONNA ZEIGLER
County Counsel

By 
L. David Nefouse
Deputy County Counsel

BARBARA LUBBEN
Director of Risk Manager

By 
Janette Brook

RESOLUTION NO. 03-2017

**RESOLUTION AUTHORIZING THE LIVERMORE AMADOR VALLEY TRANSIT
AUTHORITY TO ADOPT AN OPERATIONAL AREA AGREEMENT FOR
PARTICIPATION IN THE ALAMEDA COUNTY OPERATIONAL AREA
EMERGENCY MANAGEMENT ORGANIZATION**

WHEREAS, the potential for a major catastrophe due to natural or manmade disaster requires all government entities within Alameda County to be prepared to share resources and information among themselves as well as with the State of California in order to protect public welfare; and

WHEREAS, greater efficiency and disaster preparedness, response, recovery, and mitigation can be achieved by joining the efforts of the Livermore/Amador Valley Transit Authority, the County of Alameda, its cities, special districts, and other public benefit non-profit corporations together in pre-disaster agreements; and

WHEREAS, the California Emergency Services Act makes reference to the “operational area” and defines it as “an intermediate level of the state emergency services organization” created to perform extraordinary functions for local governments within a county area such as strengthening mutual coordination, providing a focal point and conduit for disaster information, and assisting in the efficient management of resources.

BE IT RESOLVED, by the Board of Directors of the Livermore/Amador Valley Transit Authority that the agency adopt the *Agreement for Participation in Alameda County Operational Area Emergency Management Organization*, as it was approved by the Alameda County Board of Supervisors effective May 10, 2016; and

BE IT FURTHER RESOLVED, that the Livermore /Amador Valley Transit Authority Executive Director designate, in writing, the following:

- 1) Individuals to be trained to represent their agency in the Operational Area Emergency Management Organization, including training and orientation on the policies and procedures of the Operational Area Emergency Management Organization.

Adopted on this 9th day of January 2017 by the LAVTA Board of Directors.

APPROVED:

Steven Spedowfski, Chair

ATTEST:

Michael Tree, Executive Director

AGENDA

ITEM 5 E

STAFF REPORT

SUBJECT: Resolution Authorizing the Filing of Applications for Federal Funds for Fiscal Year 2017, 2018, 2019 and 2020 to the Metropolitan Transportation Commission

FROM: Tamara Edwards, Finance and Grants Manager

DATE: January 9, 2017

Action Requested

It is requested that the LAVTA Board of Directors approve “a resolution authorizing the filing of an application for FTA Formula Program and Surface transportation programs funding by the Livermore Amador Valley Transit Authority (LAVTA) for Capital and Operating funds for fiscal years 2017, 2018, 2019 and 2020 and committing the necessary local match for the projects and stating the assurance of LAVTA to complete the project.”

Background

The MTC and Federal Transit Administration require submission of capital programs spanning a 10 year horizon. LAVTA develops our Short Range Transportation Plan (SRTP) and updates it every four years. It is from this information that MTC develops the region-wide capital program. A requirement of the funding application is the adoption of a resolution by the agency governing body supporting the capital and operating program on an annual basis.

Discussion

An analysis of our capital and operating plan and the SRTP identified LAVTA’s capital and operating needs in FY 2017, 2018, 2019 and 2020 which would require federal funds. These funds will be used for ADA Operating.

ADA operating funds are being requested by LAVTA based on the 10% formula, which provides LAVTA with 10% of the federal 5307 funds for their service area in the form of ADA operating revenues.

Budget Considerations:

The operations subsidy funds shown below are revenue positive to the agency as they underwrite existing services.

Funding Source: FTA

Budgeted: Yes

Amount: Tables Shown Below

FY	Project Name	Federal Amount	Local Match	Project Total
2017	ADA Operating	\$342,169	\$342,169	\$684,338
2018	ADA Operating	\$349,165	\$349,165	\$698,330
2019	ADA Operating	\$356,371	\$356,371	\$712,742
2020	ADA Operating	\$363,730	\$363,730	\$727,460
	Totals	\$1,411,435	\$1,411,435	\$2,822,870

Recommendation

Staff recommends the Board approve “a resolution authorizing the filing of an application for FTA Formula Program and Surface transportation programs funding by the Livermore Amador Valley Transit Authority (LAVTA) for Capital and Operating funds for fiscal years 2017, 2018, 2019 and 2020 and committing the necessary local match for the projects and stating the assurance of LAVTA to complete the project.”

Attachments:

1. A resolution authorizing the filing of an application for FTA Formula Program and Surface transportation programs funding by the Livermore Amador Valley Transit Authority (LAVTA) for Capital and Operating funds for fiscal years 2017, 2018, 2019 and 2020 and committing the necessary local match for the projects and stating the assurance of LAVTA to complete the project. Resolution 05-2017.

Approved: _____

RESOLUTION NO. 05-2017

A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR FTA FORMULA PROGRAM AND SURFACE TRANSPORTATION PROGRAMS FUNDING BY THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY (LAVTA) FOR CAPITAL AND OPERATING FUNDS FOR FISCAL YEARS 2017, 2018, 2019 AND 2020 AND COMMITTING THE NECESSARY LOCAL MATCH FOR THE PROJECT(S) AND STATING THE ASSURANCE OF LAVTA TO COMPLETE THE PROJECT

WHEREAS, Fixing America's Surface Transportation (FAST, Public Law 114-94) continues and establishes new Federal Transit Administration formula programs (23 U.S.C. §53) and continues the Surface Transportation Program (23 U.S.C. § 133); and

WHEREAS, pursuant to FAST, and the regulations promulgated there under, eligible project sponsors wishing to receive Federal Transit Administration (FTA) Section 5307 Urbanized Area, Section 5337 State of Good Repair, or Section 5339 Bus and Bus Facilities (collectively, FTA Formula Program) grants or Surface Transportation Program (STP) grants for a project shall submit an application first with the appropriate metropolitan transportation planning organization (MPO), for review and inclusion in the MPO's Transportation Improvement Program (TIP); and

WHEREAS, the Metropolitan Transportation Commission is the MPO for the San Francisco Bay region; and

WHEREAS, LAVTA is an eligible project sponsor for FTA Formula Program or STP funds; and

WHEREAS, LAVTA wishes to submit a grant application to MTC for funds from the FY2016-17 through FY2019-20 FTA Formula Program or STP funds, for the following projects:

FY	Project Name	Federal Amount	Local Match	Project Total
2017	ADA Operating	\$342,169	\$342,169	\$684,338
2018	ADA Operating	\$349,165	\$349,165	\$698,330
2019	ADA Operating	\$356,371	\$356,371	\$712,742
2020	ADA Operating	\$363,730	\$363,730	\$727,460
	Totals	\$1,411,435	\$1,411,435	\$2,822,870

WHEREAS, MTC requires, as part of the application, a resolution stating the following: 1) the commitment of necessary local matching funds of at least 20% for FTA Formula Program funds, and 11.47% for STP funds; and 2) that the sponsor understands that the FTA Formula Program and STP funding is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded from FTA Formula Program or STP funds; and Attachment A Resolution No. 4242 Page 42 of 45 3) the assurance of the sponsor to complete the project as described in the application, and if approved, as programmed in MTC's TIP; and 4) that the sponsor understands that FTA Formula Program funds must be obligated within three years of programming and STP funds must be obligated by January 31 of the year that the project is programmed for in the TIP, or the project may be removed from the program.

NOW, THEREFORE, BE IT RESOLVED by The Board of Directors of the Livermore Amador Valley Transit Authority that LAVTA is authorized to execute and file an application for funding under the FTA Formula Program and/or Surface Transportation Program in the amount of \$1,411,435 for ADA Operating; and

BE IT FURTHER RESOLVED that The Board of Directors of the Livermore Amador Valley Transit Authority by adopting this resolution does hereby state that:

- 1) LAVTA will provide \$1,411,435 in local matching funds; and
- 2) LAVTA understands that the FTA Formula Program and STP funding for the project is fixed at \$1,411,435 , and that any cost increases must be funded by the LAVTA from local matching funds, and that LAVTA does not expect any cost increases to be funded with FTA Formula Program and Surface Transportation Program funds; and
- 3) LAVTA Federal Funds Capital and Operating Program will be built as described in this resolution and, if approved for the amount shown in the Metropolitan Transportation Commission (MTC) Transportation Improvement Program (TIP) with obligation occurring within the timeframe established below; and
- 4) The program funds are expected to be obligated by January 31 of the year the project is programmed for in the TIP; and
- 5) LAVTA will comply with FTA requirements and all other applicable Federal, State and Local laws and regulations with respect to the proposed project; and

BE IT FURTHER RESOLVED, that LAVTA is an eligible sponsor of projects in the program for FTA Formula Program and STP funds; and

BE IT FURTHER RESOLVED, that LAVTA is authorized to submit an application for FTA Formula Program and STP funds for ADA Operating; and

BE IT FURTHER RESOLVED, that there is no legal impediment to LAVTA making applications for FTA Formula Program and STP funds; and

BE IT FURTHER RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of LAVTA to deliver such project; and Attachment A Resolution No. 4242 Page 43 of 45

BE IT FURTHER RESOLVED, that LAVTA agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution 3866; and

BE IT FURTHER RESOLVED that a copy of this resolution will be transmitted to the MTC prior to MTC programming the FTA Formula Program or Surface Transportation Program funded projects in the Transportation Improvement Program (TIP); and

BE IT FURTHER RESOLVED that the MTC is requested to support the application for the project described in the resolution and to program the project, if approved, in MTC's TIP.

Adopted on this 9th day of January 2017 by the LAVTA Board of Directors.

APPROVED:

Steven Spedowski, Chair

ATTEST:

Michael Tree, Executive Director

AGENDA

ITEM 6

STAFF REPORT

SUBJECT: Update on the Tri-Valley Park-and-Ride Study

FROM: Christy Wegener, Director of Planning and Operations

DATE: January 9, 2017

Action Requested

None – Information only

Background

The Alameda County Transportation Committee (Alameda CTC) launched a comprehensive Tri-Valley Park-and-Ride Study in 2015.

Discussion

A status update will be provided during the meeting.

Recommendation

None – Information only.

Approved: _____

AGENDA

ITEM 7

STAFF REPORT

SUBJECT: Resolution of the Board of Directors Appreciating the Services of
Councilmember Laureen Turner

FROM: Michael Tree, Executive Director

DATE: January 9, 2017

Action Requested

It is requested that the Board of Directors adopt the attached Resolution appreciating the services of Councilmember Laureen Turner.

Attachments:

1. Resolution 06-2017 Appreciating the Services of Councilmember Laureen Turner

Submitted: _____

RESOLUTION NO. 06-2017

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE
AMADOR VALLEY TRANSIT AUTHORITY
APPRECIATING THE SERVICES OF LAUREEN TURNER**

WHEREAS, Councilmember Laureen Turner has served with distinction as a member of the Livermore Amador Valley Transit Authority's Board of Directors since December 2011, and

WHEREAS, Councilmember Turner has ably served the citizens of the City of Livermore and the entire Tri-Valley area as a LAVTA Boardmember; and

WHEREAS, Councilmember Turner served as Chair of the Board for Fiscal Year 2013; Vice Chair of the Board from January 2012 through June 2012; Vice Chair of the Finance and Administration Committee in FYs 2014, 2016 and from June 2016 through December 2016; and Chair of the Finance and Administration Committee in FY 2015; and

WHEREAS, as a LAVTA Boardmember, Councilmember Turner contributed to the continued development of several high profile projects at the transit agency, including The Tri-Valley Rapid, the Atlantis Fuel & Wash Facility, the innovative brokerage model for paratransit services, the Livermore Rideo bus restoration project, the purchase of 44 hybrid electric buses for the improvement of air quality, and the implementation of Clipper on Wheels buses; and

WHEREAS, Councilmember Turner was instrumental in the Authority's Comprehensive Operational Analysis entitled Wheels Forward that resulted in new, innovative changes within the transit system to grow ridership, including the addition of 15-minute all day service from Livermore to Pleasanton and BART, 15-minute all day service to Las Positas College, improved connections with ACE Rail, and new express service from downtown Livermore to BART; and

WHEREAS, LAVTA's staff, recognizes Councilmember Turner for her diligence in thoroughly reading agenda packets, asking probing questions, and paying meticulous attention to detail.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority:

That the Board and staff express their enduring gratitude and appreciation for the exceptional service provided by Councilmember Laureen Turner in the furtherance of the mission, goals, and values of LAVTA.

APPROVED AND ADOPTED THIS 9th DAY OF JANUARY 2017.

Steven Spedowfski
Chair, Board of Directors

ATTEST:

Michael Tree
Executive Director

AGENDA

ITEM 8

STAFF REPORT

SUBJECT: First Amendment to Agreement with City Concerning Historic Depot

FROM: Michael Tree, Executive Director

DATE: January 9, 2017

Action Requested

The recommendation is that the LAVTA Board approves the First Amendment to the November 24, 2015 Lease Agreement between the City of Livermore and LAVTA concerning the Historic Depot.

Background

In October of 2015 the LAVTA Board considered the details of Livermore's proposed Historic Depot relocation to LAVTA's downtown Livermore Transit Center and its subsequent renovation. After review the LAVTA Board authorized the Executive Director to sign an Agreement with the City of Livermore to implement the project. In November of 2015, the Agreement for (1) Right of Entry (2) Lease and Sale of Land; and (3) Terms of Depot Building Lease with the City of Livermore was signed (see attachment).

A basic summary of the plan and Agreement is to relocate the Livermore Historic Depot from its current location on L Street to the Downtown Livermore Transit Center that is currently served by both Wheels and Amtrak buses, as well as the ACE train. To accomplish the relocation a LAVTA customer service building with FTA interest will need to be demolished to make way for the placement of the Historic Depot. Once sited, the Historic Depot would then be renovated and space made available through a lease for the LAVTA Customer Service Center. Other areas in the Historic Depot would be made available for public use and lease. In order to comply with the grant to both relocate and renovate the Historic Depot, the land underneath the relocated Historic Depot would be transferred to the City of Livermore.

The City of Livermore has recently bid out the project for relocation and renovation and is in the process of reviewing the bid results in anticipation that Livermore's City Council in January or February will consider the award of a contract for the completion of the project.

Discussion

The First Amendment to the November 24, 2015 Lease Agreement between the City of Livermore and LAVTA concerning the Historic Depot covers the following changes:

Clarification of FTA Interest in Building to be Demolished

The FTA has established that the remaining federal interest in the building to be demolished as part of the Historic Depot relocation and renovation is \$48,212.00. The First Amendment (attached) establishes that the City will pay LAVTA for the federal interest and LAVTA will apply the funds towards a subsequent FTA grant-funded project to implement electric vehicle technology.

Addition of Ticketing Wall

LAVTA desires to upgrade the ticketing wall within the Historic Depot to both enhance the beauty, historic nature and functionality of the Customer Service area. LAVTA anticipates budgeting up to \$75,000 in its FY2018 budget to have the wall planned and constructed as part of the Historic Depot renovation project.

Additional Security Cameras

As part of the renovation project LAVTA desires to fund and install two additional security cameras for project. Total estimated cost to LAVTA is \$5,000.

Replacement of Failed Asphalt Driveway to Entrance to LAVTA Transit Center

At the entrance to the LAVTA Transit Center an area of asphalt has failed due to the high frequency of bus travel over the pavement. The First Amendment to the Agreement has the City replacing the approximately 3,200 sq ft of failed asphalt with concrete pavement, as per the pavement specifications in other areas of bus travel within the transit center. The City will construct the concrete as part of the City's CIP Street Resurfacing Project, which will be bid using unit prices. LAVTA agrees to reimburse the City an amount not to exceed \$125,000 for the work.

Fiscal Impact

The financial impact is as follows:

The \$75,000 for the improved ticketing wall will be funded with general funds in the FY2018 LAVTA budget.

The \$5,000 for the additional two security cameras will be funded through an OES security grant.

The \$125,000 for the replacement of failed asphalt driveway will be funded through a PTMISEA Prop B grant.

Recommendation

The recommendation is that the LAVTA Board approves the First Amendment to the November 24, 2015 Lease Agreement between the City of Livermore and LAVTA concerning the Historic Depot.

Attachments:

1. Historic Depot Agreement
2. First Amendment to Historic Depot Agreement
 - a. Exhibit A
 - b. Exhibit B

Submitted: _____

Recording Requested by

AND WHEN RECORDED MAIL TO:

City Clerk
City of Livermore
1052 South Livermore Avenue
Livermore, CA 94550

15-398

**AGREEMENT FOR
(1) RIGHT OF ENTRY;
(2) LEASE AND SALE OF LAND; AND
(3) TERMS OF DEPOT BUILDING LEASE**

ALAMEDA COUNTY APN: 098-026001303

This Agreement for (1) Right of Entry; (2) Lease and Sale of Land; and (3) Terms of Depot Building Lease ("**Agreement**") is entered into between the City of Livermore, a municipal corporation ("**City**") and the Livermore Amador Valley Transportation Authority, a Joint Powers Authority formed by the County of Alameda, the City of Dublin, the City of Livermore, and the City of Pleasanton ("**LAVTA**"), with reference to the following:

RECITALS

A. LAVTA is the owner of the real property located at 2500 Railroad Court in Livermore, California, APN: 098-026001303, described in the legal description attached as Exhibit 1, and depicted on the Assessor's Map attached as Exhibit 2. The same real property is also shown as the parcel outlined at Exhibit "A" (Land Subject to City Lease and Subdivision), attached hereto and incorporated herein by reference ("Property.") LAVTA operates a bus transit facility on the Property. The Property was conveyed by the City to LAVTA in 1994 for the sum of One Dollar.

B. City is the owner of the historic Livermore Railroad Depot building located on 20-22 L Street in the City of Livermore ("**Depot.**")

C. City and LAVTA desire to relocate the Depot to a site on the Property to allow LAVTA to utilize a portion of the Depot as the ticketing office for the LAVTA transit facility located on the Property.

D. The City must obtain a property interest in the Property to utilize federal funding to permanently relocate the Depot to the Property. By entering into this Agreement, therefore, LAVTA confers upon the City a Right of Entry upon the Property and a Lease and Sale of a specific portion of the Property so that the City possesses the legal right to relocate the Depot and undertake all construction work needed to allow LAVTA to continue providing transit operations at the Property with the Depot in place.

E. Because the Depot is a historic structure, its historic nature is best preserved by unifying title to the building with the land upon which it is located. LAVTA, therefore, will subdivide the Property to allow the portion of the Property on which the Depot sits to be sold to the City. The City will bear the cost of obtaining subdivision approval, if necessary;

City of Livermore/LAVTA Right of Entry, Lease and Sale of Land, Depot Lease Terms

F. Once the Depot is located on the Property, LAVTA will lease a portion of the Depot from the City so that LAVTA may use it as its ticketing office;

G. Due to the historic nature of the Depot, at all times, the City will retain exclusive authority and responsibility to maintain the exterior shell and structural components of the Depot; and

H. The City and LAVTA understand that the City has been allocated Federal grant funds to pay for the costs associated with the relocation and rehabilitation of the Depot including site improvements as shown on Exhibit "B" to this Agreement (Reconfiguration Work), and that a Federal (E76) grant commitment sufficient to pay for those costs is an absolute condition precedent to all aspects of this Agreement other than the City's Right of Entry to undertake planning for Reconfiguration Work (defined below).

I. RIGHT OF ENTRY

1. Reconfiguration Work. To enable the Depot to be moved to the Property and a portion of the Depot building to be used by LAVTA as its ticketing office, the current Property must be reconfigured as shown on Exhibit "B" (Reconfiguration Work), incorporated as part of this Agreement by this reference. This work shall be referred to throughout this Agreement as the "**Reconfiguration Work**," and includes the following:

a. Changes to current structures, utilities, parking, vehicle access routes and LAVTA signage on the Property, associated with the current LAVTA transit center, needed to accommodate the Depot building in a final form equivalent to the 65 percent plan set dated September 16, 2015, entitled, "Livermore Railroad Depot Relocation and Rehabilitation City Project No. 580001." ("**September 2015 Plans.**") The City designed and prepared the September 2015 Plans in consultation with LAVTA. LAVTA agrees not to request additional changes to the Reconfiguration Work from what is depicted on the September 2015 Plans, which would result in increased costs. The City agrees to include the following LAVTA requested add alternates to the September 2015 Plans: Modifications to the eastern shade structure to enhance its character with the historic Depot, and upgrading of the site lighting to a historical architectural style if these add alternates are within the project budget. LAVTA agrees to provide sufficient funds for the purchase of and the installation of its security cameras;

b. Preparing LAVTA's ticketing office inside the Depot building that will be relocated to the Property. The City, in consultation with LAVTA, has designed plans for the interior layout of space to be utilized as LAVTA's ticketing office within the Depot building as shown on the September 2015 Plans. The restrooms in the Depot building will be constructed of a material that is easily maintained and shall feature a floor drain in each restroom. Obtaining all permits necessary to undertake and complete the Reconfiguration Work which the City shall obtain and for which LAVTA shall cooperate in providing information necessary for the City to obtain any permits; and

c. Providing a temporary structure to house LAVTA staff who provide ticket office services to the public. Such structure shall contain internal restroom facilities for use by LAVTA staff.

2. City Responsibility for Reconfiguration Work. City shall undertake, contract for, and pay for the Reconfiguration Work as provided in this Agreement in an amount not to exceed the costs stated at Paragraph 10 below.

3. Existing Federal Transit Administration Grant. The City shall assist LAVTA with the Federal Transit Administration (FTA) regarding reimbursement for any residual equity that FTA has in the existing improvements at the LAVTA Transit Center that will be affected by the Reconfiguration Work. The parties currently estimate that the residual FTA equity impacted by the Reconfiguration Work is valued at approximately \$27,000.00. The City and LAVTA will work to obtain FTA's agreement to a no-cost resolution of this FTA equity. Under no circumstance shall LAVTA be required to bear any cost required by the FTA due to any Reconfiguration Work. Should the City award the contract to construct the Reconfiguration Work, if the City and LAVTA have not obtained a no-cost FTA equity approval, City shall bear the entire cost of the FTA equity.
4. Right of Entry. LAVTA confers upon the City's the right to enter upon the Property to do the Reconfiguration Work, which right shall be defined as the "**Right of Entry.**" LAVTA agrees the Right of Entry allows the City to immediately enter in, over, under, and upon the Property to undertake the Reconfiguration Work. City shall exercise the Right of Entry in a manner that ensures LAVTA's bus operations continue on schedule. In the event that construction activities unreasonably impact such operations, City and LAVTA shall agree to an approach to modify bus operations to allow the Reconfiguration Work to proceed.
5. Non-Exclusive Right. The City's Right of Entry to use the Property shall not create a right to the exclusive use of the Property.
6. Term of Right of Entry. The City's Right of Entry shall commence on the date both parties have executed this Agreement ("**ROE Effective Date**") and shall terminate upon the date the City and LAVTA agree the Reconfiguration Work is complete, or after three years, whichever comes first.
7. LAVTA Consideration. LAVTA confers this Right of Entry upon the City in exchange for the City's promise to design, construct and pay for the Reconfiguration Work which will enable LAVTA to lease a portion of the Depot and utilize it as LAVTA's on-site ticketing office.
8. City Consideration. The City agrees to undertake and pay for the Reconfiguration Work utilizing federal grant funds because it will enable LAVTA to lease and utilize a portion of the Depot as LAVTA's on-site ticketing office. This confers a benefit to the public and upon the City because it will create a more inviting transit facility which will enhance the use of public transit in and around the City. It will also serve to feature the Depot and enhance the historic status of the Depot by returning the Depot to a transit-related use.
9. Commencement of Reconfiguration Work. Immediately upon the ROE Effective Date, City may commence preparatory construction for the Reconfiguration Work on the Property, and may commence all such construction upon LAVTA's approval of final plans and issuance of the City's Federal (E76) grant funding for the project. LAVTA will work with the City to establish a timeline and plans for the Reconfiguration Work which ensures the City is able to award the project within six months of the Effective Date of this Agreement so that the construction work will be awarded within the deadlines required by the City's E76 federal grant.
10. Not to Exceed Amount. The total cost to the City of all Reconfiguration Work, including inspection, material testing, contract administration, construction management, construction, and a 10% construction contingency and shall not exceed the lesser of \$2,500,000.00 or the amount of the Federal (E76) grant commitment made for the work related to this Agreement, without the prior written consent of the City Council ("**Not to Exceed Amount.**") The City agrees to include a list of additional/alternate work to be included in the Reconfiguration Work if the total project costs

including those alternate bid prices remain within the Not to Exceed budget. At any point, should the cost of the Reconfiguration Work be projected to, or actually be, greater than the Not to Exceed Amount, City and LAVTA will meet and confer to identify ways to alter the Reconfiguration Work to conform to the Not to Exceed Amount. LAVTA has no obligation to fund the Reconfiguration Work.

11. Completion of Reconfiguration Work. After the Reconfiguration Work is complete, all title, ownership and interest in the Reconfiguration Work located on LAVTA property not leased or sold to the City shall remain exclusively with LAVTA. Any Reconfiguration Work undertaken on the leased portion of the Property (defined below as the "Leased Parcel") shall remain exclusively with the City. The Reconfiguration Work shall be complete after LAVTA has confirmed in writing that the City has completed the Reconfiguration Work, which confirmation shall not be unreasonably withheld.

12. LAVTA Obligation to Maintain. After the Reconfiguration Work is complete, LAVTA, and not the City, shall be responsible for maintenance and maintenance costs of the Reconfiguration Work located on LAVTA property not leased or sold to the City. The City shall forever be responsible for maintenance and maintenance costs of Reconfiguration Work on the Leased Parcel of the Property (defined below), excluding the LAVTA ticketing office tenant improvements in the Depot building, subject to maintenance contributions of Depot tenants to be provided for in Depot tenant leases. City shall provide LAVTA with the warranty information for any fixtures installed outside of the Leased Parcel, as defined below.

13. Indemnification for Reconfiguration Work. The City shall indemnify, defend, protect, and save LAVTA its member entities (other than the City), directors, officers, employees and harmless from and against all claims, damages, losses, and expenses, including attorney fees, arising out of the performance of the Reconfiguration Work, caused in whole or in part by any negligent act or omission of the City, its officers, officials, employees and agents, and anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, and willful misconduct of the City. City shall require its contractor performing the Reconfiguration Work to indemnify LAVTA to the same extent as it does the City and to name LAVTA, its member entities (other than the City), directors, officers, employees and agents as additional insureds on the policies required of the contractor in its contract with the City.

II. LEASE AND SALE OF LAND

A. City Lease of Land

14. Lease to City. LAVTA hereby leases to City that 8805 square foot portion of the Property shown at Exhibit "A," labelled as, "Subdivision of Property." ("**Leased Parcel**").

15. Effective Date and Term. The term of the City's Lease of the Leased Parcel begins on the date this Agreement has been executed by both City and LAVTA ("**LP Effective Date.**") and ends upon LAVTA's sale of the Leased Parcel to City pursuant to the terms of this Agreement. In the event sale of the Leased Parcel does not occur within 50 years of the LP Effective Date, the lease of the Leased Parcel shall terminate.

16. Use of the Leased Parcel. Upon the LP Effective Date, the City is entitled to do the following upon the Leased Parcel:

- a. Undertake all Reconfiguration Work without further approval required by LAVTA;
 - b. All work necessary to relocate the Depot building to the Leased Parcel;
 - c. Relocate the Depot building to the Leased Parcel and perform renovation or rehabilitation work upon the Depot building;
 - d. Maintain the Leased Parcel during the term of the lease; and
 - e. Lease spaces within the relocated Depot building to LAVTA for operation of a bus ticketing office according to the terms of this Agreement and to other entities for other operations chosen solely by the City.
17. Rent. City shall pay LAVTA \$1 per year as rent for the Leased Parcel due within 30 days of the LP Effective Date and within 30-days of each annual anniversary thereafter.
18. Condition of Property. LAVTA obtained the Property from the City and has utilized the Property solely as a bus transit facility. LAVTA shall not be responsible for any condition on the Property that predated LAVTA's acquisition of the Property.
19. Lease Termination without Sale. If the lease of the Leased Parcel terminates at any time before transfer of title to the Leased Property to the City, the City shall remove the Depot building and all fixtures from the Leased Property with the cost to be borne by the City.
20. Access to Leased Parcel. Because the Leased Parcel is wholly located within the Property without direct access to roadways, LAVTA agrees that the City and all tenants of the Depot building shall have the right of pedestrian and vehicular access to the Leased Parcel, for uses related to their tenancy, across existing routes of such access as those may exist on the Property from time to time and that LAVTA will ensure that such access exists at all times.
21. Parking. Eighteen parking spaces exist at the Property. Six parking spaces at the Property shall be available for the non-LAVTA Depot building tenants or the guests of such tenants with no charge imposed by LAVTA; LAVTA is entitled to administer the remaining spaces at its sole discretion. LAVTA may reconfigure or relocate the parking spaces within the Property, provided that six spaces are continuously available for the non-LAVTA Depot building tenants.
22. Signs. The City shall be entitled to install signage on the Leased Parcel and on the Depot in conformance with existing City sign standards applicable to the Property.
23. Taxes. During the term of the Lease of the Leased Parcel, City shall pay or cause to be paid, prior to delinquency, any and all taxes owed on the Leased Premises and for City operations on the Leased Premises.
24. Utilities, Trash and Refuse. City shall pay, or cause to be paid, all charges, fees, deposits, and other amounts for gas, electricity, water, sewer, waste disposal services, garbage disposal, telephone, cable television, and all other public utilities ("**Utility Charges**") stemming solely from City operations on the Leased Parcel. Tenants of the Depot building, including LAVTA, shall be responsible for Utility Charges with respect to their own operations on the Lease Parcel. Any costs for shared Utility Charges, if applicable, will be paid on a pro rata basis among the City and all occupants of the Leased Parcel.
25. Hold Harmless. City agrees to, and shall defend, indemnify and hold LAVTA, its officials,

directors, employees, volunteers, and agents harmless from and against any or all loss, liability, expense, claim, cost, suits, and damages of every kind, nature and description, including reasonable attorney and expert fees, for or on account of damage to property or injury to persons arising from anything done or performed, or omitted to be done or performed, on the Leased Parcel by City, or any activity carried on by City, its officers, directors, employees, agents, sublessees, service providers, patrons, or volunteers on the Leased Parcel. This Hold Harmless section does not apply to harm arising out of LAVTA's operations in the Depot building.

26. Insurance. City shall procure and maintain, upon relocation of the Depot to the Leased Parcel, and for the duration of the Lease insurance against claims for injuries to persons or damage to property which may arise from, or in connection with the City's operation, use of the Leased Premises or this Lease.

B. Terms of Sale of the Leased Parcel to City

27. Subdivision of the Property. LAVTA authorizes and directs its Executive Director to immediately, and no later than five calendar days after the Effective Date of this Agreement, apply to the City to subdivide the Property as shown on Exhibit "A" or take such other action as may be required so that the Leased Parcel becomes a separate legal parcel from the original Property. The City shall prepare, process, and pay for the process required for the subdivision of the Property.

28. Transfer of the Leased Parcel to City. Within 40 days of the date the City subdivides the Leased Parcel from the Property, LAVTA agrees it will execute documents transferring to the City ownership of the Leased Parcel and conveying access easements in exchange for the sum of \$1. The City's lease of the Leased Premises shall be extinguished upon the City's assumption of title to the Leased Parcel. Before the City acquires the Leased Parcel, it shall comply with the provisions of Chapter 2.72.010 of its Municipal Code which implements the requirements of California Government Code, section 65402, by requiring the acquisition to be reported upon by the City's planning commission as to conformity with the City's general plan.

29. Easements. Because the Leased Parcel is wholly located within the Property without direct access to roadways, the transfer of the Leased Parcel to the City shall include a recorded easement for vehicular and pedestrian ingress/egress over and above the remaining LAVTA Property in favor of the City. The transfer of title shall include recorded grants of (a) a parking easement in favor of the City on the remaining LAVTA Property designated as a right to six of the 18 parking spaces for fee-free use by non-LAVTA Depot tenants and their visitors; and (b) if needed, an easement in favor of LAVTA granting LAVTA air rights to allow LAVTA's existing shade structure located on the LAVTA Property to extend over and above a portion of the Leased Parcel.

30. LAVTA Lease of Depot Space. If LAVTA has leased space within the Depot building prior to the date the City assumes ownership of the Leased Parcel, such lease shall remain in force and be unaffected by the change in ownership of the Leased Parcel.

III. TERMS OF DEPOT BUILDING LEASE

31. LAVTA Lease of the Depot Building. Upon City's relocation of the Depot to the Leased Parcel, City and LAVTA will enter into a lease agreement (the "**Lease Agreement**") whereby LAVTA will lease the portion of the Depot building shown at Exhibit "C" (LAVTA Lease of Depot Building Space) for use as its ticketing office.

32. Terms of LAVTA's Depot Lease. The Lease Agreement between the City and LAVTA for LAVTA's use of a portion of the Depot building will provide for the following, among others requirements, in a form to be agreed by the parties:

a. LAVTA will be entitled to use a portion of the Depot building as a ticketing office for its own operations and for no other purpose.

b. Because the Depot has historic significance, LAVTA will not make any modifications to the Depot without the prior written approval of the City Manager.

c. LAVTA shall pay the City \$1 per year in rent for use of the Depot.

d. The term of the Lease Agreement shall be 50 years or until LAVTA's leased portion of the Depot building shall be utilized for any non-transit-related purpose, whichever comes first.

e. Within its leased space in the Depot, LAVTA shall operate a single bathroom available to any member of the public when the ticketing office is open and shall ensure it is clean, maintained, and functioning. LAVTA will also ensure this bathroom is available to the City for City-affiliated events at the Depot at times when the LAVTA ticketing office is closed.

f. LAVTA shall authorize the City, or City-designee, to operate a museum in the waiting room/lobby areas of LAVTA's ticketing office so long as the museum operations do not interfere with LAVTA's operations. LAVTA will provide janitorial services in the museum/waiting room area, but will not be responsible for the maintenance or replacement of damaged or lost museum items except for damage caused by an intentional act, as opposed to a negligent act, by a LAVTA employee or worker.

g. LAVTA shall provide 24-hour access from the waiting room/lobby area of the Depot building to the City and City tenants of the Depot building to provide access to the second floor.

h. LAVTA will agree to allow the City to enter all parts of the Depot at all reasonable times for the purpose of inspecting and maintenance to determine whether the historic integrity of the building is not at risk.

i. Other than LAVTA leased space within the building, the City will bear the cost and responsibility to maintain the Depot building. The common costs to maintain the Depot building and Leased Parcel shall be shared by all occupants of the Depot building, however, LAVTA's monthly share of such maintenance costs shall be capped at the average monthly maintenance expense LAVTA has expended on its current ticket office structure over the two years preceding the effective date of this Agreement, which amount shall increase annually based on the Consumer Price Index, All Urban Consumers/All Items for the San Francisco/Oakland/San Jose area. The City shall ensure that the landscaping and hardscaping of the Leased Parcel/City-owned portion of the Property is maintained to the same standard that the City maintains similar types of public landscaping and hardscape..

j. The Lease Agreement will include the following Hold Harmless language:

"LAVTA agrees to, and shall defend, indemnify and hold the City, its officials, directors, employees, volunteers, and agents harmless from and against any or

all loss, liability, expense, claim, cost, suits, and damages of every kind, nature and description, including reasonable attorney and expert fees, for or on account of damage to property or injury to persons arising from anything done or performed, or omitted to be done or performed, on the Leased Premises by LAVTA, or any activity carried on by LAVTA, LAVTA's officers, directors, employees, agents, subleasess, service providers, patrons or volunteers. Approval of the insurance required by this Lease does not relieve the LAVTA from liability under this hold harmless clause."

k. The Lease Agreement will include the following insurance requirement language:

"LAVTA shall procure and maintain, upon securing the building permit for any tenant improvements, and for the duration of the Lease insurance against claims for injuries to persons or damage to property which may arise from, or in connection with LAVTA's operation, use of the Leased Premises or this Lease, which shall be acceptable to the City's Risk Manager. The cost of such insurance shall be borne by LAVTA."

l. City shall purchase and maintain fire insurance for the replacement value of the Depot building.

m. Upon the termination of the Lease Agreement for any reason, title to any permanent, physically attached improvements and fixed installed equipment shall be transferred to the City.

n. LAVTA shall not vacate or abandon the Leased Premises at any time during the term of this Lease, for a period of more than four (4) days, and any violation of this condition shall be considered a default of the Lease Agreement providing the City the right to immediately terminate the Lease and take possession of the Leased Premises. Violation of this provision shall also entitle the City to immediately access the Leased Premises to ensure its security, whether or not the City terminates the Lease Agreement.

o. The Lease Agreement, or any part thereof, shall not be assigned or transferred by LAVTA, by process or operation of law or in any other manner, without the prior written approval of the City Council of the City of Livermore, which approval shall not be unreasonably withheld. No assignee for the benefit of LAVTA's creditors, and no trustee, receiver or referee in bankruptcy shall acquire any rights under this Lease by virtue of this requirement. Any assignment, encumbrance, or sublease without City's consent shall be voidable and, at City's election, shall constitute a default.

p. LAVTA shall not have the right to sublease any portion of the Leased Premises without the City's written consent, which shall not be unreasonably withheld; provided however, that the term of any sublease shall not extend beyond the term of this Lease; any and all subleases shall be expressly made subject to all of the terms, covenants, and conditions of this Lease, including, without limitation, requirements that the Leased Premises be used as a transit-related operation.

q. When entering into a lease of Depot space not leased to LAVTA, the City shall only rent to a tenant whose proposed use complies with the City's applicable land use regulations for the Property on the Effective Date of this Agreement and not to any Adult Business regulated by Chapter 5.08 of the City of Livermore Municipal Code on the Effective Date of this Agreement.

The City shall consult with LAVTA before entering into a lease of Depot space. The City shall endeavor to lease Depot space to tenants whose use is compatible with, and not detrimental to, the operations of LAVTA. Likewise, should LAVTA ever seek to sublease any portion of the Leased Premises, it will require that any proposed tenant's operations be compatible with the then-current occupants of the Depot and not be detrimental to the Depot building.

IV. GENERAL PROVISIONS

The following provisions stated at paragraphs 33 and following shall apply to all components of this Agreement.

33. Effective Date. The Effective Date of this entire Agreement is the date it has been executed by both parties.

34. Agreement Term. The term of the common provisions associated with the City's Right of Entry, City's lease of the Leased Parcel, LAVTA's agreement to sell the Leased Parcel, or LAVTA's lease of the Depot shall be the latest date any of those agreements is set to terminate.

35. LAVTA Approvals. Any written approval required of LAVTA by this Agreement may be provided by its Executive Director.

36. City Approvals. Unless otherwise stated, any written approval required by the City by this Agreement may be provided by its City Manager.

37. CEQA. Both the City and LAVTA have considered the requirements of the California Environmental Quality Act before entering into this Agreement. The projects authorized by this Agreement are categorically exempt from the requirements of CEQA (a) as the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time the Agreement has been approved by each agency (14 CFR § 15301); and (b) consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced (14 CFR § 15301).

38. Amendment. The provisions of this Agreement may be modified at any time by written agreement of the parties.

39. Succession. Subject to the provisions in this Agreement shall inure to the benefit of, and be binding upon, the heir's executors, administrators, successors and assigns of the respective parties.

40. Exhibits. All exhibits referred to in and attached to this Agreement are incorporated in the Agreement by reference.

41. Counterparts. This Agreement may be executed in any number of counterparts with the same effect as if the parties had all signed the same document.

42. Notices. Any notice under this Agreement shall be in writing. A written notice or other document shall be deemed to have been duly given on the date of personal service or on the fifth (5th) business day after mailing, if the document is mailed by registered or certified mail

addressed to the parties at the addresses set forth below, or at the most recent address specified by the addressee:

City: City Manager
City of Livermore
1052 South Livermore Avenue
Livermore, CA 94550
Copy to: Eric Uranga, Community and Economic Development Deputy Director
Lessee: General Manager
Livermore Amador Valley Transit Authority
1362 Rutan Court, Suite 100
Livermore, CA 94551

43. Entire Agreement. This document constitutes the entire agreement between the parties.
44. Termination. This Agreement may only be terminated by mutual consent, or for cause.
45. Governing Law. This Agreement shall be interpreted, construed, and enforced in accordance with the laws of the State of California as applied to contracts that are made and performed entirely in California.

Exhibits:

Exhibit A: Land Subject to City Lease and Subdivision

Exhibit B: Reconfiguration Work

Exhibit C: LAVTA Lease of Depot Building Space

SIGNATURES OF THE PARTIES TO BE CERTIFIED OR NOTARIZED

Livermore Amador Valley Transit Authority


Executive Director Dated

City of Livermore


City Manager Dated

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA } SS.
COUNTY OF ALAMEDA }

On November 24, 2015 before me, SUSAN NEER, CITY CLERK,

personally appeared Marc Roberts, City Manager,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.



Signature

Susan Neer

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Alameda)

On November 5, 2015 before me, Rebecca Cox, Notary Public
(insert name and title of the officer)

personally appeared Michael S. Tree,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/~~she~~/they executed the same in
his/~~her~~/their authorized capacity(ies), and that by his/~~her~~/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

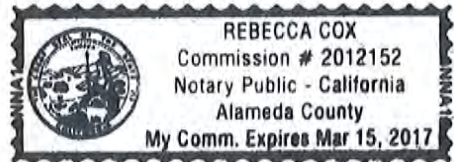
I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

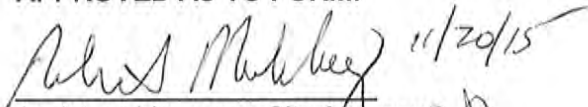
Signature

Rebecca Cox

(Seal)



APPROVED AS TO FORM:

 11/20/15
Assistant Livermore City Attorney


Counsel for LAVTA

Exhibit 1

Page 1 of 2

95112581

Order No. 606822

LEGAL DESCRIPTION

The land referred to in this Report is situated in the State of California, City of Livermore, County of Alameda, and is described as follows:

PARCEL 1:

Beginning at a point distant 175 feet Northwesterly at right angles with the Northwesterly line of 1st or Front Street, formerly called County Road leading from Laddsville to Livermore, from a point distant thereon 146.6 feet Northeasterly from the intersection thereof with the North line of Central Pacific Railway formerly the Western Pacific Railroad right of way, as said right of way and County Road are shown on a map attached to Partition Deed between Sarah Ladd, et al, recorded October 28, 1882 in Book 244 of Deeds, page 124, said point of beginning being the most Northerly corner of tract conveyed to Owen Rogers, recorded June 30, 1922 in Book 304 OR, page 422; thence Southwesterly along the Northwestern boundary line of said land conveyed to Owen Rogers and parallel with said Northwestern line of 1st or Front Street, 80 feet, more or less to the Southwestern boundary line of tract conveyed to J.S. Alemany, recorded January 19, 1881 in Book 217 of Deeds, page 385; thence North 46° 02' West along last said boundary line and along the Southwesterly boundary line of tract conveyed to J.S. Alemany, recorded March 31, 1883 in Book 249 of Deeds, page 398, 290.3 feet, more or less, to the most Western corner of last said tract; thence along the Northwestern line of last said tract, North 43° 58' East 109.59 feet, more or less, to the West corner of strip of land condemned by Decree for the use of Western Pacific Railway Company for a right of way for railroad in Book 1432 of Deeds, page 201; thence along said land so condemned, North 72° 6' East 101.91 feet to the Northeasterly boundary line of tract conveyed to J.S. Alemany, recorded December 31, 1883 in Book 258 of Deeds, page 421; thence leaving said right of way South 46° 20' East 221.19 feet, more or less, to the Eastern corner of land so conveyed to J.S. Alemany; thence South 43° 58' West 1. . . feet, more or less, to the point of intersection with the direct production Northwesterly of the Northeast boundary line of land conveyed to Owen Rogers aforesaid; thence Southeasterly in a direct line 25 feet, more or less, to the beginning.

Being portion of Plot "D" and a parcel adjoining said Plot on the Southeast. Map of the Estate of Sarah Ladd, as partitioned by J. H. Taylor, et al, in Book 244 of Deeds, page 124.

PARCEL 2:

Commencing on the Northeastern line of North I Street, distant 300 feet Northwesterly from the Northwestern line of Railroad Avenue; thence North 69° 36' 06" East 277.62 feet to the beginning of the parcel to be

EXHIBIT "A"-Page 1



Exhibit 1

Page 2 of 2

95112581

Order No. 606822

LEGAL DESCRIPTION (CONTINUED)

described; thence continuing along said last mentioned course 111 feet; thence South 43° 58' West 109.59 feet, more or less; thence North 33° 16' 49" West 50.4 feet, more or less, to the actual point of beginning.

Being a portion of Block D, according to the "Map of the Estate of A.S. Ladd", recorded October 31, 1882, in Book 244 of Deeds, at page 124, in the office of the County Recorder of Alameda County. (Being also a portion of Section 9, Township 3 South, Range 2 East, Mount Diablo Base and Meridian).

Said property is also shown on reference maps in the office of the Assessor of Alameda County in Map Book 98, page or block 260, Parcel 12.

PARCEL 3:

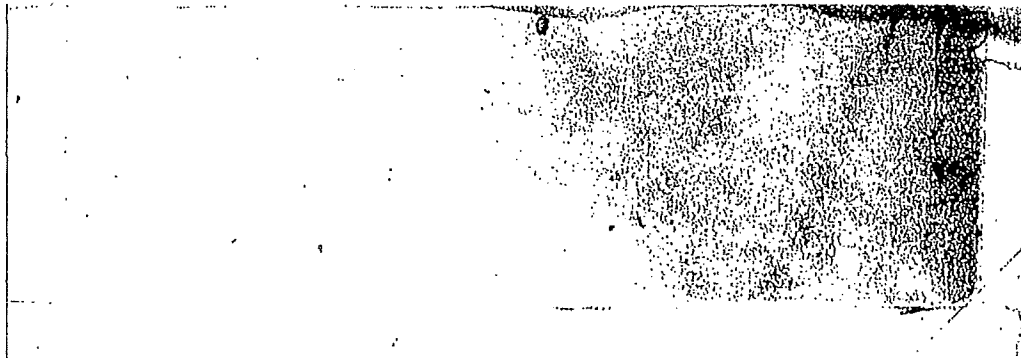
Portion of Section 9, Township 3 South, Range 2 East, Mount Diablo Base and Meridian, described as follows:

Beginning on the Southeastern line of Plot D, as per map of the Estate of A.S. Ladd; at most Eastern corner of the land conveyed to J.S. Alemany by Deed recorded January 28, 1884, Book 258 of Deeds, page 421; thence along the Southeastern line of Plot D and along the Southeastern line of Plot C, per map, North 43° 38' East 240 feet, more or less, to the Northeastern line of the parcel secondly described in the deed to Peter Moy, recorded December 28, 1883, Book 263 of Deeds, page 37; along last named line North 25° 42' West 96.75 feet to the Southeasterly line of right of way of Western Pacific Railway Company, 80 feet wide; thence along last named line, Southwesterly on a curve to the left with a radius of 2825 feet, distant of 75.30 feet; continuing along the last named line tangent with the last named course, South 69° 35' West 221.53 feet to the Northeastern line of land conveyed to Alemany; along last named line South 46° 02' East 221.34 feet to the point of beginning.

Excepting from Parcels 1, 2 and 3 that portion thereof as conveyed to Southern Pacific Transportation Company by Deed recorded February 16, 1979, Series No. 79-30431, Alameda County Records.

Assessors Parcel No. 098-0260-013-03

EXHIBIT "A"-Page 2



ASSESSOR'S MAP 98

260

(A) MAP OF THE ESTATE OF A. S. LADD. (Bk. 244d, Pg. 124)

(c) Portion of Sec. 9, T3S, R2E.

ALAMEDA COUNTY
OFFICE OF ASSESSOR
FOR ASSESSMENT USE ONLY
NOT FOR
REPRODUCTION OR SALE

264

264

~~16-0~~
~~16-02~~

264

275

256

NORTH

250

2000

287

PAGE 1

HPN-22-G

Dr. 6-28-62 AY.
Corrected: 3-21-63
3-21-63 RG
6-4-65 BT
5-1-60 JT
9-07-60CSL
12-03-61CSL
12-30-63CSL
2-25-63CSL
4-29-64CSL



EXHIBIT A

LAND SUBJECT TO CITY LEASE AND SUBDIVISION

9/21/15

CITY OF
LIVERMORE
CALIFORNIA
COMMUNITY DEVELOPMENT DEPARTMENT - ENGINEERING DIVISION
City Project No. 580001

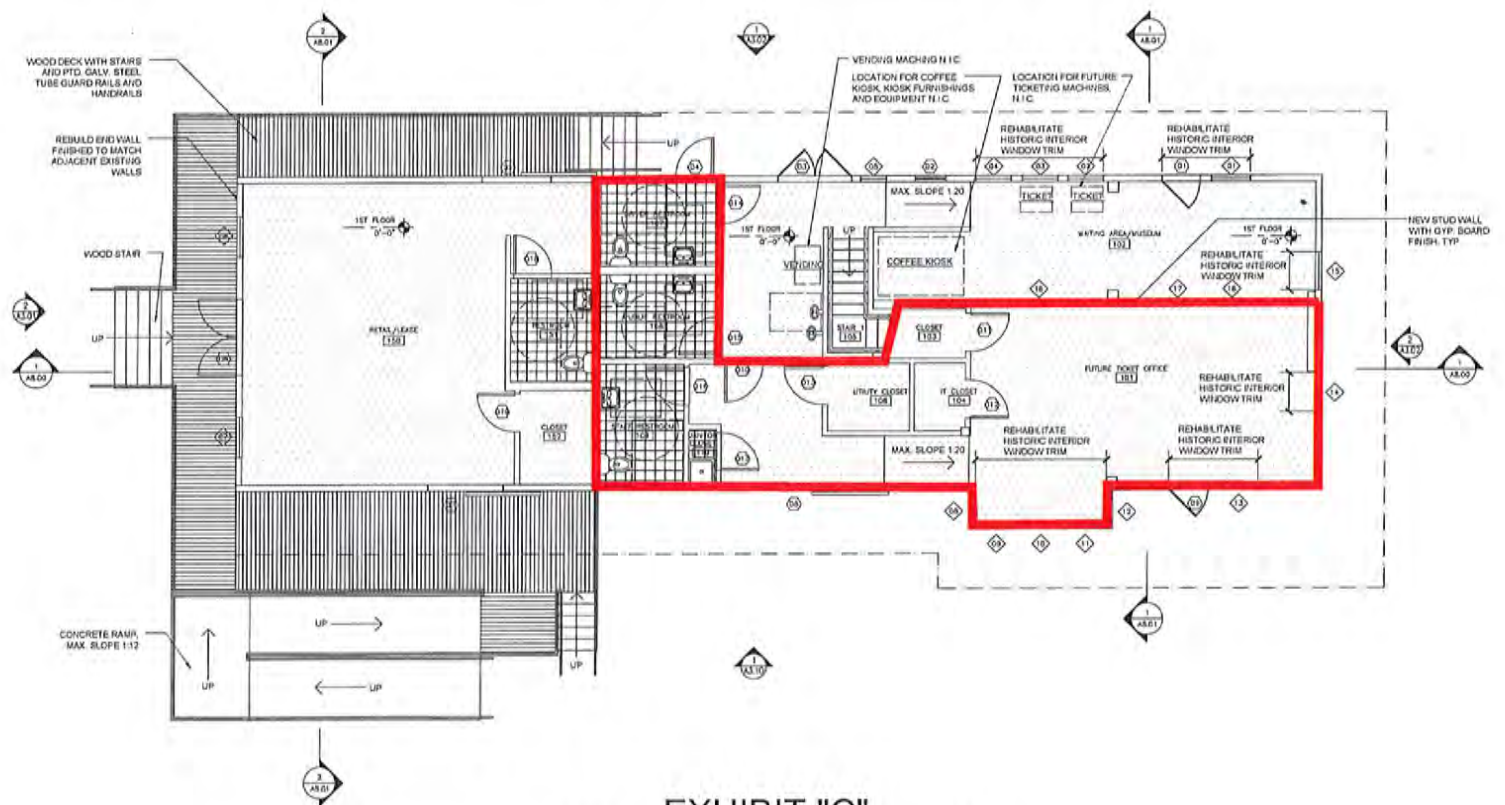


EXHIBIT "C"
LAVTA LEASE OF DEPOT
BUILDING SPACE



LOG #CC0015-398

City Clerk's Office
1052 South Livermore Avenue
Livermore, CA 94550-4899
Phone: 925.960.4200 Fax: 925.960.4205

RECEIVED
JUN 09 2016
Livermore Amador Valley
Transit Authority

DOCUMENT TRANSMITTAL FORM

Date: June 7, 2016

To: Michael Tree, Director
LAVTA
1362 Rutan Court, Suite 100
Livermore, CA 94551

cc: R. Ehlert
C. Mahler

PLEASE READ THE FOLLOWING:

X

Duplicate original of recorded document and resolution are enclosed for your records

Date of Document:	November 24, 2015
Type of Document:	Agreement for Right of Entry; Lease and Sale of Land; and Terms of Depot Building Lease (APN: 098-026001303)
Parties:	City of Livermore and Livermore Amador Valley Transportation Authority (LAVTA)

Susan Neer, City Clerk
By: Jean Bell
925.960.4200

Recording Requested by

AND WHEN RECORDED MAIL TO:

City Clerk
City of Livermore
1052 South Livermore Avenue
Livermore, CA 94550

**FIRST AMENDMENT TO THE NOVEMBER 24, 2015 LEASE AGREEMENT
BETWEEN CITY OF LIVERMORE AND LAVTA CONCERNING HISTORIC DEPOT**

ALAMEDA COUNTY APN: 098-026001303

This First Amendment to the November 24, 2015 Agreement for (1) Right of Entry; (2) Lease and Sale of Land; and (3) Terms of Depot Building Lease, **Alameda County California Recorder Number 2016117939** (“**Agreement**”), is entered into between the City of Livermore, a municipal corporation (“**City**”) and the Livermore Amador Valley Transportation Authority, a Joint Powers Authority formed by the County of Alameda, the City of Dublin, the City of Livermore, and the City of Pleasanton (“**LAVTA**”), with reference to the following:

RECITALS

A. On November 24, 2015, the City and LAVTA entered into an agreement concerning the real property located at 2500 Railroad Court in Livermore, California, APN: 098-026001303, described in the legal description attached to the Agreement as Exhibit 1, and depicted on the Assessor’s Map attached to the Agreement as Exhibit 2. The Agreement provides terms pursuant to which the City may enter onto the Property to prepare the Property to receive the historic Livermore Railroad Depot building currently located on 20-22 L Street in the City of Livermore (“**Depot.**”) The Agreement also provides the terms pursuant to which the City will undertake Reconfiguration Work to the Depot and Property so that LAVTA may lease the Depot and use it as a ticketing office, as well as terms pursuant to which LAVTA will sell the City the land located underneath the re-located Depot.

B. The Agreement addressed the remaining equity interest of the Federal Transit Administration (FTA) in existing LAVTA improvements located at the Property, which will be lost as part of the Reconfiguration Work. At the time the Agreement was executed, the value of the FTA equity interest was not known. That value has now been established and this First Amendment is being entered into to revise the Agreement now that the value is certain.

C. After the Agreement was executed, LAVTA determined that it desired changes to the Reconfiguration Work to create a ticketing wall in the Depot. This First Amendment provides the terms pursuant to which LAVTA will contribute an amount not to exceed \$75,000 to the City to pay for the costs of designing and constructing the ticketing wall.

D. After the Agreement was executed, LAVTA identified the need for security cameras to be incorporated into the project to renovate and utilize the Depot as a ticketing office and this First Amendment is being entered into to provide terms for the additional security cameras.

E. Also, after the Agreement was executed, LAVTA identified the need for repair of the entry driveway of its transit facility. The City will replace approximately 3,200 Square Feet of driveway and LAVTA will repay the City an amount not to exceed \$125,000 for the cost of the replacement.

F. In all other respects, the Agreement remains in full force and effect.

AGREEMENT

1. Existing FTA Grant Obligations. Paragraph 3 of the Agreement, "Existing Federal Transit Administration Grant," is deleted and replaced with the following paragraph:

3. Existing Federal Transit Administration Grant. The Reconfiguration Work at the Property will impact existing improvements at the LAVTA Transit Center in which the Federal Transit Administration (FTA) retains a residual equity interest in the amount of \$48,212.00, as a result of a prior grant the FTA issued to LAVTA. ("Residual Equity Interest.") To move forward with the Renovation Work, these existing improvements will need to be removed and the Residual Equity Interest will need to be reimbursed to the FTA. The City agrees to provide \$48,212.00 to LAVTA for the Residual Equity Interest. LAVTA will then apply these funds towards a subsequent FTA grant-funded project to implement electric vehicle technology, which LAVTA represents is acceptable to the FTA as a means of satisfying the Residual Equity Interest.

2. Additional Interior Ticketing Wall. The following amendments to the Agreement are made address LAVTA's desire for construction of an interior ticketing wall in the Depot:

(a) Paragraph 1 of the Agreement, "Reconfiguration Work," is amended to add subparagraph d, which states as follows:

d. City will design and construct an interior ticketing wall located in the Depot, adding millwork and beadboard, for LAVTA's use as shown attached as Exhibit 1-A ("Ticket Wall Work.") LAVTA will reimburse the City \$75,000 for the professional design and construction work needed to add this item to the Reconfiguration Work, which LAVTA shall pay to the City by the end of July 2017.

(b) Paragraph 10 of the Agreement, "Not to Exceed Amount," is deleted and replaced with the following:

10. Not to Exceed Amount. The total cost to the City of all Reconfiguration Work, including inspection, material testing, contract administration, construction management, construction, and a 10% construction contingency and shall not, without the prior written consent of the City Council, exceed (a) the lesser of \$2,500,000.00 or the amount of the Federal (E76) grant commitment made for the work related to this Agreement; plus (b), an additional \$75,000.00 which LAVTA will pay to the City for the Ticket Wall Work ("**Not to Exceed Amount.**") The \$75,000.00

LAVTA pays for the Ticket Wall Work will be in addition to whatever amount the City receives from the Federal (E76) grant commitment.

The City agrees to include a list of additional/alternate work to be included in the Reconfiguration Work if the total project costs including those alternate bid prices remain within the Not to Exceed budget. At any point, should the cost of the Reconfiguration Work be projected to, or actually be, greater than the Not to Exceed Amount, City and LAVTA will meet and confer to identify ways to alter the Reconfiguration Work to conform to the Not to Exceed Amount. LAVTA has no obligation to fund the Reconfiguration Work.

3. Security Cameras. Subparagraph (a) of Paragraph 1 of the Agreement, "Reconfiguration Work," is deleted and replaced with the following language:

(a) Changes to current structures, utilities, parking, vehicle access routes and LAVTA signage on the Property, associated with the current LAVTA transit center, needed to accommodate the Depot building in a final form equivalent to the 65 percent plan set dated September 16, 2015, entitled, "Livermore Railroad Depot Relocation and Rehabilitation City Project No. 580001." ("**September 2015 Plans.**") The City designed and prepared the September 2015 Plans in consultation with LAVTA. LAVTA agrees not to request additional changes to the Reconfiguration Work from what is depicted on the September 2015 Plans, which would result in increased costs. The City agrees to include the following LAVTA requested add alternates to the September 2015 Plans: Modifications to the eastern shade structure to enhance its character with the historic Depot, and upgrading of the site lighting to a historical architectural style if these add alternates are within the project budget. To provide needed security surveillance in and around the rehabilitated Depot building, LAVTA agrees to provide two (2) new security cameras and nine (9) existing salvaged security cameras and the City agrees to provide two (2) new security cameras

4. Replacement of failed asphalt driveway at entrance of LAVTA at Railroad Avenue in Livermore. The City agrees to replace approximately 3,200 square feet of failed asphalt pavement, as shown at Exhibit 1-B attached hereto and incorporated herein by this reference, with concrete pavement at the entry to LAVTA at Railroad Avenue, as part of the City's CIP No. 201601 Street Resurfacing Project, which will be bid using unit prices. LAVTA agrees to reimburse the City an amount not to exceed \$125,000 for such costs, which include design, construction and construction inspection. If the cost of the pavement replacement project exceeds \$125,000, the City will reduce the repair area to accommodate LAVTA's not to exceed amount.

5. Effect of Amendment. Except as stated in this First Amendment, the remaining terms of the Agreement remain unchanged and effective.

Exhibits:

Exhibit 1-A: Interior Ticketing Wall Work Depiction

Exhibit 1-B: Area of Pavement Replacement at LAVTA Entry

Signatures on the following page

Livermore Amador Valley Transit Authority

Dated

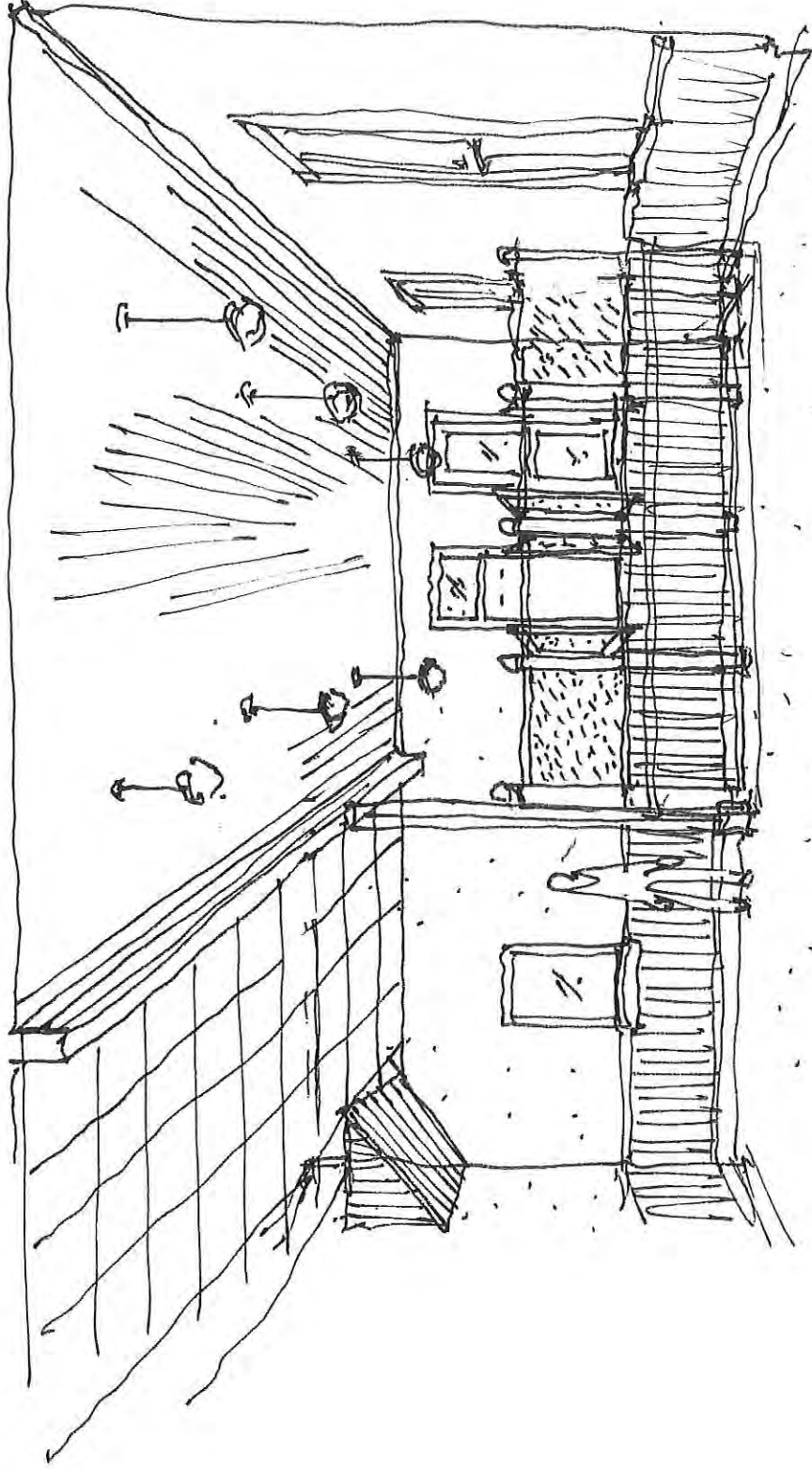
City Manager

Dated

Assistant Livermore City Attorney

Counsel for LAVTA

EXHIBIT 1-A

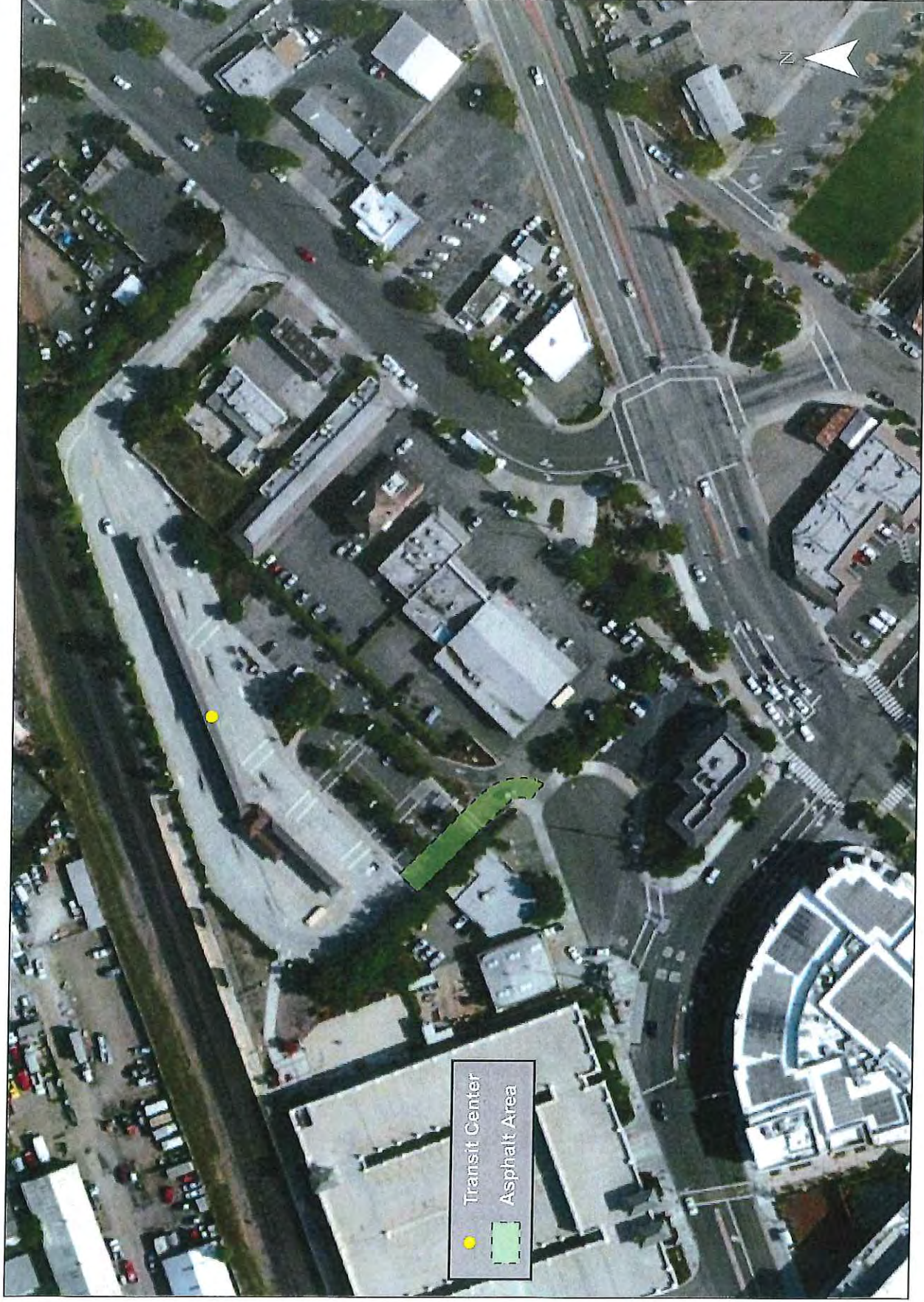


VIEW FROM
OFFICE TO
WAITING.

LIVERMORE DEPOT
ALTERNATE INTERIOR VIEW
PAGE 4 TURNBULL 6/14/16

EXHIBIT 1-B

Livermore Transit Center



Asphalt Area Square Footage
3159.35 Sq. Ft.

DEC. 7 2016

AGENDA

ITEM 9

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: LAVTA Purchase of Rutan Maintenance Bay Lift

FROM: Beverly Adamo, Director of Administrative Services

DATE: January 9, 2017

Action Requested

Reject the sole bid submitted in response to IFB #2016-19 and authorizes the Executive Director to negotiate on the open market and enter into a contract or contracts for the replacement and installation of a maintenance bay lift at the Rutan facility for \$147,000 with a contingency of \$3,000 for an aggregate of \$150,000.

Background

LAVTA's Maintenance facility located at 1362 Rutan Court was constructed in 1992 and included a maintenance bay with a three-post in-ground vehicle lift. This past year the lift became unsafe to use, and LAVTA determined that a new lift was needed. The cost estimate for the provision and installation of the lift was \$150,000.

Discussion

The Invitation for Bids (IFB) 2016-19 for the LAVTA Rutan Maintenance Bay Life Project was issued on October 31, 2016, and LAVTA advertised the IFB in the local newspapers twice on November 3 and November 8, 2018. The Notice of IFB was also sent via email and/or fax to firms on LAVTA's vendor list. Written questions or requests for approved equals were due on November 7, 2016 and there were no questions or requests received. Bids were due on November 18, 2016 at 2:00 p.m.

On the due date of LAVTA received one bid on the proposed scope of work. The bidder's company name, company location, and grand total price is listed below.

Company Name	Location	Grand Total Amount
SLEC, Incorporated	Baltimore, MD	\$146,999.00

SLEC, Incorporated responded to the IFB; however, this company is the manufacturer of the specified lift and is not a licensed contractor or registered with the Department of Industrial Relations (DIR), as is required by the solicitation documents. As a result, SLEC's bid contains irregularities that cannot be waived. Staff has determined that engaging in another competitive process would be unavailing and not produce any advantage for LAVTA because the reissuance of the same solicitation specifications is unlikely to produce additional lower bids and the maintenance bay lift needs to be replaced as soon as possible in

order to complete essential bus maintenance. Additionally, the flexibility to negotiate contract terms at fair and reasonable prices in the open market with qualified contractors may produce favorable results. In consultation with Legal Counsel, Staff is now requesting the Board reject the sole bid and authorize the Executive Director to negotiate on the open market and enter into contract(s) for the replacement and installation of a maintenance bay lift at the Rutan facility for \$147,000 with a contingency of \$3,000 for an aggregate of \$150,000.

Budget

Although this project was not anticipated and captured in the 2017 Capital Budget, because another project associated with the new bus purchase was significantly less than the amount budgeted, LAVTA does have the funds in the Capital Budget to cover the replacement of this lift.

Next Steps

Upon the Board's rejection of the sole bid and approval of the purchase of the bay lift and associated installation, the Executive Director, or his designee, will negotiate on the open market for the replacement and installation of a maintenance bay lift at the Rutan facility. Once negotiations are complete, the Executive Director will execute said contract(s) in a form approved by LAVTA's Legal Counsel.

Recommendation

Staff, in conjunction with LAVTA Legal Counsel recommends that the Board approve Resolution 02-2017 to reject the low bid and authorize the Executive Director to negotiate on the open market and enter into a contract or contracts for the replacement and installation of a maintenance bay lift at the Rutan facility for \$147,000 with a contingency of \$3,000 for an aggregate of \$150,000.

Attachments:

1. Resolution 02-2017

Approved: _____

RESOLUTION NO. 02-2017

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REJECTING THE SOLE BID FOR THE RUTAN MAINTENANCE BAY LIFT
PROJECT AND AUTHORIZING THE EXECUTIVE DIRECTOR TO
NEGOTIATE ON THE OPEN MARKET AND EXECUTE CONTRACT(S)**

WHEREAS, the LAVTA requires the replacement and installation of a maintenance bay lift at the Rutan facility in order to perform necessary bus maintenance (Project) as described in LAVTA Invitation for Bids (IFB) #2016-19; and

WHEREAS, LAVTA issued IFB #2016-19 to solicit bids for the Project; and

WHEREAS, one bid was received from SLEC, Inc. in response to the IFB, and the bid contained irregularities that cannot be waived; and

WHEREAS, staff has determined that engaging in another competitive process would be unavailing and not produce any advantage for LAVTA because the reissuance of the same solicitation specifications is unlikely to produce additional lower bids, and the maintenance bay lift needs to be replaced as soon as possible in order to perform essential bus maintenance; and

WHEREAS, the flexibility to negotiate contract terms at fair and reasonable prices in the open market with qualified contractors may produce favorable results; and

WHEREAS, staff and the Executive Director recommend that the LAVTA Board of Directors reject the sole bid and authorize the Executive Director to negotiate on the open market and enter into a contract or contracts for the replacement and installation of a maintenance bay lift at the Rutan facility for \$147,000 with a contingency of \$3,000 for an aggregate of \$150,000.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority rejects the sole bid submitted in response to IFB #2016-19 and authorizes the Executive Director to negotiate on the open market and enter into a contract or contracts for the replacement and installation of a maintenance bay lift at the Rutan facility for \$147,000 with a contingency of \$3,000 for an aggregate of \$150,000; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute said contract(s) in a form approved by LAVTA's Legal Counsel.

PASSED AND ADOPTED this 9th day of January 2017.

Steven Spedowfski, Chair

ATTEST:

Michael Tree, Executive Director

APPROVED AS TO FORM:

Michael Conneran, Legal Counsel

AGENDA

ITEM 10

EXECUTIVE DIRECTOR'S REPORT

January 2017

1. **75 Days Without A Preventable Accident**

It's been 75 days since LAVTA had a preventable accident on the fixed route system. With nearly 50 buses on the road at peak and a total of approximately 6,000 miles logged each day the trend is very positive. Both LAVTA and MV staff are planning a near-future celebration for reaching the first 100 days without a preventable accident.

2. **New Interim Resident General Manager from MV**

MV has a new Interim Resident General Manager for the fixed route system. Peter Lawson recently completed his first month on the job. Former General Manager Gregg Eisenberg left his post for a new job in the Oakland area.



3. **Shared Autonomous Vehicle (SAV) Project**



Staff has been working diligently on the SAV Project. A presentation on the SAV project, including next steps will be provided to the LAVTA Board at their February meeting.

4. **Go Dublin Promotion Begins**

By January 6th Uber, Lyft and DeSoto Cabs are expected to have the Go Dublin Promotion activated for a soft launch of the Go Dublin Promotion (formerly called Wheels On Demand). Staff anticipates a news release on the promotion within the next two weeks and the implementation of targeted marketing. The promotion will be active until June 30th.



5. **Wi-Fi Project Completed**

All Rapid and Express buses now have Wi-Fi installed and functioning for customers. Staff is awaiting a sponsor of the Wi-Fi prior to issuing a news release and officially marketing the amenity.

6. **Procurement Of Solar Light Kits For Shelters**

Staff has completed the bus stop analysis and is currently in the process of procuring the solar light kits for installation at bus shelters within the LAVTA system. It is anticipated that all solar light kits will be installed in February and March.

7. **ACTC Park & Ride Study Delay**

LAVTA has been anticipating the release of the ACTC Park & Ride Study that contains, among other things, an analysis of the Park & Ride proposal by Bob Allen. The study is still ongoing, with the final report expected in April of 2017.

Attachments

1. Management Action Plan w/Updates
2. Board Statistics October FY17
3. Board Statistics November FY17
4. Quarterly Operations Report

5. Winter 2017 Service Changes
6. FY17 Upcoming Committee Items

FY2017 Goals, Strategies and Projects

Last Updated – January 2, 2017

MANAGEMENT ACTION PLAN (MAP)

Goal: Service Development

Strategies (those highlighted in bold indicate highest Board priority)

- 1. Provide routes and services to meet current and future demand for timely/reliable transit service**
2. Increase accessibility to community, services, senior centers, medical facilities and jobs
- 3. Optimize existing routes/services to increase productivity and response to MTC projects and studies**
- 4. Improve connectivity with regional transit systems and participate in BART to Livermore project**
5. Explore innovative fare policies and pricing options
6. Provide routes and services to promote mode shift from personal car to public transit

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Long Range Transit Plan (Agency's 30 Year Plan)	<ul style="list-style-type: none"> • Receive draft Long Range Plan from Nelson/Nygaard • Present final draft to Board • Approval 	DP	Projects/ Services	<u>Sept 2017</u> <u>Oct 2017</u> <u>Nov 2017</u>	→ ACTC Park & Ride study delayed until April. Need the study to move forward with LAVTA Long Range Plan. Also, creating scope of work for planning of SAVs into Wheels system, which will be an important component of the Long Range Plan	
Shared Autonomous Vehicle Study to Determine Where and How to Utilize SAVs in Wheels system.	<ul style="list-style-type: none"> • Develop Scope of Work for study • Advertise RFP • Award contract for study 	DP	Projects/ Services	<u>Jan 2017</u> <u>Mar 2017</u> <u>May 2017</u>	→Doing initial research on elements of scope of work. Looks like we are first in nation to do this type of study.	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Follow-up Changes to COA Implementation	<ul style="list-style-type: none"> Review ridership, passenger comments and on-time performance on a daily/weekly basis to determine issues that need to be resolved. 	DP	Projects/ Services	Jun 2017	→ Straightened out Route 14 in downtown Livermore, rescheduled 502 for improved OTP, added a run into the Livermore Labs on 30R to get workers into lab before 7am. Changing 10R schedule Jan 14th, and 1 and 14 schedules in May to significantly improve OTP.	
Comprehensive Paratransit Assessment	<ul style="list-style-type: none"> Award of Contract Public Outreach #1 Public Outreach #2 Approval of Recommendations 	DP	Projects/ Services	Nov 2016 Apr 2017 Sept 2017 Jan 2018	→ RFP advertised. Interviews held in October. <u>MOU on partnership to be ratified by the Board in January. City awarded contract in December.</u>	X
Fare Study	<ul style="list-style-type: none"> Draft Fare Study Public Hearing Board Approval Implementation of Fare Changes 	DP	Projects/ Services	<u>Mar 2017</u> Apr 2017 May 2017 July 2017	→ <u>Draft Fare Study complete. Expect F&A to review in March.</u>	

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Signalization Improvements And Three Queue Jumps On Dublin Blvd	<ul style="list-style-type: none"> Award contract for signal control Award contract for queue jump Finish project 	DP	Projects/ Services	Jul 2016 <u>Mar 2017</u> Jun 2017	→ MTC providing planning on project. LAVTA Board awarded contract for signal control to WPS in July. Staff working on Scope of Work for three queue jumps.	X
Go Dublin Discount Program	<ul style="list-style-type: none"> Get clearance from FTA Sign Agreements with providers Implement 	ED	Projects/ Services	Nov 2016 Dec 2016 Dec 2016	→ Participation Agreements finalized. <u>Uber has activated the promo code. Staff expects Lyft and DeSoto Cab to sign agreements and activate promo codes by Jan 6th. Project area is the city limits of Dublin and two BART stations. Fare is LAVTA will cover 50% of cost of ride, up to \$5. Webpage is due to be completed on Jan 6th and promotion will begin second week of January.</u>	X
<p>Goal: Marketing and Public Awareness</p> <p>Strategies (those highlighted in bold indicate highest Board priority)</p> <ol style="list-style-type: none"> 1. Continue to build the Wheels brand image, identity and value for customers 2. Improve the public image and awareness of Wheels 3. Increase two-way communication between Wheels and its customers 4. Increase ridership, particularly on the Rapid, to fully attain benefits achieved through optimum utilization of our transit system 5. Promote Wheels to New Businesses and residents 						
Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Website V2.0 Upgrades	<ul style="list-style-type: none"> Speed up website Develop video library Revise homepage for quicker access to commuter info 	MKT MGR	Projects/ Services	<u>Jan 2017</u> Apr 2017 Apr 2017	→ Planeteria continuing to work on website to get page loading down to 2 seconds. Currently at 4 seconds. <u>Commuter page being developed by SDG. Video library awaiting direction from new Marketing Manager.</u>	
V2.0 of Timetables and Schedules With Route Changes	<ul style="list-style-type: none"> Create second version of timetables and route changes to implement new rebranding and fix route issues from COA implementation 	MKT MGR	Projects/ Services	Jan 2017 Jun 2017	→ This project broken into two phases. Phase I changes to timetables with January service changes and Phase II upon rebranding completion. Phase I completed. Brochures/street inserts out for print.	X
Phone App	<ul style="list-style-type: none"> Advertise RFP/Contract Award Introduce Phone App to public 	DP	Projects/ Services	<u>Jun 2017</u> <u>Dec 2017</u>	→ <u>Scope of Work being revised to take into account Park & Ride Study, SAV project and Go Dublin.</u>	
Wi-Fi Project	<ul style="list-style-type: none"> Install Wi-Fi on Rapid and Express buses Introduce Wi-Fi to the public through media 	DP	Projects/ Services	Oct 2016 Feb 2017	→ <u>Wi-Fi installed on all Rapid and Express buses. Software issues resolved. Awaiting a sponsor to introduce formally to the public.</u>	X

Underlined text indicates changes since last report.

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Wayfinding at BART Stations	<ul style="list-style-type: none"> Plan new wayfinding signage Install signage 	MKT MGR	Projects/ Services	Nov 2016 Jan 2017	→ New wayfinding signs installed by BART in December. BART picked up cost of signs.	X X
LAVTA Rebranding Project	<ul style="list-style-type: none"> Surveying and Focus Groups Draft naming of services to Board Approval final naming and rebranding 	MKT MGR	Projects/ Services	Jun 2016 Aug 2016 Mar 2017	→ Community survey done. Focus groups done. Additional community survey on narrow list of names done. P&S Committee and Board discussed. Revised names/logos before P&S in Nov. <u>Regrouping on his project to find greater creativity.</u>	X X
Individualized Marketing	<ul style="list-style-type: none"> Award Contract Development of collateral Public Outreach Campaign Review of results 	MKT MGR	Projects/ Services	Oct 2016 Mar 2017 Aug 2017 Oct 2017	→ SDG awarded contract. Kick-off meeting held to discuss project and partners. Meetings held with partners in Pleasanton. <u>Final game plan set within project areas. Collateral being developed.</u>	X
580X	<ul style="list-style-type: none"> Direct Mailing #1 Door Hangers Banner 	MKT MGR	Projects/ Services	Sept 2016 Jan 2017 Jan 2017	→ Website slider and page created. Commuter coaches delivered. The first direct mailing was done. Goal is 15 rides per hour. Currently at 5. <u>Jan promotions to start week of Jan 14th. Door hangers. Fare free for promotion. Banner at overpass, etc. Nextdoor a focus of 580X. Tabling at BART to continue.</u>	X

Underlined text indicates changes since last report.

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Relocated Rapid Shelters No Longer Served By Rapid	<ul style="list-style-type: none"> Engineering work Award contract Improvements to site Relocation of shelters 	AS	Projects/ Services	Jan 2017 Apr 2017 May 2017 Jun 2017	→ <u>Final relocation plan developed. Work to be performed with FTA grant. Awaiting final approval of plan by FTA before performing engineering work, construction/relocation of Rapid shelters.</u>	
Dispose of Shelters Past Useful Life No Longer Served By Route	<ul style="list-style-type: none"> Identify shelters Award Contract Dispose of shelters 	AS	Projects/ Services	Dec 2016 Apr 2017 Jun 2017	→ Staff has identified shelters past useful life that need to be disposed. IFB being developed to remove shelters.	X
Remove Bus Stop Signage No Longer Served By Routes	<ul style="list-style-type: none"> Removal of bus stop signs by MV 	AS	Projects/ Services	Oct 2016	→ Currently 72 stops have temporary no service signs affixed too bus signs/pole. All signage has been removed.	X
Relocate Shelters Not Past Useful Life That Are On Routes No Longer Served	<ul style="list-style-type: none"> Identify shelters Identify new locations for shelters Make site improvements Relocate shelters 	AS	Projects/ Services	Sept 2016 Oct 2016 Apr 2017 Apr 2017	→ Shelters identified and relocation plan created. Currently, shelters have signage on them indicating that they are no longer served.	X X

Underlined text indicates changes since last report.

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Replace Shelters Past Useful Life That Are On Current Routes	<ul style="list-style-type: none"> Identify shelters Award contract Install 	AS	Projects/ Services	Nov 2016 Apr 2017 Jun 2017	→ Shelters being identified. Current plan in Livermore, where most shelters past useful life are located, is to replace them with metro style shelters to accommodate artwork.	X
Rehabilitate Rapid Benches (wood)	<ul style="list-style-type: none"> Award contract Finish project 	AS	Projects/ Services	Apr 2017 Jun 2017	→There are more than 50 wood benches that need to be stained and clear coat applied. Working on bid specifications.	
Rehabilitate Rapid Shelters And Signage With Rust	<ul style="list-style-type: none"> Award contract Finish Contract 	AS	Projects/ Services	<u>Apr 2017</u> <u>Jun 2017</u>	→Correct rust issues on Rapid shelters and monument signage. This project moved into bid for other bus stop improvements.	
Purchase and Install Light Kits	<ul style="list-style-type: none"> Identify shelters in need of light kits Delivery of light kits Complete Installation of light kits 	AS	Projects/ Services	Nov 2016 Feb 2017 Apr 2017	→ <u>Shelters identified to receive solar light kits. Procurement in progress for February delivery.</u>	X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
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Goal: Community and Economic Development

Strategies (those highlighted in bold indicate highest Board priority)

1. Integrate transit into local economic development plans
2. Advocate for increased TOD from member agencies and MTC
- 3. Partner with employers in the use of transit to meet TDM goals & requirements**

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
ACTC: Measure BB Transit Student Pass Program	<ul style="list-style-type: none"> Assist ACTC in promoting the student passes Monitor effectiveness of the program and capacity issues 	DP	Projects/ Services	Ongoing Ongoing	→ Approx 100 passes sold. Staff to promote and bike on bus event at Livermore Middle School in late January.	
Las Positas College Student, Faculty, Staff Pass Program	<ul style="list-style-type: none"> Relocate Rapid shelters Implement Pass Marketing campaign on campus Review analytics and create long-term purchase plan from college 	MKT MGR	Projects/ Services	Aug 2016 Aug 2016 Ongoing Jan 2017	→ Installed shelters and implemented Easy Pass. Goal is to increase ridership 100% or get to 500 rides a day and seek long-term funding for the pass. Currently at 85% achievement of goal. Marketing to date includes e-blasts, web slider/page, LPC web link, yard signs, ambassadors on campus weekly. <u>Staff to meet with LPC President in Jan to discuss long term strategy.</u>	X X
Charter School Easy Pass Program	<ul style="list-style-type: none"> High School Relocation Implementation of Pass Promotion by HS Review analytics and create long term funding plan 	MKT MGR	Projects/ Services	Sept 2016 Oct 2016 Ongoing Mar 2017	→ High School recently moved to new location on 30R. Easy Pass implemented. Monitoring usage and the potential of school to continue the pass on a long term basis. Staff has a meeting with school in January <u>to talk about pass usage and schools plans moving forward.</u>	X X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Plan For TOD Project at Livermore Transit Center	<ul style="list-style-type: none"> Tour of TC area by Projects and Services Committee Apply for planning grant jointly with City 	PM	Projects/ Services		→Project on hold due to work loads.	
Historic Train Depot Relocation at Livermore Transit Center	<ul style="list-style-type: none"> City Award of Project Demo of TC Customers Service Buildings Finish Relocation/Renovation 	PM	Projects/ Services	Jan 2017 <u>Apr 2017</u> Feb 2018	→ FTA clearance given to demo current building. Amendment #1 to be considered by the Board in January. <u>Bids received by City. Analysis being performed. Challenges with bid pricing.</u>	
Rehab of Shade Structure and Replacement of Furniture at Livermore Transit Center. Rehab of Custom Shelter adjacent to Livermore TC next to Parking Garage.	<ul style="list-style-type: none"> Obtain a cost estimate for painting the shade structure and customer shelter Obtain cost estimate for replacement of furniture Bid Project Project Completion 	PM	Projects/ Services	<u>Feb 2017</u> <u>Feb 2017</u> Sept 2017 Jan 2018	→In project planning stages.	
<p>Goal: Regional Leadership</p> <p>Strategies (those highlighted in bold indicate highest Board priority)</p> <ol style="list-style-type: none"> Advocate for local, regional, state, and federal policies that support mission of Wheels Support staff involvement in leadership roles representing regional, state, and federal forums Promote transit priority initiatives with member agencies Support regional initiatives that support mobility convenience 						

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Altamont Regional Rail Working Group	<ul style="list-style-type: none"> Hire Executive Consultant Strategic planning by Working Group 	ED	Projects/ Services	Dec 2016 Jan 2017	→ <u>Executive on board.</u> <u>Strategic planning to begin at Jan 11th meeting.</u>	X
2017 Legislative Plan	<ul style="list-style-type: none"> Research on common issues within regional planning agencies and transit agencies Creation of 2017 Legislative Plan and review/approval by the Board and provide support for key legislation. 	Exec Dir	Finance/ Admin	<u>Jan 2017</u> Feb 2017	→ Research being done on emerging priorities at local, state and federal level. 2017 Legislative Plan to be approved by Board in February.	
State Legislation to Approve SAV Project in Dublin	<ul style="list-style-type: none"> Staff working with CCTA lobbyist to determine timing of legislation to allow SAV demonstration project in Dublin. Also, who will introduce legislation being discussed. 	Exec Dir	Finance/ Admin	<u>Feb 2017</u>	→ Entering into discussions with CCTA lobbyist. Legislation to allow testing of SAVs supported by MTC.	
State Legislation to Approve Bus On Shoulder	<ul style="list-style-type: none"> Staff working CTA and transit agencies in area on this legislation. 	Exec Dir	Finance/ Admin	<u>Feb 2017</u>	→ Discussions with MTC, CTA and others ongoing.	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
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Goal: Organizational Effectiveness

Strategies (those highlighted in bold indicate highest Board priority)

1. Promote system wide continuous quality improvement initiatives
2. Continue to expand the partnership with contract staff to strengthen teamwork and morale and enhance the quality of service
- 3. Establish performance based metrics with action plans for improvement; monitor, improve, and report on-time performance and productivity**
4. HR development with focus on employee quality of life and strengthening of technical resources
5. Enhance and improve organizational structures, processes and procedures to increase system effectiveness
6. Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Performance Metrics Improvement	<ul style="list-style-type: none"> • Staff setting up aggressive monitoring of key performance metrics: on-time performance, accidents and customer service. 	DP	Projects/ Services	Ongoing	→ Daily and weekly meeting to discuss key metrics at staff level.	
MTM Contract Oversight	<ul style="list-style-type: none"> • Staff reviewing monthly statistics to ensure accuracy • Staff working with contractor on seven focus areas to ensure only those using service are those eligible 	PD	Projects/ Services	Ongoing Ongoing	→ Contractor has recently purchased Trapeze software. Statistics appear to be accurate. Staff monitoring. Eligibility interviews being conducted. Paratransit assessment being procured.	
MV Contract Oversight	<ul style="list-style-type: none"> • Create and Implement Monitoring Plan of Contract • Provide updates to Board on key trends 	AS	Projects/ Services	Oct 2016 Ongoing	→ Staff has begun meeting with MV weekly to monitor multiple elements of the contract.	X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
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Goal: Financial Management

Strategies (those highlighted in bold indicate highest Board priority)

- 1. Develop budget in accordance with strategic Plan, integrating fiscal review processes into all decisions**
2. Explore and develop revenue generating opportunities
3. Maintain fiscally responsible long range capital and operating plans

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
FY16 Comprehensive Annual Financial Report	<ul style="list-style-type: none"> Complete financial audit and all required reporting to Board, local, regional and state agencies. 	DA	Finance/ Admin	Dec 2016	→ Audit completed in Sept 2016. Final presentations to Board in Nov 2016.	X

Other:

Transit Center Concrete Project In Bus Driving Isle	<ul style="list-style-type: none"> Perform demo of asphalt and construction of concrete in driving isle. 	PM	Projects/ Services	Apr 2017	→ Utilizing City concrete contract. <u>Asphalt to be removed and construction completed in April of 2017. This project to tie in closely with Historic Depot Relocation project. Awaiting contract award by City to determine timing.</u>	
Administrative Offices Asphalt and ADA Project	<ul style="list-style-type: none"> Award Contract Finish Improvements 	PM	Projects/ Services	Jan 2017 Apr 2017	→New contractor selected by LAVTA Board in November. Spring completion of improvements.	X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
SAV Project	<ul style="list-style-type: none"> • Acquire funding to begin project • Acquire legislation to test SAVs. • Purchase SAVs for testing. 	PD	Projects/ Services	Oct 2016 Dec 2017 Feb 2018	→ AQMD awarded LAVTA \$1 million over 3 years in funding in exchange for advertising. Governor signed legislation that will allow Bishop Ranch testing of SAVs. Staff is meeting with Dublin City staff and attending regular consortium meetings, and is working on next steps. <u>LAVTA Board to receive a presentation on this project and next steps at Feb meeting.</u>	X
Replace Steam Bay Lift	<ul style="list-style-type: none"> • Quotes/Award of Project • Complete install 	DA	Projects/ Services	Nov 2016 Feb 2017	→ The bus lift in the steam room used to clean engines and undercarriage of buses recently failed. It is past its useful life and staff is evaluating budget to replace. <u>Board to ratify purchase of lift in January.</u>	
2017 Gillig Bus Purchase (20 buses)	<ul style="list-style-type: none"> • Award contract for bus purchase • Delivery of buses 	DA	Projects/ Services	Sept 2016 May 2017	→ Board approved contract with Gillig for future bus purchases. Delivery date in May & August from new Gillig factory.	X

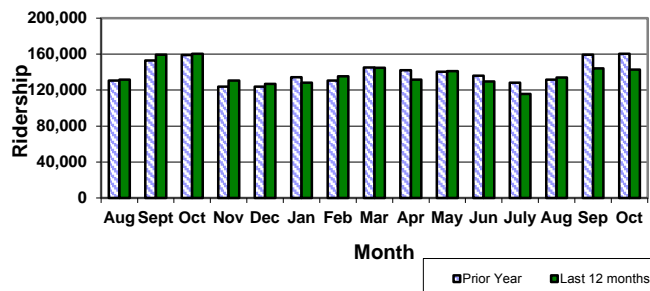
Monthly Summary Statistics for Wheels

October 2016

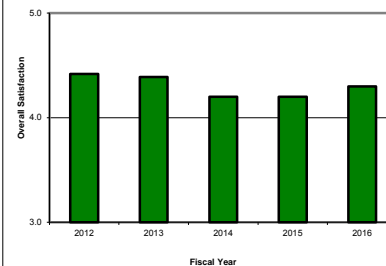
FIXED ROUTE

	October 2016			% change from one year ago		
Total Ridership FY 2017 To Date	536,528			-7.6%		
Total Ridership For Month	142,748			-11.0%		
Fully Allocated Cost per Passenger	\$7.44			6.3%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Ridership	6,088	1,740	1,241	-6.2%	-24.4%	-18.6%
Passengers Per Hour	14.3	11.4	8.1	-4.4%	-6.8%	-39.2%
	October 2016			% change from last month		
On Time Performance	80.1%			2.0%		

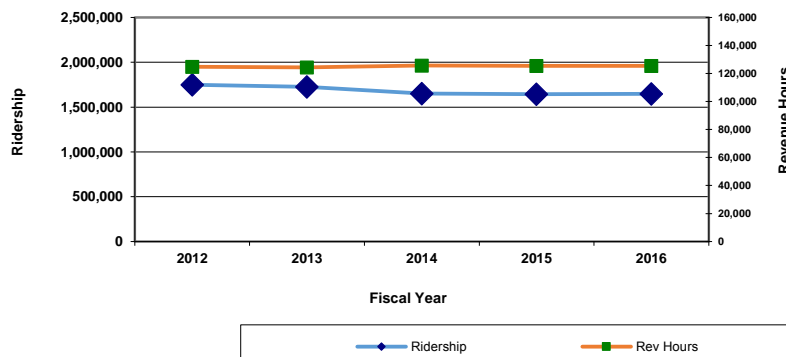
Monthly Unlinked Boardings and Revenue Hours
Last 24 Months



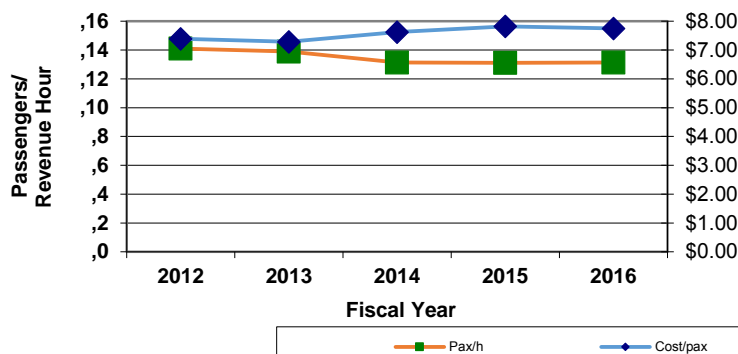
Historical Customer Service
Survey Results



Annual Unlinked Boardings and Revenue Hours
FY2012-2016



Full Cost Per Passenger and Passenger Per Hour
FY2012-2016



Monthly Summary Statistics for Wheels

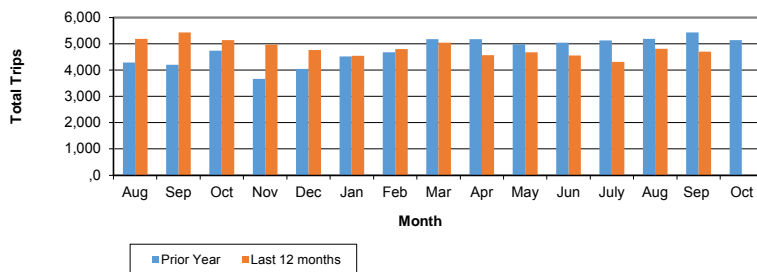
October 2016

PARATRANSIT

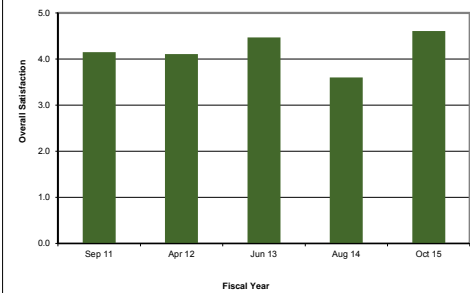
General Statistics	October 2016	% Change from last year	Year to Date
Total Monthly Passengers	4,726	-7.8%	18,549
Average Passengers Per Hour	1.90	-44.1%	
On Time Performance	97.7%	0.7%	
Cost per Trip	\$31.72	-2.4%	128
Number of Paratransit Applications	52	48.6%	182
Calls Answered in <1 Minute	81.30%	-5.4%	

Missed Services Summary	October 2016	Year to Date
1st Sanction - Phone Call	12	34
2nd Sanction - Written Letter	0	2
3rd Sanction - 15 Day Suspension	0	0
4th Sanction - 30 Day Suspension	0	0
5th Sanction - 60 Day Suspension	0	0
6th Sanction - 90 Day Suspension	0	0

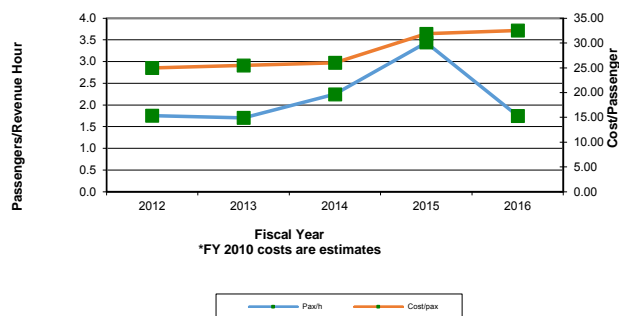
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



Paratransit Full Cost Per Passenger and Average Passengers Per Hour FY2011-2015



Monthly Summary Statistics for Wheels

October 2016

SAFETY								
ACCIDENT DATA	October 2016				Fiscal Year to Date			
	Fixed Route		Paratransit		Fixed Route		Paratransit	
Total	4		0		16		0	
Preventable	2		0		9		0	
Non-Preventable	2		0		7		0	
Physical Damage								
Major	0		0		0		0	
Minor	4		0		16		0	
Bodily Injury								
Yes	1		0		2		0	
No	3		0		14		0	
MONTHLY CLAIMS ACTIVITY	Totals							
Amount Paid								
This Month	\$3,223.06							
To Date This Fiscal Year	\$67,965.55							
Budget	\$100,000.00							
% Expended	68%							
CUSTOMER SERVICE - ADMINISTRATION								
CATEGORY	Number of Requests							
	October 2016		Year To Date					
Praise	2			3				
Bus Stop	4			15				
Incident	0			0				
Trip Planning	0			6				
Fares/Tickets/Passes	0			2				
Route/Schedule Planning	14			102				
Marketing/Website	1			15				
ADA	0			2				
TOTAL	21			145				
CUSTOMER SERVICE - OPERATIONS								
CATEGORY	FIXED ROUTE				PARATRANSIT			
	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE
Praise	2	0	0	8	0	0	0	1
Safety	1	4	1	2	0	0	0	0
Driver/Dispatch Courtesy	0	8	0	2	0	2	1	0
Early	3	2	0	11	0	0	0	0
Late	3	5	1	48	0	0	0	2
No Show	3	2	0	15	0	0	0	0
Incident	1	0	0	1	0	0	0	0
Driver/Dispatch Training	0	0	1	5	0	0	0	1
Maintenance	0	0	0	3	0	0	0	0
Bypass	1	6	0	5	0	0	0	0
TOTAL	12	27	3	92	0	2	1	3
Valid Complaints								
Per 10,000 riders	0.84							
Per 1,000 riders					0.00			

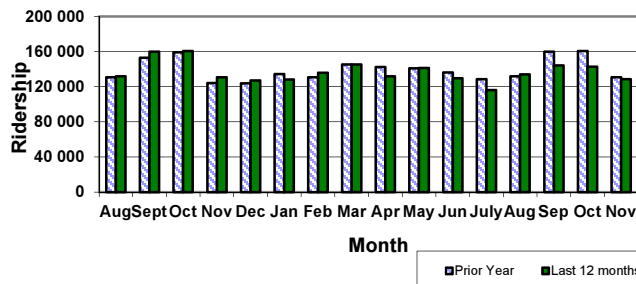
Monthly Summary Statistics for Wheels

November 2016

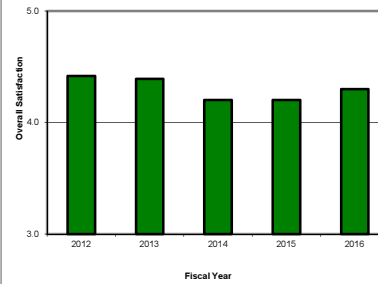
FIXED ROUTE

	November 2016			% change from one year ago		
Total Ridership FY 2017 To Date	664 860			-6.5%		
Total Ridership For Month	128 332			-1.8%		
Fully Allocated Cost per Passenger	\$8.42			10.0%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Ridership	5 692	1 672	1 321	-3.4%	-26.2%	-3.5%
Passengers Per Hour	13.5	11.0	8.7	-1.4%	-9.1%	-27.9%
	November 2016			% change from last month		
On Time Performance	81.5%			1.7%		

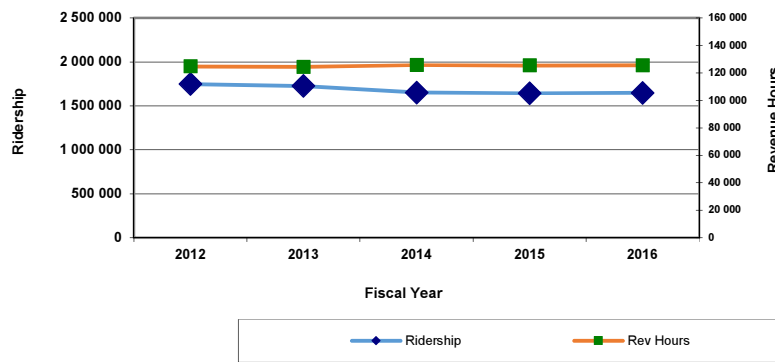
**Monthly Unlinked Boardings and Revenue Hours
Last 24 Months**



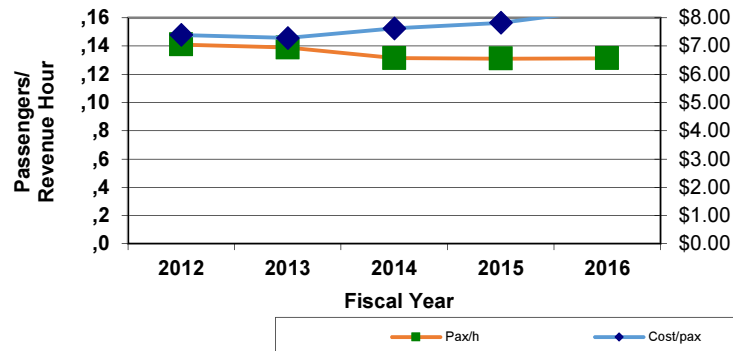
**Historical Customer Service
Survey Results**



**Annual Unlinked Boardings and Revenue Hours
FY2012-2016**



**Full Cost Per Passenger and Passenger Per Hour
FY2012-2016**



Monthly Summary Statistics for Wheels

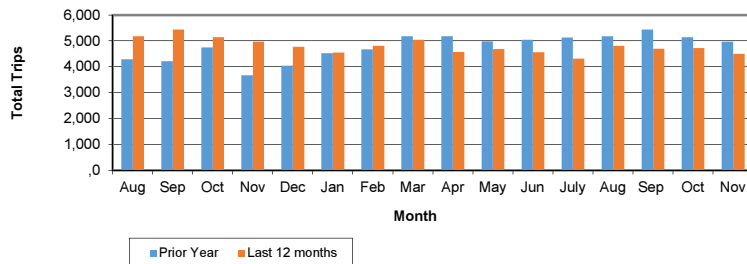
November 2016

PARATRANSIT

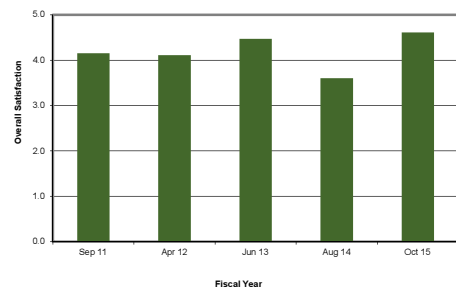
General Statistics	November 2016	% Change from last year	Year to Date
Total Monthly Passengers	4 495	-5.1%	23 044
Average Passengers Per Hour	2.00	25.0%	
On Time Performance	97.6%	0.6%	
Cost per Trip	\$32.51	0.0%	
Number of Paratransit Applications	26	-27.8%	208
Calls Answered in <1 Minute	82.60%	-3.4%	

Missed Services Summary	November 2016	Year to Date
1st Sanction - Phone Call	8	40
2nd Sanction - Written Letter	0	2
3rd Sanction - 15 Day Suspension	1	2
4th Sanction - 30 Day Suspension	0	0
5th Sanction - 60 Day Suspension	0	0
6th Sanction - 90 Day Suspension	0	0

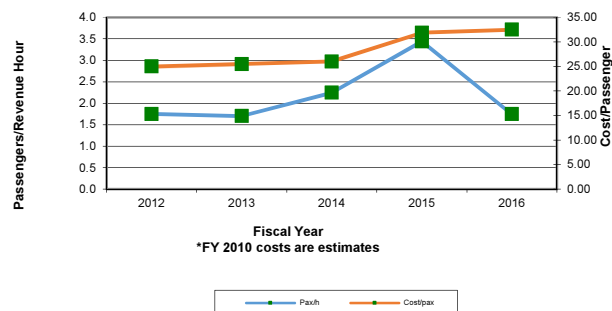
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



Paratransit Full Cost Per Passenger and Average Passengers Per Hour FY2011-2015



Monthly Summary Statistics for Wheels
November 2016

SAFETY								
ACCIDENT DATA	November 2016				Fiscal Year to Date			
	Fixed Route		Paratransit		Fixed Route		Paratransit	
Total	0		0		16		0	
Preventable	0		0		9		0	
Non-Preventable	0		0		7		0	
Physical Damage								
Major	0		0		0		0	
Minor	0		0		16		0	
Bodily Injury								
Yes	0		0		2		0	
No	0		0		14		0	
MONTHLY CLAIMS ACTIVITY	Totals							
Amount Paid								
This Month	\$7 986.11							
To Date This Fiscal Year	\$75 951.66							
Budget	\$100 000.00							
% Expended	76%							
CUSTOMER SERVICE - ADMINISTRATION								
CATEGORY	Number of Requests							
	November 2016	Year To Date						
Praise	0	3						
Bus Stop	1	16						
Incident	0	0						
Trip Planning	0	6						
Fares/Tickets/Passes	1	3						
Route/Schedule Planning	5	107						
Marketing/Website	6	21						
ADA	0	2						
TOTAL	13	158						
CUSTOMER SERVICE - OPERATIONS								
CATEGORY	FIXED ROUTE				PARATRANSIT			
	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE
Praise	0	0	0	8	0	0	0	1
Safety	0	8	2	2	0	0	0	0
Driver/Dispatch Courtesy	0	2	0	2	0	0	0	0
Early	1	1	0	12	0	0	0	0
Late	7	3	0	55	0	0	1	2
No Show	0	0	0	15	0	0	1	0
Incident	0	1	1	1	0	0	0	0
Driver/Dispatch Training	1	0	0	6	0	0	1	1
Maintenance	1	0	0	4	0	0	0	0
Bypass	1	2	4	6	0	0	0	0
TOTAL	11	17	7	103	0	0	3	3
Valid Complaints								
Per 10,000 riders	0.86							
Per 1,000 riders					0.00			

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: FY 2017 1st Quarter Report – Operations

FROM: Christy Wegener, Director of Planning & Communications

DATE: November 28, 2016

Action Requested

This is an informational item.

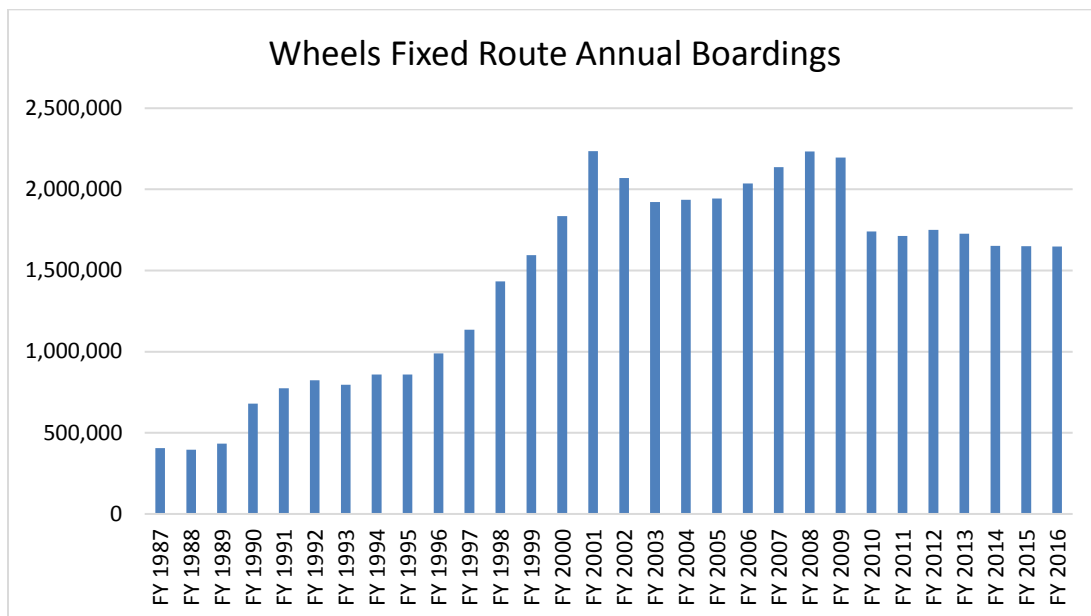
Background

This report is intended to provide the Committee with a summary and analysis of operations for the first quarter of FY2017 (July – September 2016), including fixed route, paratransit, and operational performance metrics.

Discussion

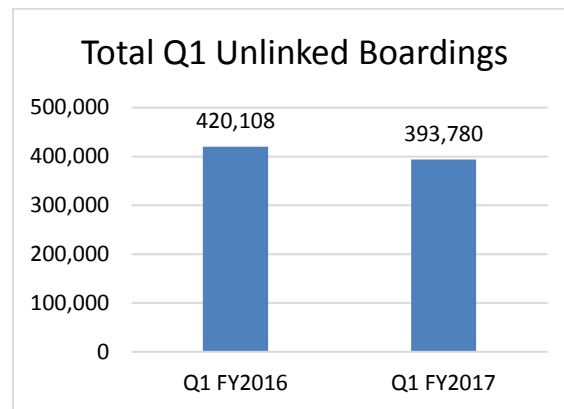
Fixed Route

The graph below – which was featured and discussed in the previous quarterly ops report – is displayed again for reference, and shows the long-term ridership trend for the Wheels service from the agency's inception thru the fiscal year that ended this past July 30, 2016.

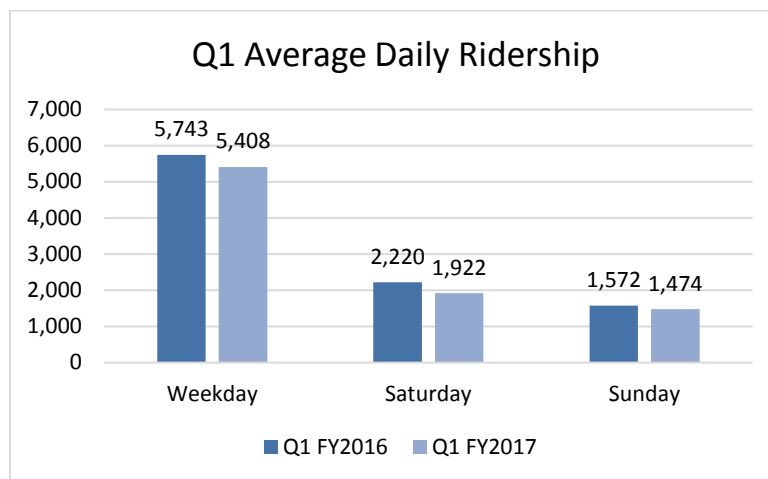


For the first quarter (Q1, July thru September, 2016) of the new fiscal year FY2017, several factors were at play that would be expected to have affected ridership compared to the same time period of last year: Halfway into the quarter, the school year started one week earlier than last fall, the student pass program at Las Positas College was launched, and the COA-related changes were implemented. It was anticipated that the COA-related changes would result in an initial 5% to 10% ridership decrease.

The chart below shows the total amount of boardings for Q1 of this year, and compares it with the same quarter of last year. A total of 393,780 Q1 boardings were seen this year, representing a decrease of 6.3% compared with the 420,108 boardings from Q1 of last year.

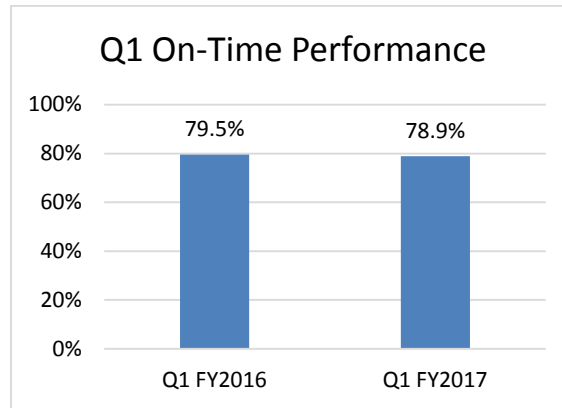


The next chart shows the ridership breakdown by average boardings per service day during the quarter, mirroring the trend of the quarter overall. During this time, average weekday ridership decreased from 5,743 to 5,408, and average Saturday ridership decreased from 2,220 to 1,922, compared to a year earlier. The Sunday average was also down.



Ridership trends at the individual route level were somewhat mixed but also mostly followed the overall downward trend of the quarter: Post-COA implementation, the main exception was the realigned Route 30/R, which during the month of September (the first full month after the COA implementation) saw a ridership increase in the order of 30 percent, and a weekday productivity (boardings per vehicle revenue hour) increase of approximately 10 percent.

On-time performance (OTP) slipped slightly compared with same quarter of the previous year, ending at 78.9%. Within the quarter, the highest OTP monthly percentage was observed in July, with a reading of 80.4%.



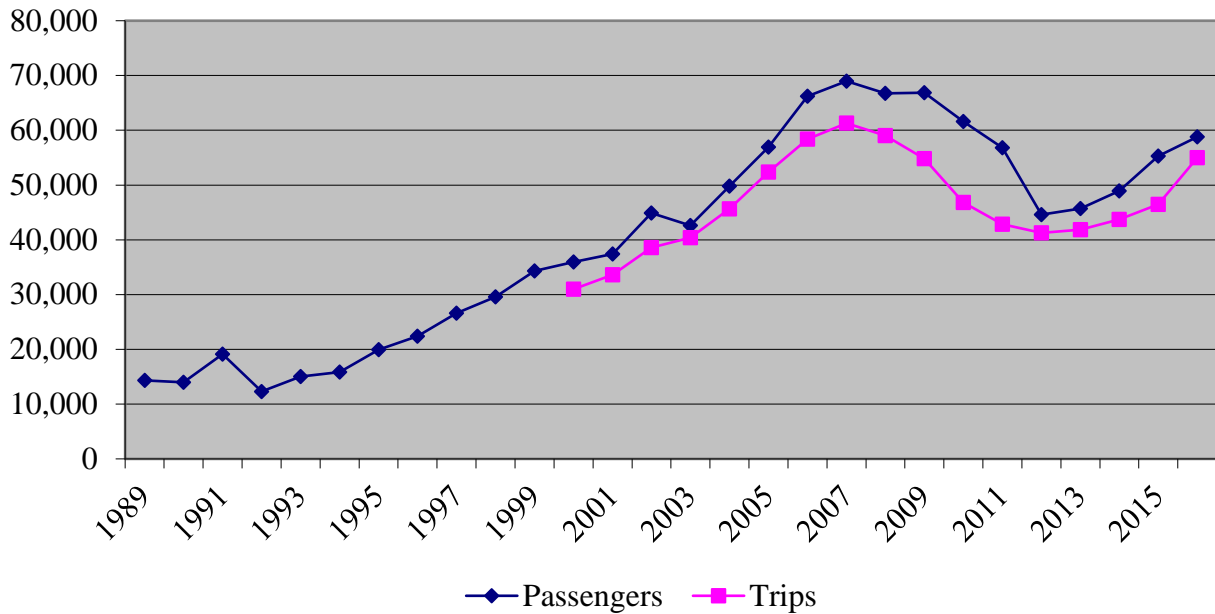
At the route-level, perhaps the most important trend was the divergence in OTP between the two important trunk lines 10 and 30. Prior to the COA changes, both had been trending around 80% -- following the change (which implemented new schedule timings), #30 improved to approximately 82%, while #10 slipped to approximately 72% OTP thru quarter-end.

Among other mainlines, local routes #1 (BART – Santa Rita Jail) and #53 (ACE - Stoneridge) had among the best OTP with on-time percentages in the upper 80s, while routes #70 (Dublin – Pleasant Hill) and #14 (Livermore – Pleasanton via SF Outlets) were in the lowest range at 50 and 60 percent on-time, respectively.

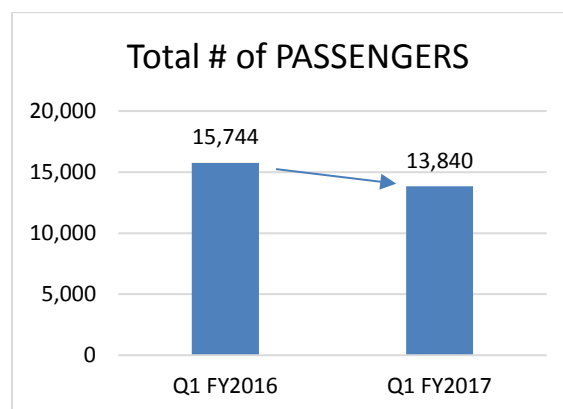
Paratransit

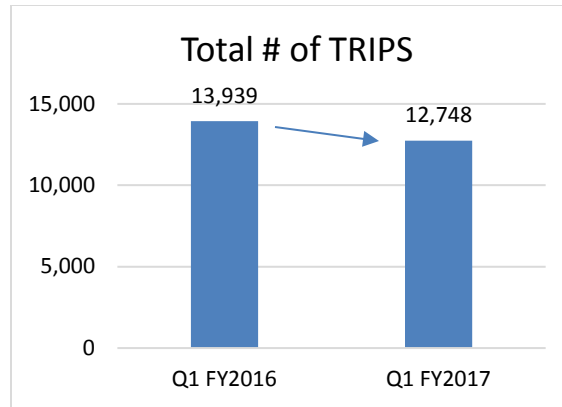
The graph below provides an overview of the historic paratransit ridership trend from the agency's inception thru the fiscal year FY2016:

Annual Paratransit Ridership FY 1989-2016

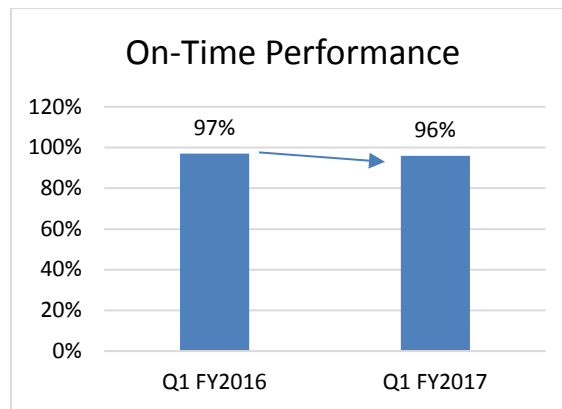


The previous quarter's trend of decreasing ridership continues in the first quarter of the current fiscal year. The FY2017 Q1 the total number of passengers served on paratransit, which includes personal care attendants (PCAs) and companions, decreased by 12% from 15,744 to down to 13,840 when compared to the same three months the year prior. The number of trips during the same time period decreased by 9% from 13,939 to 12,748, as the two charts below illustrate.





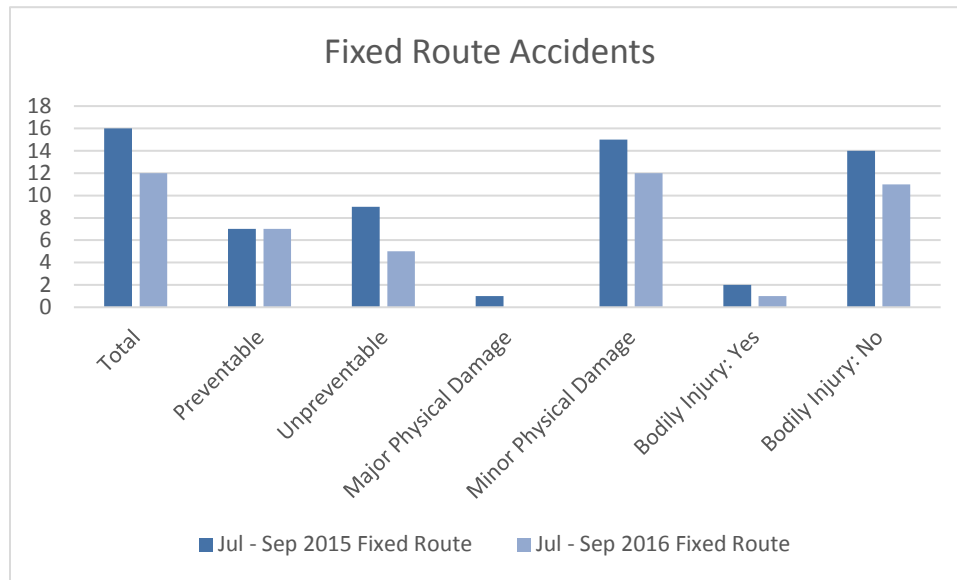
On-time performance (OTP) was 96% during the Q1, 2017, which is a 1% increase from the previous quarter, but 1% decrease from the same quarter the year prior. The OTP performance standard is 95%.



Accidents/Incidents

Fixed Route

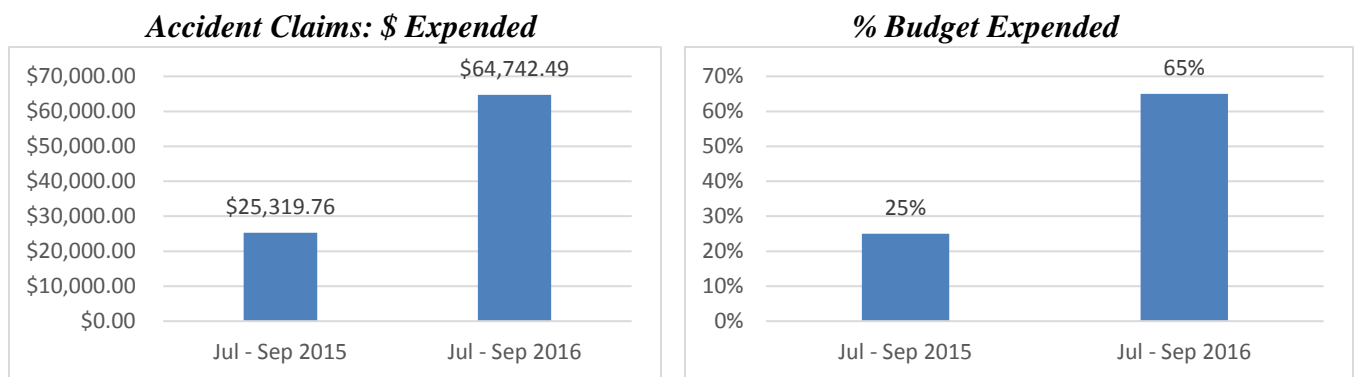
Noted in the figure below for Fixed Route Accidents, in the first quarter, there have been twelve (12) reportable accidents/incidents on the fixed route system, seven (7) of which were determined to be preventable, and five (5) deemed non-preventable. None of the accidents resulted in major damage, and twelve (12) resulted in minor or no damage to the vehicles (only fixed route are LAVTA owned vehicles). One of the fixed route accidents resulted in bodily injury. Staff continues to work with the operations contractor to identify trends in preventable accidents, and continues to work with CalTIP to ensure appropriate oversight and resources are available in this area. Notably, over the past several safety meetings the fixed route contractor has been conducting behind-the-wheel skills testing to drivers on an obstacle course at Atlantis. As of the date of this report, fixed route operators have completed 35 days without a preventable accident.



Many contractor-operated transportation companies use 1 preventable accident per 100,000 total miles in fixed route service as a goal. Looking at preventable accidents per 100,000 total miles, MV comes in at 1.14 for a 12-month rolling period from September 1, 2015 – September 30, 2016. (This is a metric that was not included in this report prior to Q2 FY16)

Claims Activity

With respect to the monthly accident claim activity, the charts below highlight claims **for fixed route only**. It should be noted that some of the FY17 expenditures are for the prior fiscal year, as adjudication of claims can take some time after the actual accident/incident.



Accidents/Incidents

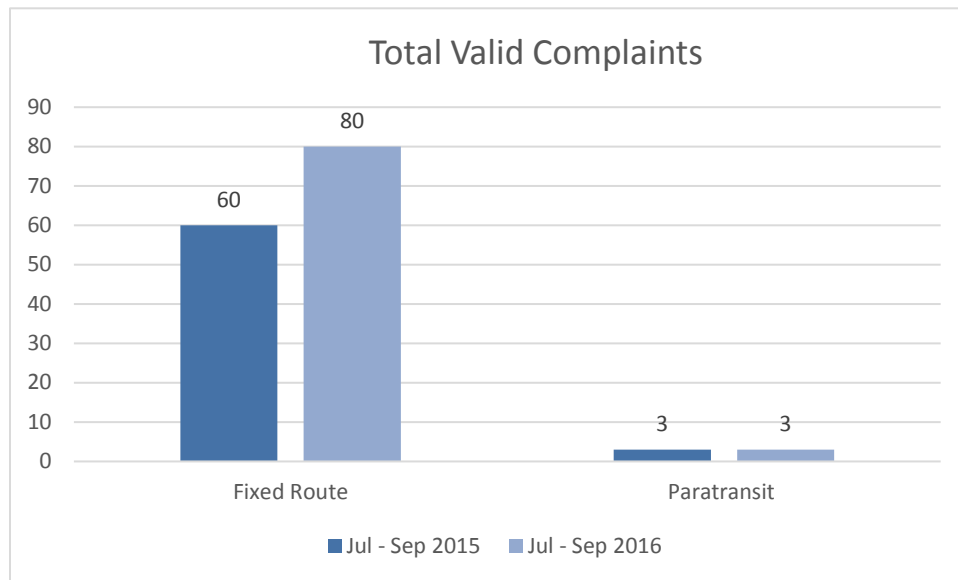
Paratransit

In the first quarter there were no paratransit accident/incidents compared to one (1) paratransit accidents/incidents last year.

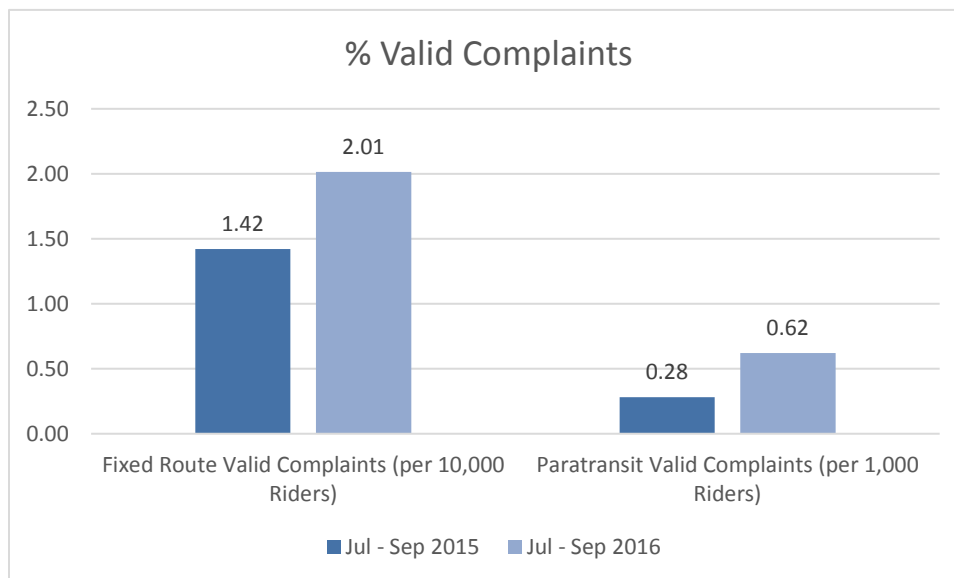
Customer Service

Customer Service staff processed a total of 88 customer requests for Q1 FY16 and a total of 214 for Q1 FY17; the increase is related to the COA service changes and operational issues.

LAVTA's Service Quality Standards Index, a measurement of performance for fixed route and paratransit service providers, tracks the number of **valid** complaints for both fixed route and paratransit service, as noted for the quarter in the chart below.



The SQSI's established a standard of excellence for complaints of less than 1 per 10,000 rides for fixed route and 1 per 1,000 rides for paratransit.



Comparing the total valid complaints from FY16 and FY17, the number for fixed route has increased and staff continues to work with the fixed route contractor in the Fixed Route Task Force meetings held every other week, which allow for timely recognition of trends, and increased attention to the Customer Oversight Program which provides for assigning points to operators for valid complaints. The top valid complaints for fixed route for this quarter are in the areas of “late” (45 complaints), “no shows” (12 complaints), and “early” (8 complaints).

The paratransit valid complaints remained the same number of complaints as compared to the quarter last year. Staff and the contractor continue to work together in the Paratransit Task Force meetings to ensure that the complaints are dealt with timely, with three (3) valid complaints total (two in the area of “late,” and one in the area of “driver/dispatcher courtesy/training”).

Next Steps

None

Recommendation

None – information only.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Winter 2017 Service Changes

FROM: Christy Wegener, Director of Planning and Communications

DATE: November 28, 2016

Action Requested

This is an informational item only.

Background

Since the implementation of the Comprehensive Operational Analysis (COA) service changes on August 13, 2016, staff has been closely monitoring On-Time Performance (OTP). To address OTP issues, staff has developed a list of schedule adjustments to be implemented on January 14, 2017.

Discussion

The winter 2017 service changes are focused primarily on schedule adjustments to four local routes (3, 8, 11, 53) to address early departures, and a full overhaul of the weekday Route 10R schedule to address late trips. Outside of Route 10R, the routes identified for schedule adjustments were determined by several factors: 1) whether the schedule changes were cost-neutral; 2) whether the schedule changes required significant analysis and data; and, 3) whether the schedule changes would result in positive changes to the customer experience. Lastly, ACE rail staff has received approval from the Bay Area Air Quality Management District to streamline the routing of Route 54 in Hacienda, which they would like to implement in January 2017.

Since the COA changes were implemented, staff has received a handful of complaints about operators holding the bus at timepoints in order to avoid an early departure. This can be a frustrating experience for the customer onboard the bus. Accordingly, for the winter 2017 service change, staff identified the routes with too much running time and developed updated schedules based on operations feedback and run time data analysis.

Route 10R was identified for a schedule overhaul because it has been operating at under 80% OTP since the COA changes were implemented. Because Route 10R operates so frequently, it carries nearly 25% of all the daily timepoint crossings for the agency's OTP report. In order to achieve system-wide OTP of 85% or above, Route 10R's schedule must be addressed. Additionally, a major individualized marketing initiative will be rolling out along

the Santa Rita corridor in spring 2017, and it will be essential that Route 10R operate on-time to ensure that new riders have a positive experience on Wheels.

Route and/or schedule changes that require more significant analysis and public input will be considered in May/June 2017.

The following is a summary of the schedule adjustments to be implemented on January 14, 2017:

Route 3 (BART-Stoneridge Mall): The schedule for Route 3 will be adjusted to remove one minute of running time from each of two segments along the route in order to reduce the likelihood of early timepoint departures en route.

Route 8 (Hopyard): The schedule for Route 8 will be adjusted to remove four minutes of running time in the early AM, and to remove one minute across all trips for the route's first timepoint segment after departing BART. The departure time of the four last trips will be pushed out by one minute in order to bring schedule consistency and better accommodate outbound train connections.

Route 11 (Vasco Road): Route 11 has too much running time allocated in both directions; a total of five minutes of running time will be drained and placed at the route's layover points at the Transit Center and Vasco ACE. Layovers at the ACE stop are being adjusted accordingly in order to preserve the train transfer coordination of the original schedule.

Route 53 (Pleasanton ACE to BART): Morning trips from Pleasanton ACE to W. Dublin/Pleasanton BART have too much running time and two minutes will be removed from the schedule.

Route 54 (Pleasanton ACE to Hacienda): The COA produced a recommendation to streamline Route 54 through Hacienda; however, because Route 54 is primarily funded by ACE Rail through grants from the Bay Area Air Quality Management District (BAAQMD), BAAQMD needed to approve any and all routing changes, so the change to Route 54 was postponed. In November, ACE Rail Staff received BAAQMD approval on the route realignment and would like to move forward with the change. A map of the proposed routing change through Hacienda is included as Attachment 1.

Route 10R (Livermore to Pleasanton via Santa Rita): Route 10R has been operating at under 80% OTP since the COA changes were implemented. The most serious OTP issues occur in the peak periods when commuters are traveling to/from work, and during high school bell times (Granada and Amador Valley) in the morning and afternoon. Route 10R also has insufficient recovery time in the peak periods, resulting in one very late trip having a snowball effect on an entire block of trips. After analyzing three weeks of run time data post-COA, staff have developed an updated schedule that adds one peak bus into the daily 10R service to allow for additional running and recovery time. The entire weekday schedule is being revised.

Budget

Based on the route adjustments identified above, below is a table showing the change in service hours and associated costs.

Route	Proposed Change	Annual Hours Difference	Annual Cost
3	Remove running time	0	\$0
8	Remove running time	0	\$0
11	Remove running time	0	\$0
53	Remove running time	0	\$0
54	Streamline in Hacienda	0	\$0
10R	Full weekday schedule overhaul	837.5 (3.35/day)	\$34,340

The additional resources required to correct the Route 10R schedule are included in the FY2017 budget of revenue hours.

Next Steps

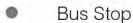
Staff will be finalizing the schedules by December 1 and transmitting the full package to Operations and Marketing. The run cut will be held after the Christmas holiday. New timetables will be printed in the New Year, and outreach will be conducted the week before the service change.

Recommendation

This is an informational item only.

Attachment:

1. Route 54 Map



LAVTA COMMITTEE ITEMS - JANUARY 2017 - MAY 2017

Finance & Administration Committee

January	Action	Info
Minutes (October)	X	
Treasurers Report	X	
Legislative Program	X	
Treasurers Reports - November	X	
Funding Resolutions - Prop 1B, TSGP	X	
February	Action	Info
Minutes	X	
Treasurers Report	X	
Quarterly Budget & Grants Report		X
March	Action	Info
Minutes	X	
Treasurers Report	X	
April	Action	Info
Minutes	X	
Treasurers Report	X	
Funding Resolutions - TDA, STA, RM2, Measure B, BB	X	
May	Action	Info
Minutes	X	
Treasurers Report	X	
Prelim Budget	X	
Quarterly Budget & Grants Report		X
Annual Org Review	X	

LAVTA COMMITTEE ITEMS - JANUARY 2017 - MAY 2017

Projects & Services Committee

January

	Action	Info
Minutes (November)	X	
Draft Long Range Transit Plan		X
Alameda County Fair Service	X	
Draft Fare Study Recommendations		X
Paratransit Customer Satisfaction		X
Relocation of Livermore Historic Train Depot		X
Shared Autonomous Vehicle Update		X
Wheels on Demand Update		X

February

	Action	Info
Minutes	X	
Quarterly Operations		X
Quarterly Marketing		X
Final Long Range Transit plan	X	
Award of Phone App.	X	

March

	Action	Info
Minutes	X	
Final Fare Study Recommendations	X	
Summer 2017 Service Changes	X	

April

	Action	Info
Minutes	X	

May

	Action	Info
Minutes	X	
Fall Service Changes	X	

AGENDA

ITEM 11

STAFF REPORT

SUBJECT: Set Board of Director Meeting Dates for 2017

FROM: Beverly Adamo, Director of Administrative Services

DATE: January 9, 2017

Action Requested

Set dates for all regularly scheduled meetings of the Board of Directors for the upcoming calendar year 2017.

Background

The Authority Bylaws state that meetings of the Board of Directors will occur on the first Monday of each month. However, each year, one or two meetings are rescheduled to accommodate meetings that fall on a holiday or on the day before or after a holiday. Rather than rescheduling these meetings on a month by month basis, we are asking the Board of Directors to adopt the following calendar of meetings for the entire year.

January 9, 2017 (New Year's Day Holiday observed on Monday January 2, 2017)

February 6, 2017

March 6, 2017

April 3, 2017

May 1, 2017

June 5, 2017

July 10, 2017 (Independence Day Holiday is on Tuesday July 4, 2017)

August 7, 2017

September 11, 2017 (Labor Day Holiday falls on Monday September 4, 2017)

October 2, 2017

November 6, 2017

December 4, 2017

Recommendation

Staff recommends the Board of Directors adopt the above meeting calendar for 2017.

Approved: _____